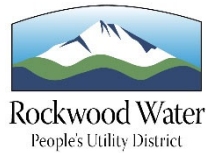


PRESIDENT, Tom Lewis
VICE PRESIDENT, Colby Riley
SECRETARY, Steve Okazaki



TREASURER, Larry Dixon
DIRECTOR, Kathy Zimmerman
GENERAL MANAGER, Kari Duncan

**REGULAR MEETING
ROCKWOOD WATER PEOPLE'S UTILITY DISTRICT
BOARD OF DIRECTORS**

February 23, 2022

6:00 p.m.

Zoom Video Conference

Please copy the link below and paste into your web browser to join the webinar:
<https://us02web.zoom.us/j/83483908042?pwd=WkswMy9NR1dFQmhMZ2I3NGpQaGtwUT09>

Passcode: 143853

Or Phone: +1 253 215 8782

Webinar ID: 834 8390 8042

PRELIMINARY AGENDA

1. Approval of Agenda
2. Approval of Consent Agenda - Action
 - a. General Manager's Report - GM Duncan
 - b. Superintendent's Report - DS Crocker
 - c. Customer Service Report - OS Middleton
 - d. Engineer's Report - DE Hudson
 - e. Government Affairs Activities - GAC Aden
 - f. Financial Status - January 31, 2022
3. Approval of Minutes - January 26, 2022 Regular Board Meeting - Action
4. Approval of Bills - SA Zimmerman - Action
5. Public Comment on Non-Agenda Items
6. Memorandum of Understanding, Cascade Groundwater Alliance, Groundwater Development Project Package #6 and Drilling of Cascade Well No. 6 - GM Duncan - Discussion
7. WIFIA Loan Update - GM Duncan - Discussion
8. Oregon Health Authority Mask Mandate - GM Duncan - Discussion
9. In-Person Board Meetings - GM Duncan - Discussion
10. For the Good of the Order
11. Next Meeting - March 16, 2022 - 6:00 p.m.
12. Adjournment

The meeting location is wheelchair accessible. Requests for a sign language interpreter should be made as soon as possible or at least 5 days prior to the meeting. Requests for language interpretation should be made at least 2 days in advance of the meeting. Requests can be made by calling 503.665.4179.



Rockwood Water
People's Utility District

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MEMORANDUM

To: Board of Directors

From: Kari Duncan, General Manager

Date: February 15, 2022

Re: General Manager's Report – February 26, 2022 Board Meeting

1. Production, project, financial, fiduciary, engineering and government affairs reports have been completed by staff and are provided.
2. The District is live with its new Billing System! I would like to send out a big thank you to our front office for the successful implementation of the Tyler Incode 10 system for Water Billing. I cannot emphasize enough what an enormous amount of work this has been and how delicate a transition this is. Staff have attended many hours of training from Tyler, some sessions starting at 6:30 a.m., have worked closely with Gresham and Portland to prepare and format custom billing reports for their sewer billing system, and have done all this while still performing their day-to-day jobs! Thank you to Cathy, Dan, Kristy, Heather, Rita, Cindy and our meter staff Hudson, Victor and Jeff for making this happen! The Budget and Payroll components of the system will go live in March.
3. Oregon Health Authority Mask Mandate: Oregon plans to lift the indoor mask mandate for most public indoor settings by March 31st, 2022, and Oregon OSHA has indicated that it will also change its rule and lift the mask mandate. The Board will have an opportunity to discuss the District's future approach to masking in light of this information.
4. Board Room AV upgrade: The upgrade of the Board room sound and camera system, which will allow us to comply with a new Oregon requirement to provide remote access option for in-person Board meetings, is complete. Staff were trained on the new equipment on Monday February 14th and tested it out at the weekly Managers team meeting Tuesday morning. The Board can start conducting hybrid meetings at any time. Thank you to Kerry Aden and Jeremy Hanson for a successful project.
5. Package 1 Construction of Cascade Reservoir #2 is progressing steadily. The 2nd half of the floor was poured in January and the first wall pour is planned for the week of February 22nd.
6. Package 1 Pipeline Construction and Well #7 is also making good progress. The contractor has had traffic control and a detour on NE 201st Avenue to facilitate rapid installation of the waterline.
7. WIFIA application: Rockwood staff and Municipal Advisor David Ulbricht from SDAO gave a presentation to Moody's on February 8th for the second public Bond rating process specific to the WIFIA loan. The previous rating from June 2021 was specific to the 2021 Series Revenue Bond. The terms of the loan agreement are complete and Orrick, Bond

Counsel for the District, and the EPA Bond Counsel have agreed on all details of the agreement. We expect to close on the loan on March 23rd.

8. Government Affairs Coordinator: Candidate interviews were on February 14th, and finalist interviews are scheduled for February 22nd. Our first interview panel was very impressed with the wonderful applicants that we have had for the position. Once interview are complete, we will make a job offer to the top candidate, with a desired start date in March.



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MEMORANDUM

To: Board of Directors

From: Andy Crocker, District Superintendent

Date: February 16, 2022

Re: Operations Update

Crews installed two new services, two fire services, responded to two emergency repairs and one hydrant repair. Installation of mainline pipe for the neighborhood replacement project has been completed. Crews are now addressing services and we anticipate being complete near the end of March. We pulled off for a week to complete a large installation for a development on SE Stark.

Our field staff have been assisting in some of the current groundwater projects. They completed a meter vault and 20" magmeter installation for Cascade Well #5, made a 20" x 12" hot tap on NE Glisan for the contractor constructing our new pipelines, and assisted with tie-ins and service change overs.

Operations staff has continued preventive maintenance and upgrades on the Cascade groundwater system. Staff has finished the rehabilitation of our chlorine room and it is now in operation. We've changed to low salt sodium hypochlorite; this is a more stable solution and will maintain its potency for almost twice as long while in storage. Control valve maintenance is nearly finished with 6 of 8 completed for FY21-22. Operations has continued proactively addressing water quality flushing in identified areas; the full distribution Flushing Program will start in a few months.

Staff will be assisting consultants in building and operating several pipe loop rigs for a pipe loop study. These rigs are designed to incorporate distribution system piping and simulate changing conditions our treated Cascade groundwater on the pipe. The study will allow us to design our treatment process addressing potential issues found during the pipe loop study.

Demand for January was nearly the same as December; our average daily demand in January was 6.53 compared to the 6.48 mgd in December. We continue trending a higher month-to-month comparison for 2022 than 2021; January is roughly 250,000 gallons a day higher. The groundwater system has been off for the exception of maintenance runs throughout the winter months.

FIELD PRODUCTION REPORT FY 2021/2022													
	JULY	AUGUST	SEPT.	OCT.	NOV.	DEC.	JAN.	FEB.	MARCH	APRIL	MAY	JUNE	
ACTIVITY													
Leak Repairs	2	1	1	1	3	2	1						
YTD	2	3	4	5	8	10	11						
CCF Loss	220	110	110	110	330	220	110						
Emergency repairs	1	1	2	1	2	5	2						
YTD	1	2	4	5	7	12	14						
CCF Loss	193	193	386	193	386	965	386						
Utility Locates	388	331	308	310	297	281	465						
YTD	388	719	1027	1337	1644	1925	2390						
Meter Replacements	3	8	15	26	13	15	11						
YTD	3	11	26	52	65	80	91						
Water Service Installs	3	3	2	2	3	2	2						
YTD	3	6	8	10	13	15	17						
Fire Service Installs	1	0	1	1	1	0	2						
YTD	1	1	2	3	4	4	6						
Fire Hydrant repairs	2	0	2	1	6	7	1						
YTD	2	2	4	5	11	18	19						
Vault/Backflow inspections	2	5	3	2	2	3	2						
YTD	2	7	10	12	14	17	19						
Meter Boxes Repl.	5	12	11	9	4	3	6						
YTD	5	17	28	37	41	44	50						
Emergency calls	3	2	2	3	4	5	6						
YTD	3	5	7	10	14	19	25						



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MEMORANDUM

To: Board of Directors

From: Cathy Middleton, Office Supervisor

Date: February 1, 2022

Re: January Monthly Customer Service Production Report

The meter readers read 5,197 meters this month. Due to staffing, we had to estimate 952 accounts in zone 4 and 805 in zone 5. This will reflect on customers' bills going out on February 7th and 14th.

Of the 7,140 bills that were sent out this month, 639 of them were sent via e-mail and 961 were estimated. Due to the snow storm in December, we had to estimate 957 bills in zone 1.

We mailed out 1,125 late notices and e-mailed 99 for a total of 1,224.

Of the 500 door hangers that were hung this month, we turned 88 of them off.

Customer assistance was given to 45 customers and we sent 19 customers to collections.

There were 21 maintenance orders done. They consisted of the following:

- 16 were to check high usage, verify read, and check if leaking
- 1 was to replace a meter cover
- 1 was for dirty water
- 3 were to turn on/off for repairs

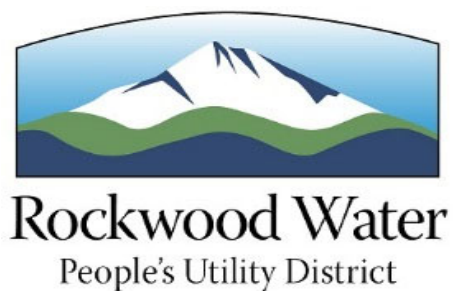
There were 2,169 phone calls this month and we had 477 walk-ins this month.

Our software conversion is moving quickly now. We plan to be utilizing our new system on February 14th.

If you have any questions about this data, or would like to see other information, please let me know.

Customer Service Production Report FY 2021 - 2022

Function:	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
Meter Reads	6,954	6,961	6,954	6,961	6,954	6,969	6,954						48,707
Estimates	6	3	2	6	4	3	91						115
Bills	7,119	6,941	7,131	6,997	7,168	6,995	7,140						49,491
Late Notices	1,102	1,370	1,087	1,379	1,108	1,398	1,224						8,668
Door Hangers	543	458	548	494	612	328	500						3,483
Turn Offs	109	42	118	74	95	60	88						586
Final Reads	113	92	92	116	103	131	86						733
New Accts	123	103	107	142	117	188	93						873
Bill Assistance	26	18	37	41	45	28	45						240
Collection Agency	12	-	15	13	11	16	19						86
Leak Adjustments	8	14	14	20	23	13	13						105
Phone Calls	2,507	2,341	2,320	2,386	2,297	2,254	2,169						16,274
Walk Ins	336	652	449	474	505	535	477						3,428
Work Orders	24	26	39	29	30	18	21						187
Misreads	2	8	10	9	19	14	20						82
Found On	-	-	1	1	-	1	1						4
Meters Pulled	-	-	-	-	1	-	1						2



MEMORANDUM

To: Board of Directors

From: Jeremy Hudson, District Engineer

Date: February 15, 2022

Re: Engineer's Report: February 23, 2022 Board Meeting

The contractor is installing the first section (of 21) of concrete wall forms for Cascade Reservoir 2 (CR2), which is part of the Groundwater Development Master Plan (GDMP). The first pour will take place on February 23rd. The schedule in the weeks following will be pours on Mondays/Wednesdays and moving the forms and installing the rebar for the next section on Tuesdays/Thursdays. Rain isn't a concern for these pours, but high winds could delay pouring the 66 feet tall sections. The distribution piping and services in 201st/202nd are installed and online. The contractor will make the tie-ins for the mains and services along the project this week. The contractor will make the school connections on Monday, February 21, when they are out for the President's Day holiday. The contractor will then continue the Cascade Well 7 (CW7) transmission main and portion of the proposed 36" groundwater transmission main. Package 1 includes the structural updates to CR1 and the design for CR2, Cascade Well 7 (CW7) pump station and transmission main, a Capital Improvement Project (CIP) steel main replacement ST4, and a portion of the proposed 36" groundwater transmission main Package 2B.

Designs for the GDMP Package 3 at 141st Avenue Pump Station will begin in 2022 and construction begins in 2023. Consultants are addressing the land-use comments in preparation for future permits. Additional CW8 development is required, and we have advertised for the RFP this week. This work will take place this winter, when the water demands are reduced, and the pump station and reservoir can be taken offline again.

The District's 20-year Water Master Plan (MP) update will be completed this winter. This project will determine what CIPs are recommended for the District. Master Plans are updated every 7-10 years and lists projects for the next 20 years. The last update was completed in 2013.

Design and construction projects for this fiscal year (FY) are described below. ST19/ST29 is under construction and will be completed this FY by District crews. ST4 is part of the GDMP Package 1 and will be completed next week. The Bon-Al Pressure Zone transmission main project, T5, is in survey/design phase.

FY 21/22:

ST4 – This project is replacing 6" and 14" OD steel with 2,582 lf of 12" DI main. The project is located on NE 201st/202nd Avenue from NE Halsey Street to NE Glisan Street. This project is included in GDMP Package 1.

ST19/ST29 – This project replaces 2,082 lf of 4” OD lines with 6” DI, on SE Ankeny Street from SE 165th Avenue to SE 167th Avenue, SE 167th Avenue from SE Ankeny Street to SE Stark Street, and SE Oak Street from 160 feet west of SE 167th Avenue to 200 lf east of SE 167th Avenue. This project includes 355 lf of ST29 6” DI replacement on SE 167th Avenue.

T5 – This is a new transmission main to allow expansion of the Bon-Al pressure zone. This project installs 1,300 lf of 12” DI pipe along NW 1st Street from SE 182nd Avenue to the Bon-Al Pump Station, near the intersection NW 1st Street and NW Royal Court.



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MEMORANDUM

To: Board of Directors

From: Kerry Aden, Government Affairs Coordinator

Date: February 16, 2022

Re: Government Affairs Activities

CONSERVATION

- I have reported our annual conservation activity to the Environmental Protection Agency for their WaterSense program.
- The District is starting discussions with the City of Gresham to update our joint Water Conservation Management Plan, due to the State of Oregon in 2023.

EDUCATION/OUTREACH

- The Children's Clean Water Festival Planning Committee will be a virtual event. Members are working on updating the virtual lesson plans and translation items. I have sent an updated 4th grade teacher contact list to the event organizer to email invitations to the virtual festival.
- We are working on an outreach piece for Groundwater Treatment and a piece describing our Cascade Groundwater Development packages and construction timelines. I am hoping to get this project wrapped up in the near future.
- The latest edition of the newsletter has been finalized and will be distributed in customers' bills February 7 - March 28.
- I have posted the recruitment for Budget Committee members on our website.

INFORMATION TECHNOLOGY

- We are working on the following projects:
 - Board room audio/visual equipment replacement fiscal year 21/22 - Tone Proper Audio Visual has completed this work with Jeremy Hanson managing the completion. Staff tested the system at the Management Team meeting February 15, and it worked well.
 - Computer expansion for field staff and training fiscal year 21/22. This is included and integrated with the new billing system. The two fiscal year 20/21 repurposed computers configured for the field Lead Persons have been replaced with the new equipment purchased with billing system funds budgeted for last fiscal year. The new equipment has been set up distributed to Lead, On/Off, and Locates personnel.
 - I will be turning over the IT-related duties to Jeremy Hanson sometime next week.

UPCOMING EVENTS/TRAINING OPPORTUNITIES

Please contact Kari Duncan or me if you would like to register or attend any of these events.

2022 Pacific Northwest Section/AWWA Conference

Wednesday, April 27 - Friday, April 29, 2022

Greater Tacoma Convention Center

1500 Commerce Street

Tacoma, Washington 98402

Andy Crocker has booked a block of rooms. If you are planning to attend, please let me or Andy know, so we can change the hotel reservation details as needed. If you need a Conference registration form, please let me know. Please fill out the registration form and return it to me before March 31 to avoid additional charges.

Wednesday: Golf Tournament, Pre-conference Sessions, Vendor Trades Show/Meet and Greet/Best Tasting Water

Thursday: Technical Sessions, Vendor Trades Show, Young Professional Scavenger Hunt/Hospitality Suites

Friday: Technical Sessions, Awards Luncheon, Water for People Auction Item Pick Up, Closing Conference/Chair Reception (5 p.m. - 6 p.m.)

2022 AWWA Annual Conference and Exposition

Sunday, June 12 - Wednesday, June 15, 2022

Henry B. Gonzalez Convention Center

900 E Market Street

San Antonio, Texas 78205

Conference registration is open now. A virtual option is also available. Registration forms have been enclosed with your Board packets. Please fill out the registration form and return it to me before April 22 to avoid additional charges.

Sunday, June 12, 2022

8:00 a.m. - 4:30 p.m. Registration Open
9:00 a.m. - 4:00 p.m. Sunday Workshops

Tuesday, June 14, 2022

8:00 a.m.- 4:30 p.m. Registration Open
8:00 a.m. - 4:00 p.m. Sessions
9:00 a.m. - 5:00 p.m. Exhibit Hall Open

Monday, June 13, 2022

8:00 a.m. - 4:30 p.m. Registration Open
8:15 a.m. - 10:00 a.m. Opening Session
10:00 a.m. - 5:00 p.m. Exhibit Hall Open
12:15 p.m. - 5:00 p.m. Sessions

Wednesday, June 15, 2022

8:00 a.m. - 1:15 p.m. Registration Open
8:00 a.m. - 2:00 p.m. Sessions
10:00 a.m. - 2:00 p.m. Exhibit Hall Open



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MEMORANDUM

To: Board of Directors

From: Kari Duncan, General Manager

Date: February 16, 2022

Re: Finance/Budget Report –January 2021

The Finance/Budget Report is provided below and on the attached spreadsheet. The numbers provide the general conditions of the District. As more data is accumulated through the year, better estimates will be made and course corrections implemented, if needed.

- Water sales revenue at the end of January 2022 (Period 7) showed a **15.4%** increase when compared to Period 7 in January 2021. Water sales are showing the effects of increased water demand in comparison with FY 2020/2021 and the 10.5% rate adjustment on July 1, 2021. The revenue demonstrates that the District's ability to meet debt service requirements for the 2021 bond sales and upcoming WIFIA loan that will fund the Groundwater Development Plan is on target.
- Overall revenue for Period 7 is **14.3%** over the same period in 2020/2021 reflecting the impact of the rate increase in July 2021 and increased water demand. Please note that the groundwater payments from the City of Gresham for the Cascade Groundwater Supply Projects are removed from this calculation. The non-sales revenue in Period 7 FY2021/2022 is higher than the same period in FY 2020/2021 at **17%**.
- Personal Services show a normal use pattern for this time of year, with 51% expended in most of the major budget segments after 58% of the year has been completed. Materials and Services expenditures are 47% of total budget. Capital Outlay for non-Cascade Groundwater projects has only utilized 27% of the budget so far, and we expect to delay some of the CIP projects scheduled this year until later years in order to focus efforts on the Groundwater projects in fund 601.

FISCAL YEAR 2021-22
JANUARY, 2022
REVENUES

Category		Budget	January 2022	January 2021	Variance	Year To Date	Projection	Balance of FY 20-21
100.3-01-0101	Beginning Fund Balance	7,646,810						
100.3-10	Water Sales	10,834,000	618,625	564,286	9.63%	6,979,308	11,137,068	4,157,760
100.3-20	Fees & Special Charges	319,270	32,653	29,112	12.16%	212,478	354,567	142,089
100.3-40	Charges for Service	450,000	9,624	43,385	-77.82%	215,797	401,501	185,704
100.3-50	Investment Income	135,920	13,507	8,858	52.49%	125,099	177,874	52,775
100.3-60	Other Income	666,100	44,330	32,002	38.52%	439,584	693,999	254,415
100.3-90	Other Financing Sources	883,500	-	-		252,426	1,071,253	818,827
Total Revenue Budget		20,935,600	718,739	677,643		8,224,691	13,836,261	5,611,570
Annual Running Revenue (Includes Codes 100.3-10 thru -90)		13,288,790	718,739	677,643	6.06%	8,224,691		

Assumptions: Projections are based on the balance of prior year's actual revenue plus current revenue to date.

EXPENDITURES

		Budget	January 2022	Total To Date	% Expended
5.10-4000	Personnel Services	3,495,423	267,841	1,783,882	51%
5.20-5000	Material & Services	2,139,138	251,760	1,008,320	47%
	Water Purchase	3,004,860	252,050	1,667,555	55%
5.40-4000	Capital Outlay	2,136,709	89,359	576,812	27%
5.60-7000	Transfers	3,017,291	421,361	421,361	14%
5.70-7000	Contingency	1,400,000	-		
5.90-8000	Unappropriated Balance	5,742,179	-		
Total Expense Budget		20,935,600	1,282,370	5,457,930	26%
Annual Running Expense (Includes Codes 5.1 - 5.4)		10,776,130	861,008	5,036,568	47%

**ROCKWOOD WATER PEOPLE'S UTILITY DISTRICT
MINUTES, REGULAR MEETING OF THE BOARD**

January 26, 2022

Zoom Video Conference

Board members present: Larry Dixon, Tom Lewis, Steve Okazaki, Colby Riley, Kathy Zimmerman.

Staff present: Kari Duncan, General Manager (GM); Andy Crocker, District Superintendent (DS); Cathy Middleton, Office Supervisor (OS); Jeremy Hudson, District Engineer (DE); Joey Schlosser, Assistant Superintendent (AS); Daniel Zimmerman, Senior Accountant (SA); Kerry Aden, Government Affairs Coordinator (GAC), Jeremy Hanson, Associate Engineer (AE), Jeff Allen.

Guests present: Cori Johnson, David Ulbricht, and Steven White.

President Tom Lewis called the meeting to order at 6:01 p.m.

APPROVAL OF THE AGENDA

President Lewis asked if there were any changes or additions to the agenda. **GM Duncan** noted there were no changes.

Steve Okazaki moved to approve the agenda. **Colby Riley** seconded the motion. The motion was approved; none opposed.

BOARD ELECTION OF NEW OFFICERS - ACTION

Steve Okazaki moved a slate of officers: **Tom Lewis, President; Colby Riley, Vice President; Steve Okazaki, Secretary; Larry Dixon, Treasurer; and Kathy Zimmerman, Director.** **Colby Riley** seconded the motion. The motion was approved; none opposed.

OUTGOING PRESIDENT'S COMMENTS

Tom Lewis made the following comments:

This last year has been a little bit of a challenge with Zoom, but I think we've made the best of it and will continue as necessary to move things along, with our construction in particular. We can't hold that up, so I think we're well engaged and on our way. We'll carry on.

INCOMING PRESIDENT'S COMMENTS

President Tom Lewis made the following statement:

I accept the vote of confidence. I have found that having the time is good for me; that I can dedicate what's necessary to be President for another year, and that things will be fine. We've got some more work to do, and we'll cross those bridges along the way, and thank you again for the vote of confidence. The communication with the staff has been wonderful; has been good, and I don't think any surprises or things should be much different from the challenges that we will carry over from this last year, and I thank you for that.

APPROVAL OF THE CONSENT AGENDA

President Lewis asked if there were any changes or updates to the consent agenda.

Kathy Zimmerman moved to approve the consent agenda. Larry Dixon seconded the motion. The motion was approved; none opposed.

APPROVAL OF MINUTES

President Lewis asked if there were any changes to the minutes.

Steve Okazaki moved to approve the minutes from the December 15, 2021 regular Board meeting. Larry Dixon seconded the motion. The motion was approved; none opposed.

APPROVAL OF BILLS

President Lewis asked if there were any questions about the bills.

Colby Riley asked about page 35, check #51206, Hats, Beanies, Shirts & Sweatshirts and page 38, check #51241, Tshirts, Sweatshirts Printed and if we used two separate companies to order those items, since it's in two separate entries. **AS Schlosser** answered the items are coded the same, but we used two separate companies.

Larry Dixon inquired about page 41, check #51292, Forklift Lease Tax. **SA Zimmerman** responded the District leased the forklift in 2021 but purchased it the next fiscal year. The tax is for the lease in the prior fiscal year. Discussion ensued. **Larry Dixon requested staff investigate the lease and purchase tax for the forklift.**

Steve Okazaki asked about page 46, check #51360, 2021 Ford F-150 and if there was a trade in on a new vehicle. **DS Crocker** answered it is a new vehicle replacing a vehicle that has reached the end of its useful life. The old vehicle will be requested to be surplussed and sold according to policy.

Colby Riley moved to approve the bills as presented. Steve Okazaki seconded the motion. The motion was approved; none opposed.

PUBLIC COMMENT

There were no public comments.

RESOLUTION NO. RWPUD 21/22-002 A RESOLUTION OF THE ROCKWOOD WATER PEOPLE'S UTILITY DISTRICT, AUTHORIZING THE ISSUANCE, SALE, EXECUTION AND DELIVERY OF WATER REVENUE BONDS, IN ONE OR MORE SERIES, FROM TIME TO TIME, IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$30,419,935, EVIDENCING A LOAN WITH THE ENVIRONMENTAL PROTECTION AGENCY, FOR THE PURPOSES OF FINANCING OR REFINANCING THE COSTS OF ADDITIONS, REPLACEMENTS, EXPANSIONS OR IMPROVEMENTS TO THE SYSTEM AS MORE FULLY DESCRIBED IN THE DISTRICT'S GROUNDWATER DEVELOPMENT MASTER PLAN AND PAYING COSTS OF ISSUANCE RELATED THERETO; AUTHORIZING THE EXECUTION AND DELIVERY OF FINANCING AND LEGAL DOCUMENTS; DESIGNATING AUTHORIZED REPRESENTATIVES AND DELEGATING AUTHORITY; AND RELATED MATTERS - GM DUNCAN/STEVEN WHITE, ORRICK/DAVID ULBRICHT, SDAO - DISCUSSION/ACTION

GM Duncan introduced Steven White with Orrick and David Ulbricht with SDAO. She gave a brief introduction to the documents contained in the Board packet materials.

David Ulbricht gave an overview of the Resolution and noted the loan agreement. **Steven White** noted part of the bond issued last year approved the Master Declaration and was the vehicle for incorporating this resolution and loan agreement. Discussion ensued.

GM Duncan gave a PowerPoint presentation on the WIFIA Loan Agreement and Repayment Schedule. Discussion ensued.

Colby Riley moved to adopt Resolution No. RWPUD 21/22-002 A Resolution of the Rockwood Water People's Utility District, Authorizing the Issuance, Sale, Execution and Delivery of Water Revenue Bonds, in One or More Series, from Time to Time, in an Aggregate Principal Amount Not to Exceed \$30,419,935, Evidencing a Loan With the Environmental Protection Agency, for the Purposes of Financing or Refinancing the Costs of Additions, Replacements, Expansions or Improvements to the System as More Fully Described in the District's Groundwater Development Master Plan and Paying Costs of Issuance Related thereto; Authorizing the Execution and Delivery of Financing and Legal Documents; Designating Authorized Representatives and Delegating Authority; and Related Matters. **Kathy Zimmerman** seconded the motion. The motion was approved; none opposed.

SET BOARD MEETING SCHEDULE FOR 2022 - ACTION

POLICY: The regular meetings of the District will be determined at the annual Board meeting in January of each year. (Policy Series 1000, Article 4.0, Section 4.1)

President Lewis reviewed the proposed Board meeting schedule for 2022.

Steve Okazaki moved to adopt the proposed Board meeting schedule for 2022. **Larry Dixon** seconded the motion. The motion was approved; none opposed.

SET BUDGET MEETING SCHEDULE FOR FISCAL YEAR 2022/2023

The group discussed the proposed budget meeting schedule for fiscal year 2022/2023.

Colby Riley moved to adopt the Budget Process Schedule for fiscal year 2022/2023. **Kathy Zimmerman** seconded the motion. The motion was approved; none opposed.

POSITION CREATION: ASSISTANT SUPERINTENDENT, OPERATIONS - GM DUNCAN - DISCUSSION

GM Duncan explained the proposed position and provided background information. Discussion ensued.

IN-PERSON BOARD MEETINGS - GM DUNCAN - DISCUSSION

President Lewis asked the group if they want to continue to meet by video conference or in person and if there were any comments. **GM Duncan** noted COVID cases have risen, and staff is avoiding in-person meetings at this time. She and **GAC Aden** provided an update on the Board room audio/visual upgrade project. Discussion ensued.

The group decided to do a Zoom meeting for February but see how COVID rates are closer to the meeting date.

FOR THE GOOD OF THE ORDER

Larry Dixon asked for an update on drive-by meter reading. **DS Crocker** said we have done a vast survey and received a couple of cost estimates. We are looking at a couple of different options. Discussion ensued.

Steve Okazaki noted he is happy to hear **GAC Aden** is extending her retirement through the recruitment/training process. **Kathy Zimmerman** asked about applicants. **GM Duncan** reported we received nine applications and the job announcement closed today. Discussion ensued.

DS Crocker noted the difficulty with staff shortages in December and January in addition to some main breaks, winter storms, etc. He thanked the staff for coming in and their dedication.

OS Middleton mentioned the District's billing process is going ahead and the tentative go live date is February 14. Financials will be in March. **GM Duncan** noted **OS Middleton, SA Zimmerman** and their team have been working extremely hard on making the final push for the billing process.

GM Duncan also recognized **DS Crocker's** group for their extremely hard work in January, and in many cases, they were short staffed.

President Lewis noted that over the last few years he has recognized some staff have stepped up and out into attending and participating in events, meetings, and serving on committees to represent the District. He thanked those staff for putting in the extra time and their volunteer efforts are noticed.

NEXT MEETING

President Lewis reminded everyone the next Board meeting will be Wednesday, February 23, 2022 at 6:00 p.m.

ADJOURNMENT

Colby Riley made a motion to adjourn the meeting. **Larry Dixon** seconded the motion. The motion was approved; none opposed.

The meeting was adjourned at 7:16 p.m.

Secretary



Rockwood Water
People's Utility District

19601 NE Halsey Street
Portland, OR 97230-7430
503-665-4179 - Phone
503-667-5108 - Fax
www.rwpud.org

MEMORANDUM

To: Board of Directors

From: Daniel Zimmerman, Senior Accountant

Date: February 11, 2022

Re: Checklist and Financial Report

Enclosed is the checklist for your review. The total amount of the checks listed for your approval is \$1,616,277.96. If you have any questions regarding any of the checks listed, please don't hesitate to call Kari or myself anytime.

The cash balances at January 31, 2022 are as follows:

Restricted Cash - \$2,429,756.97
Unrestricted Cash - \$24,254,497.47



Rockwood Water
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MONTHLY FINANCIAL MONITORING CHECKLIST

BOARD OF DIRECTORS MEETING: 2/23/2022

FOR THE PERIOD **January 2022**

- | | |
|---|-----|
| 1. Were books balanced and reconciled (General & Trust)?
If no, why not? | Yes |
| 2. Are YTD revenues and expenditures tracking per budget plan?
If no, explain variances or flags. | Yes |
| 3. Were all payroll liabilities paid in a timely manner?
If no, explain why not. | Yes |
| 4. Were required payroll reports (Federal, State) filed in a timely manner?
If no, explain why not. | Yes |
| 5. Were any cases of fraud detected and addressed?
If yes, explain situation and actions taken and underway. | No |
| 6. Were any changes made to the internal control system?
If yes, describe changes. | No |
| 7. Were all cash and investment accounts reconciled per schedule (LGIP)?
If no, explain why not. | Yes |

FROM 1/14/22 TO 99/99/99

DATE 10	CHECK # UMPQUA BK-GENERAL	VEN/EMP #	VENDOR/EMPLOYEE NAME		AMOUNT	DESCRIPTION
1/21/22	15578	49	ADEN	L	2,659.87	PAYROLL
1/21/22	15579	40	ALLEN	L	2,583.59	PAYROLL
1/21/22	15580	81	BRAY	R	2,618.62	PAYROLL
1/21/22	15581	47	BREEN	M	2,399.71	PAYROLL
1/21/22	15582	72	CONNER	M	1,538.81	PAYROLL
1/21/22	15583	35	CROCKER	D	3,379.71	PAYROLL
1/21/22	15584	88	DUNCAN	J	4,080.20	PAYROLL
1/21/22	15585	84	HANSON	G	2,679.73	PAYROLL
1/21/22	15586	92	HENRY	J	1,831.17	PAYROLL
1/21/22	15587	87	HOFFMAN	T	1,469.00	PAYROLL
1/21/22	15588	46	HUDSON	C	3,389.84	PAYROLL
1/21/22	15589	51	HUNT	L	2,401.70	PAYROLL
1/21/22	15590	56	JACOBSON	E	1,922.83	PAYROLL
1/21/22	15591	42	JONES	W	2,990.27	PAYROLL
1/21/22	15592	74	KIPP	S	2,423.01	PAYROLL
1/21/22	15593	34	MCNEIL	J	2,166.24	PAYROLL
1/21/22	15594	8	MIDDLETON	C	3,297.36	PAYROLL
1/21/22	15595	76	PACHECO	A	2,020.16	PAYROLL
1/21/22	15596	68	PELAYO	M	1,802.94	PAYROLL
1/21/22	15597	41	SCHLOSSER	L	2,965.28	PAYROLL
1/21/22	15598	7	SCHMUNK	A	1,806.70	PAYROLL
1/21/22	15599	91	STANLEY	E	1,939.80	PAYROLL
1/21/22	15600	73	STROH	N	1,602.49	PAYROLL
1/21/22	15601	48	TOMPKINS	L	1,412.23	PAYROLL
1/21/22	15602	75	ZIMMERMAN	J	2,455.39	PAYROLL
1/27/22	15603	64	DIXON	G	46.12	PAYROLL
1/27/22	15604	63	LEWIS	W	92.25	PAYROLL

FROM 1/14/22 TO 99/99/99

DATE 10	CHECK # UMPQUA BK-GENERAL	VEN/EMP #	VENDOR/EMPLOYEE NAME		AMOUNT	DESCRIPTION
1/27/22	15605	66	OKAZAKI	R	46.12	PAYROLL
1/27/22	15606	77	RILEY	E	46.12	PAYROLL
1/27/22	15607	78	ZIMMERMAN	A	46.12	PAYROLL
2/04/22	15608	49	ADEN	L	2,659.87	PAYROLL
2/04/22	15609	40	ALLEN	L	2,563.56	PAYROLL
2/04/22	15610	81	BRAY	R	2,496.89	PAYROLL
2/04/22	15611	47	BREEN	M	2,903.38	PAYROLL
2/04/22	15612	72	CONNER	M	1,480.60	PAYROLL
2/04/22	15613	35	CROCKER	D	3,379.71	PAYROLL
2/04/22	15614	88	DUNCAN	J	4,080.20	PAYROLL
2/04/22	15615	84	HANSON	G	2,738.75	PAYROLL
2/04/22	15616	92	HENRY	J	1,636.08	PAYROLL
2/04/22	15617	87	HOFFMAN	T	1,456.71	PAYROLL
2/04/22	15618	46	HUDSON	C	3,389.84	PAYROLL
2/04/22	15619	51	HUNT	L	2,121.39	PAYROLL
2/04/22	15620	56	JACOBSON	E	1,922.83	PAYROLL
2/04/22	15621	42	JONES	W	2,137.06	PAYROLL
2/04/22	15622	74	KIPP	S	1,919.99	PAYROLL
2/04/22	15623	34	MCNEIL	J	2,166.24	PAYROLL
2/04/22	15624	8	MIDDLETON	C	3,297.36	PAYROLL
2/04/22	15625	76	PACHECO	A	2,170.65	PAYROLL
2/04/22	15626	68	PELAYO	M	1,798.16	PAYROLL
2/04/22	15627	41	SCHLOSSER	L	2,965.28	PAYROLL
2/04/22	15628	7	SCHMUNK	A	1,806.70	PAYROLL
2/04/22	15629	91	STANLEY	E	1,537.29	PAYROLL
2/04/22	15630	73	STROH	N	1,752.11	PAYROLL
2/04/22	15631	48	TOMPKINS	L	1,412.23	PAYROLL

2/11/22

ROCKWOOD WATER P.U.D.
ROLLING A/P REGISTER
BANK 10

PAGE 3

FROM 1/14/22 TO 99/99/99

DATE 10	CHECK # UMPQUA BK-GENERAL	VEN/EMP #	VENDOR/EMPLOYEE NAME	AMOUNT	DESCRIPTION
2/04/22	15632	75	ZIMMERMAN J	2,455.39	PAYROLL
1/20/22	25327	1211	HRA VEB A PLAN CONTRIBUTIONS	1,280.00 1,280.00	101-100-6202150 PAYROLL DEDUCTION
1/20/22	25328	16	NATIONWIDE RETIREMENT SOLUTION	740.00 740.00	101-100-6202150 PAYROLL DEDUCTION
1/20/22	25329	17	OREGON DEPARTMENT OF REVENUE	5,375.94 5,375.94	101-100-6202230 STATE PAYROLL TAX
1/20/22	25330	736	UMPQUA EASY TAX	20,609.48 12,522.54 8,086.94	101-100-6202210 FICA PAYROLL TAX 101-100-6202220 FEDERAL PAYROLL TAX
1/20/22	25331	24	ICMA RETIREMENT TRUST-457	780.00 780.00	101-100-6202150 PAYROLL DEDUCTION
1/27/22	25332	1267	ROTSCHY	864,648.17 864,648.17	601-100-5406035 JOB 313 PACKAGE #1
1/27/22	25333	18	PERS	21,776.52 21,776.52	101-100-6202110 1/07 PERS PAYABLE
1/27/22	25334	1235	POINT & PAY	5,858.16 5,858.16	101-100-5205740 PAYMENT PROCESSING FEES
1/27/22	25335	733	UMPQUA BANK	847.97 847.97	101-100-5205740 DEC BANK FEES
1/27/22	25336	736	UMPQUA EASY TAX	45.94 45.94	101-100-6202210 BRD FICA PAYROLL TAX
2/03/22	25338	1211	HRA VEB A PLAN CONTRIBUTIONS	1,280.00 1,280.00	101-100-6202150 PAYROLL DEDUCTION
2/03/22	25339	736	UMPQUA EASY TAX	19,934.62 12,173.84 7,760.78	101-100-6202210 FICA PAYROLL TAX 101-100-6202220 FEDERAL PAYROLL TAX
2/03/22	25340	24	ICMA RETIREMENT TRUST-457	780.00 780.00	101-100-6202150 PAYROLL DEDUCTION
2/03/22	25341	17	OREGON DEPARTMENT OF REVENUE	5,188.25 5,188.25	101-100-6202230 STATE PAYROLL TAX
2/03/22	25342	16	NATIONWIDE RETIREMENT SOLUTION	740.00 740.00	101-100-6202150 PAYROLL DEDUCTION
1/31/22	25343	733	UMPQUA BANK	772.30 313.19 459.11	101-100-5205760 JAN RETURN CHECKS 101-100-5205760 JAN RETURN DIRECT DEBITS

FROM 1/14/22 TO 99/99/99

DATE 10	CHECK # UMPQUA BK-GENERAL	VEN/EMP #	VENDOR/EMPLOYEE NAME	AMOUNT	DESCRIPTION
2/10/22	25344	18	PERS	21,952.52	
				21,952.52	101-100-6202110 1/21 PERS PAYABLE
1/20/22	51375	1224	AT&T MOBILITY	1,770.04	
				1,570.04	101-100-5205210 CELL PHONES
				40.00	101-100-5205660 141ST INTERNET
				40.00	101-100-5205660 CLEVELAND INTERNET
				40.00	101-100-5205660 NW 1ST INTERNET
				40.00	101-100-5205660 BELLA VISTA INTERNET
				40.00	101-100-5205660 202ND INTERNET
1/20/22	51376	22069	KEICHIUO, AKILESUNA	184.21	
				184.21	101-100-6302430 REFUND OVERPAYMENT
1/20/22	51377	14	OREGON AFSCME	482.13	
				482.13	101-100-6202140 PAYROLL DEDUCTION
1/20/22	51378	181	PORTLAND GENERAL ELECTRIC	3,817.39	
				775.29	101-100-5205670 148TH AV PUMPING
				286.05	101-100-5205670 NW 1ST/ROYAL AV PUMPING
				352.71	101-100-5205670 14801 SE STARK PUMPING
				1,303.46	101-100-5205670 2021 NW 1ST PUMPING
				37.41	101-100-5205670 192/DIVISION PUMPING
				1,062.47	101-100-5205670 SE 235 AV PUMPING
1/20/22	51379	22	UNITED WAY OF THE COLUMBIA-WIL	92.50	
				92.50	101-100-6202120 PAYROLL DEDUCTION
1/20/22	51380	221	WASTE MANAGEMENT, INC	271.18	
				271.18	101-100-5205520 GARBAGE SERVICE
1/20/22	51381	1254	ZIPLY FIBER	1,238.23	
				222.98	101-100-5205210 OFFICE FIOS INTERNET
				979.09	101-100-5205210 TELEPHONE
				36.16	101-100-5205660 SE 148TH TELEMETRY
1/27/22	51382	1249	ACI PAYMENTS, INC	108.00	
				108.00	101-100-5205740 HOME BANKING FEES
1/27/22	51383	231	ADVENTIST HEALTH OCCUPATIONAL	292.00	
				292.00	101-100-5205110 4 DOT COLLECTIONS
1/27/22	51384	803	ALEXIN ANALYTICAL LABS, INC	600.00	
				600.00	101-100-5205620 INTERLACHEN ROUTINE COLIFORM E COLI
1/27/22	51385	883	ASSET CONTROL, INC	153.17	
				153.17	101-100-5205520 BACKGROUND CHECK CITYWIDE JANITOR
1/27/22	51386	22042	ATLAS TECHNICAL CONSULTANTS, L	3,115.00	
				3,115.00	601-100-5205120 JOB 313 PACKAGE #1
1/27/22	51387	39	BERCO FINANCE CORP	6.29	

FROM 1/14/22 TO 99/99/99

DATE 10	CHECK # UMPQUA BK-GENERAL	VEN/EMP #	VENDOR/EMPLOYEE NAME	AMOUNT	DESCRIPTION
				6.29	101-100-5205540 MANUAL PARK RELEASE
1/27/22	51388	21593	BRAY, DOUGLAS	70.79	
				70.79	101-100-5104600 ON CALL MILEAGE
1/27/22	51389	48	CABLE, HUSTON, BENEDICT, ET AL	175.00	
				175.00	101-100-5205140 DEC GENERAL LEGAL
1/27/22	51390	1149	CINTAS FIRE 636525	2,895.68	
				2,895.68	101-100-5205520 FIRE EXTINGUISHER ANNUAL SERVICE
1/27/22	51391	10380	COLUMBIA BODY MFG, INC.	7,000.00	
				7,000.00	101-100-5205540 RW29 TAILGATE, HYDRO & PAINT REPAIR
1/27/22	51392	977	COLUMBIA PEST CONTROL, INC	125.00	
				125.00	101-100-5205520 QUARTERLY PEST CONTROL
1/27/22	51393	637	COMCAST CABLE	116.85	
				116.85	101-100-5205660 141ST INTERNET
1/27/22	51394	1185	CORE & MAIN LP	1,068.00	
				1,068.00	101-100-5205610 6 CLOW BREAKAWAY KITS FOR HYDRANTS
1/27/22	51395	73	DELUXE FUEL OIL INC.	1,505.37	
				469.92	101-100-5205560 129.1 GAL ON ROAD GAS
				1,035.45	101-100-5205560 295 GAL DIESEL
1/27/22	51396	872	FASTENAL COMPANY	426.41	
				16.43	101-100-5205640 BOLT GAUGE
				409.98	101-100-5205640 NUTS & BOLTS
1/27/22	51397	607	FERGUSON WATERWORKS #3011	11,739.64	
				1,163.34	101-100-5205610 40 6" MEGALUGS
				10,576.30	101-100-5406010 JOB 316 ST19/ST29 PIPE & GASKETS
1/27/22	51398	427	GRAINGER	76.94	
				76.94	101-100-5205440 BANDAIDS, ADVIL, ANTACIDS
1/27/22	51399	813	GSI WATER SOLUTIONS, INC	7,296.25	
				1,268.75	101-100-5406010 JOB 300 CASCADE #7
				155.00	101-100-5406010 JOB 307 CASCADE #8
				1,327.50	101-100-5406010 JOB 309 CASCADE # 9
				4,545.00	601-100-5205120 JOB 329 GROUNDWATER MODELING
1/27/22	51400	85	H.D. FOWLER COMPANY	234.89	
				234.89	101-100-5406010 SD775 HYDRANT & PIPE
1/27/22	51401	759	HARBOR FREIGHT TOOLS	124.96	
				124.96	101-100-5205540 LIGHT WIRING KIT, 3/8" RATCHET
1/27/22	51402	22047	HONEY BUCKET	167.00	
				20.00-	101-100-5406010 MISSED SERVICE CREDIT
				187.00	101-100-5406010 JOB 316 ST19/ST29 PORTABLE TOILET

FROM 1/14/22 TO 99/99/99

DATE 10	CHECK # UMPQUA BK-GENERAL	VEN/EMP #	VENDOR/EMPLOYEE NAME	AMOUNT	DESCRIPTION
1/27/22	51403	460	HUMAN SOLUTIONS, INC	210.00 210.00	101-100-5205800 NOV CUSTOMER ASSISTANCE
1/27/22	51404	1137	JW UNDERGROUND INC	2,980.62 324.00 2,656.62	101-100-5205610 MISC ROCK/DUMP FEES 101-100-5406010 JOB 316 ST19/ST29 ROCK/DUMP FEES
1/27/22	51405	753	KNIFE RIVER CORPORATE NW	5,876.18 1,047.94 2,153.80 1,177.80 1,496.64	101-100-5406010 JOB 316 ST19/ST29 ROCK/DUMP FEES 101-100-5406010 JOB 316 ST19/ST29 ROCK/DUMP FEES 101-100-5406010 JOB 316 ST19/ST29 ROCK/DUMP FEES 101-100-5406010 JOB 316 ST19/ST29 ROCK/DUMP FEES
1/27/22	51406	112	LEGACY LAB SERVICES	188.00 188.00	101-100-5205110 5 DRUG PANELS
1/27/22	51407	1209	LOOMIS	432.50 432.50	101-100-5205740 VAULT SERVICE
1/27/22	51408	20873	NGUYEN, NINH	99.18 99.18	101-100-6302430 CLOSED ACCOUNT REFUND
1/27/22	51409	135	NOLAN'S POINT S	151.64 151.64	101-100-5205550 MX1 TRAILER TIRE BLOW OUT
1/27/22	51410	1125	NORTHSTAR CHEMICAL INC	1,930.00 1,930.00	501-100-5205610 1000 GAL SODIUM HYPOCHLORITE
1/27/22	51411	940	O'REILLY AUTO PARTS	159.95 159.95	101-100-5205540 SHOP PARTS, FLUIDS
1/27/22	51412	159	OREGONIAN	52.80 52.80	101-100-5205460 SUBSCRIPTION RENEWAL
1/27/22	51413	1264	ORRICK, HERRINGTON & SUTCLIFFE	11,223.20 11,223.20	601-100-5205110 WIFIA ADVISORY & CONSULTATION SERV
1/27/22	51414	372	PAPE MACHINERY	4,241.01 4,241.01	101-100-5406010 JOB 316 ST19/ST29 EXCAVATOR RENTAL
1/27/22	51415	360	PARKROSE HARDWARE	57.03 57.03	101-100-5205540 BULK FASTENERS, 2.5 GAL SUPER CLEAN
1/27/22	51416	1124	PAVELCOMM INC.	3,600.81 2,985.81 615.00	101-100-5205110 FEB REMOTE TECH HELP 101-100-5205320 NEW HEADSET FOR RECEPTIONIST
1/27/22	51417	1234	PETERSON TRUCKS, INC	56.33 328.77- 385.10	101-100-5205540 ABS AIR BRAKE RETURN 101-100-5205540 RW32 ABS AIR BRAKES
1/27/22	51418	1174	PURCHASE POWER	52.73	

FROM 1/14/22 TO 99/99/99

DATE	CHECK #	VEN/EMP #	VENDOR/EMPLOYEE NAME	AMOUNT	DESCRIPTION
10	UMPQUA BK-GENERAL				
				52.73	101-100-5205330 POSTAGE FOR MACHINE
1/27/22	51419	189	QUILL CORPORATION	530.05	
				52.99-	101-100-5205320 RETURN ITEMS CREDIT
				52.99	101-100-5205320 DUAL MONITOR DESK MOUNT
				56.47	101-100-5205320 1099 FORMS AND ENVELOPES
				180.98	101-100-5205320 PRINTER CARTRIDGES
				119.92	101-100-5205320 MASKS & CLOROX WIPES
				172.68	101-100-5205320 NAPKINS, PLATES, CREAMERS, CUPS
1/27/22	51420	1155	RYAN HERCO PRODUCTS CORP	374.01	
				374.01	501-100-5205610 TUBING, CONNECTIONS, VALVES
1/27/22	51421	504	TRUCKPRO LLC SIX STATES	543.08	
				424.04	101-100-5205540 RW52 4 DIRECTIONAL STROBES
				119.04	101-100-5205540 TRAILER ADAPTER
1/27/22	51422	1265	TYLER TECHNOLOGIES, INC	2,835.00	
				2,310.00	101-100-5406140 BILLING SYSTEM PROGRESS BILL
				525.00	101-100-5406140 BILLING SYSTEM PROGRESS BILL
1/27/22	51423	1254	ZIPLY FIBER	138.98	
				138.98	101-100-5205660 BELLA VISTA FIOS INTERNET
2/03/22	51424	251	ADT COMMERCIAL LLC	104.96	
				104.96	101-100-5205520 FEB ALARM SERVICE
2/03/22	51425	442	ADVANCED AUTO PARTS	242.30	
				115.37	101-100-5205520 CLEVELAND BATTERY, HEATER HOSE
				126.93	101-100-5205560 15W40 OIL (7.5)
2/03/22	51426	1268	ATLAS	3,553.75	
				3,553.75	601-100-5205120 JOB 313 PACKAGE #1 MATERIALS TESTNG
2/03/22	51427	22070	BOLTON, ROBIN Z	45.25	
				45.25	101-100-6302430 CLOSED ACCOUNT REFUND
2/03/22	51428	21593	BRAY, DOUGLAS	97.11	
				97.11	101-100-5104600 ONCALL MILEAGE
2/03/22	51429	1029	CARDMEMBER SERVICE	5,895.87	
				65.00	101-100-5205110 WEBSITE MAINTENANCE
				14.99	101-100-5205320 COFFEE
				135.00	101-100-5205420 RECRUITMENT POSTING GOV AFFAIRS
				43.49	101-100-5205440 FACE SHIELDS, THERMOMETER
				724.00	101-100-5205450 SUPERVISOR CLASS
				220.00-	101-100-5205450 SDAO CONFERENCE FEE RETURN
				120.25	101-100-5205460 ADOBE LICENSE JS
				529.70	101-100-5205460 ZOOM LISCENSE
				496.80	101-100-5205460 MICROSOFT LICENSES
				354.59	101-100-5205460 RW52 PLATES, REGISTRATION
				27.60	101-100-5205530 OIL DRAIN PADS
				1,705.65	101-100-5205540 RW52 CAB GUARD, TRUCK BED

FROM 1/14/22 TO 99/99/99

DATE	CHECK #	VEN/EMP #	VENDOR/EMPLOYEE NAME	AMOUNT	DESCRIPTION
10	UMPQUA BK-GENERAL				
				27.99	101-100-5205540 AIR FILTERS
				27.96	101-100-5205610 15" SAW BLADE
				425.51	101-100-5205720 FOOD FOR EMPLOYEE LUNCHEON
				75.00	101-100-5205720 BRD SDAO CONFERENCE FEE REFUND
				1,492.34	101-100-5406130 RW52 TOOL BOX
2/03/22	51430	1	CHAVES CONSULTING, INC.	4,791.65	
				1,296.60	101-100-5205110 JAN BILLINGS
				3,408.55	101-100-5205330 JAN POSTAGE
				86.50	101-100-5205740 W-2 PREPERATIONS AND PRINTING
2/03/22	51431	1253	CITY WIDE FACILITY SOLUTIONS	673.00	
				673.00	101-100-5205520 JANITORIAL SERVICES
2/03/22	51432	59	COAST PAVEMENT SERVICES, INC	325.00	
				325.00	101-100-5205520 NIGHT SWEEPS
2/03/22	51433	66	CONSOLIDATED SUPPLY COMPANY	1,038.44	
				1,038.44	101-100-5406020 NS778/780 DI PIPE
2/03/22	51434	1147	CRYSTAL GREENS LANDSCAPING INC	1,100.00	
				575.00	101-100-5205520 BELLA VISTA LANDSCAPE
				525.00	101-100-5205520 OFFICE LANDSCAPE
2/03/22	51436	748	FERGUSON ENTERPRISES #3007	17.60	
				17.60	101-100-5205610 3 45 ELLS
2/03/22	51437	607	FERGUSON WATERWORKS #3011	3,033.36	
				1,287.43	101-100-5205610 HYDRANT FOR ALBERTINA KERR
				1,287.43	101-100-5205610 6" FIRELINE PTS FOR BURNSIDE FIR
				458.50	101-100-5406010 JOB 316 ST19/ST29 PIPE,GASKETS
2/03/22	51438	747	GENERAL PACIFIC, INC	2,169.00	
				2,169.00	101-100-5205610 5 FIRE HYDRANTS FOR INVENTORY
2/03/22	51439	427	GRAINGER	1,868.23	
				298.17	101-100-5205320 SOAP, PAPER TOWELS
				53.63	101-100-5205320 HAND CLEANER DISPENSER
				52.36	101-100-5205320 HAND CLEANER
				182.68	101-100-5205440 1 PAIR HIP WADERS
				160.74	101-100-5205440 2 PAIRS HIP WADERS
				306.00	101-100-5205540 FACESHIELD ASSEMBLY,CUTOFF WHEEL
				30.88	101-100-5205540 HACKSAW BLADE, BATTERIES
				86.08	101-100-5205610 BUCKET TOOL ORGANIZER
				49.52	101-100-5205610 HYDRANT WRENCH
				648.17	101-100-5406110 WRENCHES,SCREW DRIVERS,SAW
2/03/22	51440	85	H.D. FOWLER COMPANY	3,928.84	
				3,928.84	101-100-5205610 BRASS INVENTORY PARTS
2/03/22	51441	11075	HABITAT FOR HUMANITY	30.63	
				30.63	101-100-6302430 CLOSED ACCOUNT REFUND
2/03/22	51442	22071	HAYES, NICK	100.00	

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DATE 10	CHECK # UMPQUA BK-GENERAL	VEN/EMP #	VENDOR/EMPLOYEE NAME	AMOUNT	DESCRIPTION
				100.00	101-100-6302410 DEPOSIT REFUND
2/03/22	51443	22075	HENRY, NICHOLAS	179.99	
				179.99	101-100-5205440 RAINGEAR REIMBURSEMENT
2/03/22	51444	1150	HUBBARD'S PAVING & SEAL	10,500.00	
				10,500.00	101-100-5406010 JOB 316 ST19/ST29 TRUCKING
2/03/22	51445	1137	JW UNDERGROUND INC	420.00	
				216.00	101-100-5205610 MISC GRAVEL/DUMP FEES
				96.00	101-100-5406010 JOB 316 ST19/ST29 GRAVEL/DUMP FEES
				108.00	101-100-5406020 NS783 GRAVEL/DUMP FEES
2/03/22	51446	753	KNIFE RIVER CORPORATE NW	2,324.14	
				508.18	101-100-5205610 MISC ROCK/DUMP FEES
				120.80	101-100-5205610 CREDIT FROM PREVIOS BILLING
				1,672.73	101-100-5406010 JOB 316 ST19/ST29 ROCK/DUMP FEES
				264.03	101-100-5406020 NS783 ROCK/DUMP FEES
2/03/22	51447	1004	LIFEMAP ASSURANCE COMPANY	1,743.87	
				1,743.87	101-100-6202109 EMPL LIFE/DISB INSURANCE
2/03/22	51448	604	LOWE'S	33.53	
				4.93	101-100-5205540 MISC PART
				28.60	101-100-5205610 MISC PARTS FOR 1"BYPASS NASH APTS
2/03/22	51449	22072	MERTES, SCOTT	92.63	
				92.63	101-100-6302430 CLOSED ACCOUNT REFUND
2/03/22	51450	1217	MURRAYSMITH	42,900.17	
				5,898.50	601-100-5205120 JOB 313 PACKAGE #1
				8,088.00	601-100-5205120 JOB 315 PROJECT MANAGEMENT STUDY
				21,512.04	601-100-5205120 JOB 315 PROJECT MANAGEMENT STUDY
				7,401.63	601-100-5205120 JOB 313 PACKAGE #1
2/03/22	51451	1125	NORTHSTAR CHEMICAL INC	5,262.66	
				5,262.66	501-100-5205610 4000 GAL AQUA AMMONIA 19%
2/03/22	51452	139	NORTHWEST NATURAL GAS COMPANY	2,081.42	
				2,081.42	101-100-5205230 HEATING
2/03/22	51453	1047	OGLETREE, DEAKINS, NASH, SMOAK	150.00	
				150.00	101-100-5205140 DEC EMPLOYEE LEGAL
2/03/22	51454	14	OREGON AFSCME	481.11	
				481.11	101-100-6202140 PAYROLL DEDUCTION
2/03/22	51455	22073	ORR, KENNETH & SUSAN	149.56	
				149.56	101-100-6302430 CLOSED ACCOUNT REFUND
2/03/22	51456	1203	PELAYO, VICTOR	151.99	
				151.99	101-100-5205440 SAFETY BOOT REIMBURSEMENT
2/03/22	51457	976	PETERSON	375.24	

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DATE	CHECK #	VEN/EMP #	VENDOR/EMPLOYEE NAME	AMOUNT	DESCRIPTION
10	UMPQUA BK-GENERAL				
				375.24	101-100-5205520 SERVICE CALL-CLEVELAND GENERATOR
2/03/22	51458	9999	PIP PRINTING AND DOCUMENT	1,778.05	
				1,778.05	101-100-5205320 NEWSLETTER PRINTING
2/03/22	51459	178	PLATT ELECTRIC SUPPLY INC.	119.88	
				119.88	501-100-5205610 3 CABLE GRIP PULLS FOR WELL #5
2/03/22	51460	225	PORTER W. YETT COMPANY	1,141.70	
				1,141.70	101-100-5406010 JOB 316 ST19/ST29 ASPHALT/COLD MIX
2/03/22	51461	188	PRECISION IMAGES	289.50	
				289.50	101-100-5205310 SERVICE REPAIR CANON PLOTTER
2/03/22	51462	458	PREMIER RUBBER LLC	754.93	
				441.30	101-100-5205540 VAC 4" HOSE
				60.17	101-100-5205540 WATER NOZZLES
				253.46	101-100-5205540 MX2 HDYRO HOSES
2/03/22	51463	189	QUILL CORPORATION	347.93	
				243.98	101-100-5205320 2 CARTONS COPY PAPER
				103.95	101-100-5205320 DUST OFF, WETJET REFILL, CANNED AIR
2/03/22	51464	1008	RDO EQUIPMENT CO	244.22	
				244.22	101-100-5205540 VAC REPAIRS
2/03/22	51465	26	ROCKWOOD WATER PUD	49.05	
				32.06	101-100-5104600 MILEAGE FOR ON CALL
				16.99	101-100-5205320 HEADPHONES FOR REMOTE WORK
2/03/22	51466	194	S & B INC.	100.00	
				100.00	601-100-5205120 JOB 313 PACKAGE #1 - CABLE PULLER
2/03/22	51467	22061	THOMSON, DAVID & SUSAN	52.30	
				52.30	101-100-6302430 CLOSED ACCOUNT REFUND
2/03/22	51468	339	UNITED RENTALS, INC.	498.78	
				498.78	501-100-5205610 SHORING BOX RENTAL-CASCADE 5 VAULT
2/03/22	51469	22	UNITED WAY OF THE COLUMBIA-WIL	92.50	
				92.50	101-100-6202120 PAYROLL DEDUCTION
2/07/22	51470	184	PORTLAND WATER BUREAU	252,049.52	
				252,049.52	101-100-5205010 JAN WATER PURCHASE
2/10/22	51472	442	ADVANCED AUTO PARTS	164.80	
				164.80	101-100-5205540 JD2 2 BATTERY REPLACEMENT
2/10/22	51473	22042	ATLAS TECHNICAL CONSULTANTS, L	3,416.25	
				3,416.25	601-100-5205120 JOB 313 PACKAGE #1 MATERIALS TESTNG
2/10/22	51474	1	CHAVES CONSULTING, INC.	1,349.17	
				1,349.17	101-100-5205110 JAN TECH/CONSULTING

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2/10/22	51475	637	COMCAST CABLE	335.55 111.85 223.70	101-100-5205660 148TH/DIVISION INTERNET 101-100-5205660 CLEVELAND INTERNET
2/10/22	51476	66	CONSOLIDATED SUPPLY COMPANY	4,568.04 210.08 771.26 210.08 3,376.62	101-100-5205610 THREADED CAPS FOR INVENTORY 101-100-5205610 BUSHINGS, NIPPLES, COPPER FOR INVEN 101-100-5406010 JOB 316 ST19/ST29 THREADED CAPS 101-100-5406020 NS783 BUSHINGS, NIPPLES, COPPER
2/10/22	51477	21783	CRAFTCO, INC DON'T USE THIS	872.64 872.64	101-100-5205610 2 CRF 55 GAL DRUMS
2/10/22	51478	1147	CRYSTAL GREENS LANDSCAPING INC	934.50 420.00 514.50	101-100-5205520 141ST LANDSCAPE 101-100-5205520 CLEVELAND LANDSCAPE
2/10/22	51479	131	FEENAUGHTY MACHINERY CO.	220.29 220.29	101-100-5205540 MX1 HYDRO REPAIR, 5 QUICK CONNCT CP
2/10/22	51480	607	FERGUSON WATERWORKS #3011	6,420.66 822.80 1,565.86 296.00 1,650.00 2,086.00	101-100-5205610 REPAIR BANDS, SADDLES FOR OD 101-100-5205610 GASKETS, COUPLINGS, FLANGES FOR INVE 101-100-5406020 NS 788/787 3/4" METERS 101-100-5406020 NS 785 2" METER 101-100-5406030 3" METER FOR INVENTORY
2/10/22	51481	88	GASKET TECHNOLOGY, INC.	17.85 17.85	601-100-5205120 JOB 313 PACKAGE #1 GASKETS
2/10/22	51482	427	GRAINGER	396.11 43.72 8.76 245.26 98.37	101-100-5205570 PIPE WRENCH, I-BEAM 101-100-5205610 WOVEN DUCT STRAP 101-100-5205610 ABRASIVE CUT-OFF WHEEL, SAW BLADES 501-100-5205610 STAINLESS STEEL GRATING CLIP
2/10/22	51483	507	GRESHAM, CITY OF	2,394.50 2,394.50	601-100-5205120 JOB 330 PACKAGE #6 CASCADE WELL 9
2/10/22	51484	1150	HUBBARD'S PAVING & SEAL	10,010.00 10,010.00	101-100-5406010 JOB 316 ST19/ST29 TRUCKING
2/10/22	51485	1137	JW UNDERGROUND INC	634.88 634.88	601-100-5205120 JOB 313 PACKAGE #1 ROCK/DUMP FEES
2/10/22	51486	742	LAKESIDE INDUSTRIES	268.80 268.80	101-100-5406020 NS783 ASPHALT
2/10/22	51487	1209	LOOMIS	438.09 438.09	101-100-5205740 MONTHLY VAULT SERVICE
2/10/22	51488	940	O'REILLY AUTO PARTS	34.99	

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DATE 10	CHECK # UMPQUA BK-GENERAL	VEN/EMP #	VENDOR/EMPLOYEE NAME	AMOUNT	DESCRIPTION
				34.99	101-100-5205540 RW46 ENGINE OIL
2/10/22	51489	794	OLDCASTLE INFRASTRUCTURE	8,353.00 8,353.00	601-100-5205120 JOB 313 PACKAGE #1 VAULT
2/10/22	51490	146	ONE CALL CONCEPTS, INC.	367.20 367.20	101-100-5205610 JANUARY LOCATE FEES
2/10/22	51491	360	PARKROSE HARDWARE	4.20 4.20	101-100-5205540 JD2 BATTERY BOLTS
2/10/22	51492	1173	PITNEY BOWES GLOBAL FINANCIAL	129.00 129.00	101-100-5205330 POSTAGE MACHINE LEASE PAYMENT
2/10/22	51493	178	PLATT ELECTRIC SUPPLY INC.	858.18 858.18	601-100-5205120 JOB 313 PACKAGE #1 TEES,PVC,CAPS
2/10/22	51494	443	POLLARD WATER	82.95 82.95	101-100-5205610 HOUSE INSP PRES & FLOW GAUGE TEST
2/10/22	51495	181	PORTLAND GENERAL ELECTRIC	9,922.61 1,198.30 8,724.31	101-100-5205230 OFFICE ELECTRICITY 501-100-5205670 HALSEY PUMPING
2/10/22	51496	458	PREMIER RUBBER LLC	5.37 7.60- 12.97	101-100-5205540 RETURNED PLUGS CREDIT 101-100-5205540 PLUGS
2/10/22	51497	1009	RICOH USA, INC	236.18 236.18	101-100-5205110 COPIER COST PER COPY
2/10/22	51498	20	SAIF CORPORATION	1,370.00 1,370.00	101-100-5104840 WORKERS COMP PREMIUM
2/10/22	51499	721	SPECIAL DISTRICTS INSURANCE SE	589.00 589.00	101-100-5205430 ADD RW52 TO INSURANCE
2/10/22	51500	21	SPECIAL DISTRICTS OF OREGON	28,818.25 28,818.25	101-100-6202108 EMPL MED/DENT INSURANCE
2/10/22	51501	1265	TYLER TECHNOLOGIES, INC	6,780.00 3,780.00 3,000.00	101-100-5406140 BILLING SYSTEM PROGRESS BILLING 101-100-5406140 BILLING SYSTEM PROGRESS BILLING
2/10/22	51502	3	USA BLUEBOOK	1,047.70 124.95- 1,172.65	101-100-5205610 RETURN ITEM CREDIT 101-100-5205610 HYDRANT GATE VALVES, WRENCHES

GRAND TOTAL 1,616,277.96

ACCOUNT	DESC	BUDGET	MONTH-TO-DATE EXPENSE/REV	YEAR TO DATE EXPENSE/REV	UNEMCUMBERED BALANCE	%
R E V E N U E S						
3-01-0101	BEGINNING FUND BALANCE	7,646,810	--	8,379,198.21	732,388.21-	110
	REVENUE ACCOUNTS	7,646,810		8,379,198.21	732,388.21-	110
3-10-1100	WATER SALES	10,834,000	618,624.65	6,979,307.84	3,854,692.16	64
	WATER SALES	10,834,000	618,624.65	6,979,307.84	3,854,692.16	64
3-20-2100	BACKFLOW CHARGES	40,000	1,816.78	21,208.42	18,791.58	53
3-20-2200	SET-UP FEES	27,270	3,009.60	18,392.00	8,878.00	67
3-20-2300	LATE FEES	252,000	27,826.27	172,877.09	79,122.91	69
	FEES & SPECIAL CHARGES	319,270	32,652.65	212,477.51	106,792.49	67
3-40-4100	SERVICE INSTALLATIONS	250,000	2,644.00	128,115.16	121,884.84	51
3-40-4200	SUB-DIVISION PROJECTS	50,000	--	4,381.45	45,618.55	9
3-40-4300	OTHER SERVICE INCOME	150,000	6,979.81	83,108.08	66,891.92	55
	CHARGES FOR SERVICES	450,000	9,623.81	215,604.69	234,395.31	48
3-50-5100	INTEREST INCOME	70,000	9,036.43	71,732.41	1,732.41-	102
3-50-5200	RENTAL INCOME	65,920	4,471.00	53,366.14	12,553.86	81
	INVESTMENT INCOME	135,920	13,507.43	125,098.55	10,821.45	92
3-60-6100	SCRAP METAL SALES	7,500	3,894.70	29,868.03	22,368.03-	398
3-60-6200	CONSTRUCTION PLAN SALES	--	--	--	--	0
3-60-6600	OTHER MISC INCOME	40,000	6,212.38	39,879.27	120.73	100
3-60-6800	GRESHAM UTILITY TAX	415,000	9,214.63	235,740.85	179,259.15	57
3-60-6900	PORTLAND UTILITY TAX	190,000	25,006.77	126,835.00	63,165.00	67
3-60-7000	FAIRVIEW UTILITY TAX	13,600	1.91	7,379.15	6,220.85	54
	OTHER INCOME	666,100	44,330.39	439,702.30	226,397.70	66
3-90-9200	INTERFUND TRANSFERS	365,000	--	--	365,000.00	0
3-90-9300	FIXED ASSET DISPOSITION	500,000	--	125.00	499,875.00	0
3-90-9500	OTHER GOVERNMENT AGENCIES	18,500	--	252,301.22	233,801.22-	364
	OTHER FINANCING SOURCES	883,500		252,426.22	631,073.78	29
T O T A L DEPT 100	R E V E N U E	20,935,600	718,738.93	16,603,815.32	4,331,784.68	79
E X P E N S E S						
5-10-4001	GENERAL MANAGER	--	--	--	--	0
5-10-4010	SUPERINTENDENT	--	--	--	--	0
5-10-4030	ENGINEER	--	--	--	--	0
5-10-4035	SENIOR ACCOUNTANT	--	--	--	--	0
5-10-4040	ASSISTANT SUPERINTENDENT	--	--	--	--	0
5-10-4043	OFFICE SUPERVISOR	--	--	--	--	0
5-10-4045	ACCOUNTING CLERK	--	--	--	--	0
5-10-4050	ADMINISTRATIVE SECRETARY	--	--	--	--	0
5-10-4055	CONSER & PR COORDINATOR	--	--	--	--	0
5-10-4100	CUSTOMER ACCT SPECIALIST	--	--	--	--	0
5-10-4110	CUSTOMER ACCT SPECIALIST	--	--	--	--	0
5-10-4115	CUSTOMER ACCT SPECIALIST	--	--	--	--	0
5-10-4120	RECEPTIONIST	--	--	--	--	0

ACCOUNT	DESC	BUDGET	MONTH-TO-DATE EXPENSE/REV	YEAR TO DATE EXPENSE/REV	UNEMCUMBERED BALANCE	%
5-10-4150	PART TIME LABOR/OFFICE	--	--	--	--	0
5-10-4180	ENGINEERING TECH I	--	--	--	--	0
5-10-4200	LEAD PERSON	--	--	--	--	0
5-10-4210	LEAD PERSON	--	--	--	--	0
5-10-4220	UTILITY WORKER II	--	--	--	--	0
5-10-4230	UTILITY WORKER II	--	--	--	--	0
5-10-4240	UTILITY WORKER II	--	--	--	--	0
5-10-4250	UTILITY WORKER I	--	--	--	--	0
5-10-4260	UTILITY WORKER I	--	--	--	--	0
5-10-4270	UTILITY WORKER I	--	--	--	--	0
5-10-4290	PART-TIME LABOR/FIELD	--	--	--	--	0
5-10-4300	MECHANIC	--	--	--	--	0
5-10-4310	WATER QUALITY TECH	--	--	--	--	0
5-10-4315	WATER OPERATIONS SPEC	--	--	--	--	0
5-10-4320	METER OPERATION SPEC	--	--	--	--	0
5-10-4330	METER READER-OFF/ON	--	--	--	--	0
5-10-4340	METER READER	--	--	--	--	0
5-10-4350	METER READER	--	--	--	--	0
5-10-4450	SALARIES/WAGES	2,018,961	156,886.40	1,132,718.24	886,242.76	56
5-10-4500	OFFICE OVERTIME	1,500	--	--	1,500.00	0
5-10-4550	FIELD OVERTIME	16,000	4,336.42	10,325.84	5,674.16	65
5-10-4600	ON CALL DUTY	69,233	4,520.98	35,025.78	34,207.22	51
5-10-4610	WATER CERTIFICATIONS	14,040	1,405.06	8,149.76	5,890.24	58
5-10-4620	EMPLOYEE BONUS	1,000	--	--	1,000.00	0
5-10-4630	MARKET BASED WAGE ADJUST	15,000	--	--	15,000.00	0
5-10-4700	CHANGE/VACATION ACCRUAL	--	--	--	--	0
5-10-4800	SOCIAL SECURITY	132,415	10,281.22	71,754.99	60,660.01	54
5-10-4810	MEDICARE	30,968	2,366.97	16,762.70	14,205.30	54
5-10-4820	UNEMPLOYMENT INSURANCE	6,407	--	467.54	5,939.46	7
5-10-4830	TRI-MET	15,456	--	3,561.20	11,894.80	23
5-10-4840	WORKERS COMPENSATION	25,742	1,867.74	11,055.83	14,686.17	43
5-10-4850	SICK LEAVE P/O	--	--	--	--	0
5-10-4900	P.E.R.S	591,512	43,728.70	322,511.60	269,000.40	55
5-10-4920	EMPLOYEE INSURANCE EXPENS	557,189	42,447.21	297,895.82	259,293.18	53
	PERSONAL SERVICES	3,495,423	267,840.70	1,910,229.30	1,585,193.70	55
5-20-5010	WATER PURCHASES	3,004,860	252,049.52	1,637,165.63	1,367,694.37	54
5-20-5110	CONTRACT SERVICES	110,156	5,578.55	47,359.22	62,796.78	43
5-20-5120	TECHNICAL & CONSULTING	38,000	--	2,484.86	35,515.14	7
5-20-5130	AUDITING	19,020	--	12,350.00	6,670.00	65
5-20-5140	LEGAL SERVICES	100,000	175.00	5,928.13	94,071.87	6
5-20-5210	TELEPHONE	36,140	3,061.96	22,355.50	13,784.50	62
5-20-5220	SEWER/STORM WATER	8,050	1,452.89	4,182.41	3,867.59	52
5-20-5230	HEATING/ELECTRICITY	23,575	1,290.58	8,735.39	14,839.61	37
5-20-5310	ENGINEERING SUPPLIES	1,000	--	--	1,000.00	0
5-20-5320	OFFICE SUPPLIES	32,000	1,548.37	23,517.25	8,482.75	73
5-20-5330	POSTAGE	45,300	3,437.13	21,278.83	24,021.17	47
5-20-5410	CONSERVATION	56,350	--	1,200.00	55,150.00	2
5-20-5420	ELECTIONS/LEGAL ADVERTISE	3,000	--	228.15	2,771.85	8
5-20-5430	INSURANCE-GENERAL	92,005	7,592.50	55,423.33	36,581.67	60
5-20-5440	SAFETY GEAR & EQUIPMENT	23,000	243.45	9,554.55	13,445.45	42
5-20-5450	TRAINING & EDUCATION	31,500	559.96	3,407.56	28,092.44	11
5-20-5460	DUES/LICENSES/SUBSCRIPTNS	93,450	1,409.86	64,262.99	29,187.01	69
5-20-5470	OFFICE EQUIPMENT	2,000	--	876.65	1,123.35	44

ACCOUNT	DESC	BUDGET	MONTH-TO-DATE EXPENSE/REV	YEAR TO DATE EXPENSE/REV	UNEMCUMBERED BALANCE	%
5-20-5480	TAPPING TEAM EXPENSE	--	--	--	--	0
5-20-5510	COMPUTER/OFFICE EQUIPMENT	4,400	326.28	1,646.28	2,753.72	37
5-20-5520	BLDG/GROUNDS MAINTENANCE	80,960	5,362.12	30,968.58	49,991.42	38
5-20-5530	SHOP EQUIPMENT MAINT	10,000	110.95	1,559.31	8,440.69	16
5-20-5540	VEHICLE MAINTENANCE	35,000	9,420.65	22,021.63	12,978.37	63
5-20-5550	TIRES	8,000	151.64	3,046.38	4,953.62	38
5-20-5560	GAS/LUBRICANTS & DISPOSAL	30,000	1,505.37	14,942.68	15,057.32	50
5-20-5570	SMALL EQUIPMENT/TOOLS	10,000	1,813.00	11,534.10	1,534.10	115
5-20-5610	UTILITY OPERATING SUPPLY	275,000	13,686.23	192,587.95	82,412.05	70
5-20-5620	WATER SAMPLES/TESTING	40,000	6,815.00	19,474.30	20,525.70	49
5-20-5625	WATER QUALITY & NOTICES	8,000	--	--	8,000.00	0
5-20-5630	RESERVOIR MAINTENANCE	10,000	--	5,909.16	4,090.84	59
5-20-5640	METER MAINTENANCE	40,000	426.41	9,440.44	30,559.56	24
5-20-5650	HYDRANT MAINTENANCE	3,000	--	1,661.68	1,338.32	55
5-20-5660	TELEMETRY	20,112	882.82	12,352.78	7,759.22	61
5-20-5670	PUMPING	41,720	4,995.16	24,176.48	17,543.52	58
5-20-5710	BOARD MEETING FEES	5,800	300.00	1,800.00	4,000.00	31
5-20-5720	DIRECTORS' EXPENSE	24,000	2,641.09	3,592.73	20,407.27	15
5-20-5730	MANAGER'S EXPENSE	7,000	.15	875.64	6,124.36	13
5-20-5740	GENERAL OFFICE	64,900	7,246.63	37,892.54	27,007.46	58
5-20-5750	CASH OVER/SHORT	--	--	20.00	20.00	0
5-20-5760	BAD DEBT EXPENSE	25,000	--	--	25,000.00	0
5-20-5770	GRESHAM UTILITY TAX	415,000	129,051.13	226,211.99	188,788.01	55
5-20-5780	PORTLAND UTILITY TAX	190,000	33,214.15	101,722.84	88,277.16	54
5-20-5790	FAIRVIEW UTILITY TAX	13,600	4,432.95	7,377.24	6,222.76	54
5-20-5800	CUSTOMER ASSISTANCE	60,000	3,027.65	15,360.55	44,639.45	26
5-20-5810	NON-REIMBURSED LIABILITY	--	--	--	--	0
5-20-5820	TAXES & ASSESSMENTS	3,100	--	6,932.81	3,832.81	224
5-20-7050	PAYMENTS ON FINANCING	--	--	--	--	0
5-20-7070	INTEREST EXPENSE	--	--	--	--	0
	MATERIAL & SERVICES	5,143,998	503,809.15	2,673,418.54	2,470,579.46	52
5-40-6010	WATER SYSTEM	1,153,920	40,366.72	272,214.15	881,705.85	24
5-40-6015	CRW CAPACITY	--	--	--	--	0
5-40-6020	METERS	65,000	1,020.00	29,067.33	35,932.67	45
5-40-6030	METER UPGRADES	50,000	--	6,979.91	43,020.09	14
5-40-6110	METER EQUIPMENT	27,000	--	3,398.71	23,601.29	13
5-40-6120	SHOP EQUIPMENT	5,000	--	--	5,000.00	0
5-40-6130	AUTOMOTIVE EQUIPMENT	201,277	41,592.98	198,501.11	2,775.89	99
5-40-6140	COMPUTER/OFFICE EQUIP	94,850	6,378.94	46,650.98	48,199.02	49
5-40-6210	BUILDINGS	39,662	--	20,000.00	19,662.00	50
5-40-6220	LAND	500,000	--	--	500,000.00	0
	CAPITAL OUTLAY	2,136,709	89,358.64	576,812.19	1,559,896.81	27
5-60-5810	NON-REIMBURSED LIABILITY	--	--	--	--	0
5-60-7110	TRANSFER TO OTHER FUND	3,017,291	421,361.25	421,361.25	2,595,929.75	14
	TRANSFERS	3,017,291	421,361.25	421,361.25	2,595,929.75	14
5-70-7210	CONTINGENCY	1,400,000	--	--	1,400,000.00	0
	CONTINGENCY	1,400,000	--	--	1,400,000.00	0
5-90-8010	UNAPPROP ENDING FUND BAL	5,742,179	--	--	5,742,179.00	0
	ENDING FUND BALANCE	5,742,179	--	--	5,742,179.00	0

FUND-101 GENERAL FUND
DEPT-100 FUND ACTIVITIES

1/01/22 THRU 1/31/22

ACCOUNT	DESC	BUDGET	MONTH-TO-DATE EXPENSE/REV	YEAR TO DATE EXPENSE/REV	UNEMCUMBERED BALANCE	%
	TOTAL PERSONAL SERVICES	3,495,423	267,840.70	1,910,229.30	1,585,193.70	55
	TOTAL MATERIAL & SERV	5,143,998	503,809.15	2,673,418.54	2,470,579.46	52
	TOTAL CAPITAL OUTLAY	2,136,709	89,358.64	576,812.19	1,559,896.81	27
	TOTAL ALL OTHER	10,159,470	421,361.25	421,361.25	9,738,108.75	4
T O T A L DEPT 100	E X P E N D I T U R E	20,935,600	1,282,369.74	5,581,821.28	15,353,778.72	27
T O T A L FUND 101	R E V E N U E	20,935,600	718,738.93	16,603,815.32	4,331,784.68	79
	FUND PERSONAL SERVICES	3,495,423	267,840.70	1,910,229.30	1,585,193.70	55
	FUND MATERIAL & SERV	5,143,998	503,809.15	2,673,418.54	2,470,579.46	52
	FUND CAPITAL OUTLAY	2,136,709	89,358.64	576,812.19	1,559,896.81	27
	FUND ALL OTHER	10,159,470	421,361.25	421,361.25	9,738,108.75	4
T O T A L FUND 101	E X P E N D I T U R E	20,935,600	1,282,369.74	5,581,821.28	15,353,778.72	27
	FUND PRIOR BALANCE	11,585,624.85				
	NET FUND BALANCE	11,021,994.04				

ACCOUNT	DESC	BUDGET	MONTH-TO-DATE EXPENSE/REV	YEAR TO DATE EXPENSE/REV	UNEMCUMBERED BALANCE	%
R E V E N U E S						
3-01-0101	BEGINNING FUND BALANCE	696,263	--	853,220.32	156,957.32-	123
	REVENUE ACCOUNTS	696,263		853,220.32	156,957.32-	123
3-40-4500	SYSTEM DEVELOPMENT FEES	200,000	--	141,138.20	58,861.80	71
	CHARGES FOR SERVICES	200,000		141,138.20	58,861.80	71
3-50-5100	INTEREST INCOME	10,000	610.84	4,539.02	5,460.98	45
	INVESTMENT INCOME	10,000	610.84	4,539.02	5,460.98	45
T O T A L DEPT 100 R E V E N U E		906,263	610.84	998,897.54	92,634.54-	110
E X P E N S E S						
5-60-7110	TRANSFER TO OTHER FUND	300,000	--	--	300,000.00	0
	TRANSFERS	300,000			300,000.00	0
5-90-8010	UNAPPROP ENDING FUND BAL	606,263	--	--	606,263.00	0
	ENDING FUND BALANCE	606,263			606,263.00	0
	TOTAL PERSONAL SERVICES					0
	TOTAL MATERIAL & SERV					0
	TOTAL CAPITAL OUTLAY					0
	TOTAL ALL OTHER	906,263			906,263.00	0
T O T A L DEPT 100 E X P E N D I T U R E		906,263			906,263.00	0
T O T A L FUND 201 R E V E N U E		906,263	610.84	998,897.54	92,634.54-	110
	FUND PERSONAL SERVICES					0
	FUND MATERIAL & SERV					0
	FUND CAPITAL OUTLAY					0
	FUND ALL OTHER	906,263			906,263.00	0
T O T A L FUND 201 E X P E N D I T U R E		906,263			906,263.00	0
	FUND PRIOR BALANCE	998,286.70				
	NET FUND BALANCE	998,897.54				

ACCOUNT	DESC	BUDGET	MONTH-TO-DATE EXPENSE/REV	YEAR TO DATE EXPENSE/REV	UNEMCUMBERED BALANCE	%
R E V E N U E S						
3-01-0101	BEGINNING FUND BALANCE	179,446	--	231,274.77	51,828.77-	129
	REVENUE ACCOUNTS	179,446		231,274.77	51,828.77-	129
3-40-4500	SYSTEM DEVELOPMENT FEES	60,000	--	42,159.80	17,840.20	70
	CHARGES FOR SERVICES	60,000		42,159.80	17,840.20	70
3-50-5100	INTEREST INCOME	1,200	105.24	756.11	443.89	63
	INVESTMENT INCOME	1,200	105.24	756.11	443.89	63
T O T A L DEPT 100 R E V E N U E		240,646	105.24	274,190.68	33,544.68-	114
E X P E N S E S						
5-60-7110	TRANSFER TO OTHER FUND TRANSFERS	--	--	--	--	0 0
5-90-8010	UNAPPROP ENDING FUND BAL	240,646	--	--	240,646.00	0
	ENDING FUND BALANCE	240,646			240,646.00	0
	TOTAL PERSONAL SERVICES					0
	TOTAL MATERIAL & SERV					0
	TOTAL CAPITAL OUTLAY					0
	TOTAL ALL OTHER	240,646			240,646.00	0
T O T A L DEPT 100 E X P E N D I T U R E		240,646			240,646.00	0
T O T A L FUND 202 R E V E N U E		240,646	105.24	274,190.68	33,544.68-	114
	FUND PERSONAL SERVICES					0
	FUND MATERIAL & SERV					0
	FUND CAPITAL OUTLAY					0
	FUND ALL OTHER	240,646			240,646.00	0
T O T A L FUND 202 E X P E N D I T U R E		240,646			240,646.00	0
	FUND PRIOR BALANCE	274,085.44				
	NET FUND BALANCE	274,190.68				

2/11/22 4:40 PM RWDANIEL		ROCKWOOD WATER P.U.D. REVENUE/EXPENDITURE REPORT				PAGE 7 G11831 G11 3 S
FUND-301 DEBT RESERVE FUND DEPT-100 FUND ACTIVITIES		1/01/22 THRU 1/31/22				
ACCOUNT	DESC	BUDGET	MONTH-TO-DATE EXPENSE/REV	YEAR TO DATE EXPENSE/REV	UNEMCUMBERED BALANCE	%
R E V E N U E S						
3-01-0101	BEGINNING FUND BALANCE	559,830	--	553,752.91	6,077.09	99
	REVENUE ACCOUNTS	559,830		553,752.91	6,077.09	99
3-40-4500	SYSTEM DEVELOPMENT FEES	--	--	--	--	0
	CHARGES FOR SERVICES					0
3-50-5100	INTEREST INCOME	6,000	212.19	1,647.78	4,352.22	27
	INVESTMENT INCOME	6,000	212.19	1,647.78	4,352.22	27
3-90-9200	INTERFUND TRANSFERS	2,817,291	321,361.25	321,361.25	2,495,929.75	11
3-90-9400	FINANCING PROCEEDS	--	--	--	--	0
	OTHER FINANCING SOURCES	2,817,291	321,361.25	321,361.25	2,495,929.75	11
T O T A L DEPT 100 R E V E N U E		3,383,121	321,573.44	876,761.94	2,506,359.06	26
E X P E N S E S						
5-60-7110	TRANS TO DEBT SERV FUND	1,687,871	321,361.25	321,361.25	1,366,509.75	19
	TRANSFERS	1,687,871	321,361.25	321,361.25	1,366,509.75	19
5-90-8010	ENDING FUND BALANCE	1,695,250	--	--	1,695,250.00	0
	ENDING FUND BALANCE	1,695,250			1,695,250.00	0
	TOTAL PERSONAL SERVICES					0
	TOTAL MATERIAL & SERV					0
	TOTAL CAPITAL OUTLAY					0
	TOTAL ALL OTHER	3,383,121	321,361.25	321,361.25	3,061,759.75	9
T O T A L DEPT 100 E X P E N D I T U R E		3,383,121	321,361.25	321,361.25	3,061,759.75	9
T O T A L FUND 301 R E V E N U E		3,383,121	321,573.44	876,761.94	2,506,359.06	26
	FUND PERSONAL SERVICES					0
	FUND MATERIAL & SERV					0
	FUND CAPITAL OUTLAY					0
	FUND ALL OTHER	3,383,121	321,361.25	321,361.25	3,061,759.75	9
T O T A L FUND 301 E X P E N D I T U R E		3,383,121	321,361.25	321,361.25	3,061,759.75	9
	FUND PRIOR BALANCE	555,188.50				
	NET FUND BALANCE	555,400.69				

FUND-401 DEBT SERVICE FUND
DEPT-100 FUND ACTIVITIES

1/01/22 THRU 1/31/22

ACCOUNT	DESC	BUDGET	MONTH-TO-DATE EXPENSE/REV	YEAR TO DATE EXPENSE/REV	UNEMCUMBERED BALANCE	%
R E V E N U E S						
3-01-0101	REVENUE ACCOUNTS	--	--	--	--	0
3-50-5100	INTEREST INCOME INVESTMENT INCOME	--	--	--	--	0
3-90-9200	INTERFUND TRANSFERS	1,687,871	321,361.25	321,361.25	1,366,509.75	19
3-90-9400	FINANCING PROCEEDS	--	--	--	--	0
	OTHER FINANCING SOURCES	1,687,871	321,361.25	321,361.25	1,366,509.75	19
T O T A L DEPT 100	R E V E N U E	1,687,871	321,361.25	321,361.25	1,366,509.75	19
E X P E N S E S						
5-20-7040	ADMINISTRATION FEES MATERIAL & SERVICES	--	--	--	--	0
5-50-7050	PAYMENTS ON FINANCING	1,046,480	--	--	1,046,480.00	0
5-50-7070	INTEREST EXPENSE	641,391	--	321,361.25	320,029.75	50
	DEBT SERVICE	1,687,871		321,361.25	1,366,509.75	19
	TOTAL PERSONAL SERVICES					0
	TOTAL MATERIAL & SERV					0
	TOTAL CAPITAL OUTLAY					0
	TOTAL ALL OTHER	1,687,871		321,361.25	1,366,509.75	19
T O T A L DEPT 100	E X P E N D I T U R E	1,687,871		321,361.25	1,366,509.75	19
T O T A L FUND 401	R E V E N U E	1,687,871	321,361.25	321,361.25	1,366,509.75	19
	FUND PERSONAL SERVICES					0
	FUND MATERIAL & SERV					0
	FUND CAPITAL OUTLAY					0
	FUND ALL OTHER	1,687,871		321,361.25	1,366,509.75	19
T O T A L FUND 401	E X P E N D I T U R E	1,687,871		321,361.25	1,366,509.75	19
	FUND PRIOR BALANCE	321,361.25-				
	NET FUND BALANCE					

ACCOUNT	DESC	BUDGET	MONTH-TO-DATE EXPENSE/REV	YEAR TO DATE EXPENSE/REV	UNEMCUMBERED BALANCE	%
R E V E N U E S						
3-01-0101	BEGINNING FUND BALANCE	362,369	--	74,795.92	287,573.08	21
	REVENUE ACCOUNTS	362,369		74,795.92	287,573.08	21
3-50-5100	INTEREST INCOME	3,000	--	--	3,000.00	0
	INVESTMENT INCOME	3,000			3,000.00	0
3-90-9200	INTERFUND TRANSFERS	200,000	100,000.00	100,000.00	100,000.00	50
3-90-9400	CITY OF GRESHAM	200,000	--	100,000.00	100,000.00	50
	OTHER FINANCING SOURCES	400,000	100,000.00	200,000.00	200,000.00	50
T O T A L DEPT 100	R E V E N U E	765,369	100,000.00	274,795.92	490,573.08	36
E X P E N S E S						
5-20-5530	EQUIPMENT MAINTENANCE	10,000	--	--	10,000.00	0
5-20-5610	OPERATING SUPPLIES	30,000	3,346.57	22,465.61	7,534.39	75
5-20-5615	WELLHEAD PROTECTION	70,000	--	70,000.00	--	100
5-20-5620	TESTING	5,000	--	351.44	4,648.56	7
5-20-5630	RESERVOIR MAINTENANCE	5,000	--	6,958.14	1,958.14	139
5-20-5670	PUMPING	200,000	12,562.07	173,031.23	26,968.77	87
	MATERIAL & SERVICES	320,000	15,908.64	272,806.42	47,193.58	85
5-50-7070	INTEREST EXPENSE	--	--	--	--	0
	DEBT SERVICE					0
5-60-7110	TRANSFER TO OTHER FUND	65,000	--	--	65,000.00	0
	TRANSFERS	65,000			65,000.00	0
5-90-8010	ENDING FUND BALANCE	380,369	--	--	380,369.00	0
	ENDING FUND BALANCE	380,369			380,369.00	0
	TOTAL PERSONAL SERVICES					0
	TOTAL MATERIAL & SERV	320,000	15,908.64	272,806.42	47,193.58	85
	TOTAL CAPITAL OUTLAY					0
	TOTAL ALL OTHER	445,369			445,369.00	0
T O T A L DEPT 100	E X P E N D I T U R E	765,369	15,908.64	272,806.42	492,562.58	36
T O T A L FUND 501	R E V E N U E	765,369	100,000.00	274,795.92	490,573.08	36
	FUND PERSONAL SERVICES					0
	FUND MATERIAL & SERV	320,000	15,908.64	272,806.42	47,193.58	85
	FUND CAPITAL OUTLAY					0
	FUND ALL OTHER	445,369			445,369.00	0
T O T A L FUND 501	E X P E N D I T U R E	765,369	15,908.64	272,806.42	492,562.58	36
	FUND PRIOR BALANCE	82,101.86				
	NET FUND BALANCE	1,989.50				

ACCOUNT	DESC	BUDGET	MONTH-TO-DATE EXPENSE/REV	YEAR TO DATE EXPENSE/REV	UNEMCUMBERED BALANCE	%
R E V E N U E S						
3-01-0101	BEGINNIING FUND BALANCE	16,298,000	--	18,491,356.60	2,193,356.60-	113
	REVENUE ACCOUNTS	16,298,000		18,491,356.60	2,193,356.60-	113
3-50-5100	INTEREST INCOME	--	--	--	--	0
	INVESTMENT INCOME					0
3-90-9200	INTERFUND TRANSFERS	--	--	--	--	0
3-90-9400	FINANCING PROCEEDS	8,711,644	--	1,238,136.10	7,473,507.90	14
3-90-9600	BOND PROCEEDS	--	--	--	--	0
3-90-9650	WIFIA LOAN PROCEEDS	5,000,000	--	--	5,000,000.00	0
	OTHER FINANCING SOURCES	13,711,644		1,238,136.10	12,473,507.90	9
T O T A L DEPT 100 R E V E N U E		30,009,644		19,729,492.70	10,280,151.30	66
E X P E N S E S						
5-20-5110	CONTRACT SERVICES	200,000	11,223.20	117,490.41	82,509.59	59
5-20-5120	ENGINEERING SERVICES	3,344,000	84,100.11	575,827.32	2,768,172.68	17
	MATERIAL & SERVICES	3,544,000	95,323.31	693,317.73	2,850,682.27	20
5-40-6035	GROUNDWATER CONSTRUCTION	20,994,500	864,648.17	3,556,063.27	17,438,436.73	17
5-40-6220	PROPERTY RELATED TO GW	--	--	--	--	0
	CAPITAL OUTLAY	20,994,500	864,648.17	3,556,063.27	17,438,436.73	17
5-60-7110	TRANSFER TO OTHER FUND	--	--	--	--	0
	TRANSFERS					0
5-90-8010	ENDING FUND BALANCE	5,471,144	--	--	5,471,144.00	0
	ENDING FUND BALANCE	5,471,144			5,471,144.00	0
	TOTAL PERSONAL SERVICES					0
	TOTAL MATERIAL & SERV	3,544,000	95,323.31	693,317.73	2,850,682.27	20
	TOTAL CAPITAL OUTLAY	20,994,500	864,648.17	3,556,063.27	17,438,436.73	17
	TOTAL ALL OTHER	5,471,144			5,471,144.00	0
T O T A L DEPT 100 E X P E N D I T U R E		30,009,644	959,971.48	4,249,381.00	25,760,263.00	14
T O T A L FUND 601 R E V E N U E		30,009,644		19,729,492.70	10,280,151.30	66
	FUND PERSONAL SERVICES					0
	FUND MATERIAL & SERV	3,544,000	95,323.31	693,317.73	2,850,682.27	20
	FUND CAPITAL OUTLAY	20,994,500	864,648.17	3,556,063.27	17,438,436.73	17
	FUND ALL OTHER	5,471,144			5,471,144.00	0
T O T A L FUND 601 E X P E N D I T U R E		30,009,644	959,971.48	4,249,381.00	25,760,263.00	14
	FUND PRIOR BALANCE	16,440,083.18				
	NET FUND BALANCE	15,480,111.70				
	GRAND TOTAL REVENUE	57,928,514	1,462,389.70	39,079,315.35	18,849,198.65	67
	TOTAL PERSONAL SERVICES	3,495,423	267,840.70	1,910,229.30	1,585,193.70	55
	TOTAL MATERIAL & SERV	9,007,998	615,041.10	3,639,542.69	5,368,455.31	40

2/11/22
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RWDANIEL
FUND-601 GW CONSTRUCTION FUND
DEPT-100 FUND ACTIVITIES

ROCKWOOD WATER P.U.D.
REVENUE/EXPENDITURE REPORT
1/01/22 THRU 1/31/22

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ACCOUNT	DESC	BUDGET	MONTH-TO-DATE EXPENSE/REV	YEAR TO DATE EXPENSE/REV	UNEMCUMBERED BALANCE	%
	TOTAL CAPITAL OUTLAY	23,131,209	954,006.81	4,132,875.46	18,998,333.54	18
	TOTAL ALL OTHER	22,293,884	742,722.50	1,064,083.75	21,229,800.25	5
	GRAND TOTAL EXPENDITURE	57,928,514	2,579,611.11	10,746,731.20	47,181,782.80	19
	PRIOR BALANCE	29,449,805.56				
	NET FUND BALANCE	28,332,584.15				



Rockwood Water
People's Utility District

19601 NE Halsey Street
Portland, OR 97230-7430
503-665-4179 - Phone
503-667-5108 - Fax
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MEMORANDUM

To: Board of Directors

From: Kari Duncan, General Manager

Date: February 16 2022

Re: Memorandum of Understanding for Cascade Groundwater Alliance GDMP Package 6

In October of 2020, The Rockwood Water People's Utility District and the City of Gresham entered into Intergovernmental Agreement (IGA) 5794 (Gresham Contract No. 310774) for the Implementation of the 2020 Groundwater Development Master Plan (GDMP) and the Construction and Operation of Joint and Independently Owned Groundwater Supply Systems. That IGA provided staff direction to move forward with procuring contracts for the Design and Construction of the 9 packages that are outlined in the GDMP and for Gresham and Rockwood to split the expense of this work.

In September of 2021, a Memorandum of Understanding (MOU) for package 1 was implemented. Package 6 MOU enclosed is similar in form to the package 1 MOU, however the Board should note that unlike package 1, the City of Gresham is managing the contracts for Package 6 and Rockwood will submit payment to Gresham for Rockwood's share of the package 6 work, which includes the design and construction the well house and pump station for Cascade Well #9 located at Kirk Park, as well as the drilling for Well # 6 located at 223rd and Stark. It is the intent of Rockwood and Gresham staff to implement additional MOU's for the remaining packages, in alignment with the Board and Council approved IGA 5794.

Memorandum of Understanding
Cascade Groundwater Alliance
Groundwater Development Project Package #6
and Drilling of Cascade Well No. 6

1. Pursuant to the Groundwater Development Master Plan (GDMP) Intergovernmental Agreement (City of Gresham contract no.310774), the City of Gresham (the "City") and the Rockwood Water People's Utility District ("RWPUD") wish to design and construct Package #6 identified in the Groundwater Development Master Plan (GDMP). Additionally, the parties wish to drill and develop Cascade well no. 6.
 - a. Time is of the Essence. Pursuant to Section 24 of the Groundwater Development Master Plan IGA, a material consideration of the Parties entering into the GDMP IGA is that Parties will make all payments as and when due and will perform all other obligations under the GDMP IGA in a timely manner.
2. Scope of work –
Package #6
 - Design and Construction of the Cascade Well #9 wellhouse and raw water transmission piping.
Cascade Well No. 6
 - Design and Construction in support of drilling and development of an anticipated 4 MGD well.
3. Roles and Responsibilities – The City shall design and construct the facilities outlined in the scope of work. The City shall allow RWPUD input into the design and construction of the facilities, but all decisions regarding design and construction shall be made by the City.
4. Estimated Cost – The following estimated costs will be shared between RWPUD and the City based on the cost share outlined in the Groundwater Development Master Plan (GDMP) and the Groundwater Development Master Plan IGA (GDMP IGA.).
Package #6
 - a. EA&P, Program Admin, and Const. Management total \$ 835,517
 - b. Well House Construction estimate \$ 2,510,000
 - c. Transmission Main Construction estimate \$ 1,890,000

d. Special Inspections estimate \$25,000

e. Permits estimate \$ 35,000

Cascade Well No. 6

a. Well Design and Construction Management estimate \$ 450,000

b. Well Drilling and Development Construction estimate \$ 1,200,000

5. Design and construction considerations –

The design and construction shall meet all the federal WIFIA requirements

6. Invoice Payment Timeline (The invoice must be paid within 30 days of issuance)

7. Invoice frequency: Contractor and Engineer invoices may be issued after the City pays them. Other invoices for miscellaneous costs appropriately attributed to the GDMP will be compiled and issued monthly. Each of the above invoices may be delivered separately during the month.

8. Late Fees: 1.5% on remaining balance.

9. Supporting documentation: All contractor charges that are included in the invoice issued by the City must have supporting documentation attached that in total account for the full amount in the invoice. A description of any unusual circumstances or missing invoices will be provided.

10. Prior approval; The City will email RWPUD copies of the General Contractor and Engineer invoices for review one week prior to including them in an invoice. RWPUD will have one week to respond with questions or comments, and no response within one week of receipt will be considered consent to include the charges in an invoice packet.

11. Invoices that are not from the General Contractor or Engineer are not subject to prior review but must be included in the final invoice package to RWPUD. Examples of this type of invoice may include dump fees, or miscellaneous parts and materials provided by the City specifically for the shared project.

12. If a charge included in an invoice package from the City is disputed, RWPUD will immediately contact the City to discuss the charges and reason for the dispute and pay the non-disputed portion. If notice is provided, the City will not charge a late fee for the disputed portion of the invoice. As soon as the dispute is resolved RWPUD will initiate payment on the original or revised charges.

13. Dispute resolution -In the event of a disputed charge, the following methods will be used to resolve the dispute:

- a. Technical staff (Engineers/Accountant) will discuss the reason for the disputed charge and share appropriate documentation (invoices, work orders, construction documents, expense summaries etc...) in a best effort to resolve the dispute.
- b. If the dispute cannot be resolved through 13.a, the Rockwood General Manager and the Gresham Water Resources Engineering Manager will be consulted and will attempt to resolve by reviewing receipts, invoices work and payment records etc. for resolution.
- c. If the dispute cannot be resolved through 13.b, the dispute resolution process shall be followed per IGA 310774, Dispute resolution process #28, page 8 lists Arbitration for controversy's, dispute or claims.

City of Gresham

Signature: _____



Digitally signed by Steve Fancher
DN: cn=Steve Fancher, o=City of Gresham,
ou=Department of Environmental Services,
email=steve.fancher@greshamoregon.gov, c=US
Date: 2022.02.04 09:55:34 -0800

Print Name: _____

Steve Fancher

Title: _____

Assistant City Manager

Date: _____

February 4, 2022

Rockwood Water People's Utility District

Signature: _____



Print Name: _____

Kari J. Duncan

Title: _____

General Manager

Date: _____

February 4, 2022



Rockwood Water
People's Utility District

19601 NE Halsey Street
Portland, OR 97230-7430
503-665-4179 - Phone
503-667-5108 - Fax
www.rwpud.org

MEMORANDUM

To: Board of Directors

From: Kari Duncan, General Manager

Date: February 16, 2022

Re: Oregon Health Authority and OSHA Mask Rule Changes March 2022

On February 7th, 2022, the Oregon Health Authority announced its plans to lift indoor mask requirements for schools and most public buildings no later than March 31st, 2022. This plan is based on health scientists' projections for declining community transmission and, most importantly, a projection for declining hospitalization. The Oregon Occupational Safety and Health Administration (OSHA) has also indicated that it would adopt the same masking policies announced by OHA and lift its indoor mask requirements for businesses. The mask requirements for healthcare settings are not expected to be lifted under OAR 333-019-1011.

Some news reports also indicate that the Center for Disease Control (CDC) may also soon lift or loosen its federal indoor masking guidelines.

It is staff recommendation that the District follow the OHA and OSHA actions and mirror the mask requirements when and if they change. However, the safety and health of District employees and visitors, in particular any vulnerable populations, is of great importance to the well-being of the District and consideration also must be given to allow those who are vulnerable to continue to work in a safe workplace setting. Per the Pandemic Guidelines, it is recommended that the District continue to make available personal protective equipment including medical masks, and N95 or KN 95 masks to employees and that all other OSHA and OHA safety policies that include workplace hazard identification, sanitation and cleaning, HVAC maintenance and proper air filters continue. There is also some accommodation for remote work capabilities in the OSHA rule that requires the employer to strive to find remote work for staff if they need to quarantine due to a positive COVID-19 test or exposure. If positions are set up to work remotely, it is recommended that this continue to be an option for staff if the direct supervisor can accommodate the remote work.

Note that most positions at the District, such as customer service and operations, include a majority of duties that do not allow remote work. For these employees, it may only be possible to identify appropriate remote work assignments on rare occasions, such as when required training can be conducted online.



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MEMORANDUM

To: All Employees of Rockwood Water People's Utility District

From: Kari Duncan, General Manager

Date: February 16, 2022

Re: Updated Covid-19 Protocols in response to Oregon Health Authority Mask Mandate change on or before March 31st, 2022

The Oregon Health Authority announced on February 7th, 2022 that it plans to lift the mask and face covering requirement for indoor public spaces, with the exception of healthcare settings, on or before March 31st, 2022. Oregon OSHA has indicated it will also adopt the OHA changes to its rule. The changes to the safety protocols will be effective on March 31st, 2022, or on the date that OHA implements the change.

OHA Press Release February 7, 2022

<https://content.govdelivery.com/accounts/ORDHS/bulletins/3098e7d>

OHA Mask Recommendations and Requirements

<https://govstatus.egov.com/or-oha-face-coverings>

If you were exposed to someone with COVID-19 (Quarantine)

Who

What should I do?

If you

- Have had your booster shot, OR;
- Completed the primary series of Pfizer or Moderna vaccine within the last 6 months, OR;
- Received the J&J vaccine within the last two months;
- Had confirmed Covid-19 within the past 90 days (you tested positive using a viral test, either a home rapid test or laboratory test)

1. Wear a [well-fitting mask\(link is external\)](#) around others for 10 days after exposure
2. Get tested on day 5, if possible. [If you test positive»](#)

If you develop symptoms at any time, stay home. Get tested if you are able.

If you

- Completed the primary series of Pfizer or Moderna vaccine more than 6 months ago and have not had your booster shot, OR;
- Received the J&J vaccine over 2 months ago and have not had your booster shot, OR;
- Are unvaccinated:

1. Stay home for 5 days after exposure
2. After that, continue to wear a [well-fitting mask\(link is external\)](#) for 5 more days
3. If you can't quarantine, you must wear a mask around others for 10 days
4. Get tested on day 5, if possible. [If you test positive»](#)

If you develop symptoms at any time, stay home. Get tested if you are able.

If you test positive for COVID-19 or have symptoms (Isolate)

Who

What should I do?

Everyone -- regardless of
vaccination status.

1. Stay home and away from others for at least 5 days.
2. If you have no symptoms or your symptoms are going away after 5 days, you can leave your house (including returning to work).
3. If you have a fever, continue to stay home until your fever goes away without fever-reducing medicine.
4. Even while not at work continue to wear a mask around others for 5 more days.

Symptoms of COVID-19

- Employees follow the procedures above for “symptoms” if they have any of the following **new** symptoms:
 - Fever or chills
 - Cough
 - Loss of taste or smell
 - Headache
 - Shortness of breath
 - Fatigue
 - Muscle/ body aches
 - Sore throat
 - Congestion/runny nose
 - Nausea/ vomiting /diarrhea
- Inform your supervisor immediately if you have symptoms, if you test positive or are informed of a close contact. Note that chronic symptoms that are related to a preexisting condition are not considered “new symptoms” however any change or worsening of a chronic symptom should be investigated to confirm that it is not due to COVID-19.

Mask Requirements for All Employees and Visitors

- Per OAR 333-019-1025 update announced on February 7 2022, masks will no longer be required in indoor or outdoor public areas. Masks will not be required in the District indoor or outdoor facilities as of March 31st 2022, or earlier per OHA rule change.
- Masks or face coverings are an effective way to prevent transmission of COVID-19 and other illnesses such as cold and flu. District staff and visitors will continue to be provided face coverings, and may choose to wear them voluntarily during all work activities unless required to remove a face covering briefly for identification purposes.
- Masks will be required per the quarantine and isolation guidelines above, if an individual has had a close contact or if an individual has recently tested positive and meets the requirements above.

Sanitation and Cleaning

- Wash your hands often with soap and water for at least 20 seconds. Use hand sanitizer with at least 60% alcohol if soap and water are not available.
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow. Throw used tissues in the trash and immediately wash hands with soap and water for at least 20 seconds. If soap and water are not available, use hand sanitizer containing at least 60% alcohol.
- Wipe down your work areas and surfaces (including telephones) with disinfectant cloths.
- Avoid using other employees’ phones, desks, offices, or other work tools and equipment, when possible. If necessary, clean and disinfect them before and after use.

DRAFT

If you have any questions about these Covid-19 policies and procedures, please do not hesitate to contact me directly.

References:

State of Oregon Indoor Mask Requirement OAR 333-019-1025

<https://secure.sos.state.or.us/oard/viewSingleRule.action?ruleVrsnRsn=283859>

Multnomah County Covid-19 Isolation and Quarantine Guidance January 7, 2022

<https://www.multco.us/novel-coronavirus-covid-19/covid-19-after-you-get-tested>

Oregon OSHA Rule Addressing COVID-19 Workplace Risks:

<https://osha.oregon.gov/OSHArules/adopted/2021/ao14-2021-text-COVID-19-allworkplaces.pdf>

cc: Ross Kiley, AFSCME (by email)