

OAK LODGE WATER SERVICES

BOARD OF DIRECTORS



JULY 19, 2022

REGULAR MEETING



BOARD OF DIRECTORS

REGULAR MEETING

JULY 19, 2022 at 6:00 p.m.

1. Call to Order and Hybrid Meeting Facilitation Protocols

2. Call for Public Comment

Members of the public are welcome to testify for a maximum of three minutes on agenda items.

3. Monthly Update: Oak Lodge Governance Project

4. Presentation from Ecology in Classrooms and Outdoors

5. Presentation on Population Forecasting for the Wastewater Master Plan

6. Consent Agenda

a. May 2022 Financial Report

b. Approval of June 21, 2022 Board Meeting Minutes

7. Business from the Board

8. Department Reports

a. General Manager

b. Human Resources

c. Finance

d. Technical Services

e. Field Operations

f. Plant Operations

9. Call for Public Comment

Members of the public are welcome to testify for a maximum of three minutes on agenda items.

10. Adjourn Regular Meeting



AGENDA ITEM

Title	Call for Public Comment
Item No.	2
Date	July 19, 2022

Summary

The Board of Directors welcomes comment from members of the public.

Written comments may not be read out loud or addressed during the meeting, but all public comments will be entered into the record.

The Board of Directors may elect to limit the total time available for public comment or for any single speaker depending on meeting length.

Submission information

Form: [Public Comment](#) [1]
Submitted by Visitor (not verified)
Tue, 06/21/2022 - 8:21am
97.120.158.33

Identifying Information

First Name

Kelly

Last Name

Petrin

Group or Organization Affiliation**Address**

13975 SE Crestview Ave

Phone Number

5038968953

Public Comment

Please do everything to avoid a rate hike. This proposed increase in cost along with all the other increased costs we are suffering, is putting an unsustainable squeeze on the middle class.

Source URL: <https://www.oaklodgewaterservices.org/node/5791/submission/22620>

Links

[1] <https://www.oaklodgewaterservices.org/bc/webform/public-comment>

Submission information

Form: [Public Comment](#) ^[1]
Submitted by Visitor (not verified)
Tue, 06/21/2022 - 6:19pm
98.246.24.223

Identifying Information

First Name

KATHLEEN

Last Name

WEAVER

Group or Organization Affiliation**Address**

19675 SE COTTONWOOD ST

Phone Number

5039360278

Public Comment

A monthly increase of \$4.60 is entirely too much. With the bi-monthly billing cycle, that will increase payments due by \$9.20! Having just reorganized into a Water Authority which appeared to be a parallel move, now we find that it had hidden costs associated. This one-two punch erodes my faith in government even more. Too BIG AN INCREASE!

Source URL: <https://www.oaklodgewaterservices.org/node/5791/submission/22621>

Links

[1] <https://www.oaklodgewaterservices.org/bc/webform/public-comment>

Submission information

Form: [Public Comment](#) ^[1]
Submitted by Visitor (not verified)
Wed, 07/06/2022 - 7:54pm
24.22.91.110

Identifying Information

First Name

Taylor

Last Name

Graves

Group or Organization Affiliation

Tri Pacific Properties

Address

13641 SE Oatfield Rd. Oak Grove, OR

Phone Number

503-706-4582

Public Comment

As a maintenance supervisor for Tri Pacific Properties I must handle a wide range of issues, including excessive water use and leaks. I wish to let the Board how incredibly impressed I am with David Seifert and Ben Coy. These two are writing a new book on customer service, and have helped immensely with our recent excessive water use problems at our oldest complex, and are always available for information and assistance.
Best water, best service, best people.
Thank You!

Source URL: <https://www.oaklodgewaterservices.org/node/5791/submission/22627>

Links

[1] <https://www.oaklodgewaterservices.org/bc/webform/public-comment>

Oak Lodge Water Services

JUL - 7 2022

* RECEIVED *

July 4, 2022

OAK LODGE WATER SERVICES

Board of Directors
14496 SE River Road
Oak Grove, Oregon 97267

Dear Board of Directors,

On this 4th of July Holiday, Independence Day, we are writing to THANK YOU for the financial assistance provided to our company. The Covid-19 pandemic shocked the world and, as well, stunned our business due to five months of mandated closure. We've endured many ups and downs over the course of our 45 year history but nothing can compare to the challenges of these past two years.

Again, this letter is to simply THANK YOU for the support! Gail Stevens is a fabulous communicator and has been diligent in reviewing our information and monitoring the state of affairs. Her cooperation and patience are very much appreciated.

Thank you,



Jennifer L. Harding
President – East Side Athletic Clubs



AGENDA ITEM

Title	Monthly Update: Oak Lodge Governance Project
Item No.	3
Date	July 19, 2022

Summary

The Board of Directors has extended an invitation to the Oak Lodge Governance Project for a monthly update to assure the availability of current and accurate information to the District's customers.



AGENDA ITEM

Title	Presentation from Ecology in Classrooms & Outdoors
Item No.	4
Date	July 19, 2022

Summary

“ECO was founded by women who saw a need in the community—and decided to meet it head-on. In 2005, Sarah Woods and Bethany Shetterly Thomas developed a friendship while volunteering as environmental educators. They saw, firsthand, the critical need for students to have greater access to hands-on science curriculum both in schools and the field. And so, ECO was born.

ECO is a 501(c)(3) nonprofit organization that has grown to serve 6,330 students, grades K-12, annually in the Portland Metro Area, Eugene, and the Central Coast.

ECO's highly experienced educators deliver custom-created content that harnesses the natural curiosity of students and empowers them to build lifelong connections with nature.

From engaging in-classroom lessons, to field trips, to habitat restoration projects, to garden-based summer camp, our small but mighty team of educators delivers year-round programming. Learn more about our programs here!

In the 2018/19 school year, ECO merged an ecology education initiative, a nonprofit, and a corporation into our organization, and extended our reach to more students than ever before. The support from our community of donors and like-minded businesses has made this possible. Read our annual reports to learn more about this milestone.

ECO believes all students, regardless of circumstance, deserve the opportunity to connect with nature through world-class science education. Your support makes this possible. Together, we're creating the advocates, stewards, and change-makers our future needs.”¹

Attachments

1. PowerPoint Presentation

¹ This information was found on the ECO website: <https://www.ecologyoutdoors.org/>

Oak Lodge Water Services

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Ecology in Classrooms & Outdoors



Our mission is to inspire students to care for nature and their local communities through hands-on science education and climate action.

Where We Work

- 5 counties
- 14 school districts
- 6,000 students per year
- Grades K-12



Multnomah
Washington
Clackamas
Lane
Douglas

OLWS & ECO

Working together since 2017

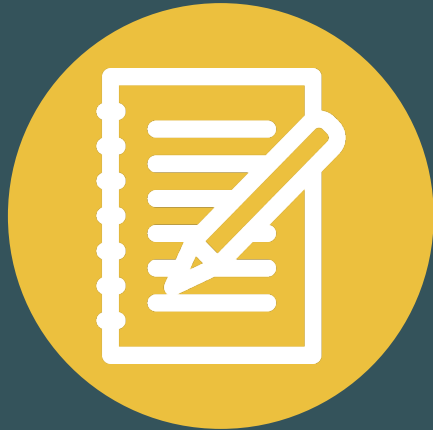


Oak Grove Elementary School

View Acres Elementary School

Rex Putnam High School

What We Do



In-school and
Virtual Lessons



Aligned with
Science
Standards



Hands-on
Learning

What Makes Us Unique

- Prioritize reaching low-income and students of color at under-resourced schools
- Cumulative
- Place-based and community-oriented



Moving Forward

- Developing teachECO.org
- Website will host ECO curriculum online

SCIENCE LESSONS FOR EVERYONE

Bird-O

Animals, Birds, Spring



Birds are one of the most diverse groups of vertebrates on Earth, and can be found on every continent of the planet. In fact, scientists have studied between 10,000-18,000 species of birds! In this lesson, students are introduced to ornithology, the study of birds, by learning about bird behavior and participating in birdwatching. Then, students head outdoors with a BIRD-O bingo board to see how many different bird behaviors they can observe in their neighborhood or nearby green space.

Teacher Guide

Activity Sheet

Required Materials



Optional Materials



NGSS Alignment



A photograph showing two individuals wearing bright yellow raincoats and green gloves. They are holding a black plastic pot containing a small green plant with some brown leaves. The background is a blurred natural setting with trees and foliage.

OLWS Impact

Funding from OLWS means:

- ✓ Fostering student and teacher agency
- ✓ Delivering comprehensive water and invasive plant curriculum
- ✓ Providing conservation education in diverse and low-income schools

Partnering with OLWS means:

- ✓ Opportunity for collaboration and feedback
- ✓ Increasing watershed literacy

Elementary Schools

Oak Grove & View Acres

- 8 in-class lessons
- 8 outdoor experiences
- 4 ECO curriculum kits



High School

Rex Putnam

- 2 hybrid indoor/outdoor lessons
- 3 climate change lessons delivered
- 2 Climate Action lessons developed



“Before today when I saw plants and trees I just thought that’s all they were, but today I learned they were so much more.”

-View Acres student, plant ID & rain garden lesson

“Your hands on instruction in our classroom helped cement knowledge for our students while also keeping them engaged. The field trip was an event they will remember for a long time!”

-Oak Grove teacher



Questions?



AGENDA ITEM

Title	Presentation on Population Forecasting for the Wastewater Master Plan
Item No.	5
Date	July 19, 2022

Summary

Oak Lodge Water Services (OLWS) has contracted Water Systems Consulting, Inc. (WSC) to prepare the Wastewater Master Plan (WWMP). The Wastewater Master Plan will evaluate the adequacy of the wastewater collection and treatment systems to provide safe and reliable service to customers and recommend capital improvements necessary to maintain that level of service into the future.

Buildable Lands Inventory

To assess the capacity for future residential and employment capacity within the Oak Lodge service area, a Buildable Lands Inventory (BLI) was prepared by Angelo Planning Group. The BLI investigated three potential avenues for growth within the Oak Lodge Water Services' area: buildout development of vacant and partially vacant properties, infill development as a result of middle housing additions, and commercial property redevelopment.

Property data provided by Clackamas County was reviewed within the Oak Lodge Water Services' area to determine the vacant acreage within the OLWS wastewater service area that could support future development. Individual parcels were placed into three distinct categories:

- Developed. Includes parcels with less than ½-acre or which meet the criteria to be considered fully developed based on the size, zoning, and current level of development of the property.
- Vacant. Includes residential zoned lots with an existing improvement value of less than \$10,000 and non-residential lots that could be rezoned for residential use.
- Partially Vacant. Includes parcels greater than ½-acre with an existing dwelling that could support additional residences, based on allowable developed density per land use zone.

The developable acreage of vacant and partially vacant properties was further analyzed to determine the net developable acreage. Vacant acreage with steep slopes exceeding 25% or

environmental constraints associated with riparian or upland habitats were assumed to constrain the ability to develop and the developable acreage was adjusted accordingly.

Development Status	Number of Lots	Gross Acres	Vacant Acres	Net Developable Acreage	Future Residential Unit Capacity
Residential					
Developed Land	7,733	2,098.1	0	0	0
Partially Vacant	475	429.4	232.1	200.4	1,018
Vacant	227	91.0	63.0	57.7	308
Non-Residential					
Developed	308	301.3	0	0	0
Vacant	11	6.9	4.9	4.3	0
Totals	8,754	2,926.7	300	262.4	1,326

¹ Parcel analysis taken from Buildable Land Inventory Technical Memorandum (Angelo Planning Group, 2022)

In 2019 the Oregon State Legislature passed House Bill (HB) 2001 which contains numerous provisions related to the development of “middle housing”, defined as duplexes, triplexes, quadplexes, townhomes, and cottage clusters. HB 2001 requires that middle housing development will be allowed on all residential lots that allow a single family detached dwelling with discretion given to local jurisdictions regarding the approved siting and design. Based on conversations with Clackamas County, the following assumptions were made to account for increased densification from middle housing allowed due to the passing of HB 2001:

- Buildout Development Middle Housing. The development of vacant or partially vacant properties could be middle housing rather than detached single family homes. To account for this potential, 25 percent of vacant or partially vacant properties are assumed to develop at an increased density.
- Infill Development of Single-Family Properties. Approximately 5 percent of developed parcels zoned for single-family land use will add an average of 1.5 additional units per parcel.

In discussions with Clackamas County, several parcels in the vicinity of the SE Park Avenue Transit Station were identified for an increased potential of redevelopment to provide multifamily housing. The County is considering changes to zoning maximums to allow up to 60 units per acre near the transit station. The BLI study found nearly 10 acres of underutilized parcels adjacent to the transit station that could redevelop and provide an additional 400 residential units. The BLI study also indicated a potential for additional commercial redevelopment throughout the service area, but this would require additional zoning changes and it is not clear which, if any, commercial properties would be most likely to develop. Given

the challenges in predicting the location and nature of these future zoning changes, only the redevelopment around the transit center is included in the BLI estimates of additional housing unit capacity.

Population Estimates

Portland State University (PSU) Population Research Center provides annual estimates of population within the OLWS water system service boundary each year based on available census data. The most recent estimate is for the year 2020 and the estimate was completed in May of 2021. Estimates are based on the April 1, 2010 census data, with each subsequent year based on a statistical estimate for population as of July 1st of each year. WSC has estimated the populations statistics through 2022 based on the average growth rates in the PSU estimates.

Year ¹	Population	Household Population	Households	Persons per Household	Annual Growth Rate
2010	27,340	26,932	11,323	2.38	NA
2011	27,433	27,025	11,345	2.38	0.3%
2012	27,494	27,086	11,365	2.38	0.2%
2013	27,549	27,141	11,388	2.38	0.2%
2014	27,608	27,200	11,413	2.38	0.2%
2015	27,654	27,246	11,478	2.37	0.2%
2016	27,820	27,412	11,548	2.37	0.6%
2017	27,950	27,542	11,626	2.37	0.5%
2018	28,072	27,664	11,701	2.36	0.4%
2019	28,313	27,905	11,827	2.36	0.9%
2020	28,459	28,051	11,889	2.36	0.5%
2021²	28,575	28,166	11,938	2.36	0.4%
2022²	28,692	28,281	11,987	2.36	0.4%

¹ 2010 Census data allocated to service area. Years 2011 through 2020 estimated population on July 1st by PSU Population Research Center
² WSC estimate based on average growth rate of 0.41% between 2010 and 2020 PSU data

Over the ten-year period from 2010 to 2020, the population is estimated to have grown at an average annual rate of 0.4 percent within the Oak Lodge service area. The Oak Lodge service area has not experienced substantial growth over the past decade.

The PSU Population Research Center also provides forecasts, research and analysis of population and demographics across the state of Oregon and has prepared future population forecasts within the Oak Lodge service area through the year 2050.

Year	Population	Household Population	Households	Persons per Household	Annual Growth Rate
2025	29,383	28,939	12,274	2.36	0.57%
2030	30,118	29,647	12,597	2.35	0.50%
2035	30,706	30,209	12,848	2.35	0.39%
2040	31,069	30,547	13,031	2.34	0.24%
2045	31,455	30,910	13,226	2.34	0.25%
2050	31,833	31,264	13,418	2.33	0.24%

¹ Forecasts provided by Portland State University Population Research Center (May 2022)

The population forecasts indicate a gradual reduction in persons per household and annual growth rate over the next 30 years. A total of 1,431 new households are forecast to be added within the Oak Lodge water service area between 2022 and 2050. Note that the water service area is smaller than the sewer service area, which includes a portion of the City of Gladstone.

The buildable lands inventory (BLI) results indicate a potential capacity for 2,535 additional residential units within the Oak Lodge service area, compared to a forecasted increase of 1,431 additional households from the PSU Population Research Center. The PSU forecasts are limited to the 2019 water service area boundary though, while the sewer service area boundary that formed the basis for the BLI includes the northwestern portion of the City of Gladstone. Although the two approaches represent different boundary conditions, they can be compared in terms of annual growth rate. The PSU forecasts through 2050 assume an average annual growth rate of 0.4 percent, while the BLI would result in an average annual growth rate of 0.77 percent if the full development capacity was realized by 2052, or 30 years from the writing of this chapter.

The capacity for additional residential housing units identified in the BLI appears to be more conservative than the PSU forecasts for the year 2050, but not excessively so. For the purposes of projecting future wastewater system loading within the Oak Lodge service area, WSC recommends using the assumption that the full BLI capacity will be developed by the year 2052.

Projected Growth by 2052	Population	Households	Annual Growth Rate
Additional Buildout Development	3,129	1,326	--
Additional Middle Housing Densification	1,909	809	--
Additional Commercial Redevelopment	944	400	--
Totals	5,982	2,535	0.77%



CONSENT AGENDA

To Board of Directors
From Sarah Jo Chaplen, General Manager
Title Consent Agenda
Item No. 6
Date July 19, 2022

Summary

The Board of Directors has a standing item on the regular monthly meeting agenda called "Consent Agenda." This subset of the regular agenda provides for the Board to relegate routine business functions not requiring discussion to a consent agenda where all included items can be acted upon by a single act.

The Consent Agenda includes:

- a. **May 2022 Financial Report**
- b. **Approval of June 21, 2022 Regular Board Meeting Minutes**

Options for Consideration

- 1. Approve the Consent Agenda as listed on the meeting agenda.
- 2. Request one or more items listed on the Consent Agenda be pulled from the Consent Agenda for discussion.

Recommendation

Staff requests that the Board approve the items listed under the Consent Agenda.

Suggested Board Motion

"I move to approve the Consent Agenda."

Approved By _____	Date _____
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MONTHLY FINANCIAL REPORT

To	Board of Directors
From	Gail Stevens, Finance Director
Title	May 2022 Financial Reports
Item No.	6a
Date	July 12, 2022 for July 19, 2022 Meeting

Reports

- May 2022 Monthly Overview (Including Cash and Investment Balances)
- May 2022 Budget to Actual Report
- May 2022 Budget Account Roll Up Report

**Oak Lodge Water Services
Monthly Overview
May 2022**

This report summarizes the revenues and expenditures for May 2022. Also incorporated in this report are account balances, including all cash and investment activity as well as checks and withdrawals.

Cash and Investments

Account Balances As of:		
May 31, 2022	Interest Rate	Balance
Account		
Wells Fargo Bank Checking-3552	0.25%	\$ 1,156,782
LGIP	0.75%	\$ 13,939,973
Total		\$ 15,096,755

The District’s checks, electronic withdrawals, and bank drafts total \$1.1 million for May 2022.

Below is a table identifying the District’s three principal sources of service charges in each fund with a comparison between annual budget estimates and year-to-date service charge fees.

<u>GL Account</u>	<u>Service Charge</u>	<u>Budget Estimate</u>	<u>Period Amount</u>	<u>Year-to-Date Amount</u>	<u>Percentage of Budget</u>
10-00-4211	Water sales	4,120,000	284,877	3,768,435	91.47%
20-00-4212	Wastewater charges	8,459,000	634,184	7,708,331	91.13%
30-00-4213	Watershed protection	1,566,000	130,087	1,451,199	92.67%
	Subtotal	\$ 14,145,000	\$ 1,049,148	\$ 12,927,965	91.40%

The percentage of budget is calculated by dividing the ending balance by the budget.

With respect to revenues, the percentage of budget is affected by seasonal variations. The expectation is that the District would recognize a greater percentage of revenue in the first half of the fiscal year than in the second half.

With respect to expenditures, at the end of May expenditures are overall 60.0% of budget. When excluding Contingencies, expenditures are 80.0% of budget, with 91.7% of the fiscal year completed.

Review of expenditure lines that are above 97% of budget:

- 1. There is no expenditure line above 97% of budget**

Low Income Rate Relief Program Overview

The District allows eligible customers to obtain a discounted rate on a portion of their bill. The District budgets resources to fund the revenue losses due to the program at the rate of 0.5% of budgeted service charge revenue. The budgeted amount serves as a cap to the program's cost which can only be exceeded with approval from the District's Board of Directors.

Below is a table identifying the number of accounts in the program and an estimated monthly discount and year-to-date value based on a single-family residential account with a standard 5/8" Water Meter and 6 CCF of water consumption per month.

Total Number of Accounts	Discount	Cap per Policy	Estimated Monthly Discount	Estimated Year-to-Date Discount	Estimated Percentage of Budget
128	Low Income Rate Relief	\$ 70,725	\$ (5,517)	\$ 54,262	76.72%

General Ledger
Budget to Actual



User: Gail
Printed: 7/12/2022 6:27:17 PM
Period 11 - 11
Fiscal Year 2022

Account Number	Description	Budget	Period Amt	End Bal	Encumbered	% of Budget
05	Administrative Services					
	NonDivisional					
	<i>Beginning Fund Balance</i>					
05-00-3500	Fund balance	978,000.00	0.00	1,375,369.16	0.00	140.63
	<i>Beginning Fund Balance</i>	<i>978,000.00</i>	<i>0.00</i>	<i>1,375,369.16</i>	<i>0.00</i>	<i>140.63</i>
	NonDivisional	978,000.00	0.00	1,375,369.16	0.00	140.63
	Fund Balance	978,000.00	0.00	1,375,369.16	0.00	140.63
	NonDivisional					
	<i>Revenue</i>					
05-00-4227	System	0.00	1,502.00	1,502.00	0.00	0.00
	Development-Compliance					
05-00-4230	Contracted Services	57,400.00	4,000.00	49,400.00	0.00	86.06
	Revenue					
05-00-4610	Investment revenue	3,000.00	1,244.50	6,030.91	0.00	201.03
05-00-4630	Miscellaneous revenues	1,000.00	1,350.00	26,768.41	0.00	2,676.84
	<i>Revenue</i>	<i>61,400.00</i>	<i>8,096.50</i>	<i>83,701.32</i>	<i>0.00</i>	<i>136.32</i>
	NonDivisional	61,400.00	8,096.50	83,701.32	0.00	136.32
	Transfers & Contingencies					
	<i>Revenue</i>					
05-29-4910	Transfer in from Fund 10	1,500,000.00	125,000.00	1,375,000.00	0.00	91.67
05-29-4920	Transfer in from Fund 20	1,899,000.00	158,250.00	1,740,750.00	0.00	91.67
05-29-4930	Transfer in from Fund 30	1,008,000.00	84,000.00	924,000.00	0.00	91.67
	<i>Revenue</i>	<i>4,407,000.00</i>	<i>367,250.00</i>	<i>4,039,750.00</i>	<i>0.00</i>	<i>91.67</i>
	Transfers & Contingencies	4,407,000.00	367,250.00	4,039,750.00	0.00	91.67
	Revenue	4,468,400.00	375,346.50	4,123,451.32	0.00	92.28
	AdminFinance					
	<i>Personnel Services</i>					
05-01-5110	Regular employees	657,000.00	56,174.58	491,239.54	0.00	74.77
05-01-5130	Overtime	5,000.00	1,492.12	3,827.00	0.00	76.54
05-01-5210	Healthdental insurance	127,000.00	7,596.66	80,399.44	0.00	63.31
05-01-5230	Social security	51,000.00	4,318.89	34,341.07	0.00	67.34
05-01-5240	Retirement	128,000.00	8,941.33	88,634.94	0.00	69.25
05-01-5250	TrimetWBF	6,000.00	461.47	3,882.44	0.00	64.71
05-01-5260	Unemployment	5,000.00	0.00	0.00	0.00	0.00
05-01-5270	Workers compensation	1,000.00	0.00	349.55	0.00	34.96
05-01-5290	Other employee benefits	2,000.00	0.00	263.70	0.00	13.19
	<i>Personnel Services</i>	<i>982,000.00</i>	<i>78,985.05</i>	<i>702,937.68</i>	<i>0.00</i>	<i>71.58</i>
	<i>Materials & Services</i>					
05-01-6110	Legal services	375,000.00	25,476.50	203,368.97	0.00	54.23
05-01-6120	Accounting and audit services	50,000.00	1,050.00	32,340.00	0.00	64.68
05-01-6155	Contracted Services	188,000.00	2,228.55	218,493.38	7,800.00	116.22
05-01-6180	Dues and subscriptions	42,000.00	208.00	39,583.89	0.00	94.25
05-01-6220	Electricity	14,000.00	1,176.34	13,025.85	0.00	93.04
05-01-6240	Natural gas	4,000.00	188.90	2,871.18	0.00	71.78

Account Number	Description	Budget	Period Amt	End Bal	Encumbered	% of Budget
05-01-6290	Other utilities	10,000.00	205.47	3,622.83	0.00	36.23
05-01-6310	Janitorial services	15,000.00	1,283.57	13,644.63	0.00	90.96
05-01-6320	Buildings and grounds maint	20,000.00	4,586.40	14,182.83	5,275.00	70.91
05-01-6410	Mileage	1,000.00	199.64	199.64	0.00	19.96
05-01-6420	Staff training	12,000.00	294.56	7,946.06	3,600.00	66.22
05-01-6510	Office supplies	32,000.00	3,481.52	27,812.52	0.00	86.91
05-01-6730	Communications	2,000.00	0.00	1,174.50	0.00	58.73
05-01-6740	Advertising	1,000.00	0.00	0.00	0.00	0.00
05-01-6760	Equipment rental	5,000.00	0.00	2,929.89	0.00	58.60
05-01-6770	Bank charges	140,000.00	13,720.37	133,205.58	0.00	95.15
05-01-6780	Taxes, Fees, Permits	1,500.00	0.00	1,075.66	0.00	71.71
05-01-6785	ECAP Payments	76,000.00	2,639.17	38,282.55	0.00	50.37
05-01-6900	Miscellaneous expense	1,000.00	363.75	903.65	0.00	90.37
	<i>Materials & Services</i>	<i>989,500.00</i>	<i>57,102.74</i>	<i>754,663.61</i>	<i>16,675.00</i>	<i>76.27</i>
	AdminFinance	1,971,500.00	136,087.79	1,457,601.29	16,675.00	73.93
	Human Resources					
	<i>Personnel Services</i>					
05-02-5110	Regular employees	188,000.00	15,183.80	161,518.57	0.00	85.91
05-02-5130	Overtime	5,000.00	1,730.52	3,931.19	0.00	78.62
05-02-5210	Healthdental insurance	27,000.00	1,827.52	18,819.37	0.00	69.70
05-02-5230	Social security	15,000.00	1,270.78	12,415.19	0.00	82.77
05-02-5240	Retirement	34,000.00	3,031.05	29,973.13	0.00	88.16
05-02-5250	TrimetWBF	2,000.00	135.75	1,316.31	0.00	65.82
05-02-5270	Workers compensation	1,000.00	0.00	106.92	0.00	10.69
05-02-5290	Other employee benefits	1,000.00	0.00	0.00	0.00	0.00
	<i>Personnel Services</i>	<i>273,000.00</i>	<i>23,179.42</i>	<i>228,080.68</i>	<i>0.00</i>	<i>83.55</i>
	<i>Materials & Services</i>					
05-02-6155	Contracted Services	16,000.00	3,035.63	6,287.13	0.00	39.29
05-02-6175	Records Management	8,000.00	2,309.01	7,196.64	0.00	89.96
05-02-6180	Dues and subscriptions	0.00	0.00	0.00	0.00	0.00
05-02-6230	Telephone	57,000.00	5,337.49	51,959.24	0.00	91.16
05-02-6410	Mileage	1,000.00	0.00	0.00	0.00	0.00
05-02-6420	Staff training	12,000.00	534.43	13,270.54	0.00	110.59
05-02-6440	Board Expense	7,000.00	291.41	908.66	3,068.00	12.98
05-02-6510	Office supplies	1,000.00	0.00	979.17	0.00	97.92
05-02-6540	Safety Supplies	2,000.00	179.99	3,076.57	0.00	153.83
05-02-6560	Uniforms	36,000.00	3,221.07	29,093.15	0.00	80.81
05-02-6610	Board Compensation	2,500.00	0.00	0.00	0.00	0.00
05-02-6720	Insurance-General	270,000.00	20,941.36	225,426.48	0.00	83.49
05-02-6730	Communications	4,000.00	462.42	2,273.78	0.00	56.84
05-02-6740	Advertising	5,500.00	599.01	5,816.47	0.00	105.75
05-02-6900	Miscellaneous expense	1,000.00	0.00	0.00	0.00	0.00
	<i>Materials & Services</i>	<i>423,000.00</i>	<i>36,911.82</i>	<i>346,287.83</i>	<i>3,068.00</i>	<i>81.86</i>
	Human Resources	696,000.00	60,091.24	574,368.51	3,068.00	82.52
	Technical Services					
	<i>Personnel Services</i>					
05-03-5110	Regular employees	622,000.00	67,336.04	577,694.09	0.00	92.88
05-03-5130	Overtime	5,000.00	240.34	2,733.86	0.00	54.68
05-03-5210	Healthdental Insurance	93,000.00	6,098.92	67,991.19	0.00	73.11
05-03-5230	Social security	49,000.00	5,122.82	42,347.56	0.00	86.42
05-03-5240	Retirement	119,000.00	13,508.44	112,826.91	0.00	94.81
05-03-5250	TrimetWBF	5,000.00	541.90	4,627.30	0.00	92.55
05-03-5270	Workers compensation	1,000.00	0.00	330.93	0.00	33.09
05-03-5290	Other employee benefits	2,000.00	0.00	0.00	0.00	0.00
	<i>Personnel Services</i>	<i>896,000.00</i>	<i>92,848.46</i>	<i>808,551.84</i>	<i>0.00</i>	<i>90.24</i>
	<i>Materials & Services</i>					
05-03-6155	Contracted Services	165,500.00	33,345.00	158,698.87	79,710.43	95.89
05-03-6180	Dues and subscriptions	0.00	0.00	0.00	0.00	0.00
05-03-6350	Computer maintenance	318,000.00	19,751.29	291,621.32	29,852.80	91.70
05-03-6410	Mileage	3,000.00	104.13	148.59	0.00	4.95

<u>Account Number</u>	<u>Description</u>	<u>Budget</u>	<u>Period Amt</u>	<u>End Bal</u>	<u>Encumbered</u>	<u>% of Budget</u>
05-03-6420	Staff training	15,000.00	1,068.21	8,833.18	0.00	58.89
05-03-6430	Certifications	500.00	0.00	100.00	0.00	20.00
05-03-6510	Office supplies	0.00	0.00	2,695.93	0.00	0.00
05-03-6530	Small tools and equipment	6,000.00	0.00	2,453.00	0.00	40.88
05-03-6540	Safety supplies	2,500.00	0.00	1,362.67	0.00	54.51
05-03-6730	Communications	119,000.00	6,939.41	54,396.22	30,614.38	45.71
05-03-6900	Miscellaneous expense	1,000.00	0.00	0.00	0.00	0.00
	<i>Materials & Services</i>	<i>630,500.00</i>	<i>61,208.04</i>	<i>520,309.78</i>	<i>140,177.61</i>	<i>82.52</i>
	Technical Services	1,526,500.00	154,056.50	1,328,861.62	140,177.61	87.05
	Vehicle Services					
	<i>Materials & Services</i>					
05-04-6330	Vehicleequipment maintenance	70,000.00	6,717.11	57,260.96	2,791.66	81.80
05-04-6520	Fuels and Oils	51,000.00	3,442.83	31,340.58	0.00	61.45
	<i>Materials & Services</i>	<i>121,000.00</i>	<i>10,159.94</i>	<i>88,601.54</i>	<i>2,791.66</i>	<i>73.22</i>
	<i>Capital Outlay</i>					
05-04-7540	Vehicles	0.00	-35,050.41	0.00	0.00	0.00
	<i>Capital Outlay</i>	<i>0.00</i>	<i>-35,050.41</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
	Vehicle Services	121,000.00	-24,890.47	88,601.54	2,791.66	73.22
	Special Payments					
	<i>Special Payments</i>					
05-25-6990	Special Payments - PERS	550,000.00	0.00	0.00	0.00	0.00
	<i>Special Payments</i>	<i>550,000.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
	Special Payments	550,000.00	0.00	0.00	0.00	0.00
	Transfers & Contingencies					
	<i>Transfers & Contingencies</i>					
05-29-9000	Contingency	581,400.00	0.00	0.00	0.00	0.00
	<i>Transfers & Contingencies</i>	<i>581,400.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
	Transfers & Contingencies	581,400.00	0.00	0.00	0.00	0.00
05	Expense	5,446,400.00	325,345.06	3,449,432.96	162,712.27	63.33
	Administrative Services	0.00	50,001.44	2,049,387.52	-162,712.27	0.00
10	Drinking Water NonDivisional					
	<i>Beginning Fund Balance</i>					
10-00-3500	Fund balance	1,086,000.00	0.00	1,249,095.42	0.00	115.02
	<i>Beginning Fund Balance</i>	<i>1,086,000.00</i>	<i>0.00</i>	<i>1,249,095.42</i>	<i>0.00</i>	<i>115.02</i>
	NonDivisional	1,086,000.00	0.00	1,249,095.42	0.00	115.02
	Fund Balance	1,086,000.00	0.00	1,249,095.42	0.00	115.02
	NonDivisional Revenue					
10-00-4210	Water Sales - CRW	30,000.00	0.00	25,105.32	0.00	83.68
10-00-4211	Water sales	4,120,000.00	284,876.72	3,768,434.62	0.00	91.47
10-00-4215	Penalties and late charges	10,000.00	1,164.36	15,419.78	0.00	154.20
10-00-4220	System development charges	0.00	-115,749.20	60,436.80	0.00	0.00
10-00-4240	Service installations	10,000.00	-2,508.00	23,190.00	0.00	231.90
10-00-4280	Rents & leases	200,000.00	14,507.31	169,244.55	0.00	84.62
10-00-4290	Other charges for services	10,000.00	200.00	16,820.39	0.00	168.20
10-00-4610	Investment revenue	7,000.00	287.12	3,406.93	0.00	48.67
10-00-4630	Miscellaneous revenues	25,000.00	2,762.21	32,089.64	0.00	128.36
	<i>Revenue</i>	<i>4,412,000.00</i>	<i>185,540.52</i>	<i>4,114,148.03</i>	<i>0.00</i>	<i>93.25</i>

Account Number	Description	Budget	Period Amt	End Bal	Encumbered	% of Budget
	NonDivisional	4,412,000.00	185,540.52	4,114,148.03	0.00	93.25
	Revenue	4,412,000.00	185,540.52	4,114,148.03	0.00	93.25
	Drinking Water					
	<i>Personnel Services</i>					
10-20-5110	Regular employees	677,000.00	57,115.72	609,808.90	0.00	90.08
10-20-5130	Overtime	29,000.00	3,130.46	25,889.59	0.00	89.27
10-20-5210	Healthdental insurance	134,000.00	8,747.94	90,645.13	0.00	67.65
10-20-5230	Social Security	53,000.00	4,532.95	47,870.78	0.00	90.32
10-20-5240	Retirement	127,000.00	11,500.83	122,577.28	0.00	96.52
10-20-5250	TrimetWBF	6,000.00	483.81	5,073.89	0.00	84.56
10-20-5270	Workers compensation	19,000.00	0.00	7,091.25	0.00	37.32
10-20-5290	Other employee benefits	5,000.00	0.00	0.00	0.00	0.00
	<i>Personnel Services</i>	<i>1,050,000.00</i>	<i>85,511.71</i>	<i>908,956.82</i>	<i>0.00</i>	<i>86.57</i>
	<i>Materials & Services</i>					
10-20-6155	Contracted Services	66,000.00	5,629.75	40,325.58	24,449.42	61.10
10-20-6220	Electricity	33,500.00	2,380.55	30,089.06	0.00	89.82
10-20-6240	Natural gas	3,000.00	199.83	2,181.14	0.00	72.70
10-20-6290	Other utilities	3,000.00	291.37	3,165.45	0.00	105.52
10-20-6320	Buildings & grounds	40,000.00	1,636.55	36,081.04	1,200.00	90.20
10-20-6340	Distribution system maint	305,000.00	40,858.34	286,296.28	57,133.79	93.87
10-20-6410	Mileage	0.00	0.00	266.04	0.00	0.00
10-20-6420	Staff training	15,000.00	781.03	10,084.13	0.00	67.23
10-20-6430	Certifications	2,000.00	102.00	2,142.00	0.00	107.10
10-20-6530	Small tools & equipment	9,000.00	1,314.79	7,602.91	0.00	84.48
10-20-6540	Safety supplies	21,000.00	1,254.21	18,902.35	0.00	90.01
10-20-6550	Operational Supplies	7,000.00	1,483.88	7,894.38	0.00	112.78
10-20-6560	Uniforms	0.00	0.00	0.00	0.00	0.00
10-20-6710	Purchased water	1,141,000.00	72,435.52	984,308.02	0.00	86.27
10-20-6715	Water quality program	12,000.00	303.85	6,789.51	2,032.00	56.58
10-20-6760	Equipment Rental	3,000.00	0.00	735.16	0.00	24.51
10-20-6780	Taxes, Fees, Permits	16,000.00	444.64	15,300.98	0.00	95.63
10-20-6900	Miscellaneous expense	1,000.00	119.51	680.58	0.00	68.06
	<i>Materials & Services</i>	<i>1,677,500.00</i>	<i>129,235.82</i>	<i>1,452,844.61</i>	<i>84,815.21</i>	<i>86.61</i>
	Drinking Water	2,727,500.00	214,747.53	2,361,801.43	84,815.21	86.59
	Debt Service					
	<i>Materials & Services</i>					
10-24-6815	Zions Bank loan-principal	183,000.00	0.00	183,000.00	0.00	100.00
10-24-6825	Zions Bank loan-interest	26,000.00	0.00	25,985.40	0.00	99.94
	<i>Materials & Services</i>	<i>209,000.00</i>	<i>0.00</i>	<i>208,985.40</i>	<i>0.00</i>	<i>99.99</i>
	Debt Service	209,000.00	0.00	208,985.40	0.00	99.99
	Transfers & Contingencies					
	<i>Transfers & Contingencies</i>					
10-29-8105	Transfers out to Fund 05	1,500,000.00	125,000.00	1,375,000.00	0.00	91.67
10-29-8171	Transfers out to Fund 71	500,000.00	41,667.00	458,337.00	0.00	91.67
10-29-9000	Contingency	561,500.00	0.00	0.00	0.00	0.00
	<i>Transfers & Contingencies</i>	<i>2,561,500.00</i>	<i>166,667.00</i>	<i>1,833,337.00</i>	<i>0.00</i>	<i>71.57</i>
	Transfers & Contingencies	2,561,500.00	166,667.00	1,833,337.00	0.00	71.57
	Expense	5,498,000.00	381,414.53	4,404,123.83	84,815.21	80.10
10	Drinking Water	0.00	-195,874.01	959,119.62	-84,815.21	0.00
20	Wastewater Reclam.					
	NonDivisional					
	<i>Beginning Fund Balance</i>					
20-00-3500	Fund balance	834,900.00	0.00	1,011,607.80	0.00	121.17
	<i>Beginning Fund Balance</i>	<i>834,900.00</i>	<i>0.00</i>	<i>1,011,607.80</i>	<i>0.00</i>	<i>121.17</i>

Account Number	Description	Budget	Period Amt	End Bal	Encumbered	% of Budget
	NonDivisional	834,900.00	0.00	1,011,607.80	0.00	121.17
	Fund Balance	834,900.00	0.00	1,011,607.80	0.00	121.17
	NonDivisional Revenue					
20-00-4212	Wastewater charges	8,459,000.00	634,183.57	7,708,330.91	0.00	91.13
20-00-4215	Penalties & late charges	10,000.00	635.22	6,535.28	0.00	65.35
20-00-4220	System development charges	125,000.00	5,165.00	61,980.00	0.00	49.58
20-00-4290	Other charges for services	20,000.00	1,465.50	12,701.80	0.00	63.51
20-00-4610	Investment revenue	2,000.00	66.48	839.03	0.00	41.95
20-00-4630	Miscellaneous revenues	8,000.00	0.00	1,438.50	0.00	17.98
	<i>Revenue</i>	<i>8,624,000.00</i>	<i>641,515.77</i>	<i>7,791,825.52</i>	<i>0.00</i>	<i>90.35</i>
	NonDivisional	8,624,000.00	641,515.77	7,791,825.52	0.00	90.35
	Transfers & Contingencies Revenue					
20-29-4940	Transfers in from Fund 40	623,800.00	0.00	625,413.52	0.00	100.26
	<i>Revenue</i>	<i>623,800.00</i>	<i>0.00</i>	<i>625,413.52</i>	<i>0.00</i>	<i>100.26</i>
	Transfers & Contingencies	623,800.00	0.00	625,413.52	0.00	100.26
	Revenue	9,247,800.00	641,515.77	8,417,239.04	0.00	91.02
	Wastewater-Plant Personnel Services					
20-21-5110	Regular employees	704,000.00	49,196.10	571,207.46	0.00	81.14
20-21-5130	Overtime	40,000.00	1,817.07	28,588.74	0.00	71.47
20-21-5210	Healthdental insurance	185,000.00	13,151.22	122,461.64	0.00	66.20
20-21-5230	Social security	55,000.00	3,803.46	44,909.60	0.00	81.65
20-21-5240	Retirement	127,000.00	8,027.49	88,428.59	0.00	69.63
20-21-5250	TrimetWBF	6,000.00	407.82	4,760.87	0.00	79.35
20-21-5270	Workers compensation	18,000.00	0.00	7,356.84	0.00	40.87
20-21-5290	Other employee benefits	5,000.00	0.00	0.00	0.00	0.00
	<i>Personnel Services</i>	<i>1,140,000.00</i>	<i>76,403.16</i>	<i>867,713.74</i>	<i>0.00</i>	<i>76.12</i>
	<i>Materials & Services</i>					
20-21-6155	Contracted Services	218,000.00	10,509.48	165,087.50	76,774.94	75.73
20-21-6180	Dues and subscriptions	0.00	29.98	55.96	0.00	0.00
20-21-6220	Electricity	335,000.00	30,003.24	311,281.26	0.00	92.92
20-21-6240	Natural gas	1,000.00	28.10	515.80	0.00	51.58
20-21-6250	Solid waste disposal	57,000.00	1,781.64	47,714.03	12,538.22	83.71
20-21-6290	Other utilities	500.00	579.91	969.83	0.00	193.97
20-21-6310	Janitorial services	10,000.00	907.48	9,316.44	0.00	93.16
20-21-6320	Buildings & grounds	58,000.00	5,706.95	55,481.86	1,150.00	95.66
20-21-6342	WRF system maintenance	200,000.00	11,586.98	86,345.78	36,062.90	43.17
20-21-6410	Mileage	1,000.00	0.00	0.00	0.00	0.00
20-21-6420	Staff training	9,000.00	977.00	3,054.46	0.00	33.94
20-21-6430	Certifications	2,000.00	740.00	1,140.00	0.00	57.00
20-21-6525	Chemicals	59,000.00	4,844.57	48,763.04	9,428.70	82.65
20-21-6530	Small tools & equipment	10,000.00	289.27	5,047.42	1,830.80	50.47
20-21-6540	Safety supplies	20,000.00	1,690.20	16,345.15	0.00	81.73
20-21-6550	Operational supplies	14,000.00	2,909.61	9,358.14	3,451.96	66.84
20-21-6560	Uniforms	0.00	0.00	0.00	0.00	0.00
20-21-6590	Other supplies	2,000.00	231.32	1,796.23	0.00	89.81
20-21-6740	Advertising	1,000.00	0.00	125.00	0.00	12.50
20-21-6750	Other purchased services	0.00	0.00	0.00	0.00	0.00
20-21-6780	Taxes, Fees, Permits	72,900.00	5,878.49	59,123.37	0.00	81.10
20-21-6900	Miscellaneous expense	1,000.00	0.00	0.00	0.00	0.00
	<i>Materials & Services</i>	<i>1,071,400.00</i>	<i>78,694.22</i>	<i>821,521.27</i>	<i>141,237.52</i>	<i>76.68</i>
	Wastewater-Plant	2,211,400.00	155,097.38	1,689,235.01	141,237.52	76.39
	Wastewater-Collections					

Account Number	Description	Budget	Period Amt	End Bal	Encumbered	% of Budget
	<i>Personnel Services</i>					
20-22-5110	Regular employees	488,000.00	35,001.87	340,782.20	0.00	69.83
20-22-5120	Temporaryseasonal employees	0.00	0.00	4,518.00	0.00	0.00
20-22-5130	Overtime	11,000.00	561.71	6,995.87	0.00	63.60
20-22-5210	Healthdental insurance	109,000.00	7,715.46	79,747.64	0.00	73.16
20-22-5230	Social security	38,000.00	2,719.12	26,892.56	0.00	70.77
20-22-5240	Retirement	63,000.00	6,372.98	63,246.66	0.00	100.39
20-22-5250	TrimetWBF	4,000.00	288.12	2,855.31	0.00	71.38
20-22-5270	Workers compensation	11,000.00	0.00	5,099.63	0.00	46.36
20-22-5290	Other employee benefits	5,000.00	0.00	0.00	0.00	0.00
	<i>Personnel Services</i>	<i>729,000.00</i>	<i>52,659.26</i>	<i>530,137.87</i>	<i>0.00</i>	<i>72.72</i>
	<i>Materials & Services</i>					
20-22-6320	Buildings & grounds	1,000.00	0.00	0.00	0.00	0.00
20-22-6342	Collection system maint.	50,000.00	2,067.18	34,392.05	1,978.00	68.78
20-22-6390	Other repairs & maintenance	5,000.00	0.00	0.00	0.00	0.00
20-22-6410	Mileage	0.00	0.00	107.52	0.00	0.00
20-22-6420	Staff training	8,000.00	427.00	4,300.83	0.00	53.76
20-22-6430	Certifications	2,000.00	160.00	720.00	0.00	36.00
20-22-6530	Small tools & equipment	15,000.00	16.99	6,123.49	485.96	40.82
20-22-6540	Safety supplies	9,000.00	0.00	5,913.38	0.00	65.70
20-22-6550	Operational supplies	5,000.00	0.00	4,079.24	0.00	81.58
20-22-6560	Uniforms	0.00	0.00	0.00	0.00	0.00
20-22-6750	Other purchased services	0.00	0.00	0.00	0.00	0.00
20-22-6780	Taxes, Fees, Permits	14,500.00	1,204.34	18,026.06	0.00	124.32
20-22-6900	Miscellaneous expense	1,000.00	0.00	248.91	0.00	24.89
	<i>Materials & Services</i>	<i>110,500.00</i>	<i>3,875.51</i>	<i>73,911.48</i>	<i>2,463.96</i>	<i>66.89</i>
	Wastewater-Collections	839,500.00	56,534.77	604,049.35	2,463.96	71.95
	Transfers & Contingencies					
	<i>Transfers & Contingencies</i>					
20-29-8105	Transfers out to Fund 05	1,899,000.00	158,250.00	1,740,750.00	0.00	91.67
20-29-8150	Transfers out to Fund 50	3,412,000.00	1,555,000.00	3,412,000.00	0.00	100.00
20-29-8172	Transfers out to Fund 72	1,000,000.00	83,333.00	916,663.00	0.00	91.67
20-29-9000	Contingency	720,800.00	0.00	0.00	0.00	0.00
	<i>Transfers & Contingencies</i>	<i>7,031,800.00</i>	<i>1,796,583.00</i>	<i>6,069,413.00</i>	<i>0.00</i>	<i>86.31</i>
	Transfers & Contingencies	7,031,800.00	1,796,583.00	6,069,413.00	0.00	86.31
	Expense	10,082,700.00	2,008,215.15	8,362,697.36	143,701.48	82.94
20	Wastewater Reclam.	0.00	-1,366,699.38	1,066,149.48	-143,701.48	0.00
30	Watershed Protection NonDivisional					
	<i>Beginning Fund Balance</i>					
30-00-3500	Fund balance	659,000.00	0.00	677,232.52	0.00	102.77
	<i>Beginning Fund Balance</i>	<i>659,000.00</i>	<i>0.00</i>	<i>677,232.52</i>	<i>0.00</i>	<i>102.77</i>
	NonDivisional	659,000.00	0.00	677,232.52	0.00	102.77
	Fund Balance	659,000.00	0.00	677,232.52	0.00	102.77
	NonDivisional Revenue					
30-00-4213	Watershed protection fees	1,566,000.00	130,087.23	1,451,199.49	0.00	92.67
30-00-4215	Penalties & late charges	1,000.00	228.13	2,412.20	0.00	241.22
30-00-4290	Other charges for services	25,000.00	2,040.00	19,020.86	0.00	76.08
30-00-4610	Investment revenue	2,000.00	186.47	1,902.02	0.00	95.10
30-00-4630	Miscellaneous revenues	1,000.00	0.00	0.00	0.00	0.00
	<i>Revenue</i>	<i>1,595,000.00</i>	<i>132,541.83</i>	<i>1,474,534.57</i>	<i>0.00</i>	<i>92.45</i>
	NonDivisional	1,595,000.00	132,541.83	1,474,534.57	0.00	92.45

Account Number	Description	Budget	Period Amt	End Bal	Encumbered	% of Budget
	Revenue	1,595,000.00	132,541.83	1,474,534.57	0.00	92.45
	Watershed Protection					
	<i>Personnel Services</i>					
30-23-5110	Regular employees	92,000.00	7,593.28	82,399.84	0.00	89.57
30-23-5130	Overtime	1,000.00	0.00	5.54	0.00	0.55
30-23-5210	Healthdental insurance	30,000.00	2,627.00	27,155.21	0.00	90.52
30-23-5230	Social Security	8,000.00	558.92	6,079.05	0.00	75.99
30-23-5240	Retirement	17,000.00	1,360.72	14,867.26	0.00	87.45
30-23-5250	TrimetWBF	1,000.00	59.86	645.55	0.00	64.56
30-23-5270	Workers compensation	3,000.00	0.00	961.41	0.00	32.05
30-23-5290	Other employee benefits	1,000.00	0.00	0.00	0.00	0.00
	<i>Personnel Services</i>	<i>153,000.00</i>	<i>12,199.78</i>	<i>132,113.86</i>	<i>0.00</i>	<i>86.35</i>
	<i>Materials & Services</i>					
30-23-6155	Contracted Services	134,000.00	7,433.85	79,405.25	54,908.15	59.26
30-23-6340	System maintenance	150,000.00	0.00	261.00	0.00	0.17
30-23-6420	Staff training	3,000.00	2,388.00	2,400.00	0.00	80.00
30-23-6530	Small tools & equipment	6,000.00	2,148.27	4,098.20	2,449.13	68.30
30-23-6540	Safety supplies	1,000.00	0.00	269.00	0.00	26.90
30-23-6780	Taxes, Fees, Permits	4,100.00	0.00	4,061.00	0.00	99.05
30-23-6900	Miscellaneous expense	1,000.00	0.00	0.00	0.00	0.00
	<i>Materials & Services</i>	<i>299,100.00</i>	<i>11,970.12</i>	<i>90,494.45</i>	<i>57,357.28</i>	<i>30.26</i>
	Watershed Protection	452,100.00	24,169.90	222,608.31	57,357.28	49.24
	Debt Service					
	<i>Materials & Services</i>					
30-24-6814	Principal Payment-KS Statebank	57,000.00	0.00	56,229.12	0.00	98.65
30-24-6824	Interest Paid-KS Statebank	7,000.00	0.00	6,328.49	0.00	90.41
	<i>Materials & Services</i>	<i>64,000.00</i>	<i>0.00</i>	<i>62,557.61</i>	<i>0.00</i>	<i>97.75</i>
	Debt Service	64,000.00	0.00	62,557.61	0.00	97.75
	Transfers & Contingencies					
	<i>Transfers & Contingencies</i>					
30-29-8105	Transfers out to Fund 05	1,008,000.00	84,000.00	924,000.00	0.00	91.67
30-29-8173	Transfers out to Fund 73	480,000.00	40,000.00	440,000.00	0.00	91.67
30-29-9000	Contingency	249,900.00	0.00	0.00	0.00	0.00
	<i>Transfers & Contingencies</i>	<i>1,737,900.00</i>	<i>124,000.00</i>	<i>1,364,000.00</i>	<i>0.00</i>	<i>78.49</i>
	Transfers & Contingencies	1,737,900.00	124,000.00	1,364,000.00	0.00	78.49
30	Expense	2,254,000.00	148,169.90	1,649,165.92	57,357.28	73.17
	Watershed Protection	0.00	-15,628.07	502,601.17	-57,357.28	0.00
40	WW GO Debt Service					
	NonDivisional					
	<i>Beginning Fund Balance</i>					
40-00-3500	Fund balance	623,800.00	0.00	623,763.59	0.00	99.99
	<i>Beginning Fund Balance</i>	<i>623,800.00</i>	<i>0.00</i>	<i>623,763.59</i>	<i>0.00</i>	<i>99.99</i>
	NonDivisional	623,800.00	0.00	623,763.59	0.00	99.99
	Fund Balance	623,800.00	0.00	623,763.59	0.00	99.99
	NonDivisional					
	<i>Revenue</i>					
40-00-4610	Investment revenue	0.00	0.00	1,649.93	0.00	0.00
	<i>Revenue</i>	<i>0.00</i>	<i>0.00</i>	<i>1,649.93</i>	<i>0.00</i>	<i>0.00</i>
	NonDivisional	0.00	0.00	1,649.93	0.00	0.00
	Revenue	0.00	0.00	1,649.93	0.00	0.00

Account Number	Description	Budget	Period Amt	End Bal	Encumbered	% of Budget
	Transfers & Contingencies					
40-29-8120	<i>Transfers & Contingencies</i>					
	Transfers out to Fund 20	623,800.00	0.00	625,413.52	0.00	100.26
	<i>Transfers & Contingencies</i>	<i>623,800.00</i>	<i>0.00</i>	<i>625,413.52</i>	<i>0.00</i>	<i>100.26</i>
	Transfers & Contingencies	623,800.00	0.00	625,413.52	0.00	100.26
40	Expense	623,800.00	0.00	625,413.52	0.00	100.26
	WW GO Debt Service	0.00	0.00	0.00	0.00	0.00
50	WW Revenue Bond Debt Service					
	NonDivisional					
	<i>Beginning Fund Balance</i>					
50-00-3500	Fund balance	587,000.00	0.00	514,742.94	0.00	87.69
	<i>Beginning Fund Balance</i>	<i>587,000.00</i>	<i>0.00</i>	<i>514,742.94</i>	<i>0.00</i>	<i>87.69</i>
	NonDivisional	587,000.00	0.00	514,742.94	0.00	87.69
	Fund Balance	587,000.00	0.00	514,742.94	0.00	87.69
	NonDivisional					
	<i>Revenue</i>					
50-00-4610	Investment revenue	6,000.00	239.92	876.48	0.00	14.61
	<i>Revenue</i>	<i>6,000.00</i>	<i>239.92</i>	<i>876.48</i>	<i>0.00</i>	<i>14.61</i>
	NonDivisional	6,000.00	239.92	876.48	0.00	14.61
	Transfers & Contingencies					
	<i>Revenue</i>					
50-29-4920	Transfer in from Fund 20	3,412,000.00	1,555,000.00	3,412,000.00	0.00	100.00
	<i>Revenue</i>	<i>3,412,000.00</i>	<i>1,555,000.00</i>	<i>3,412,000.00</i>	<i>0.00</i>	<i>100.00</i>
	Transfers & Contingencies	3,412,000.00	1,555,000.00	3,412,000.00	0.00	100.00
	Debt Service					
	<i>Materials & Services</i>					
50-24-6810	2010 SRF Loan Principal	928,171.00	0.00	928,171.00	0.00	100.00
50-24-6811	2021 IFA Loan Principal	307,409.00	0.00	307,409.20	0.00	100.00
50-24-6813	JPM Bank Loan Principal	1,385,000.00	0.00	1,385,000.00	0.00	100.00
50-24-6820	2010 SRF Loan Interest	305,740.00	0.00	305,740.00	0.00	100.00
50-24-6822	2021 IFA Loan Interest	144,809.00	0.00	140,801.49	0.00	97.23
50-24-6823	JPM Bank Loan Interest	340,676.00	0.00	340,675.00	0.00	100.00
	<i>Materials & Services</i>	<i>3,411,805.00</i>	<i>0.00</i>	<i>3,407,796.69</i>	<i>0.00</i>	<i>99.88</i>
	Debt Service	3,411,805.00	0.00	3,407,796.69	0.00	99.88
50	Expense	3,411,805.00	0.00	3,407,796.69	0.00	99.88
	WW Revenue Bond Debt Service	593,195.00	1,555,239.92	519,822.73	0.00	87.63
71	Drinking Water Capital					
	NonDivisional					
	<i>Beginning Fund Balance</i>					
71-00-3500	Fund balance	4,135,000.00	0.00	4,428,892.37	0.00	107.11
	<i>Beginning Fund Balance</i>	<i>4,135,000.00</i>	<i>0.00</i>	<i>4,428,892.37</i>	<i>0.00</i>	<i>107.11</i>
	NonDivisional	4,135,000.00	0.00	4,428,892.37	0.00	107.11
	Fund Balance	4,135,000.00	0.00	4,428,892.37	0.00	107.11
	NonDivisional					
	<i>Revenue</i>					

Account Number	Description	Budget	Period Amt	End Bal	Encumbered	% of Budget
71-00-4221	System Development-Reimburse	100,000.00	59,709.00	59,709.00	0.00	59.71
71-00-4225	System Development-Improvement	100,000.00	55,479.00	55,479.00	0.00	55.48
71-00-4610	Investment revenue	40,000.00	2,830.33	22,408.94	0.00	56.02
	Revenue	240,000.00	118,018.33	137,596.94	0.00	57.33
	NonDivisional	240,000.00	118,018.33	137,596.94	0.00	57.33
	Transfers & Contingencies					
	Revenue					
71-29-4910	Transfer in from Fund 10	500,000.00	41,667.00	458,337.00	0.00	91.67
	Revenue	500,000.00	41,667.00	458,337.00	0.00	91.67
	Transfers & Contingencies	500,000.00	41,667.00	458,337.00	0.00	91.67
	Revenue	740,000.00	159,685.33	595,933.94	0.00	80.53
	Drinking Water					
	Capital Outlay					
71-20-7200	Infrastructure	1,555,000.00	67,414.66	93,358.62	66,895.03	6.00
71-20-7300	Buildings & improvements	0.00	0.00	45,058.00	1,128.00	0.00
71-20-7530	Information Technology	25,000.00	0.00	0.00	0.00	0.00
71-20-7540	Vehicles	35,000.00	0.00	72,136.79	7,800.00	206.11
71-20-7600	Capital Improvement Projects	370,000.00	866.50	318,107.15	257,143.17	85.97
	Capital Outlay	1,985,000.00	68,281.16	528,660.56	332,966.20	26.63
	Drinking Water	1,985,000.00	68,281.16	528,660.56	332,966.20	26.63
	Transfers & Contingencies					
	Transfers & Contingencies					
71-29-9000	Contingency	2,890,000.00	0.00	0.00	0.00	0.00
	Transfers & Contingencies	2,890,000.00	0.00	0.00	0.00	0.00
	Transfers & Contingencies	2,890,000.00	0.00	0.00	0.00	0.00
71	Expense	4,875,000.00	68,281.16	528,660.56	332,966.20	10.84
	Drinking Water Capital	0.00	91,404.17	4,496,165.75	-332,966.20	0.00
72	Wastewater Reclamation Capital					
	NonDivisional					
	Beginning Fund Balance					
72-00-3500	Fund balance	4,535,000.00	0.00	4,931,640.17	0.00	108.75
	Beginning Fund Balance	4,535,000.00	0.00	4,931,640.17	0.00	108.75
	NonDivisional	4,535,000.00	0.00	4,931,640.17	0.00	108.75
	Fund Balance	4,535,000.00	0.00	4,931,640.17	0.00	108.75
	NonDivisional					
	Revenue					
72-00-4610	Investment revenue	50,000.00	2,773.53	24,068.94	0.00	48.14
	Revenue	50,000.00	2,773.53	24,068.94	0.00	48.14
	NonDivisional	50,000.00	2,773.53	24,068.94	0.00	48.14
	Transfers & Contingencies					
	Revenue					
72-29-4920	Transfer in from Fund 20	1,000,000.00	83,333.00	916,663.00	0.00	91.67
	Revenue	1,000,000.00	83,333.00	916,663.00	0.00	91.67

Account Number	Description	Budget	Period Amt	End Bal	Encumbered	% of Budget
	Transfers & Contingencies	1,000,000.00	83,333.00	916,663.00	0.00	91.67
	Revenue	1,050,000.00	86,106.53	940,731.94	0.00	89.59
	Wastewater-Plant					
	<i>Capital Outlay</i>					
72-21-7300	Buildings & improvements	0.00	5,869.13	5,869.13	964.60	0.00
72-21-7520	Equipment	191,000.00	0.00	126,126.84	20,488.70	66.03
72-21-7530	Information Technology	0.00	20,393.38	27,108.38	1,390.00	0.00
72-21-7600	Capital Improvement Projects	660,000.00	15,712.53	1,045,840.45	850,665.93	158.46
	<i>Capital Outlay</i>	<i>851,000.00</i>	<i>41,975.04</i>	<i>1,204,944.80</i>	<i>873,509.23</i>	<i>141.59</i>
	Wastewater-Plant	851,000.00	41,975.04	1,204,944.80	873,509.23	141.59
	Wastewater-Collections					
	<i>Capital Outlay</i>					
72-22-7200	Infrastructure	0.00	4,944.90	9,028.68	0.00	0.00
72-22-7520	Equipment	0.00	0.00	19,247.00	2,596.70	0.00
72-22-7540	Vehicles	35,000.00	35,050.41	35,050.41	0.00	100.14
72-22-7600	Capital Improvement Projects	1,624,000.00	75,958.69	273,920.45	217,342.34	16.87
	<i>Capital Outlay</i>	<i>1,659,000.00</i>	<i>115,954.00</i>	<i>337,246.54</i>	<i>219,939.04</i>	<i>20.33</i>
	Wastewater-Collections	1,659,000.00	115,954.00	337,246.54	219,939.04	20.33
	Transfers & Contingencies					
	<i>Transfers & Contingencies</i>					
72-29-9000	Contingency	3,075,000.00	0.00	0.00	0.00	0.00
	<i>Transfers & Contingencies</i>	<i>3,075,000.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
	Transfers & Contingencies	3,075,000.00	0.00	0.00	0.00	0.00
72	Expense	5,585,000.00	157,929.04	1,542,191.34	1,093,448.27	27.61
	Wastewater Reclamation Capital	0.00	-71,822.51	4,330,180.77	-1,093,448.27	0.00
73	Watershed Protection Capital					
	NonDivisional					
	<i>Beginning Fund Balance</i>					
73-00-3500	Fund balance	1,687,000.00	0.00	1,684,307.12	0.00	99.84
	<i>Beginning Fund Balance</i>	<i>1,687,000.00</i>	<i>0.00</i>	<i>1,684,307.12</i>	<i>0.00</i>	<i>99.84</i>
	NonDivisional	1,687,000.00	0.00	1,684,307.12	0.00	99.84
	Fund Balance	1,687,000.00	0.00	1,684,307.12	0.00	99.84
	NonDivisional					
	<i>Revenue</i>					
73-00-4610	Investment revenue	15,000.00	1,259.39	8,697.88	0.00	57.99
	<i>Revenue</i>	<i>15,000.00</i>	<i>1,259.39</i>	<i>8,697.88</i>	<i>0.00</i>	<i>57.99</i>
	NonDivisional	15,000.00	1,259.39	8,697.88	0.00	57.99
	Transfers & Contingencies					
	<i>Revenue</i>					
73-29-4930	Transfer in from Fund 30	480,000.00	40,000.00	440,000.00	0.00	91.67
	<i>Revenue</i>	<i>480,000.00</i>	<i>40,000.00</i>	<i>440,000.00</i>	<i>0.00</i>	<i>91.67</i>
	Transfers & Contingencies	480,000.00	40,000.00	440,000.00	0.00	91.67
	Revenue	495,000.00	41,259.39	448,697.88	0.00	90.65

Account Number	Description	Budget	Period Amt	End Bal	Encumbered	% of Budget
	Watershed Protection					
	<i>Capital Outlay</i>					
73-23-7600	Capital Improvement Projects	300,000.00	0.00	22,427.59	34,704.41	7.48
	<i>Capital Outlay</i>	<i>300,000.00</i>	<i>0.00</i>	<i>22,427.59</i>	<i>34,704.41</i>	<i>7.48</i>
	Watershed Protection	300,000.00	0.00	22,427.59	34,704.41	7.48
	Transfers & Contingencies					
	<i>Transfers & Contingencies</i>					
73-29-9000	Contingency	1,882,000.00	0.00	0.00	0.00	0.00
	<i>Transfers & Contingencies</i>	<i>1,882,000.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
	Transfers & Contingencies	1,882,000.00	0.00	0.00	0.00	0.00
	Expense	2,182,000.00	0.00	22,427.59	34,704.41	1.03
73	Watershed Protection Capital	0.00	41,259.39	2,110,577.41	-34,704.41	0.00
Revenue Total		25,426,200.00	3,177,235.79	23,529,263.13	0.00	0.9254
Expense Total		39,958,705.00	3,089,354.84	23,991,909.77	1,909,705.12	0.6004

General Ledger
Account Roll up



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Period 11 - 11
Fiscal Year 2022

Sort Level	Description	Budget	Period Amt	End Bal	% ExpendCollect
Revenue	Revenue				
4210	Water Sales - CRW	30,000.00	0.00	25,105.32	83.68
4211	Water sales	4,120,000.00	284,876.72	3,768,434.62	91.47
4212	Wastewater Charges	8,459,000.00	634,183.57	7,708,330.91	91.13
4213	Watershed protection fees	1,566,000.00	130,087.23	1,451,199.49	92.67
4215	Penalties & late charges	21,000.00	2,027.71	24,367.26	116.03
4220	System Development Charges	125,000.00	-110,584.20	122,416.80	97.93
4221	System Development-Reimburse	100,000.00	59,709.00	59,709.00	59.71
4225	System Development-Improvement	100,000.00	55,479.00	55,479.00	55.48
4227	System Development-Compliance	0.00	1,502.00	1,502.00	0.00
4230	Contract services	57,400.00	4,000.00	49,400.00	86.06
4240	Service installations	10,000.00	-2,508.00	23,190.00	231.90
4280	Rents & leases	200,000.00	14,507.31	169,244.55	84.62
4290	Other charges for services	55,000.00	3,705.50	48,543.05	88.26
4610	Investment revenue	125,000.00	8,887.74	69,881.06	55.90
4630	Miscellaneous revenues	35,000.00	4,112.21	60,296.55	172.28
4910	Transfer in from Fund 10	2,000,000.00	166,667.00	1,833,337.00	91.67
4920	Transfer in from Fund 20	6,311,000.00	1,796,583.00	6,069,413.00	96.17
4930	Transfer in from Fund 30	1,488,000.00	124,000.00	1,364,000.00	91.67
4940	Transfer in from Fund 40	623,800.00	0.00	625,413.52	100.26
Revenue	Revenue	25,426,200.00	3,177,235.79	23,529,263.13	92.54
Expense	Expense				
5110	Regular employees	3,428,000.00	287,601.39	2,834,650.60	82.69
5120	Temporary/Seasonal employees	0.00	0.00	4,518.00	0.00
5130	Overtime	96,000.00	8,972.22	71,971.79	74.97
5210	Employee Ins	705,000.00	47,764.72	487,219.62	69.11
5230	Social Security	269,000.00	22,326.94	214,855.81	79.87
5240	Retirement	615,000.00	52,742.84	520,554.77	84.64
5250	Trimet	30,000.00	2,378.73	23,161.67	77.21
5260	Unemployment	5,000.00	0.00	0.00	0.00
5270	Workers compensation	54,000.00	0.00	21,296.53	39.44
5290	Other employee benefits	21,000.00	0.00	263.70	1.26
6110	Legal services	375,000.00	25,476.50	203,368.97	54.23
6120	Accounting & audit services	50,000.00	1,050.00	32,340.00	64.68
6155	Contracted Services	787,500.00	62,182.26	668,297.71	84.86
6175	Records Management	8,000.00	2,309.01	7,196.64	89.96
6180	Dues & subscriptions	42,000.00	237.98	39,639.85	94.38
6220	Electricity	382,500.00	33,560.13	354,396.17	92.65
6230	Telephone	57,000.00	5,337.49	51,959.24	91.16
6240	Natural gas	8,000.00	416.83	5,568.12	69.60
6250	Solid waste disposal	57,000.00	1,781.64	47,714.03	83.71
6290	Other utilities	13,500.00	1,076.75	7,758.11	57.47
6310	Janitorial services	25,000.00	2,191.05	22,961.07	91.84
6320	Buildings & grounds	119,000.00	11,929.90	105,745.73	88.86
6330	Vehicle & equipment maint.	70,000.00	6,717.11	57,260.96	81.80
6340	Distribution system maint	455,000.00	40,858.34	286,557.28	62.98
6342	Collection system maint.	250,000.00	13,654.16	120,737.83	48.30
6350	Computer maintenance	318,000.00	19,751.29	291,621.32	91.70
6390	Other repairs & maintenance	5,000.00	0.00	0.00	0.00
6410	Mileage	6,000.00	303.77	721.79	12.03

Sort Level	Description	Budget	Period Amt	End Bal	% ExpendCollect
6420	Staff training	74,000.00	6,470.23	49,889.20	67.42
6430	Certifications	6,500.00	1,002.00	4,102.00	63.11
6440	Board travel & training	7,000.00	291.41	908.66	12.98
6510	Office supplies	33,000.00	3,481.52	31,487.62	95.42
6520	Fuel & oils	51,000.00	3,442.83	31,340.58	61.45
6525	Chemicals	59,000.00	4,844.57	48,763.04	82.65
6530	Small tools & equipment	46,000.00	3,769.32	25,325.02	55.05
6540	Safety supplies	55,500.00	3,124.40	45,869.12	82.65
6550	Operational Supplies	26,000.00	4,393.49	21,331.76	82.05
6560	Uniforms	36,000.00	3,221.07	29,093.15	80.81
6590	Other supplies	2,000.00	231.32	1,796.23	89.81
6610	Board compensation	2,500.00	0.00	0.00	0.00
6710	Purchased water	1,141,000.00	72,435.52	984,308.02	86.27
6715	Water quality program	12,000.00	303.85	6,789.51	56.58
6720	Insurance	270,000.00	20,941.36	225,426.48	83.49
6730	Communications	125,000.00	7,401.83	57,844.50	46.28
6740	Advertising	7,500.00	599.01	5,941.47	79.22
6750	Other purchased services	0.00	0.00	0.00	0.00
6760	Equipment Rental	8,000.00	0.00	3,665.05	45.81
6770	Bank charges	140,000.00	13,720.37	133,205.58	95.15
6780	Taxes, Fees & Permits	109,000.00	7,527.47	97,587.07	89.53
6785	ECAP Payments	76,000.00	2,639.17	38,282.55	50.37
6810	2010 SRF Loan Principal	928,171.00	0.00	928,171.00	100.00
6811	2010 IFA Loan Principal	307,409.00	0.00	307,409.20	100.00
6813	JPM Bank Loan Principal	1,385,000.00	0.00	1,385,000.00	100.00
6814	Principal Payment-KS Statebank	57,000.00	0.00	56,229.12	98.65
6815	Zions Bank loan-principal	183,000.00	0.00	183,000.00	100.00
6820	2010 SRF Loan Interest	305,740.00	0.00	305,740.00	100.00
6822	2010 IFA Loan Interest	144,809.00	0.00	140,801.49	97.23
6823	JPM Bank Loan Interest	340,676.00	0.00	340,675.00	100.00
6824	Interest Paid-KS Statebank	7,000.00	0.00	6,328.49	90.41
6825	Zions Bank loan-interest	26,000.00	0.00	25,985.40	99.94
6900	Miscellaneous expense	7,000.00	483.26	1,833.14	26.19
6990	Special Payments	550,000.00	0.00	0.00	0.00
7200	Infrastructure	1,555,000.00	72,359.56	102,387.30	6.58
7300	Buildings & Improvements	0.00	5,869.13	50,927.13	0.00
7520	Equipment	191,000.00	0.00	145,373.84	76.11
7530	Information Technology	25,000.00	20,393.38	27,108.38	108.43
7540	Vehicles	70,000.00	0.00	107,187.20	153.12
7600	Capital Improvement Projects	2,954,000.00	92,537.72	1,660,295.64	56.20
8105	Transfers out to Fund 05	4,407,000.00	367,250.00	4,039,750.00	91.67
8120	Transfers out to Fund 20	623,800.00	0.00	625,413.52	100.26
8150	Transfers out to Fund 50	3,412,000.00	1,555,000.00	3,412,000.00	100.00
8171	Transfers out to Fund 71	500,000.00	41,667.00	458,337.00	91.67
8172	Transfers out to Fund 72	1,000,000.00	83,333.00	916,663.00	91.67
8173	Transfers out to Fund 73	480,000.00	40,000.00	440,000.00	91.67
9000	Contingency	9,960,600.00	0.00	0.00	0.00
Expense	Expense	39,958,705.00	3,089,354.84	23,991,909.77	60.04
Revenue Total		25,426,200.00	3,177,235.79	23,529,263.13	0.9254
Expense Total		39,958,705.00	3,089,354.84	23,991,909.77	0.6004
Grand Total		-14,532,505.00	87,880.95	-462,646.64	0.0318



**BOARD OF DIRECTORS
REGULAR MEETING MINUTES – 6:00 P.M.
JUNE 21, 2022**

Board of Directors – Members Present

Susan Keil	President
Ginny Van Loo	Secretary/Vice President
Paul Gornick	Treasurer
Kevin Williams	Director
Heidi Bullock	Director

Oak Lodge Water Services Staff

Sarah Jo Chaplen	General Manager
Aleah Binkowski-Burk	Human Resources/Payroll Manager
Gail Stevens	Finance Director
Brad Albert	District Engineer
David Hawkins	Interim Plant Operations Superintendent
Chad Martinez	Collections Field Operations Supervisor
Laural Casey	District Recorder

Consultants & Organizational Representatives

Tommy Brooks	Cable Huston
Laura Westmeyer	Cable Huston

1. Call to Order & Hybrid Meeting Facilitation Protocols

President Keil called the meeting to order at 5:59 p.m.

General Manager Chaplen overviewed the general protocols of a hybrid meeting.

2. Call for Public Comment

There were no written public comments submitted. There was one member of the public in attendance.

3. Monthly Update: Oak Lodge Governance Project

There were no Oak Lodge Governance Project representatives present.

4. Public Hearing: FY 2022-23 Schedule of Rates, Fees, and Other Charges

President Keil opened the hearing for public testimony.

President Keil asked District Recorder Casey if any written comments had been submitted. District

Recorder Casey stated there were twelve.

President Keil asked District Recorder Casey if there were any members of the public in attendance. District Recorder Casey confirmed that there were now three.

No testimony was provided. The Board discussed the written public comments.

Norman Tolonen asked the Board to provide more information about the District's properties. President Keil responded. Former Director Lynn Fisher provided historical information regarding the District's properties and supported the rate increase.

Hearing no further testimony, President Keil closed the public hearing.

5. Consent Agenda

Items on the Consent Agenda included:

- The April 2022 Financial Report,
- The May 17, 2022 regular meeting minutes,
- The June 1, 2022 special meeting minutes, and
- An agreement amendment with Cushman and Wakefield for brokerage services.

Director Bullock moved to approve the Consent Agenda. Treasurer Gornick seconded.

The Board asked clarifying questions regarding the Financial Report.

District Recorder Casey conducted a roll call vote. Voting Aye: President Keil; Secretary/Vice President Van Loo; Treasurer Gornick; Directors Williams and Bullock.

MOTION CARRIED

6. Consideration of Revised Water Supply Intergovernmental Agreement with Clackamas River Water

General Manager Chaplen detailed the intergovernmental agreement for water supply with Clackamas River Water (CRW).

The Board asked clarifying questions regarding customer billing and supported the continued partnership with CRW.

Treasurer Gornick moved to approve the Intergovernmental Water Supply Agreement for water supplied by OLWS to CRW customers as presented and to authorize the Board President to sign the agreement. Secretary/Vice President Van Loo and Director Williams seconded. District Recorder Casey conducted a roll call vote. Voting Aye: President Keil; Secretary/Vice President Van Loo; Treasurer Gornick; Directors Williams and Bullock.

MOTION CARRIED

7. Consideration of Resolution No. 2022-04 Adopting the FY 2023 Schedule of Rates, Fees, and Other Charges

The Board asked clarifying questions regarding the proposed FY 2023 Schedule of Rates, Fees, and Other Charges.

Director Williams moved to approve Resolution No. 2022-04 adopting the fiscal year 2022-23 Schedule of Rates, Fees, and Other Charges with an effective date of July 1, 2022. Director Bullock seconded. District Recorder Casey conducted a roll call vote. Voting Aye: President Keil; Secretary/Vice President Van Loo; Treasurer Gornick; Directors Williams and Bullock.

MOTION CARRIED

8. Consideration of Resolution No. 2022-05 for the Transfer of Oak Lodge Water Services District Assets and Liabilities to the Oak Lodge Water Services Authority

General Manager Chaplen and District legal counsel Brooks overviewed the proposed resolution.

The Board asked clarifying questions regarding the transition timeline.

Director Bullock moved to adopt the Resolution No. 2022-05 acknowledging and approving the transfer of District employees, contracts, and other assets and liabilities to the Oak Lodge Water Services Authority. Treasurer Gornick seconded. District Recorder Casey conducted a roll call vote. Voting Aye: President Keil; Secretary/Vice President Van Loo; Treasurer Gornick; Directors Williams and Bullock.

MOTION CARRIED

9. Consideration of Agreement for Aldercrest Water Main Project

District Engineer Albert summarized the Aldercrest Water Main Project.

The Board asked clarifying questions regarding the project timeline, the District's request for proposal (RFP) process, and Board involvement in the RFP process.

The Board requested a report on the District's Contracting and Purchasing Rules and procedures.

Secretary/Vice President moved to approve the General Manager to sign a public improvement contract with Trench Line Excavation for the work of furnishing and installing the Aldercrest water main replacement for \$1,659,307.34. Treasurer Gornick seconded. District Recorder Casey conducted a roll call vote. Voting Aye: President Keil; Secretary/Vice President Van Loo; Treasurer Gornick; Directors Williams and Bullock.

MOTION CARRIED

10. Business from the Board

President Keil reviewed her written report.

11. Department Reports

General Manager Chaplen thanked District Recorder Casey and Human Resources Manager Binkowski-Burk for facilitating the District's first hybrid meeting.

The Management Team provided monthly highlights including:

- An update on the Capital Sub-Committee's progress,
- A June 10-11, 2022 sanitary sewer overflow,
- Assembly of data related to the Sanitary Trunk Main Project,
- Water supply intertie data refinement with the City of Milwaukie,
- Current work with Water Systems Consulting on the Sanitary Master Plan and implications on growth at the Wastewater Reclamation Facility,
- State funding for District projects,
- Staff Records Week,
- The billing collections program with Clackamas County,
- Lift Station 5 testing and bypass pump removal,
- The Oak Grove Farmers Market cancellation, and
- Dry polymer system decommissioning.

The Board asked clarifying questions regarding the Wastewater Reclamation Facility treatment process and the billing assistance programs.

12. Call for Public Comment

Antonio Canisales stated he was proud to be part of the District Team and community.

13. Recess to Executive Session

President Keil recessed to executive session at 7:46 p.m. under ORS 192.660(2)(i) to review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.

The Board of Directors conducted a work session to speak with General Manager Chaplen regarding her performance review for the period of December 31, 2020 to December 31, 2021.

14. Adjourn Executive Session

President Keil adjourned the executive session at 8:52 p.m.

No decisions were made as a result of the Executive Session.

15. Adjourn Meeting

President Keil adjourned the meeting at 8:54 p.m.

Respectfully submitted,

Susan Keil
President, Board of Directors

Date: _____

Ginny Van Loo
Secretary/Vice President, Board of Directors

Date: _____

AGENDA ITEM

Title Business from the Board
Item No. 7
Date July 19, 2022

Summary

The Board of Directors appoints District representatives from time to time to serve as liaisons or representatives of the District to committees or community groups.

Directors assigned specific roles as representatives of the District are placed on the agenda to report to the Board on the activities, issues, and policy matters related to their assignment.

Business from The Board Items Include:

- a. Individual Board Member Reports**
- b. Parking Lot**

Date Added	Item	Work Update
8/13/2019	OLWSD/Gladstone IGA	OLWSD and Gladstone have begun negotiations of the full draft IGA.
5/9/2022	OLWS/Gladstone IGA Update	The next draft IGA meeting has been set for 8/17/2022.

**OAK LODGE WATER SERVICES
2022 BOARD LIAISON ASSIGNMENTS**

Board/Committee	Primary Liaison	Alternate Liaison	Meeting Cadence
American Water Works Association (AWWA)	All Directors	N/A	Varies
Chamber of Commerce	Ginny Van Loo	Susan Keil	Monthly, Third Wednesday 11:45 a.m. – 1:15 p.m.
Clackamas River Water	Kevin Williams	Paul Gornick	Monthly, Second Thursday 6 p.m.
Clackamas County Coordinating Committee (C-4)	Paul Gornick	Susan Keil	Monthly, First Thursday 6:45 p.m.
Healthy Watersheds	Kevin Williams	OPEN	
Jennings Lodge CPO	Kevin Williams	Paul Gornick	Quarterly, Fourth Tuesday 6 p.m.
New Concord Task Force	Ginny Van Loo	N/A	
North Clackamas County Water Commission (NCCWC)	1: Paul Gornick 2: Kevin Williams	Susan Keil	Quarterly, Fourth Thursday (Jan, Mar, June, Sept) 5:30 p.m.
Oak Grove Community Council	Heidi Bullock	Susan Keil	Monthly, Fourth Wednesday 7 p.m.
Regional Water Providers Consortium (RWPC)	Kevin Williams	Paul Gornick	3x Annually, First Wednesday 6:30 p.m.
RWPC Executive Committee	Kevin Williams	Paul Gornick	Quarterly, Second Tuesday (Jan, Apr, Sept, Dec) 5:30 p.m.
Special Districts Association of Oregon (SDAO)	All Directors	N/A	Varies
Sunrise Water Authority (SWA)	Paul Gornick	Kevin Williams	Monthly, Fourth Wednesday 6 p.m.

Business from the Board Report
Heidi Bullock
July 2022

**Oak Grove Community Council Business Meeting
June 22nd, 2022**

Agenda

What: Regular Council Business Meeting

When: Wednesday, June 22nd, 2022 - 7:00 p.m. to 8:20 p.m.

Social time - After conclusion of business meeting

Where: Zoom - <https://us02web.zoom.us/j/89301304485>

Meeting ID: 893 0130 4485

Passcode: OakGroveCC

6:50 - 7:00 Connect to Zoom

7:00 Welcome, Introductions, and Officer reports

- May 25th regular meeting attendance
- Secretary's update
- Treasurer's update

7:10 Program:

- Trolley Trail Festival
 - Eleanore Hunter/ Suzanne Wolf
- Clackamas Fire District Update
 - Captain Kari Shanklin
- Land Use Application Review Team

8:00 ABC (committee) updates and open recruitments

8:10 Announcements

8:15 Schedule review:

- Future OGCC Meetings - 7 pm at Zoom: Jul 27 Aug 24, Sep 28, Oct 26, Dec 7
- Future OGCC Board Meetings - 6:45 pm at Zoom: Aug 1, Oct 3

8:20 Adjourn/Social time

UPDATE proved by Suzanne Wolf re: the Trolley Trail Festival

President of historic downtown Oak Grove, revitalize the historic downtown and promote positive social and economic growth.

Saturday, July 16 – 11 AM to 4 PM

Budget: healthy, but in flux. May break even or most likely have funds left over for next year thanks to the sponsors and vendors.

19 Sponsors: 11 are cash, 8 in kind sponsors

44 Vendors: 22 for profit and 22 for non-profit; fully registered w/ payment and certificate of insurance

Parking...expect to walk, parking north side of Oak grove Blvd., Maple Street

COVID protocols – masks optional

NEED VOLUNTEERS! Before and on the day of.

8 volunteers for weeds and leaf cleanup on Oak Grove Blvd.

10 AM until 12 PM on Saturday, July 9; need Weedwhacker...flexible with hours

Day of Festival – volunteers for 8 to 11 AM, tent setup, chairs, flags, etc. Vendor Care volunteers, water, relief, etc. 4 to 5 PM volunteers for break down.

Applications for support, where? <https://airtable.com/shr4nGcvtYi82D33C>

Cedar and Oak Grove Blvd for handicap drop-off

Clackamas Fire District Update – Kari Shanklin

Clackamas and Gladstone entered into a joint agreement

Gladstone Station get together coming up

No backyard burning until fall, based on DEQs advisory as of June 15

Reimbursement grants Clackamas Emergency Foundation to clear away debris, rent a chipper, etc.

Increasing community engagement, visiting the Trolley Festival, request presence on their website

Station tours still on hold, public health protection

Fireworks stands open June 23 through July 6 – awareness, different spring, please proceed with caution with fireworks, campfires, BBQ grilling, etc.

Be Prepared, read labels, put pets away, water source available, be responsible, water, dispose properly, do not re-light!

Water safety tips – drowning prevention, kids w/ adult supervision

Wear a life jacket!

CPR training, life-saving skill - July 30 CPR training by Oak Lodge CERT

300 CERT followers on their facebook page, training, etc.

CPO Summit - Community Citizen Involvement, prep for fire season

Emergency preparedness council – committee for the entire county

Business from the Board

Paul Gornick's Meeting Reports - July 2022

June 22, 2022 - Sunrise Water Board Meeting (hybrid meeting)

- Board adopted resolution 2022-08, approving the Dissolution Plan and Agreement for the Clackamas Regional Water Supply Commission.
- Board adopted resolution 2022-09, approving the IGA for Services with Clackamas River Water.
- Board moved to initiate the 2021-2022 audit with Grove, Mueller, and Swank.
- General Manager gave monthly report, which included: the Notice to Proceed for the operations/admin building was issued on May 24; the transfer of file servers to Clackamas ESD was completed (SWA is now on its own "dark fiber" connection with CESD through the County's fiber optic network); GM noted that the April-June rainfall records have added significantly to this year's snow pack, and that the Clackamas River was measured at 22000cfs early this week. Board had previously asked if revenue bonds restructured in 2014 could be retired early, but provisions in the bond documents do not allow this (they are scheduled to be retired in 2024).

June 23, 2022 – North Clackamas County Water Commission

- Commission convened Public Hearing on proposed budget; no members of the public were in attendance.
- Commission passed Resolution 2022-2, adopting FY2022-23 Budget and Authorizing Appropriations.
- Commission passed Resolution 2022-3, establishing the FY2022-23 wholesale water rate at \$0.7929 per CCF.
- Commission passed Resolution 2022-4, authorizing the new Water Supply Agreement with Clackamas River Water.
- Commission authorized the initiation of the FY2021-22 audit by Moss Adams.

July 7, 2022 – Clackamas County Coordinating Committee (C4) Meeting (remote meeting)

- Unfortunately, your obedient servant worked in the yard all day, decided to take a brief nap, and slept through the C4 meeting.
- The committee approved a letter to be sent to Metro's Joint Policy Advisory Committee on Transportation on prioritizing projects using Regional Flexible Funds Allocation and Metro Trail Bonds. The projects C4 recommend using RFFA funds include: completing the gap in the I-205 multi-use path between Hwy 224 and Hwy 212, a multi-modal project on Willamette Falls Drive in West Linn, and a separated pedestrian pathway on Lakeview Blvd in Lake Oswego. The recommended trail projects include: a Clackamas River Trail segment in Happy Valley, the Scott Creek Trail in Happy Valley, and improvements to the Trolley Trail at Milwaukie Riverfront Park.
- Amanda Pietz and Mandy Putney from ODOT presented a proposed policy amendment to the Oregon Highway Plan (Goal 6) regarding tolling. Details can be found here: [Oregon](#)

[Department of Transportation : Oregon Highway Plan - Policy Amendment 2022 \(Tolling\) : Planning & Technical Guidance : State of Oregon](#)

- Meeting packet can be found here: [df0424e3-7542-451e-a33e-67c1d3d8506f \(clackamas.us\)](#)
- Video of meeting can be found here: [Clackamas County Coordinating Committee \(C4\) - July 7, 2022 - YouTube](#)

STAFF REPORT

To Board of Directors
From Aleah Binkowski, Human Resources Manager
Title Human Resources Monthly Report
Item No. 8b
Date July 19, 2022

Summary

The Board has requested updates at the Regular Meetings of the Board on the status of OLWS operations.

Highlights

- Oregon Family Leave Update
- Hiring update
- Communicating rate increases and billing information
- Links to newspaper articles
- Update on tours, events and water audits

Human Resources

In 2019 Oregon Revised Statute (ORS) chapter 657B was enacted creating a Paid Family and Medical Leave Insurance (PFMLI) Program to be administered by the Oregon Employment Department (the agency). The PFMLI Program provides employees with compensated time off from work to care for and bond with a child during the first year of the child's birth or arrival through adoption or foster care; to provide care for a family member who has a serious health condition; to recover from an employee's own serious health condition; and to take leave related to domestic violence, stalking, sexual assault, or harassment (safe leave). Under the PFMLI leave law, family members are considered any person related by blood or whose relationship with you is like family. Leave can be used for up to 12 weeks per year and can be used consecutively or intermittently. Most employees using the paid family leave will get 100% of their wages replaced. The benefit amount is based on the average wage in the previous year. The minimum weekly benefit will be approximately \$57, and the maximum weekly benefit will be approximately \$1375.

Currently, the Employment Department is still developing the administrative rules, policies and procedures for PFMLI. They are also still working on technology development. Currently they are aiming to release final rules and procedures sometime in Q3 of 2022. Contributions to the leave fund are to be collected beginning January 1, 2023, and benefits would be payable beginning

September 3, 2023. Contributions are a percentage of wages. The rate for 2023 will be 1% of wages up to \$132,900 in wages. Employees pay 60% of the set contribution rate, and employers pay 40%. For example, if an employee made \$1,000 in wages, the employee would pay \$6, and the employer would pay \$4 for this paycheck. Employers may choose to pay the employee portion as a benefit for their employees. This will be collected in the payroll process and remitted with other state payroll taxes. All employees, except employees of the federal and tribal governments, are required to participate in the paid leave program or offer a benefit equal or better to the state program.

We will update the Board when the administrative rules, policies and procedures are finalized for the program.

OLWS currently has an opening for a Wastewater Collections Utility Worker. The deadline to apply for this position is 07/18/2022, the day before the Board Meeting, but open positions can always be found at <https://www.governmentjobs.com/careers/olwsd>.

Communications

Oak Lodge Water Services (OLWS) implemented a rate increase for drinking water and wastewater services effective July 1, 2022. The rate adjustment will cover supply cost increases, mandatory wastewater improvement projects, and other system improvements needed to continue to provide reliable, high-quality services.

An important strategy for Oak Lodge Water Services' (OLWS) ongoing communications is to enhance customer awareness of the three services OLWS provides (drinking water, sanitary sewer, and watershed protection) and the ways those services benefit customers. The information in the documents below will also be available on the website.

Here are ways OLWS is communicating the rate increase information to customers:

1. A **How to Read Your Bill** document was created to help customers understand their bill and enhance customer awareness of the three services OLWS provides and will be included in the August and September bill cycle.
2. A **Bill Facts** document was created to help customers understand the changes to their bill.
3. A **Frequently Asked Questions** document was created to help customers find answers to their questions quickly regarding rates.

To help staff and the Board of Directors answer questions a **Customer Rates Talking Points** document was created as a guide.

Newspaper Articles

Below is a list of the earned media (i.e. publicity not paid for) in the Clackamas Review in FY22 (July 1, 2021 – June 30, 2022)

August 7, 2021 – Clackamas River Water Providers: Reduce use by September:

<https://pamplinmedia.com/en/30-news/517842-413695-clackamas-river-water-providers-reduce-use-by-september>

October 13, 2021 – Clackamas County puts brakes on Oak Lodge Water authority:

<https://pamplinmedia.com/cr/24-news/524896-418531-clackamas-county-puts-brakes-on-oak-lodge-water-authority>

December 3, 2022 – Mark Knudson steps down from Oak Lodge Water Services Board:

<https://pamplinmedia.com/cr/24-news/529697-423556-mark-knudson-steps-down-from-oak-lodge-water-services-board>

January 6, 2022 – Oak Lodge Water seeks public input on authority request:

<https://pamplinmedia.com/cr/24-news/532492-425917-oak-lodge-water-seeks-public-input-on-authority-request>

April 15, 2022 – Oak Lodge Water authority request gets green light from county:

<https://pamplinmedia.com/cr/24-news/542436-434377-oak-lodge-water-authority-request-gets-green-light-from-county>

April 28, 2022 – Sunrise Water: You lights go out, but you still open the tap (Oak Lodge Water Services mentioned):

<https://pamplinmedia.com/pt/10-opinion/543783-435356-sunrise-water-your-lights-go-out-but-you-can-still-open-the-tap>

May 12, 2022 – Oak Lodge Water Services Authority plans August special election:

<https://pamplinmedia.com/cr/24-news/545285-436540-oak-lodge-water-services-authority-plans-august-special-election>

May 23, 2022 -- Incumbents plan runs in Oak Lodge Water election in August:

<https://pamplinmedia.com/cr/24-news/546551-437386-incumbents-plan-runs-in-oak-lodge-water-election-in-august>

June 4, 2022 – Science in the Park events aimed at North Clackamas Families (Oak Lodge Water Services mentioned as partner):

<https://pamplinmedia.com/cr/24-news/547894-437839-science-in-the-park-events-aimed-at-north-clackamas-families>

June 17, 2022 – Not all public employee get Juneteenth as paid holiday:

<https://pamplinmedia.com/msp/129-news/549209-439530-not-all-public-employees-get-juneteenth-as-paid-holiday>

Education and Outreach

Customers can save water and money this summer. The Clackamas River Water Providers offers free Landscape Water Audits during the watering season (May-October) to customers. Water use in our community more than doubles during the summer months due to outdoor watering. A landscape water audit is a way to get your irrigation system and landscape on track and running right. To schedule your free landscape water audit contact Christine at christine@clackamasproviders.org or call (503) 723-3511.

Staff will host customer tours at the Wastewater Reclamation Facility (WRF) this summer.

- Four customers attended the first tour on Wednesday, June 22.
- Staff Report had to be submitted prior to Wednesday, July 13 tour.

There is one more tour scheduled for Monday, August 22 at 9am – 10am. If you or someone you know would like to join us for a tour, please email alexa@olwsd.org.

Our partners at Clackamas Community College Environmental Learning Center will host a “Meet the World of Wetlands” event on Saturday, August 6 at 10:00 AM.

When the Clackamas Community College Environmental Learning Center offered their Wetland Plant ID class for professionals back in May, they heard from some community members that they were also interested in a class on wetlands. As a result of the community feedback, they are hosting an introductory workshop about Wetlands on Saturday, August 6. It is designed for community members with an interest in learning more about wetlands, such as the important benefits that they provide, how they work, and some introductory plant identification. You can find more information and register here: <https://www.eventbrite.com/e/meet-the-world-of-wetlands-tickets-360626963957>



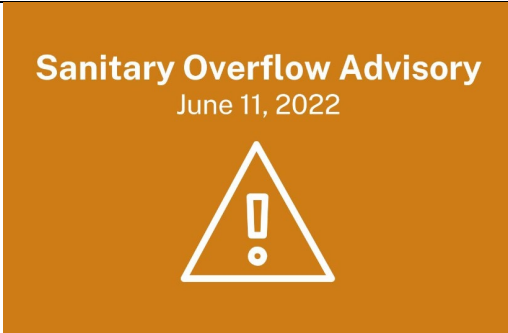
Attachments


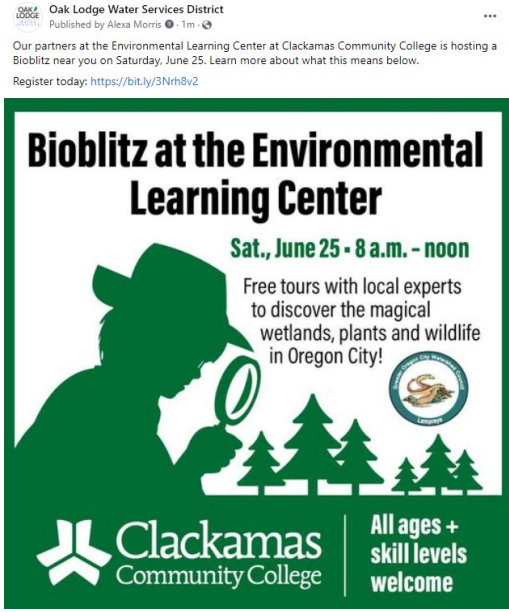
1. Social Media Calendar
2. How to Read Your Bill Insert
3. Billing Facts

OAK LODGE

WATER SERVICES






Social Media Calendar | June 2022

<p>6/9</p>	<p>You're invited to attend our Community Conversation about upcoming Wastewater Improvement Projects tonight (Thursday, June 9) at 6:00 pm. If you wish to attend please register in advance at: https://bit.ly/cc-june9</p> <p>If you are unable to attend the meeting will be posted on YouTube to watch at a later time.</p>	
<p>6/10</p>	<p>Shared from North Clackamas Parks and Recreation District:</p> <p>This weekend, come learn about the wonders of water science! Join us for two family-friendly days of Science in the Park with Mad Science Portland. We'll be at Mill Park on Saturday, June 11 and at Boardman Wetlands on Sunday, June 12 – both from 1 -3 p.m. These events are FREE and open nature lovers and science enthusiasts of all ages.</p> <p>A big thanks to event partners and sponsors: Johnson Creek Watershed Council, Clackamas Water Environment Services, North Clackamas Watersheds Council and Oak Lodge Water Services District.</p>	 <p>SCIENCE IN THE PARK Mill Park, Saturday, June 11, 1-3 p.m. Park at Boardman Wetlands, Sunday, June 12, 1-3 p.m.</p>
<p>6/11</p>	<p>Staff responded to a sanitary sewer overflow (SSO) at Lift Station 2 at 1706 SE Oakshore Ln Milwaukie, OR 97267 on Friday, June 10 at 11:00 pm of approximately 8,000 gallons into the Willamette River in the vicinity of 1672 SE Oakshore Ln Milwaukie, OR 97267.</p> <p>The SSO was contained by Saturday, June 11 at 5:00 am. The cause of the SSO was due to the unusually heavy rain the area experienced.</p> <p>Staff placed signs informing area residents about the spill in the vicinity of the incident. The Oregon Department of Environmental Quality has been notified.</p>	 <p>Sanitary Overflow Advisory June 11, 2022</p>

	<p>As a precaution, people are asked to avoid contact with the water for at least two days due to the possibility of bacterial contamination.</p> <p>Read more: https://bit.ly/sso-june11</p>	
<p>6/14</p>	<p>The District has two large compliance-driven projects for our wastewater system that require immediate action. Both projects are in the early planning stages. Learn more from our recent Community Conversation: https://youtu.be/GO7F0x647eA</p>	
<p>6/14</p>	<p>Our partners at the Environmental Learning Center at Clackamas Community College is hosting a Bioblitz near you on Saturday, June 25. Learn more about what this means below*. Register today: https://bit.ly/3Nrh8v2</p> <p>*A Bioblitz is an event that takes a snapshot of the biodiversity of a specific place. We will join together to find and identify as many plants and animals as possible in a 4-hour time period.</p>	


OAK LODGE

WATER SERVICES

6/14	<p>The Board of Directors will hold a regular meeting on Tuesday, June 21, 2022 at 6:00 pm. The public may attend through Zoom video conference or in-person (14496 SE River Road). View the full agenda and information to attend the meeting: https://bit.ly/3tAQp7y</p>	 <p>Board of Directors Meeting June 21, 2022 at 6:00 p.m.</p> 
6/15 Twitter /FB done	<p>Mowing your lawn less often is actually good for it. Here's why: https://bit.ly/ww-tip-3</p>	
6/20 FB /twitter done	<p>Find out how much to water this week with your Weekly Watering Number: http://regionalh2o.org/wwn</p>	 <p>Get your Weekly Watering Number at regionalh2o.org</p>
6/23	<p>Whether you water by hand or have an in-ground sprinkler system, the Weekly Watering Number can help you save water and money all summer! Get tips and resources to help you water efficiently at https://regionalh2o.org/wwn</p>	 <p>Water wisely this summer with your Weekly Watering Number!</p> <p>SIGN UP AT REGIONALH2O.ORG</p>

OAK LODGE

WATER SERVICES

6/28	<p>Summer is here and we're going to be talking a lot about saving water outdoors. That doesn't mean checking for leaks, drips, and drops indoors is any less important! Finding and fixing leaks is a great way to save water all year. Learn where to look at https://bit.ly/h2o-leaks</p>	
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Three Essential Services: Understanding Your Bill

Every two months, the average residential customer receives a bill for the following services:

1 Delivering Safe, Reliable Water

The **Water Service** fee pays for treated drinking water and daily operation of the system that delivers clean water to your tap.

- **Base Rate:** same amount each month
- **Usage Charge:** calculated based on your actual water use

2 Collecting and Treating Wastewater


The **Wastewater Service** fee pays for daily operation of the system that collects and cleans the wastewater from your home.

- **Base Rate:** same amount each month
- **Consumption Charge:** calculated based on your average winter water use

3 Protecting Streams and Rivers

The **Watershed Protection** fee pays for water quality management of stormwater runoff from paved areas to help protect local streams.

- **Base Rate:** same amount each month

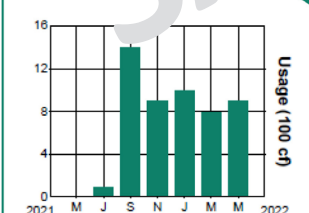


14496 SE River Rd
Oak Grove, OR 97267

(503) 654-7765
OakLodgeWaterServices.org

Account Number: 000000-000
Bill Date: 5/31/2022
Due Date: 6/15/2022
Service Dates: 04/01/22 To 05/31/22
Customer Name: JOHN SMITH
Service Address: 000 SOMEWHERE ST

Description	Meter	Previous Meter Reading	Current Meter Reading	Usage (100 cf)	Charge
1 Water Service					
Water Base Rate					\$0.00
Water Consumption Charge	00000000	0			\$0.00
Water Subtotal					\$0.00
2 Wastewater Service					
Wastewater Base Rate					\$0.00
Wastewater Consumption Charge					\$0.00
Wastewater Subtotal					\$0.00
3 Watershed Protection					
Watershed Protection Fee					\$0.00
Watershed Protection Subtotal					\$0.00
Total New Charges					\$0.00
Previous Balance					\$0.00
Less Payments Received					\$0.00
Total Amount Due					\$0.00



Total Amount Due:

Paperless Billing - Bill Pay - Autopay

Go to OakLodgeWaterServices.org and click on the "Online Bill Pay" button. Register using the following Account Number and Identification Number.

Account Number: 000000-000 Identification Number: 0000-0000

OLWS offers low income rate relief to qualified customers. Please phone our office at 503-654-7765 for more details.

Online Bill Pay

Fast and secure payment option available for property owners only.

Financial Assistance

Low-income rate relief available for income-qualifying customers.

Commitments to Customers



Protect public health



Provide excellent customer service



Make smart investments and work to keep rates affordable



Keep local streams and rivers clean

Learn more: OakLodgeWaterServices.org

Bills from the Oak Lodge Water Services (OLWS) come once every two months and include three parts to the bill:

1. Water Service Rates

- Fixed rate for a 5/8" meter: \$18.14/month.
- Water consumption charge based on actual water use:
 - \$1.24 per 1-10 hundred cubic feet (CCF)
1 CCF equals 748 gallons of water
 - \$1.66 per 11-50 CCF
 - \$1.96 per 51 CCF and up
- Fixed rate pays for fixed costs associated with daily operation of the water distribution system, including repairs, maintenance, and labor.
- Consumption charge pays for variable costs, including electricity and the purchase of treated water. Some of this money is set aside for infrastructure capital improvement and replacement projects.

2. Wastewater Service Rates

- Fixed rate per Equivalent Dwelling Unit: \$43.54 /month.
- Water consumption charge based on average of winter water use: \$2.47 per CCF.
- Fixed rate pays for fixed costs associated with collection and treatment of wastewater from single-family residential homes. Commercial and multi-family residences may pay a different fixed rate. This covers the daily operation of the wastewater treatment plant and collection system, including repairs, maintenance, and labor.
- Consumption charge pays for the cost of pumping and treating sewage, including the electricity, chemicals, and labor needed to turn sewage into water clean enough to discharge to the Willamette River.

Bill Facts

For July 1, 2022—June 30, 2023

Wastewater Service Rates Continued

- A customer's wastewater volume charge is determined annually using the average water consumption of December through March meter readings. OLWS uses water meter readings to calculate wastewater volume because customers are generally not using water outdoors in the winter: irrigating lawns, tending gardens, or washing cars. Once the wastewater volume is determined, customers are billed the same wastewater volume charge each month beginning July 1. Checking for leaks and conserving water during winter months could reduce your wastewater volume charge.

3. Watershed Protection Service Rates

- Fixed rate per Equivalent Service Unit (ESU): \$9.65 /month
 - 1 ESU = 2,500 square feet of impervious surface (a measure of increased runoff into the storm drainage system)
- Watershed Protection Service is calculated using ESUs:
 - Single family residences are charged for 1 ESU
 - Non-single family properties pay based on measured impervious area
- Watershed Protection Service pays for the management of water runoff. OLWS is required to manage the water quality of River Forest Creek, Boardman Creek, Courtney Springs, and Rinearson Creek under a Municipal Separate Storm Sewer System (MS4) permit issued by the Oregon Department of Environmental Quality and the Environmental Protection Agency. The Watershed Protection Service funds water monitoring, catch basin cleaning, erosion control measures, and education programs to help protect streams from runoff from homes, streets, parking lots, and other sources as required by the MS4 permit.

What are the new rates?

- The combined increase comes to \$4.60 to the average residential customer's monthly cost. This is based on average water use of 6 CCF (1 CCF equals 748 gallons of water).
- The 2022-23 rates are listed in detail at: <https://www.oaklodgewaterservices.org/finance/page/rates-and-charges>

Why did my bill go up?

- Take a look at your account to check the water consumption. A big jump could indicate a leak. You can call the office, and we will go over your bill with you.
- Increases are necessary to continue to provide reliable services, including repair and maintenance projects and capital improvement projects. If you would like more information, our budget document can be found at: oaklodgewaterservices.org/finance/page/finance-yearly-budget

How can I manage my bill?

- You can save money with our tips and tools to help you reduce consumption and conserve water. For conservation tips, check out the Clackamas River Water Providers website at: ClackamasProviders.org

Are you aware of our Customer Assistance Programs?

- We have qualifying information available on our website and can mail an application on request. Visit our webpage at: oaklodgewaterservices.org/finance/page/customer-assistance-programs

Does my bill seem high?

- Each customer's bill is unique. Water bills vary by meter/service size and volume of water consumed. Sewer bills vary based on the average of winter water use and a set annual base rate.
- Most customers are billed bi-monthly. Please note that we often describe rates on both a bi-monthly and monthly basis so customers can compare their District bills to other monthly utility bills.

Visit our website for more information:

OakLodgeWaterServices.org



STAFF REPORT

To Board of Directors
From Gail Stevens, Finance Director
Title Finance Department Monthly Report
Item No. 8c
Date July 11, 2022 for July 19, 2022 Meeting

Summary

The Board has requested updates at the Regular Meetings of the Board on the status of the District's Operations.

Highlights of the Month

- The Low-Income Household Water Assistance program began in July 2022 and we have received 1 application from Clackamas County as of July 11, 2022.
- The Accounts Receivable balance decreased (1.36%), the average delinquent balance decreased by \$(13.24), and the number of delinquent accounts increased by 24.
- Utility bill payments were more than May 31, 2022 billed amounts by \$6,536.94.
- The ECAP assisted 66 residential and 5 commercial accounts in June.

Utility Billing Cash Receipts by Payment Method

Banking fees are directly associated with methods of payment available to OLWS customers. As technology has changed over the years, options available for payments grew to include the five methods listed. In conjunction, banking fees have increased over the years as customers moved to the various methods. This table provides the information for volume of payments received by each method.

	Lockbox	E-Box	Online – CC	Online – ACH	Front Counter	Total
June 2022	\$ 280,566	\$ 122,928	\$ 405,309	\$ 144,588	\$ 101,203	\$1,054,595
% by Method	26.6%	11.7%	38.4%	13.7%	9.6%	
FYTD by Method	28.5%	11.7%	37.1%	13.4%	9.3%	

For the current month reported, only 9.6% of utility payments are processed at the Administrative office by either a customer walk-in or customers utilizing the secure drop box.

The five (5) payment methods available to customers:

1. **Lockbox – Wells Fargo:** Customer mails a physical check in the pre-addressed envelope included with the bill.
2. **E-Box – Wells Fargo:** Customer sends payment via their bank’s electronic payment services.
3. **Online – Credit Card:** Customer completes payment by credit card via OLWS’ online bill pay service through OLWS’ website or by calling a Billing Specialist.
4. **Online – Personal Checking:** Customer, using the same online bill pay as credit card, choses to use their bank account routing information instead of a credit / debit card.
5. **Front Counter:** Customer either walks up to the front counter or deposits their payment in the drop box at the Administration office.

Low Income Household Water Assistance (LIHWA)

On May 12, 2022, the Clackamas County Board of Commissioners approved the Oak Lodge Water Services vendor agreement for the Low-Income Household Water Assistance (LIHWA) program. Clackamas County has finalized their customer application documents and customers from Oak Lodge Water Services may now apply for assistance. As of July 11, 2022, 1 customer has applied for assistance.

Accounts Receivable Review

The Accounts Receivable (A/R) balances as of June 30, 2022 compared to May 31, 2022 decreased by (1.36%). These are the findings:

1. A/R Balance owed to OLWSD has decreased by (\$17,138), after accounting for the delta between billing cycles.

A/R Balance	4/30/2022	5/31/2022	6/30/2022
Bi-Monthly Residential	\$ 946,632	\$ 795,673	\$ 955,797
Large Meters	470,263	466,983	475,368
Total	1,416,896	1,262,656	1,431,165
Variance	145,583	(154,240)	168,509
Billing Cycle Variance	(162,445)	162,851	(185,647)
	(16,861)	8,612	(17,138)
	-1.33%	0.61%	-1.36%

2. The total number of delinquent accounts increased by 24 accounts as of June 30, compared to May 31, 2022. Additionally, the average balance per account decreased by (3.6%) or \$ (13.24).

Delinquent Accounts Over 60 Days	4/30/2022	5/31/2022	6/30/2022
	\$ 191,263	\$ 183,921	\$ 185,873

Number of Accounts	515	498	522
Average Balance per Acct.	\$ 371	\$ 369	\$ 356
	-2.2%	-0.6%	-3.6%

3. The percentage of accounts that are current, accounts paid in full within 30 days, has decreased by (0.12%) compared to prior month. The shift is into Delinquent categories.

Account %	4/30/2022	5/31/2022	6/30/2022
Current	86.90%	85.96%	85.84%
30-60 Day Grace	3.99%	5.02%	4.84%
Delinquent	5.69%	5.49%	5.75%
Credit Balance	3.43%	3.53%	3.34%

Each month, the District hangs red tags for accounts in delinquent status, over 60 days past due, and with a balance over \$250. The red tag process allows 7 days for the customer to provide payment. If payment is not received, water is then shut off.

	Mar 2022	Apr 2022	May 2022	June 2022
Cycle	Cycle 1	Cycle 2	Cycle 1	Cycle 2
# Red Tags	61	62	84	68
Minimum Delinquent Balance	\$ 250	\$ 250	\$ 250	\$ 250
# Shut off Service Requests	4	1	3	2

Billing Payment Rate

In June, the District received \$6,537 more in payments than was billed on May 31, 2022.

	Mar 2022	Apr 2022	May 2022	June 2022
Utility Billing Sales	\$ 1,224,716	\$ 1,048,465	\$ 1,210,909	\$ 1,048,058
Cash Receipts	1,261,058	1,054,811	1,206,065	1,054,595
% Collected	103.0%	100.6%	99.6%	100.6%

Emergency Customer Assistance Program (ECAP)

In FY 2019-20, the Board approved \$97,000 for Emergency COVID Assistance Program. Since June 2020, the District has provided assistance to residential and commercial accounts that have been financially impacted by COVID-19. This program has continued through FY 2020-21 and into FY 2021-22.

June 2022 is the final month for this program. Total assistance provided through ECAP is \$81,442 over the 25 months for this program, 84% of the funds available.

	Monthly Assistance	Balance
Beginning Balance		\$97,000
June 2020	2,644	94,356

July 2020	687	93,669
August 2020	813	92,856
September 2020	1,114	91,742
October 2020	-0-	91,742
November 2020	991	90,751
December 2020	598	90,153
January 2021	1,472	88,681
February 2021	3,304	85,377
March 2021	3,134	82,243
April 2021	2,260	79,983
May 2021	2,741	77,242
June 2021	5,397	71,845
July 2021	3,591	68,254
August 2021	6,407	61,847
September 2021	2,829	59,018
October 2021	2,982	56,036
November 2021	893	55,143
December 2021	724	54,419
January 2022	4,236	50,183
February 2022	2,838	47,345
March 2022	3,508	43,837
April 2022	7,473	36,364
May 2022	2,639	33,725
June 2022	18,167	15,558
Total Assistance Provided to Date		<u>\$ 81,442</u>

In June 2022, sixty-six (66) residential accounts and five (5) commercial accounts received assistance.

Attachments

1. Checks by Date Report for June 2022

Bank Reconciliation
 Checks by Date
 User: Antonio
 Printed: 7/11/2022
 Cleared and Not Cleared Checks
 Print Void Checks

ACH Disbursement Activity

Check No.	Check Date	Name	Comment	Module	Void	Clear Date	Amount
0	6/3/2022	Internal Revenue Service		AP			29,909.63
0	6/3/2022	Oregon Department Of Revenue		AP			8,530.32
0	6/3/2022	Nationwide Retirement Solutions		AP			860.00
0	6/3/2022	VALIC c/o JP Morgan Chase		AP			1,751.87
0	6/3/2022	State of Oregon Savings Growth Plan		AP			2,429.00
0	6/3/2022	Payroll Direct Deposit	DD 00001.06.2022	PR			72,828.60
0	6/17/2022	Nationwide Retirement Solutions		AP			860.00
0	6/17/2022	Oregon Department Of Revenue		AP			8,619.29
0	6/17/2022	State of Oregon Savings Growth Plan		AP			2,429.00
0	6/17/2022	Internal Revenue Service		AP			30,194.83
0	6/17/2022	VALIC c/o JP Morgan Chase		AP			1,696.23
0	6/17/2022	Payroll Direct Deposit	DD 00002.06.2022	PR			73,695.97

ACH Disbursement Activity Subtotal

233,804.74

Voided ACH Activity

0.00

Adjusted ACH Disbursement Activity Subtotal

233,804.74

Paper Check Disbursement Activity

Check No.	Check Date	Name	Comment	Module	Void	Clear Date	Amount
47437	6/3/2022	Employee Paycheck		PR			2,042.96
47438	6/3/2022	AFLAC		AP			810.16
47439	6/3/2022	AFSCME Council 75		AP			887.79
47440	6/3/2022	AnswerNet		AP			787.42
47441	6/3/2022	Apex Labs		AP			3,745.00
47442	6/3/2022	Customer Refund		AP			1.20
47443	6/3/2022	BTL Northwest		AP			223.72
47444	6/3/2022	Cable Huston LLP		AP			14,946.00
47445	6/3/2022	CDW LLC		AP			3,414.89
47446	6/3/2022	City Of Gladstone		AP			241.28
47447	6/3/2022	Consolidated Supply Co.		AP			10,807.77
47448	6/3/2022	Customer Refund		AP			197.61
47449	6/3/2022	Ford Hall Company, Inc		AP			4,952.62
47450	6/3/2022	Grainger, Inc.		AP			137.49
47451	6/3/2022	J. Thayer Company		AP			371.76
47452	6/3/2022	John Crane Inc		AP			9,184.32
47453	6/3/2022	Lou's Gloves		AP			1,158.00
47454	6/3/2022	Metro Overhead Door, Inc.		AP			882.00
47455	6/3/2022	Milwaukie Lumber Company		AP			510.71
47456	6/3/2022	Employee Reimbursement		AP			232.63
47457	6/3/2022	Customer Refund		AP			75.47
47458	6/3/2022	Olson Bros. Service, Inc.		AP			2,481.53
47459	6/3/2022	Owen Equipment		AP			2,148.27
47460	6/3/2022	Pacific Power Group		AP			2,067.18
47461	6/3/2022	Polydyne, Inc.		AP			4,142.07
47462	6/3/2022	Portland General Electric		AP			5,312.95
47463	6/3/2022	Customer Refund		AP			112.55
47464	6/3/2022	Employee Reimbursement		AP			53.96
47465	6/3/2022	Customer Refund		AP			190.98
47466	6/3/2022	Seattle Ace Hardware		AP			114.94
47467	6/3/2022	Tice Electric Company		AP			4,696.46
47468	6/3/2022	Trojan Technologies Inc.		AP			26,103.40
47469	6/3/2022	Unifirst Corporation		AP			1,572.84
47470	6/3/2022	Water Systems Consulting, Inc.		AP			13,050.33
47471	6/3/2022	Xerox Corporation		AP			30.18
47472	6/3/2022	Zoro		AP			151.78
47473	6/3/2022	Employee Paycheck		PR			463.41
47474	6/6/2022	AFLAC		AP			773.63
47475	6/6/2022	AFSCME Council 75		AP			800.31
47476	6/7/2022	Petty Cash Replenishment		AP			250.00
47477	6/9/2022	Customer Refund		AP			522.59
47479	6/10/2022	Apex Labs		AP			478.00
47480	6/10/2022	BMS Technologies		AP			3,991.11
47481	6/10/2022	CenturyLink		AP			640.29
47482	6/10/2022	Cintas Corporation		AP			99.00

Bank Reconciliation

Checks by Date

User: Antonio

Printed: 7/11/2022

Cleared and Not Cleared Checks

Print Void Checks

47483	6/10/2022	Cintas Corporation - 463	AP	82.66	
47484	6/10/2022	Clackamas County Sheriff	AP	385.62	
47485	6/10/2022	Coastal Farm & Home Supply	AP	179.99	
47486	6/10/2022	Columbia Land Trust	AP	1,075.96	
47487	6/10/2022	Consolidated Supply Co.	AP	1,967.88	
47488	6/10/2022	Cues, Inc	AP	1,950.00	
47489	6/10/2022	GT Excavating, LLC	AP	26,416.08	
47490	6/10/2022	Horner Enterprises, Inc.	AP	5,993.48	
47491	6/10/2022	IDEXX Laboratories	AP	2,434.87	
47492	6/10/2022	Knapp Construction Company, Inc	AP	2,500.00	
47493	6/10/2022	Madison Biosolids, Inc.	AP	908.89	
47494	6/10/2022	North Clackamas Parks & Recreation District	AP	4,545.45	
47495	6/10/2022	North Clackamas Urban Watershed Council	AP	13,875.00	
47496	6/10/2022	Northstar Chemical, Inc.	AP	717.50	
47497	6/10/2022	Northwest Natural	AP	227.93	
47498	6/10/2022	OHA-Drinking Water Services	AP	4,500.00	
47499	6/10/2022	Pacific Northwest Pollution Prevention Resource Ce	AP	1,664.38	
47500	6/10/2022	Pamplin Media Group	AP	55.96	
47501	6/10/2022	Portland Engineering Inc	AP	20,823.88	
47502	6/10/2022	Portland General Electric	AP	Void	27,070.84
47503	6/10/2022	Robert HalfTalent Solutions	AP	1,109.31	
47504	6/10/2022	Rotork Controls Inc	AP	10,006.76	
47505	6/10/2022	Seattle Ace Hardware	AP	Void	331.66
47506	6/10/2022	Trojan Technologies Inc.	AP	39,024.00	
47507	6/10/2022	Tualatin Valley Short Load	AP	448.00	
47508	6/10/2022	Unifirst Corporation	AP	3,132.16	
47509	6/10/2022	Verizon Wireless	AP	2,769.48	
47510	6/10/2022	Waste Connections	AP	675.00	
47511	6/10/2022	Waste Management Of Oregon	AP	966.38	
47512	6/10/2022	Western Exterminator Company	AP	147.15	
47513	6/10/2022	Zoro	AP	149.00	
47514	6/10/2022	Customer Refund	AP	41.08	
47515	6/10/2022	Customer Refund	AP	9.38	
47516	6/10/2022	Customer Refund	AP	8.77	
47517	6/10/2022	Customer Refund	AP	86.33	
47518	6/10/2022	Customer Refund	AP	101.20	
47519	6/10/2022	Customer Refund	AP	49.13	
47520	6/10/2022	Customer Refund	AP	5.25	
47521	6/10/2022	Customer Refund	AP	185.02	
47522	6/10/2022	Customer Refund	AP	12.37	
47523	6/10/2022	Customer Refund	AP	21.66	
47524	6/10/2022	Customer Refund	AP	37.70	
47525	6/10/2022	Customer Refund	AP	107.94	
47526	6/10/2022	Customer Refund	AP	167.08	
47527	6/10/2022	Customer Refund	AP	21.31	
47528	6/10/2022	Customer Refund	AP	11.68	
47529	6/10/2022	Customer Refund	AP	6.24	
47530	6/10/2022	Customer Refund	AP	130.93	
47531	6/10/2022	Customer Refund	AP	12.49	
47532	6/10/2022	CDR Labor Law, LLC	AP	2,256.50	
47533	6/10/2022	CenturyLink	AP	263.74	
47534	6/10/2022	Cintas Corporation	AP	311.30	
47535	6/10/2022	Customer Refund	AP	250.00	
47536	6/10/2022	Pamplin Media Group	AP	51.69	
47537	6/10/2022	Relay Resources	AP	8,044.44	
47538	6/10/2022	Robert HalfTalent Solutions	AP	824.66	
47539	6/10/2022	Customer Refund	AP	165.88	
47540	6/10/2022	Unifirst Corporation	AP	779.17	
47541	6/17/2022	Employee Paycheck	PR	2,043.09	
47542	6/17/2022	AFLAC	AP	773.63	
47543	6/17/2022	AFSCME Council 75	AP	793.02	
47544	6/17/2022	Customer Refund	AP	1.18	
47545	6/17/2022	BMS Technologies	AP	4,007.18	
47546	6/17/2022	Buels Impressions Printing	AP	395.00	
47547	6/17/2022	Cintas Corporation	AP	99.00	
47548	6/17/2022	City Of Milwaukie	AP	333.60	
47549	6/17/2022	Comcast	AP	680.10	

Bank Reconciliation
 Checks by Date
 User: Antonio
 Printed: 7/11/2022
 Cleared and Not Cleared Checks
 Print Void Checks

47550	6/17/2022	Consolidated Supply Co.	AP	60.31
47551	6/17/2022	Customer Refund	AP	9.07
47552	6/17/2022	D&H Flagging, Inc.	AP	1,692.81
47553	6/17/2022	Customer Refund	AP	1.61
47554	6/17/2022	Customer Refund	AP	3.26
47555	6/17/2022	Ferguson US Holdings, Inc.	AP	10,922.77
47556	6/17/2022	J. Thayer Company	AP	107.64
47557	6/17/2022	Kaiser Permanente	AP	13,444.37
47558	6/17/2022	Customer Refund	AP	0.58
47559	6/17/2022	Customer Refund	AP	0.99
47560	6/17/2022	Multnomah County	AP	6,000.00
47561	6/17/2022	NCCWC	AP	72,435.52
47562	6/17/2022	NW Pump & Equipment Co	AP	640.45
47563	6/17/2022	Olson Bros. Service, Inc.	AP	3,162.06
47564	6/17/2022	Customer Refund	AP	166.22
47565	6/17/2022	Pacific Truck Colors, Inc.	AP	2,326.00
47566	6/17/2022	Portland Engineering Inc	AP	5,225.00
47567	6/17/2022	Customer Refund	AP	125.73
47568	6/17/2022	Robert HalfTalent Solutions	AP	594.13
47569	6/17/2022	SDIS	AP	21,482.24
47570	6/17/2022	Seattle Ace Hardware	AP	133.91
47571	6/17/2022	Customer Refund	AP	1.20
47572	6/17/2022	Traffic Safety Supply Co Inc	AP	1,380.75
47573	6/17/2022	Customer Refund	AP	4.62
47574	6/17/2022	Verizon Wireless	AP	30.04
47575	6/17/2022	Water Metrics West	AP	125.00
47576	6/24/2022	Employee Reimbursement	AP	3,200.00
47577	6/24/2022	APWA	AP	444.00
47578	6/24/2022	Barney & Worth Inc	AP	2,730.00
47579	6/24/2022	Consolidated Supply Co.	AP	227.80
47580	6/24/2022	David Evans and Associates, Inc.	AP	8,190.90
47581	6/24/2022	Hach Company	AP	455.50
47582	6/24/2022	J. Thayer Company	AP	41.07
47583	6/24/2022	Employee Reimbursement	AP	42.92
47584	6/24/2022	Employee Reimbursement	AP	1,404.00
47585	6/24/2022	Employee Reimbursement	AP	228.95
47586	6/24/2022	Oregon Association of Water Utilities	AP	670.00
47587	6/24/2022	Stein Oil Co Inc	AP	636.56
47588	6/24/2022	Top Industrial Supply	AP	337.50
47589	6/24/2022	Tyree Oil, Inc	AP	372.47
47590	6/27/2022	Oregon DEQ	AP	40.00
47593	6/30/2022	AnswerNet	AP	787.42
47594	6/30/2022	Atlasta Lock and Safe Co	AP	775.00
47595	6/30/2022	BTL Northwest	AP	115.47
47596	6/30/2022	Cascadia Backflow	AP	3,619.00
47597	6/30/2022	Employee Reimbursement	AP	2,318.32
47598	6/30/2022	CenturyLink	AP	147.68
47599	6/30/2022	Cintas Corporation - 463	AP	82.66
47600	6/30/2022	Coastal Farm & Home Supply	AP	25.58
47601	6/30/2022	Consolidated Supply Co.	AP	317.34
47602	6/30/2022	Contractor Supply, Inc.	AP	683.40
47603	6/30/2022	D&H Flagging, Inc.	AP	795.20
47604	6/30/2022	Ecology In Classrooms&Outdoors	AP	24,500.00
47605	6/30/2022	Grainger, Inc.	AP	1,531.61
47606	6/30/2022	Gutermann, Inc	AP	23,062.00
47607	6/30/2022	H.D. Fowler Company	AP	22,265.22
47608	6/30/2022	J. Thayer Company	AP	24.68
47609	6/30/2022	Employee Reimbursement	AP	799.96
47610	6/30/2022	Moss Adams LLP	AP	1,050.00
47611	6/30/2022	Napa Auto Parts	AP	164.56
47612	6/30/2022	Northstar Chemical, Inc.	AP	1,004.60
47613	6/30/2022	Customer Refund	AP	164.68
47614	6/30/2022	Owen Equipment	AP	675.00
47615	6/30/2022	Pacific Power Group	AP	2,473.29
47616	6/30/2022	Pamplin Media Group	AP	95.46
47617	6/30/2022	Polydyne, Inc.	AP	4,142.07
47618	6/30/2022	Portland General Electric	AP	28,220.62

Bank Reconciliation
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47619	6/30/2022	Quadient Leasing USA, Inc.	AP	599.43
47620	6/30/2022	Ritz Safety LLC	AP	953.96
47621	6/30/2022	SAR Enterprises, Inc.	AP	7,817.83
47622	6/30/2022	Seattle Ace Hardware	AP	187.09
47623	6/30/2022	Stein Oil Co Inc	AP	208.89
47624	6/30/2022	Terex USA, LLC	AP	1,968.33
47625	6/30/2022	Tice Electric Company	AP	2,314.00
47626	6/30/2022	Torqbuddy LLC	AP	5,000.00
47627	6/30/2022	Tritech Software Systems	AP	1,125.00
47628	6/30/2022	Unifirst Corporation	AP	634.54
47629	6/30/2022	Verizon Wireless	AP	2,505.54
47630	6/30/2022	Water Systems Consulting, Inc.	AP	15,727.53
47631	6/30/2022	William H. Reilly & Co	AP	7,200.00
47632	6/30/2022	Zoro	AP	1,686.51
47633	6/30/2022	Employee Reimbursement	AP	948.71
47634	6/30/2022	Hawkins Delafield & Wood LLP	AP	4,137.00
47635	6/30/2022	LINDEN LANE MANOR	AP	1,110.61
47636	6/30/2022	Northwest Natural	AP	188.90
47637	6/30/2022	One Call Concepts, Inc.	AP	637.98
47638	6/30/2022	Portland General Electric	AP	26.56
Paper Check Disbursement Activity Subtotal				658,999.75
Voided Paper Check Disbursement Activity				27,402.50
Adjusted Paper Check Disbursement Activity Subtotal				631,597.25

Total Void Check Count:	2
Total Void Check Amount:	27,402.50
Total Valid Check Count:	209
Total Valid Check Amount:	865,401.99
Total Check Count:	211
Total Check Amount:	892,804.49

STAFF REPORT

To Board of Directors
From Brad Albert, District Engineer
Title Technical Services Monthly Report
Item No. 8d
Date July 19, 2022

Summary

The Board has requested updates at the Regular Meetings of the Board on the status of the District's operations.

Highlights

- Emergency Intertie project initial water modeling with Milwaukie's system.
- Aldercrest Water Main Replacement under contract and reviewing material submittals.
- Capital Planning for FY23.

Watershed Protection

Storm system maintenance and customer responses have been at the top of the list of duties required by OLWS staff for the storm and surface water programs. The Municipal Separate Storm System (MS4) Permit requires regular inspection and cleaning of catch basins and pipes. OLWS divides our work into five zones, conducting cleanings in one zone per year. For FY23, Zone 5 will be completed. Along with zone cleanings, staff are also required to conduct Dry Weather Screenings of priority outfalls that might have illicit flow in dry weather. In our area, staff inspect five outfalls that are representative of possible illicit summer flows, making sure that they do not note any flows (wash water, chemicals, etc.).

Clackamas County Department of Transportation and Development is paving a package of OLWS streets to update pavement. Water Quality staff were on site to make sure saw cutting and grinding were conducted in a way appropriate to safeguard water quality. Keeping slurry and concrete residual out of the storm drains and ditches is important. In addition, catch basins in the paving area were inspected for "witches' hats" – a best management practice (BMP) that puts a layer of fabric inside a catch basin to filter out fine sediment from any runoff entering the waters of the state.

Permit Activity – June 2022

FY2021-2022	<i>This Month</i>	<i>Last Month</i>	<i>Fiscal Year-to-Date</i>	<i>This Month Last Year</i>	<i>Last Year-to-Date</i>
Pre-applications Conferences	1	1	14	2	22
New Erosion Control Permits	2	6	35	3	61
New Development Permits	1	4	20	1	16
 New Utility Permits	4	3	46	4	76
Wastewater Connections	4	1	16	3	40
<hr/>					
Sanitary SDC Fees Received	\$20,660	\$6,121	\$83,596	\$15,495	\$310,157
Water SDC Fees Received	\$47,737	\$941	\$224,864	\$0	\$252,158
Plan Review Fees Received	\$2,400	\$1,200	\$28,884	\$2,734	\$90,827
Inspection Fees Received	\$2,480	\$1,550	\$23,383	\$1,787	\$38,905

Attachments

1. Development Tracker
2. Capital Project Tracker

<i>Project Status</i>	<i>Address</i>	<i>Type of Development</i>	<i>Notes</i>	<i>Last Updated</i>
Under Construction	4410 SE Pinehurst Ave.	Residential: 17-lot Subdivision	Final Inspections Pending. Next step: asbuilt review and bond release.	7/5/22
Under Construction	13505 SE River Rd.	Residential: Rose Villa Phase 4 Medical Building and Replace Dwelling Units	Final Inspections Pending. Next step: asbuilt review and bond release.	7/5/22
Under Construction	1901 SE Oak Grove Blvd.	Redevelopment: Replace a portion of existing New Urban School	Final Inspections Pending. Next step: asbuilt review and bond release.	7/5/22
Under Construction	19315 SE River Rd.	Residential: 2-lot Partition	Final Inspections Pending. Next step: asbuilt review and bond release.	7/5/22
Under Construction	SE Jennings Ave., SE Oatfield Rd. to SE McLoughlin Blvd.	Capital Improvement: CC DTD Jennings Ave Roadway expansion and regional stormwater treatment	Current OLWSD review	7/5/22
Approved for Construction	15603 SE Ruby Dr.	Residential: 3-lot Partition	Awaiting Construction Commencement	7/5/22
Under Construction	6364 SE McNary Rd.	Residential: 15-lot Partition	Final Inspections Pending. Next step: asbuilt review and bond release.	7/5/22
Under Construction	2316 SE Courtney Ave.	Residential: 14 rowhomes and 6 single family dwellings	OLWSD Inspections Occuring	7/5/22
Under Construction	4322 SE Pinehurst Ave.	Residential: 7-lot subdivision	OLWSD Inspections Occuring	7/5/22
Under Construction	SE McLoughlin Blvd. Area	CC DTD Paving Project	OLWSD Performing Erosion Control Inspections	7/5/22
Under Construction	SE Thiessen Area	CC DTD Paving Project	OLWSD Performing Erosion Control Inspections	7/5/22
Under Construction	5901 SE Hull Ave.	Redevelopment: Candy Lane School	Current OLWSD Review	7/5/22
Under Construction	5901 SE Hull Ave.	Redevelopment: Candy Lane School	Current OLWSD Review	7/5/22
Plan Review	3870 SE Hillside Dr.	Residential: Modification of previously approved 13-lot subdivision	Current OLWSD Review	7/5/22
Plan Review	15515 SE Wallace Rd.	Residential: 2-lot Partition	Current OLWSD review	7/5/22
Plan Review	3421 SE Vineyard Rd.	Residential: Two tri-plexes and one duplex	Current OLWSD Review	7/5/22
Plan Review	21E11AB01100 (SE River Rd. @ SE Maple St)	Residential: 7-lot subdivision	Current OLWSD Review	7/5/22
Plan Review	16103 SE Southview Ave	Residential: 7-lot subdivision	Current OLWSD Review	7/5/22
Plan Review	13822 SE Oatfield Rd	Residential: 10-lot subdivision	Current OLWSD Review	7/5/22
Land Use Application	16468 SE Warnock Ln.	Residential: 2-lot Partition	Current OLWSD Review	7/5/22
Pre-Application	14601 SE Rupert Dr.	Residential: Duplex	Pre-app Comments sent to CCDDT. County land use expiration timeline.	7/5/22
Pre-Application	15215 SE Oatfield Rd	Residential: 3-lot Partition	Pre-app Comments sent to CCDDT. County land use expiration timeline.	7/5/22

Water Capital Projects

Project ID	Project Name and Description	Fiscal Year 2022		Total Spent To-date	Project Status	Project Manager	Phase	Percent Complete	Fiscal Year 2022												Fiscal Year 2023														
		Budget	Spent						J	A	S	O	N	D	J	F	M	A	M	J	Q1	Q2	Q3	Q4											
2020-W02	Intertie Project Design Identified during the development of the Water Master Plan, OLWSD is in need of an alternative water source in the event that Clackamas River Water is unavailable.	\$ 270,000	\$ 600	\$ 16,847	Active	Albert	Planning	100%																											
							Design	5%																											
							Bid	NA																											
							Construction	NA																											
2021-W01	Water Pump Station Generator This project would purchase and install a generator at the water pump station near Clackamas River Water (just before the District's transmission main).	\$ 100,000	\$ 4,724	\$ 4,724	Active	Ogbeide	Planning	100%																											
							Design	20%																											
							Bid	0%																											
							Construction	0%																											
	Aldercrest Road Replacement of 3,025 feet of 6-inch and 8-inch ductile iron pipe with 8-inch ductile iron pipe.	\$ 955,000	\$ 3,494	\$ 148,944	Active	Albert	Planning	100%																											
							Design	100%																											
							Bid	0%																											
							Construction	0%																											
	28th Ave, Lakewood Dr, Kellogg Lake Apart. This project replaces 4,015 feet of 8-inch cast iron pipe with 8 and 12-inch ductile iron pipe. It will also create a loop in the system where the District has had to flush more often to keep the water fresh tasting.	\$ 600,000	\$ -	\$ 105,222	Active	Albert	Planning	100%																											
							Design	60%																											
							Bid	0%																											
							Construction	0%																											
Total		\$ 1,925,000	\$ 8,818	\$ 275,737																															

Watershed Protection Capital Projects

Project ID	Project Name and Description	Fiscal Year 2022		Total Spent To-date	Project Status	Project Manager	Phase	Percent Complete	Fiscal Year 2022												Fiscal Year 2023													
		Budget	Spent						J	A	S	O	N	D	J	F	M	A	M	J	Q1	Q2	Q3	Q4										
2020-SW01	Localized Enhancement Program (FY21) This project aims to fix small to medium scale localized stormwater issues throughout the District. This would likely include planted facilities such as swales and ponds.	\$ 300,000	\$ -	\$ -	Active	Albert	Planning	100%																										
							Design	10%																										
							Bid	0%																										
							Construction	0%																										
Total		\$ 300,000	\$ -	\$ -																														



STAFF REPORT

To Board of Directors
From Jeff Page, Utility Operations Director
Title Field Operations Monthly Report
Item No. 8e
Date July 6, 2022 for July 19, 2022 Meeting

Summary

The Board has requested updates at the Regular Meetings of the Board on the status of the District's Operations.

Highlights of the Month

- Collections Team Operations
- Water Team Operations
- Asset Management
- Non-Revenue Water
- Clackamas River Flowrates

Collections Team Operations

The Collections Team commenced with the below work in June:

- Zone 5 stormwater system catch basin inspections and cleaning complete.
- Lock Out Tag Out safety training.
- Ongoing routine cleaning and televising of collection system (Photo 1).
- Monthly hotspot areas cleaned in collection system piping (insufficient slopes, bellies, and root intrusion areas).
- Routine maintenance of vehicles (Photo 2).
- Beaver dam monitoring and breaching (Photos 3 & 4).
- Underground utility locates requests.
- Support for sanitary system Master Planning efforts related to the collection system.
- Aid mechanics in pump motor repair at Lift Station 3.
- Televising and inspections of newer laterals prior to the ending of the contractor's 1-year warranty period.

Water Team Operations

In June, the Water Team stayed busy making repairs, performing billing and customer service activities, and locating underground facilities. Below are some of their highlights:

- Ongoing maintenance, repair, and replacement of fire hydrants.
- Lock Out Tag Out safety training.
- Ongoing replacement of water meters.
- Leaks found and repaired in the system (Photos 5-8).
- Performed water quality flushing.
- Annual inventory completed.

Asset Management

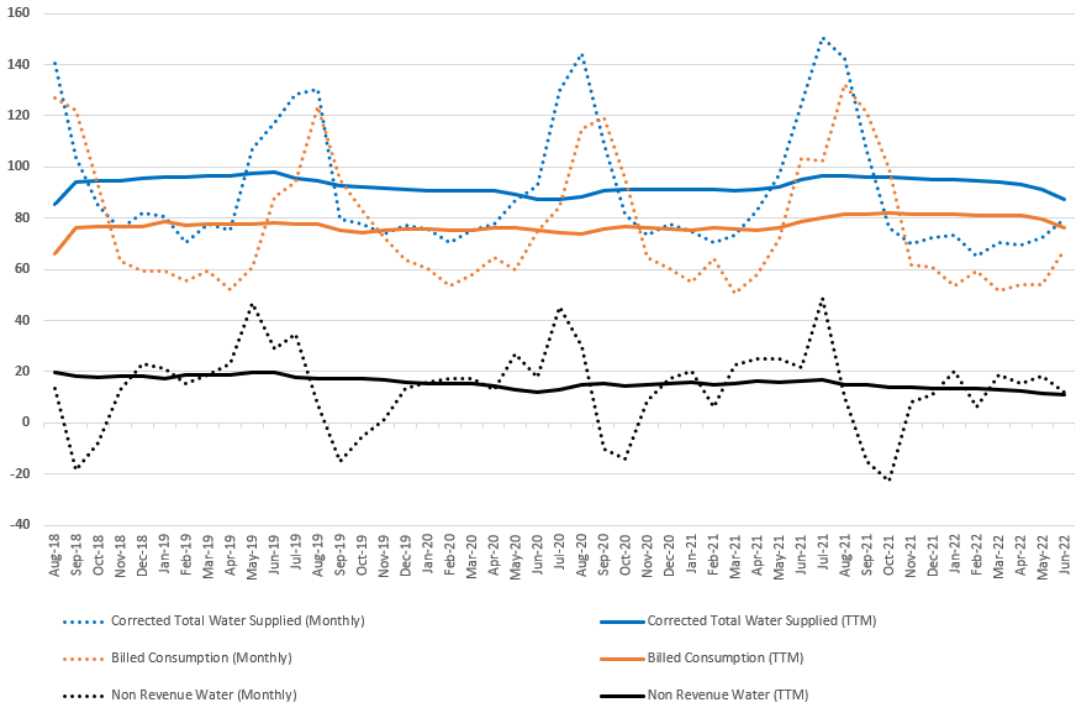
- **Lucity Upgrade:** Upgraded the software to 21.3. This upgrade included some bug fixes and also migrated more tools from Lucity Desktop to Lucity Web. Almost all tools are now in the cloud. **GIS bugs:** Fixed some issues with GIS – there were bugs with the automated syncing that have been fixed. Any changes made in GIS are now automatically updated in Lucity once again. There are still some bugs to get water pipes to load properly in Lucity Web. We have a case open with Central Square but they are having trouble determining the issue and have escalated the problem to their Development.
- **Flushing:** Tracking all the hydrant flushing that was done in the District in Lucity and continuing to track other water losses. We are fine tuning how we track some of the data and working on how we can report on the data in meaningful ways.
- End of year inventory count was completed on June 30th.

Non-Revenue Water

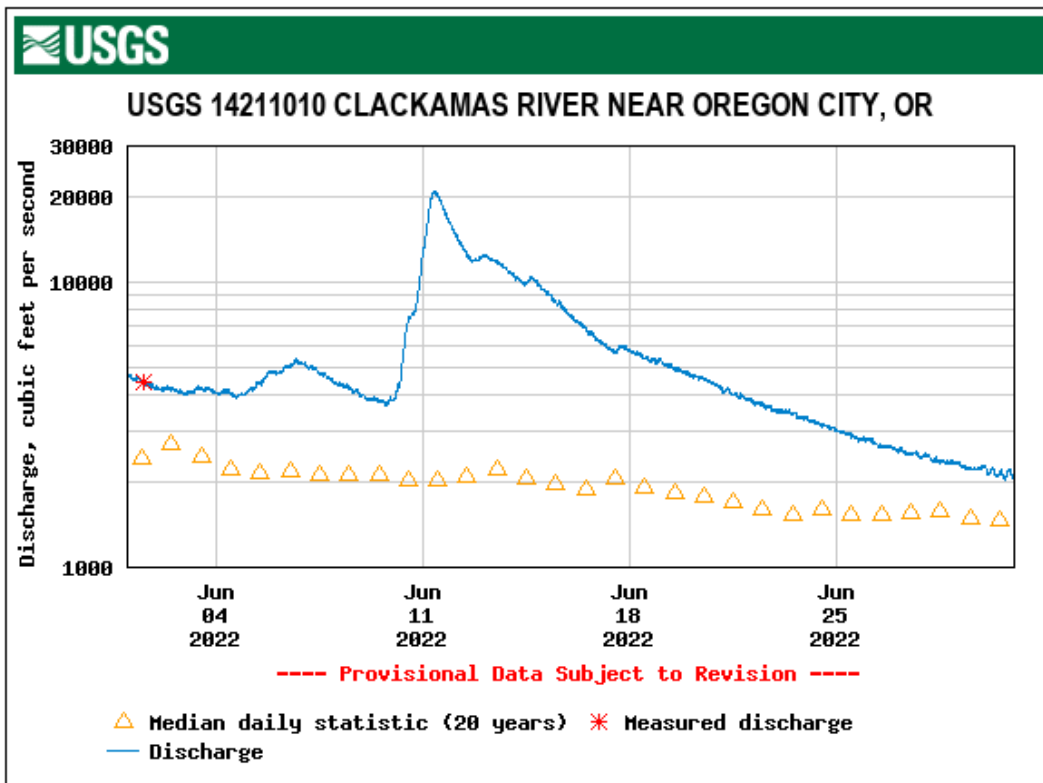
Total water purchased in December was 79.4 million gallons. Non-revenue water totaled 11.95 million gallons with 1.4 million gallons in apparent losses (“paper losses”), 9.8 million gallons in real losses (leakage in the system), and 750,000 gallons for unbilled authorized consumption (OLWS water quality flushing and fire department use).

When the non-revenue water program began in 2017, water loss averaged around 20 million gallons per month. Today, the monthly average is down to 11 million gallons, a 45% reduction in lost water. New leak detection equipment has been received for which staff has received training from the manufacturer. OLWS is vigilant in continued efforts to further reduce non-revenue water by attacking the problem from all angles, as outlined in the phased analysis created by Cavanaugh.

OLWSD NRW in MG per Month Unadjusted & Trailing Twelve Month (TTM) Average



Clackamas River Flowrates



Clackamas River daily discharge for June 2022, compared with 20-year daily median.



Location of Clackamas River flow-monitoring site

Attachments

1. Photo Pages of June 2022 Work
2. Water Purchased Report
3. Water Services Report
4. Collections Report

Field Operations Photo Pages for June 2022



Photo 1: Routine collection system cleaning



Photo 2: Prepping to grease the fittings on Victor



Photos 3 & 4: Breaching of beaver dam in Boardman Creek



Photo 5: Slow leak found on fire hydrant lateral



Photo 6: Leaking service on Orchard Lane



Photo 7: Leaking 2-inch galvanized pipe on 28th Ave.

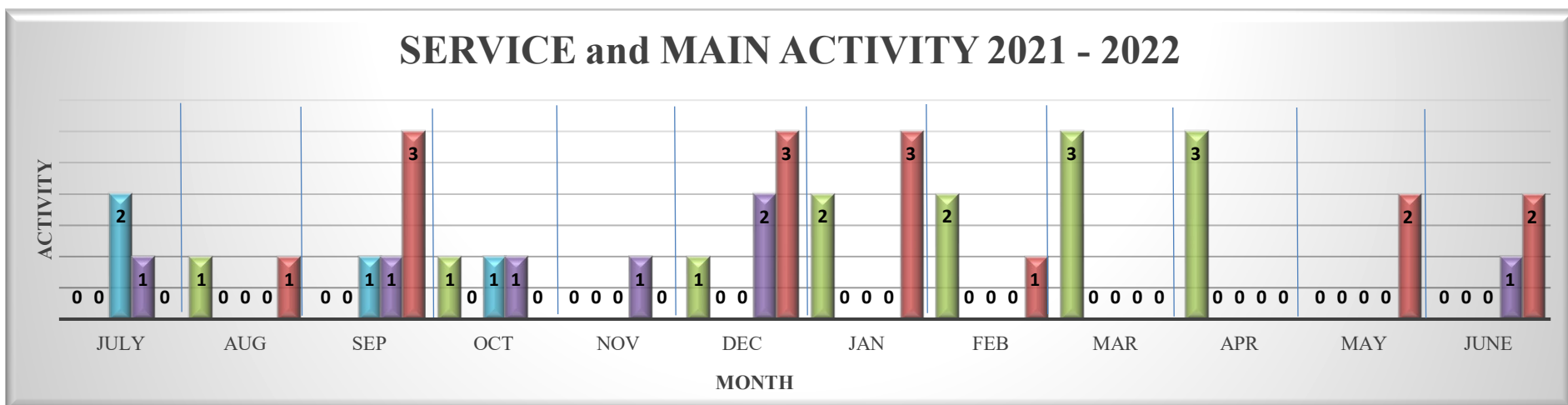
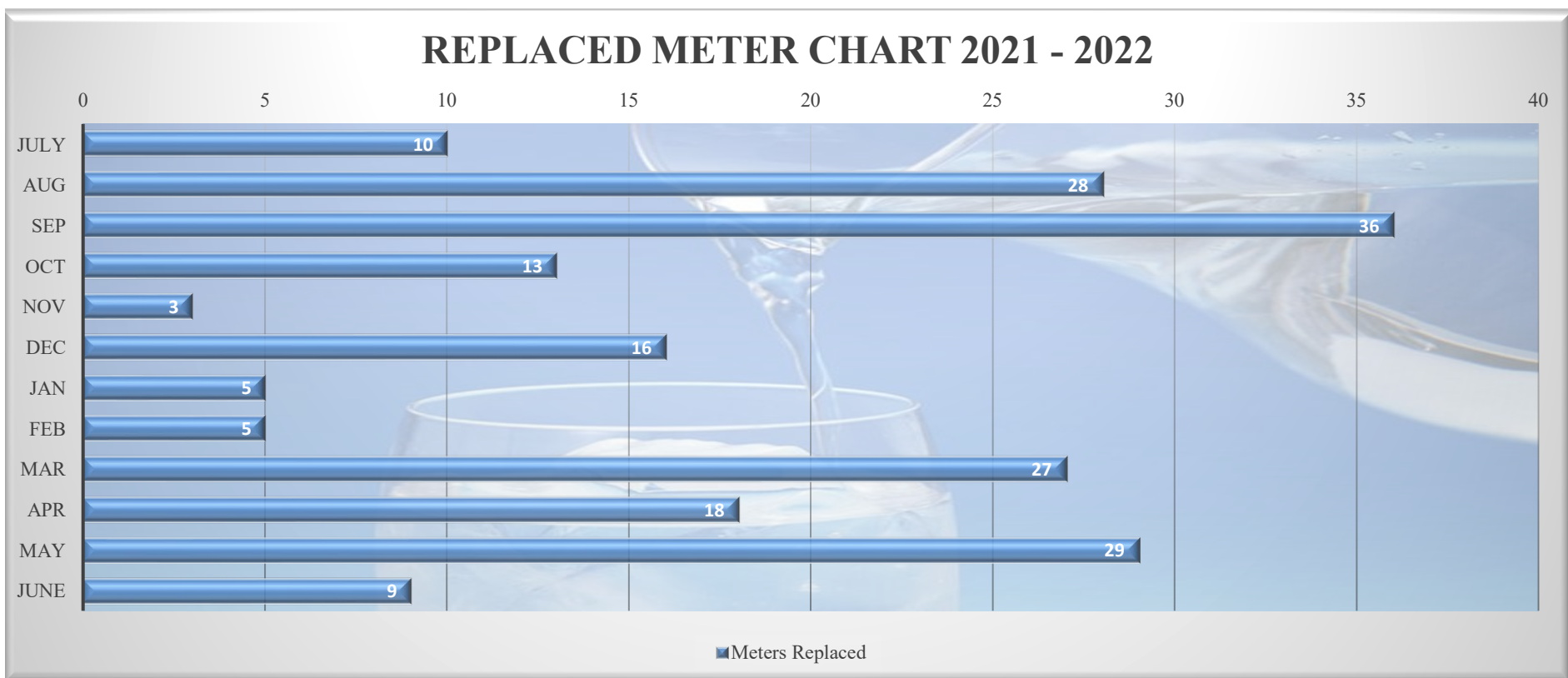


Photo 8: 2-inch galvanized pipe repaired

Water Purchased from NCCWC By Month and Year

Year	Fiscal 1st Half						Fiscal 2nd Half						Yearly Total	Percent of Average Total	Average Daily Demand (MG)
	July	August	September	October	November	December	January	February	March	April	May	June			
12/13	108,236,000	142,023,000	121,981,000	90,545,000	73,672,000	72,454,000	73,277,000	72,051,000	63,866,000	71,906,000	86,085,000	101,278,000	1,077,374,000	97.51%	2.95
13/14	132,837,000	144,354,000	103,403,000	75,217,000	72,624,000	73,180,000	72,052,000	74,566,000	63,886,000	72,171,000	77,889,000	97,978,000	1,060,157,000	95.95%	2.90
14/15	120,411,000	135,271,000	120,008,000	78,257,000	69,534,000	66,200,143	70,840,857	70,318,000	63,972,000	71,515,000	77,173,000	121,185,000	1,064,685,000	96.36%	2.92
15/16	151,728,000	139,696,000	105,238,000	92,781,000	83,966,000	85,368,000	93,522,000	82,637,000	76,044,000	86,443,000	90,989,000	114,745,667	1,203,157,667	108.89%	3.30
16/17	128,722,333	144,599,000	113,212,000	77,196,000	72,766,000	72,839,000	80,205,000	75,867,000	68,040,000	73,822,000	74,515,000	101,310,000	1,083,093,333	98.02%	2.97
17/18	136,262,000	154,085,000	122,113,000	79,860,000	75,718,000	73,584,000	74,389,000	73,219,000	66,754,000	74,713,000	87,263,000	115,543,000	1,133,503,000	102.59%	3.11
18/19	136,887,000	158,433,000	112,001,000	86,062,000	77,769,000	79,690,000	81,040,000	78,594,000	70,790,000	76,199,000	102,519,000	116,626,000	1,176,610,000	106.49%	3.22
19/20	120,368,000	132,181,000	105,200,000	75,825,000	76,089,000	74,759,000	75,848,000	75,918,000	70,192,000	79,173,000	80,872,000	93,438,000	1,059,863,000	95.92%	2.90
20/21	119,901,000	146,849,000	120,624,000	80,370,000	76,317,000	73,867,000	76,249,000	77,591,000	66,772,000	79,962,000	95,224,000	113,270,000	1,126,996,000	102.00%	3.09
21/22	150,066,000	148,100,000	116,597,000	76,854,000	69,797,000	72,174,000	73,547,000	65,192,000	70,311,000	69,583,000	72,285,000	79,422,000	1,063,928,000	96.29%	2.91
	Average	Average	Average	Average	Average	Average	Average	Average	Average	Average	Average	Average	Average Total		
	130,541,833	144,559,100	114,037,700	81,296,700	74,825,200	74,411,514	77,096,986	74,595,300	68,062,700	75,548,700	84,481,400	108,374,852	1,104,936,700		

Oak Lodge Water Services Water Report



Fiscal Year 2021 - 2022	Month	Meters Replaced	New Services	Iron Services Renewed	Plastic Services Renewed	Service Leaks Repaired	Main Leaks Repaired
2021	July	10	0	0	2	1	0
2021	Aug	28	1	0	0	0	1
2021	Sep	36	0	0	1	1	3
2021	Oct	13	1	0	1	1	0
2021	Nov	3	0	0	0	1	0
2021	Dec	16	1	0	0	2	3
2022	Jan	5	2	0	0	0	3
2022	Feb	5	2	0	0	0	1
2022	Mar	27	3	0	0	0	0
2022	Apr	18	3	0	0	0	0
2022	May	29	0	0	0	0	2
2022	June	9	0	0	0	1	2
Yearly Total		199	13	0	4	7	15

Backflow Program Update for the Month of June 2022

Total Facilities						
1,424						
Signed up to Date	Devices Repaired	New Installations	Notice of Non-Compliance	Notice of Violation	Notice of Termination	Force Test
920	2	1	0	0	0	47
65%						

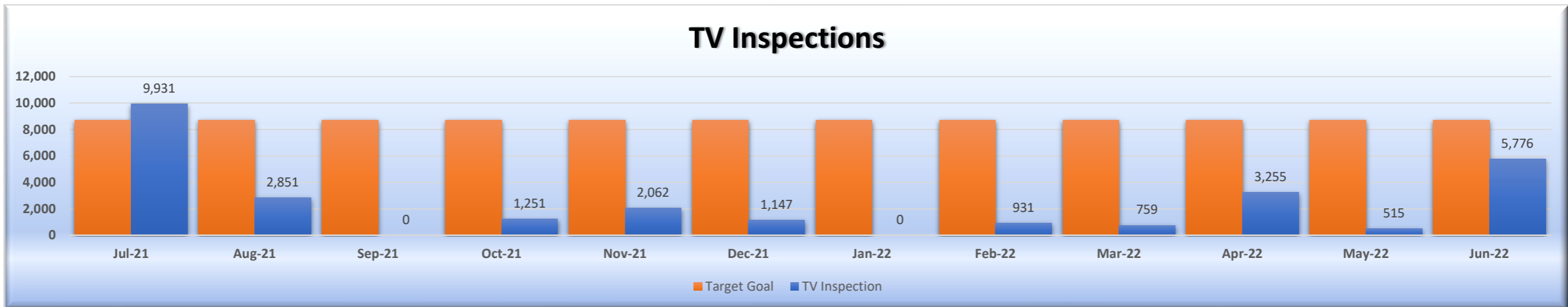
Percentage of Participants

35% 65%

■ Signed Up ■ Remaining

List of Backflow Letters	
Letter 1	Notice of Non-Compliance District made aware (30 days to respond)
Letter 2	Notice of Violation Customer has final 30 days to correct
Letter 3	Notice of Termination of water service Customer has 5 days til water shut off

Oak Lodge Water Services Collections Report



FY 2017-2018

Month	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Current Month %	To Date Totals	Year 1 % Complete	5 Year %	Total Feet Remaining
TV Inspection	2,512	11,906	13,532	8,961	4,566	4,987	5,092	1,548	1,942	9,212	7,875	6,239		78,372	74.87%	14.97%	445,020
Hydrocleaning	6,967	8,539	13,085	10,206	4,472	2,328	4,723	513	4,906	8,953	8,638	5,367		78,697	75.18%	15.04%	444,695
Target Goal	8,723	8,723	8,723	8,723	8,723	8,723	8,723	8,723	8,723	8,723	8,723	8,723		104,678	100.00%	20.00%	418,714
Actual to Goal	-3,984	1,499	4,585	860	-4,204	-5,066	-3,816	-7,693	-5,299	359	-467	-2,920		-26,144			
Hotspots	3,625	5,105	3,276	3,625	10,227	3,859	3,625	4,757	3,625	3,276	11,061	4,225		60,286			

FY 2018-2019

Month	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Current Month %	To Date Totals	Year 2 % Complete	5 Year %	Total Feet Remaining
TV Inspection	4,308	10,281	10,488	3,388	5,886	13,480	3,283	8,993	4,635	1,657	4,923	15,854		87,176	83.28%	31.63%	357,844
Hydrocleaning	3,619	9,456	6,197	13,307	2,636	16,171	1,124	11,765	14,542	3,289	287	0		82,393	78.71%	30.78%	362,302
Target Goal	8,723	8,723	8,723	8,723	8,723	8,723	8,723	8,723	8,723	8,723	8,723	8,723		104,678	100.00%	40.00%	314,035
Actual to Goal	-4,760	1,145	-381	-376	-4,462	6,102	-6,520	1,656	865	-6,250	-6,118	-796		-19,894			
Hotspots	3,276	4,757	3,625	3,625	3,625	2,192	5,105	3,625	2,963	10,872	4,006	3,276		50,947			

FY 2019-2020

Month	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Current Month %	To Date Totals	Year 3 % Complete	5 Year %	Total Feet Remaining
TV Inspection	16,502	768	0	7,139	5,272	8,798	11,449	8,537	7,246	0	249	2,647		68,607	65.54%	44.74%	289,237
Hydrocleaning	21,557	0	0	7,709	9,405	9,493	11,164	0	9,414	0	0	0		68,742	65.67%	43.91%	293,560
Target Goal	8,723	8,723	8,723	8,723	8,723	8,723	8,723	8,723	8,723	8,723	8,723	8,723		104,678	100.00%	60.00%	209,357
Actual to Goal	10,306	-8,339	-8,723	-1,299	-1,385	422	2,583	-4,455	-393	-8,723	-8,599	-7,400		-36,004			
Hotspots	1,480	3,276	3,276	1,480	9,392	3,276	3,625	3,625	3,625	0	0	5,105		38,160			

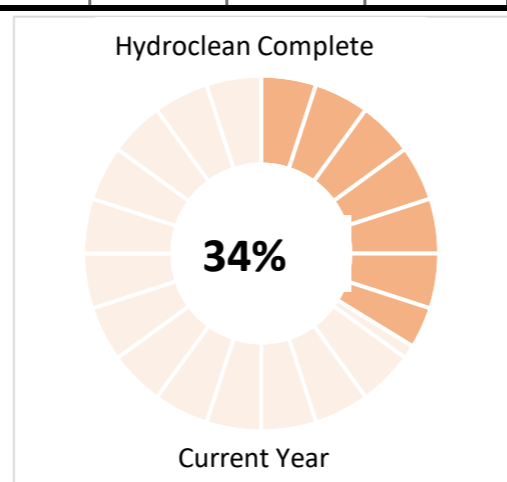
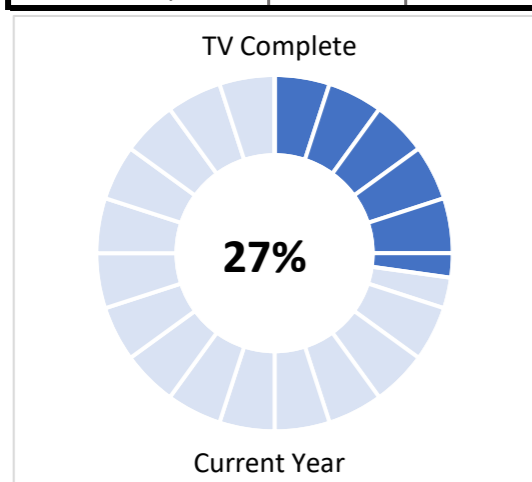
FY 2020-2021

Month	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Current Month %	To Date Totals	Year 4 % Complete	5 Year %	Total Feet Remaining
TV Inspection	8,953	11,292	2,624	3,632	0	0	8,280	22,402	11,251	0	8,528	7,683		84,645	81%	60.91%	204,592
Hydrocleaning	4,205	11,108	2,911	0	0	0	761	0	11,066	3,410	6,003	9,365		48,829	47%	53.24%	244,731
Target Goal	8,723	8,723	8,723	8,723	8,723	8,723	8,723	8,723	8,723	8,723	8,723	8,723		104,678	100%	80.00%	104,679
Actual to Goal	-2,144	2,477	-5,956	-6,907	-8,723	-8,723	-4,203	2,478	2,435	-7,018	-1,458	-199		-37,941			
Hotspots	2,169	9,084	2,963	4,757	2,192	3,616	10,863	2,891	3,267	3,054	2,824	3,680		51,360			

FY 2021-2022

Month	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Current Month %	To Date Totals	Year 5 % Complete	5 Year %	Total Feet Remaining
TV Inspection	9,931	2,851	0	1,251	2,062	1,147	0	931	759	3,255	515	5,776		28,478	27%	66.35%	176,114
Hydrocleaning	8,999	3,846	2,945	631	0	0	1,029	5,255	3,471	0	8,518	638		35,332	34%	59.99%	209,399
Target Goal	8,723	8,723	8,723	8,723	8,723	8,723	8,723	8,723	8,723	8,723	8,723	8,723		104,676	100%	100.00%	0
Actual to Goal	742	-5,375	-7,251	-7,782	-7,692	-8,150	-8,209	-5,630	-6,608	-7,096	-4,207	-5,516		-72,771			
Hotspots	1,516	3,345	1,865	3,345	7,032	2,116	2,996	1,516	1,865	2,996	3,139	1,516		33,247			

	Year 1	Year 2	Year 3	Year 4	Year 5	Remaining
Total Feet	523,392	523,392	523,392	523,392	523,392	
Target Per Year	104,678	104,678	104,678	104,678	104,678	
Target Per Month	8,723	8,723	8,723	8,723	8,723	
Actual Per Year TV	78,372	87,176	68,607	84,645	28,478	176,114
Actual Per Year Hyd	78,697	82,393	68,742	48,829	35,332	209,399
Make up	-26,144	-19,894	-36,004	-37,941	-72,773	
Percent Completed	75%	81%	66%	64%	30%	63%





STAFF REPORT

To Board of Directors
From David Hawkins, Interim Plant Superintendent
Title Plant Operations Monthly Report
Item No. 8f
Date June 25, 2022 for July 19, 2022

Summary

The Board has requested updates at the Regular Meetings of the Board on the status of the District's Operations.

Highlights of the Month

- Water Reclamation Facility Status
- Dry Polymer System Decommissioning
- Liquid Polymer Update

Water Reclamation Facility

The unseasonably wet spring continued through the early weeks of June. On the 9th and 10th the Water Reclamation Facility (WRF) saw rainfall totals over 1.75 inches, with peak instantaneous flows in the plant reaching over 8 million gallons a day (MGD). These flows are well above the average flows this time of year, which are typically somewhere in the 2.5 to 3.0 MGD range. The WRF managed the deluge quite well, and the Operators were able to keep the Plant well within the permitted summertime limits by placing additional tankage online.

Biosolids

In October of 2021, the OLWS Board of Directors approved the purchase of a liquid polymer system to replace the older, aging dry polymer system at the WRF. Not only was the dry system starting to show its age, but it was also a far more complex system with some very apparent safety concerns. In January of 2022, the new liquid polymer system arrived at the WRF and was promptly installed and placed in service.

After months of running a temporary setup for the liquid polymer system, staff were able to get a contractor to come in and decommission the old, dry polymer system that has been in place for almost two decades. Now that the dry system has been removed, it will make room for a more permanent home for the liquid polymer pumps, totes, and scales. This will also make it

easier to maneuver around in the solids handling building as well as ensuring proper containment if a polymer tote were to fail.

The simplest way staff has found to quantify savings in hauling is to find out how many pounds of biosolids are created for every gallon of sludge that goes across the Belt Filter Press (BFP) from the digester. Although it seems counterintuitive, the lower the pounds of biosolids per gallon processed, the less OLWS spends on hauling. Looking at the last 3 months using our old dry polymer system (October, November, and December of 2021), we averaged 0.90 pounds of biosolids for every gallon processed across the BFP. Using the data from the first 3 months of our new polymer system (January, February, and May of 2022), we averaged .67 pounds of biosolids for every gallon processed across the BFP, for a total reduction of 26%, all of which would be attributed to a reduction in water weight hauled.

OLWS went from paying an average of about \$11,000 a month in hauling with the dry polymer to paying an average around \$8,000 a month in hauling with the liquid polymer. That equates to an average monthly savings in hauling costs of approximately \$3,000.

Our spreading fees at Madison Farms has dropped significantly as well. If we use the same averages of 0.90 lbs/gal with dry polymer and .67 lbs/gal with the liquid polymer, we would see an average savings based on gallons processed of about \$1,000 a month in spreading costs, which is in line with what our invoices are projecting.

We do pay about \$1,000 more a month for the liquid polymer, so when all is taken into account the overall savings to the District during the testing period is \$3,000 a month, with long term savings being in the \$36,000 a year range. If the data continues trending the way it has in May and June, I expect these savings to grow even larger.

Attachments

1. Photo Pages of June 2022 work
2. Rainfall vs. Flow Data Correlation for January 2022-June 2022
3. Plant Performance BOD-TSS Graph for January 2022-June 2022
4. Work Order Summary Graph June 2022
5. Biosolids Production Efficiency Graph

Plant Operations Photo Page



Older dry polymer system.



First of the dry systems removed.

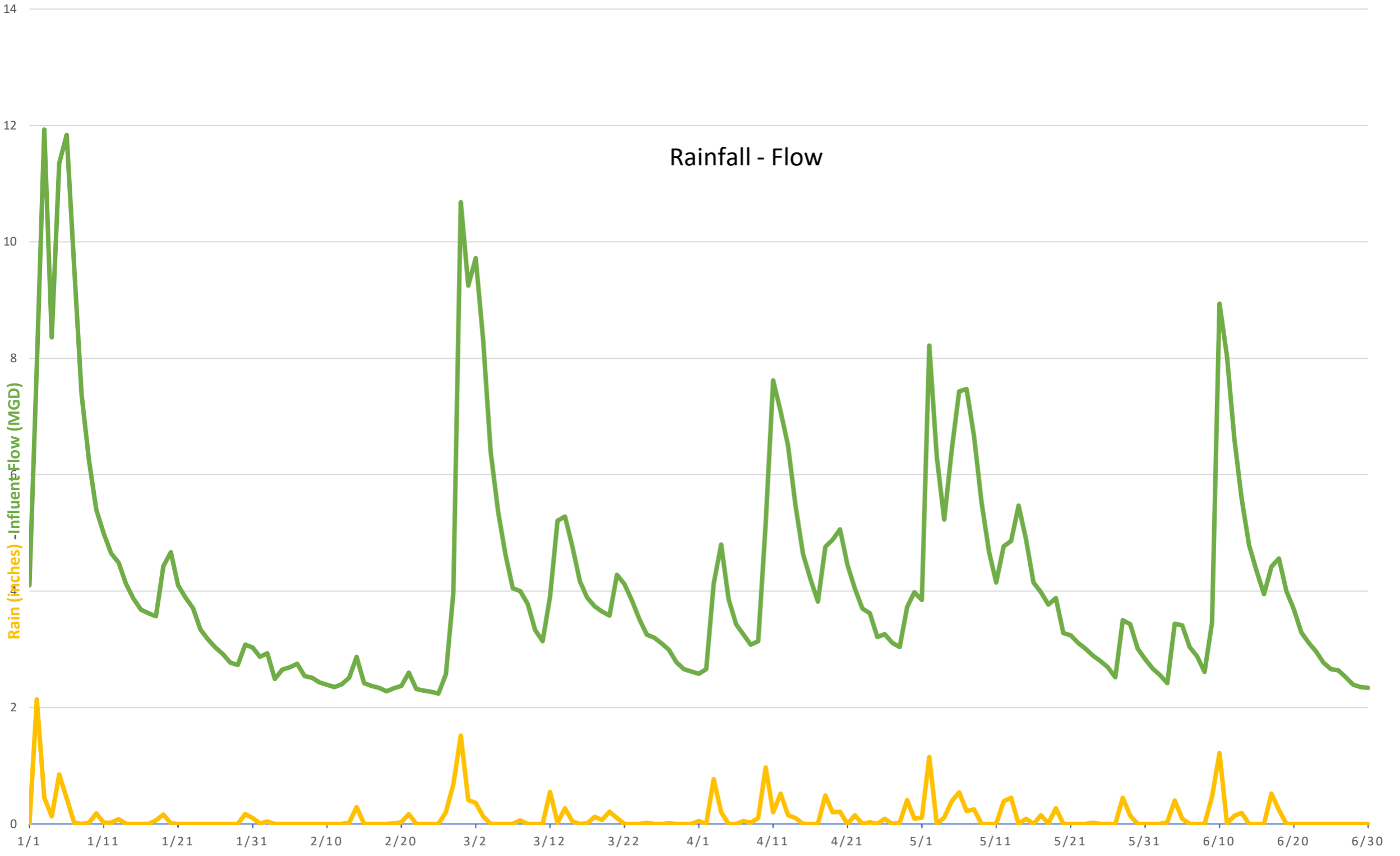


Both dry systems removed.



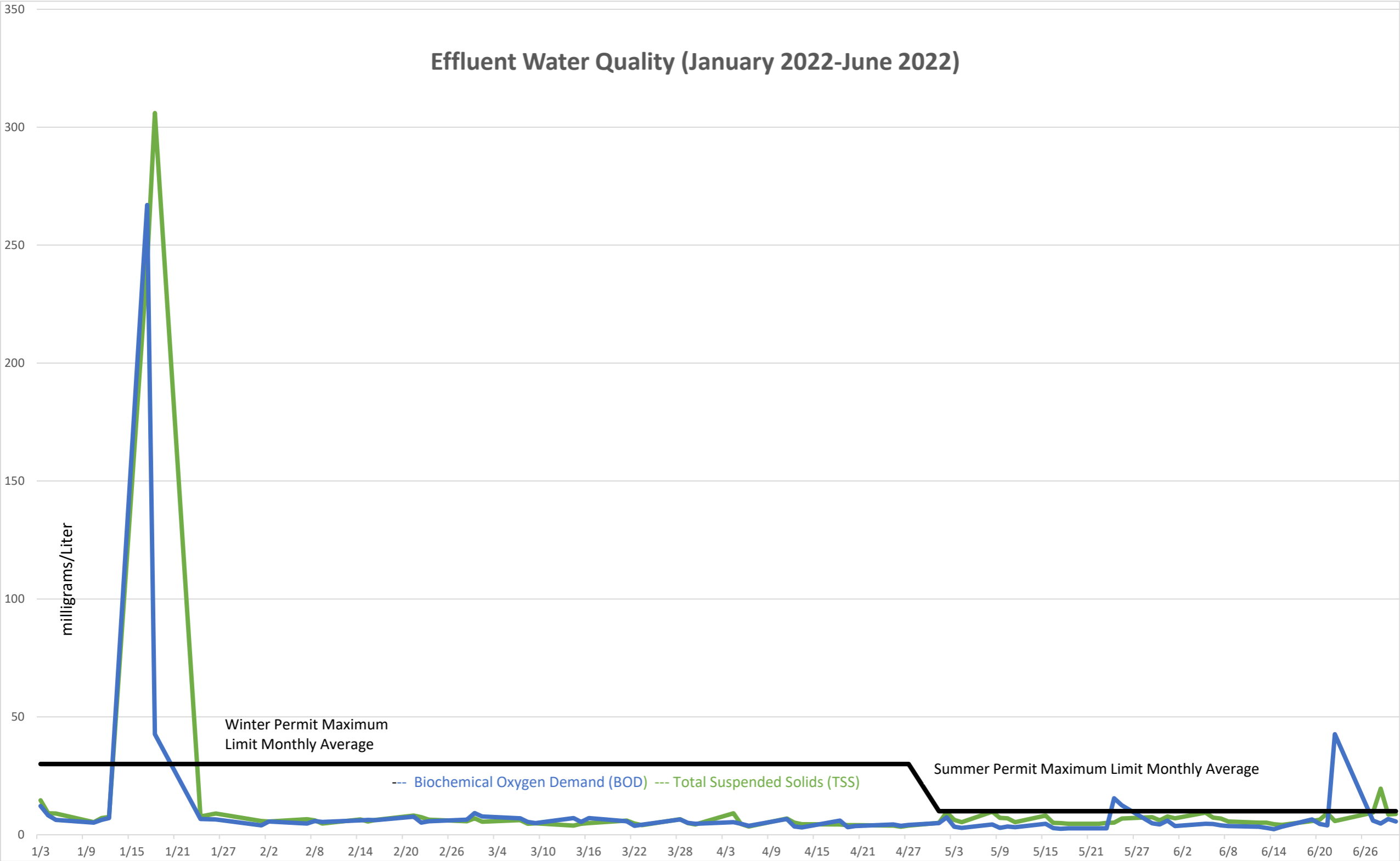
both old systems gone and area cleaned up.

Rainfall - Flow

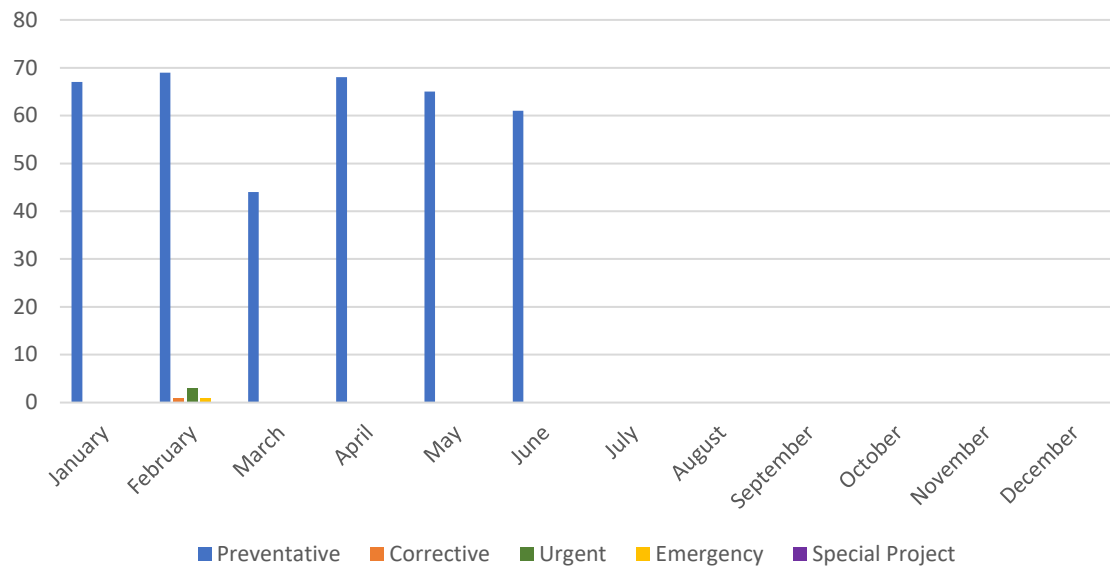


January 2022 through June 2022

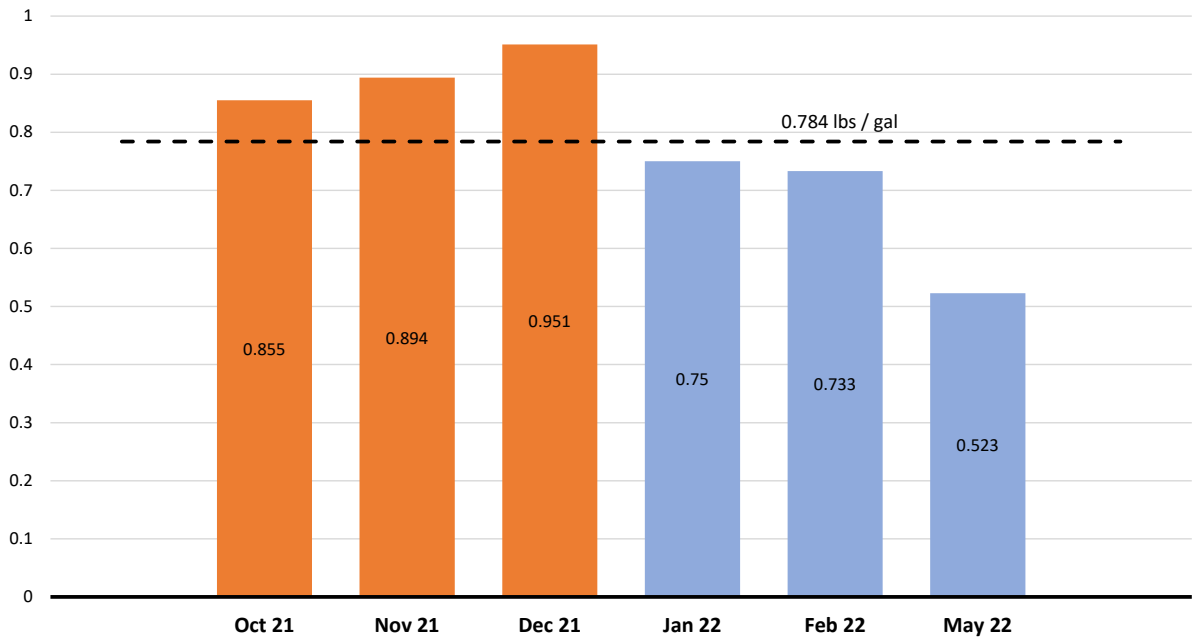
Effluent Water Quality (January 2022-June 2022)



Treatment Plant Work Order Summary 2022



Biosolids Production Efficiency (pounds of biosolids produced from each gallon of digested sludge removed)





AGENDA ITEM

Title	Call for Public Comment
Item No.	9
Date	July 19, 2022

Summary

The Board of Directors welcomes comment from members of the public.

The Board of Directors may elect to limit the total time available for public comment or for any single speaker depending on meeting length.