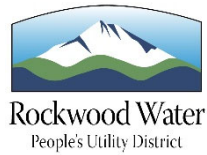


**PRESIDENT**, Tom Lewis  
**VICE PRESIDENT**, Kathy Zimmerman  
**SECRETARY**, Colby Riley



**TREASURER**, Larry Dixon  
**DIRECTOR**, Steve Okazaki  
**GENERAL MANAGER**, Kari Duncan

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

**December 15, 2021**

**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/83520243177?pwd=YWpOYVBkamZ3ZnlxQnErbCsrZkVBQT09>**

**Passcode: 681612**

**Or Phone: +1 253 215 8782**

**Webinar ID: 835 2024 3177**

**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 - November 30, 2021
3. Approval of Minutes - November 17, 2021 Regular Board Meeting - Action
4. Approval of Bills - SA Zimmerman - Action
5. Public Comment on Non-Agenda Items
6. Outside Audit Report and Management Response - Presentation - Pauly Rogers and Co., PC - Review/Discussion/Action
7. WIFIA Loan Update - GM Duncan/Discussion
8. Set January Board Meeting Date (Per Policy Series 1000, Article 4.0, Section 4.1) Fourth Wednesday in January is the 26th - Action
9. In-Person Board Meetings - GM Duncan - Discussion
10. For the Good of the Order

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.

11. Executive Session ORS 192.660 (2)
  - (d) To conduct deliberations with persons designated by the governing body to carry on labor negotiations.
  - (a) To consider the employment of a public officer, employee, staff member or individual agent.
12. Next Meeting - To be announced. - 6:00 p.m.
13. Adjournment



**Rockwood Water**  
People's Utility District

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## MEMORANDUM

To: Board of Directors

From: Kari Duncan, General Manager

Date: December 6, 2021

Re: General Manager's Report – December 15th, 2021 Board Meeting

1. Production, project, financial, fiduciary, engineering and government affairs reports have been completed by staff and are provided.
2. Holiday Lunch! The District is looking forward to celebrating an annual holiday lunch this year in place of the potluck! Due to safety considerations, the annual meeting and drawings will take place from 11:30-12:00, followed by the distribution of pre-packaged lunches from Famous Dave's BBQ that staff can eat at tables in the shop or spread out to enjoy in the lunchroom or other location. We will have space available in the Board Room for Board members to eat if they prefer as well.
3. Package 1 Construction of Cascade Reservoir #2 has been moving forward steadily. The first-floor slab pour for the reservoir occurred on December 2<sup>nd</sup> and the next pour is scheduled for the week of December 20<sup>th</sup>. It is critical to have dry conditions for the floor pour, so scheduling at this time of year is challenging but, fortunately, conditions on December 2<sup>nd</sup> were good.
4. Package 1 Pipeline Construction and Well #7 is also making good progress. The contractor has had traffic control and a detour on NE 201<sup>st</sup> Avenue to facilitate rapid installation of the waterline. Despite the impact on traffic, Rockwood and Gresham have not received many calls about the project, indicating the process is going smoothly, and the impacts are manageable.
5. WIFIA application: Rockwood staff have worked with the EPA Underwriter to provide Environmental Review documentation about the GDMP, share refined cost information and review options for the loan agreement and repayment schedule. On Friday, December 3, the District received a draft loan agreement from the EPA, which is now under review by our Bond and Loan Council Orrick and Municipal Advisor. WIFIA offers an option for a Program contingency on the loan, in the event costs are higher than projected. The District and Gresham are considering requesting a 5% contingency. If requested, but not used, these are funds that do not become part of the loan.
6. COVID-19 safety measures remain in place, complying with the current State and County requirements for all individuals to wear masks while in indoor public spaces, and in outdoor spaces that are crowded. The Federal Occupational Health and Safety Administration (OSHA) temporary rule released on November 5<sup>th</sup> is currently under appeal and is on hold. In November, the Oregon Health Authority lifted the outdoor mask mandate; however, the

indoor mask requirement is still in place, so all District staff are required to wear a mask while in an indoor public area at the District. Vaccinations are a critical tool in maintaining workplace safety and employees are strongly encouraged to get vaccinated and get a booster if applicable.

Thank you for reviewing the material in the Board packet and please contact me if you have any questions. I look forward to seeing everyone over Zoom November 17th.



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## MEMORANDUM

To: Board of Directors

From: Andy Crocker, District Superintendent

Date: December 8, 2021

Re: Operations Update

Crews installed three new services, one fire service, responded to two emergency repairs and six hydrant repairs. We continue the neighborhood pipe project and roughly a half of the mainline has been installed. Crews have pulled off for a couple weeks to address smaller installations and maintenance items. We will return to the pipe project next week and, hopefully, be finished with the main line installation before Christmas. We are planning on a 125' main replacement of some undersized 4" cast iron pipe. It's leak season and as you could guess they mostly happen during bad weather on weekends or after hours. I want to thank our staff for working diligently to get them addressed. We had six new service installations paid for and project plans continue to come in for review.

After a long thorough recruitment process the District has selected Kristopher Stanley and Nick Henry to fill the open utility worker positions. We welcomed Kristopher and Nick to our team in November, congratulations to you both!

Operations staff is continuing preventive maintenance on control valves as well as inspection and verification of operation. Addressing maintenance issues with the groundwater system, a planned replacement of a section of pipe was completed. This pipe section is a short piece that houses our sodium hypochlorite injection wick and had developed some severe corrosion. Staff have been proactively addressing water quality flushing in a few identified areas; full distribution flushing program will start in a few months.

Demand for November was steady from October; our average daily demand in November was 6.32 compared to the 6.39 mgd, in October. We continue trending a higher month-to-month comparison for 2021 than 2020, roughly 350,000 gallons a day. Our high peak days have subsided; we only saw a couple days over 6.5 mg in November. The groundwater system is off for the exception of maintenance runs throughout the winter months.

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



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## MEMORANDUM

To: Board of Directors

From: Cathy Middleton, Office Supervisor

Date: December 1, 2021

Re: November Monthly Customer Service Production Report

The meter readers read 6,954 meters this month.

Of the 7,168 bills that were sent out this month, 543 of them were sent via e-mail and 4 were estimated.

We mailed out 1,034 late notices and e-mailed 74 for a total of 1,108.

Of the 612 door hangers that were hung this month, we turned 95 of them off.

Customer assistance was given to 45 customers and we sent 11 customers to collections.

There were 30 maintenance orders done. They consisted of the following:

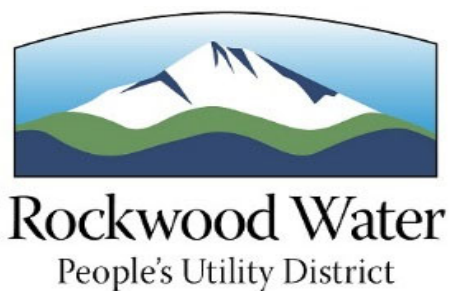
- 17 were to check high usage, verify read, and check if leaking
- 1 was to lock up the meter
- 2 were to check why customers had no water
- 4 were to turn on/off for repairs
- 1 was to pull a meter
- 3 were to locate the meter
- 1 was for low pressure
- 1 was to replace a meter box

There were 2,297 phone calls this month and we had 505 walk-ins this month.

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								34,784
Estimates	6	3	2	6	4								21
Bills	7,119	6,941	7,131	6,997	7,168								35,356
Late Notices	1,102	1,370	1,087	1,379	1,108								6,046
Door Hangers	543	458	548	494	612								2,655
Turn Offs	109	42	118	74	95								438
Final Reads	113	92	92	116	103								516
New Accts	123	103	107	142	117								592
Bill Assistance	26	18	37	41	45								167
Collection Agency	12	-	15	13	11								51
Leak Adjustments	8	14	14	20	23								79
Phone Calls	2,507	2,341	2,320	2,386	2,297								11,851
Walk Ins	336	652	449	474	505								2,416
Work Orders	24	26	39	29	30								148
Misreads	2	8	10	9	19								48
Found On	-	-	1	1	-								2
Meters Pulled	-	-	-	-	1								1



## MEMORANDUM

To: Board of Directors

From: Jeremy Hudson, District Engineer

Date: December 8, 2021

Re: Engineer's Report: December 15, 2021 Board Meeting

The west half of Cascade Reservoir 2 (CR2) was poured on December 2<sup>nd</sup>, for Package 1 of the Groundwater Development Master Plan (GDMP). The contractor is now installing the rebar in the east half and preparing for the pour later this month, weather dependent. Distribution piping in 201<sup>st</sup>/202<sup>nd</sup> began last month and continues. The contractor is waiting to begin the transmission mains until the remainder of the parts arrive. 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 141<sup>st</sup> 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 anticipated 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.

The design and construction projects for this fiscal year are described below. Survey for all projects have been completed and the designs are underway by District staff for ST7/8 and ST14. ST19/ST29 is under construction by District crews. All County Surveyors & Planners has begun designs on ST11, ST20, and ST21. We anticipate advertising these projects this winter.

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

**ST7/ST8** – These projects are located on NE 146<sup>th</sup> Avenue from NE Glisan Street to E Burnside Street and NE Everett Street from NE 146<sup>th</sup> Avenue to the dead-end to the east. These replace 1,460 lf of 8" OD with 8" DI and 312 lf of 4" OD with 6" DI.

**ST14** – This project is located on SE Mill Street from SE 167<sup>th</sup> Avenue to SE 172<sup>nd</sup> Avenue. ST14 replaces 1,326 lf of 4” OD with 6” DI.

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

**ST11** – This project is located on NE 217<sup>th</sup> Avenue from 340 feet south of NE Stark Street to NW 25<sup>th</sup> Street. ST11 replaces 1,172 lf of 8” OD with 12” DI. 340 lf of 12” DI was installed this FY in preparation for two projects within this area.

**ST20** – Located on SE 154<sup>th</sup> Avenue between SE Stark Street and E Burnside Street, this project replaces 1,120 lf of 4” OD with 6” DI lines.

**ST21** - Located on SE 157<sup>th</sup> Avenue between SE Stark Street and E Burnside Street, this project replaces 1,102 lf of 4” OD with 6” DI lines.



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## MEMORANDUM

To: Board of Directors

From: Kerry Aden, Government Affairs Coordinator

Date: November 8, 2021

Re: Government Affairs Activities

### CONSERVATION

- I am looking into producing a Spanish version of our toilet rebate form.

### EDUCATION/OUTREACH

- The Children's Clean Water Festival Planning Committee is discussing activity options since we cannot hold a live festival in 2022. This will more than likely be a virtual event.
- We have completed a Billing webpage for our website with information on billing dates, rates, and customer assistance. This was prompted by a customer request.
- We are working on an outreach piece for Groundwater Treatment and a piece describing our Cascade Groundwater Development packages and construction timelines.

### INFORMATION TECHNOLOGY

- We are working on the following projects:
  - Board room audio/visual equipment replacement fiscal year 21/22 - We have signed an agreement with Tone Proper Audio Visual to perform this work.
  - Computer expansion for field staff and training fiscal year 21/22. This will be included and integrated with the new billing system. Two fiscal year 20/21 repurposed computers are configured for the field Lead Persons. New equipment has been purchased with billing system funds budgeted for last fiscal year. The new equipment has arrived, and I am working with Pavelcomm to set them up.
  - WiFi expansion fiscal year 21/22 - We will be coordinating with Pavelcomm to begin this project this fiscal year. This item was an if needed item but is now required for the Board room audio/visual equipment replacement project.
  - Configuring a laptop for DE Hudson for remote work capability.

## UPCOMING EVENTS/TRAINING OPPORTUNITIES

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

### **2022 SDAO Annual Conference**

Thursday, February 10 - Sunday, February 13, 2022

Graduate Eugene

66 E 6th Ave

Eugene, Oregon 97401

The hotel room block is sold out. There are other hotels in the area 2-6 blocks from the conference venue.

Conference information/registration has been delivered to you with your packet. A virtual option is available. I have to indicate your session options for the registration process, so please fill out the registration form and return it to me if you are planning to attend. SDAO recommends doing this as soon as possible.

### **2022 Pacific Northwest Section/AWWA Conference**

Wednesday, April 27 - Friday, April 29, 2022

Greater Tacoma Convention Center

1500 Commerce Street

Tacoma, Washington 98402

Hotel reservations open January 3, 2022. If you are planning to attend, please let me know as soon as possible, so I can make hotel arrangements.

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. Hotel room reservations are open, and a hotel map has been enclosed with your packet. I hope to have registration forms available soon.

#### Sunday, June 12, 2022

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

#### 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

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

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: December 8, 2021

Re: Finance/Budget Report – November 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 November 2021 (Period 5) showed a **16.7%** increase when compared to Period 5 in November 2020. Water sales are still showing the effects of the very high-water demand over the summer in comparison with FY 2020/2021 and more average water demand this fall. The 10.5% rate adjustment on July 1, 2021 is the other major driver for the higher revenue. The revenue demonstrates that the financial model, to ensure 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 5 is **14.9%** over the same period in 2020/2021 reflecting the impact of the rate increase in July 2021. 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 5 FY2021/2022 is higher than the same period in FY 2020/2021 at **16%**. This is due to several large service installation and subdivision projects.
- Personal Services and Total Operations & Maintenance show a normal use pattern for this time of year, with an overall 32% expended in most of the major budget segments after 42% of the year has been completed. Capital outlay has only utilized 18% of the budget so far, and we expect to ramp up expenditure on the capital projects in the second half of the fiscal year as the GDMP construction contractors complete major benchmarks in the projects.

**FISCAL YEAR 2021-22**
**NOVEMBER, 2021**
**REVENUES**

Category		<b>Budget</b>	<b>November 2021</b>	<b>November 2020</b>	<b>Variance</b>	<b>Year To Date</b>	<b>Projection</b>	<b>Balance of FY 20-21</b>
100.3-01-0101	Beginning Fund Balance	<b>7,646,810</b>						
100.3-10	Water Sales	<b>10,834,000</b>	670,663	605,672	11%	5,226,381	10,953,386	5,727,004
100.3-20	Fees & Special Charges	<b>319,270</b>	30,321	24,914	22%	150,218	354,196	203,977
100.3-40	Charges for Service	<b>450,000</b>	65,147	6,554	894%	134,282	393,253	258,971
100.3-50	Investment Income	<b>135,920</b>	18,277	9,486	93%	95,535	166,144	70,609
100.3-60	Other Income	<b>666,100</b>	42,821	33,894	26%	326,527	670,392	343,864
100.3-90	Other Financing Sources	<b>883,500</b>	2,911	5,844		252,212	1,102,483	850,271
<b>Total Revenue Budget</b>		<b>20,935,600</b>	<b>830,140</b>	<b>686,364</b>		<b>6,185,157</b>	<b>13,639,853</b>	<b>7,454,696</b>
Annual Running Revenue (Includes Codes 100.3-10 thru -90)		<b>13,288,790</b>	<b>830,140</b>	<b>686,364</b>	<b>21%</b>	<b>6,185,157</b>		

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

**EXPENDITURES**

		<b>Budget</b>	<b>November 2021</b>	<b>Total To Date</b>	<b>% Expended</b>
5.10-4000	Personnel Services	<b>3,495,423</b>	124,289	1,249,108	36%
5.20-5000	Material & Services	<b>2,139,138</b>	46,828	625,028	29%
	Water Purchase	<b>3,004,860</b>	228,281	1,168,452	39%
5.40-4000	Capital Outlay	<b>2,136,709</b>	66,745	374,226	18%
5.60-7000	Transfers	<b>3,017,291</b>	-	-	0%
5.70-7000	Contingency	<b>1,400,000</b>	-		
5.90-8000	Unappropriated Balance	<b>5,742,179</b>	-		
<b>Total Expense Budget</b>		<b>20,935,600</b>	<b>466,142</b>	<b>3,416,814</b>	<b>16%</b>
Annual Running Expense (Includes Codes 5.1 - 5.4)		<b>10,776,130</b>	<b>466,142</b>	<b>3,416,814</b>	<b>32%</b>

**ROCKWOOD WATER PEOPLE'S UTILITY DISTRICT**  
**MINUTES, REGULAR MEETING OF THE BOARD**  
**November 17, 2021**  
**Zoom Video Conference**

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**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).

**Guests present:** Doug Aden.

**President Tom Lewis** called the meeting to order at 6:07 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. **Kathy Zimmerman** seconded the motion. The motion was approved; none opposed.

**APPROVAL OF THE CONSENT AGENDA**

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

**Colby Riley** 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 October 27, 2021 regular Board meeting. **Colby Riley** 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 26, check #51063, Refund Overpayment. **GM Duncan** explained the item is a refund for customer who has overpaid their water bill.

**Larry Dixon** asked about page 4, check #51028, Airport Way Drainage Assessment and page 6, check #51055, NE 185th Drainage Assessment and if they were the same item. **OS Middleton** answered the items are for two separate properties and the District will received a refund for the 185th fee at closing when the property is sold. Discussion ensued.

**Kathy Zimmerman** moved to approve the bills as presented. **Larry Dixon** seconded the motion. The motion was approved; none opposed.

**PUBLIC COMMENT**

There were no public comments.

**WATER INFRASTRUCTURE FINANCE AND INNOVATION ACT (WIFIA) LOAN  
UPDATE - GM DUNCAN - DISCUSSION**

**GM Duncan** gave an update on the WIFIA loan process including the presentation the District and City of Gresham gave to the EPA on November 9. She further updated the Board on discussions with WIFIA loan counsel, discussions with HDR on modeling and the finance plan, and noted the District is evaluating adding a contingency component to the WIFIA loan. Discussion ensued.

**CASCADE GROUNDWATER DEVELOPMENT PROGRAM  
UPDATE/PRESENTATION - GM DUNCAN/DE HUDSON - DISCUSSION**

**GM Duncan introduced DE Hudson** who gave a PowerPoint Presentation on the Cascade Groundwater Development Program and its progress. Discussion ensued.

**EMPLOYEE APPRECIATION BANQUET/HOLIDAY POTLUCK - GM DUNCAN -  
ACTION**

**GM Duncan** mentioned the District will not be having an Employee Appreciation Banquet or holiday potluck due to COVID-19. She recommended having a modified holiday lunch with a pre-packaged meal for staff to be able to eat in a safe setting. Discussion ensued.

**Colby Riley** moved to have an event to present the staff with their gift cards in the same amount as last year. **Steve Okazaki** seconded the motion. The motion was approved; none opposed.

**IN-PERSON BOARD MEETINGS - GM DUNCAN - DISCUSSION**

**President Lewis** asked the group if they want to continue to meet in person. Discussion ensued.

**The Board decided to meet virtually via Zoom for the December Board meeting.**

**FOR THE GOOD OF THE ORDER**

**GM Duncan** announced **GAC Aden** will be retiring. Her last day will be Friday, February 4, 2022.

**Kathy Zimmerman** asked about extra security at pump stations and at our construction areas due to a recent incident in Fairview. **DS Crocker** answered no, the District hasn't experienced encounters at the level which she was referring to. Discussion ensued.

**NEXT MEETING**

**President Lewis** reminded everyone the next Board meeting will be Wednesday, December 15, 2021 at 6:00 p.m. via Zoom video conference.

**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 7:09 p.m.

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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](http://www.rwpud.org)

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## **MEMORANDUM**

To: Board of Directors

From: Daniel Zimmerman, Senior Accountant

Date: December 7, 2021

Re: Checklist and Financial Report

Enclosed is the checklist for your review. The total amount of the checks listed for your approval is \$1,788,191.65. 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 November 30, 2021 are as follows:

Restricted Cash - \$2,383,033.93  
Unrestricted Cash - \$25,492,986.98



**Rockwood Water**  
People's Utility District

19601 NE Halsey Street  
Portland, OR 97230-7430  
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## MONTHLY FINANCIAL MONITORING CHECKLIST

BOARD OF DIRECTORS MEETING: 12/15/2021

FOR THE PERIOD **November 2021**

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

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

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FROM 11/06/21 TO 99/99/99

DATE	CHECK #	VEN/EMP #	VENDOR/EMPLOYEE NAME	AMOUNT	DESCRIPTION
10	UMPQUA BK-GENERAL				
11/12/21	15446	49	ADEN	L 2,653.85	PAYROLL
11/12/21	15447	40	ALLEN	L 2,646.33	PAYROLL
11/12/21	15448	81	BRAY	R 1,785.59	PAYROLL
11/12/21	15449	47	BREEN	M 2,802.94	PAYROLL
11/12/21	15450	72	CONNER	M 1,535.81	PAYROLL
11/12/21	15451	35	CROCKER	D 3,360.99	PAYROLL
11/12/21	15452	88	DUNCAN	J 4,062.48	PAYROLL
11/12/21	15453	84	HANSON	G 2,673.72	PAYROLL
11/12/21	15454	87	HOFFMAN	T 1,436.27	PAYROLL
11/12/21	15455	46	HUDSON	C 3,381.46	PAYROLL
11/12/21	15456	51	HUNT	L 2,370.51	PAYROLL
11/12/21	15457	56	JACOBSON	E 1,913.75	PAYROLL
11/12/21	15458	42	JONES	W 2,131.83	PAYROLL
11/12/21	15459	74	KIPP	S 2,259.04	PAYROLL
11/12/21	15460	34	MCNEIL	J 2,156.38	PAYROLL
11/12/21	15461	8	MIDDLETON	C 2,615.66	PAYROLL
11/12/21	15462	76	PACHECO	A 1,832.76	PAYROLL
11/12/21	15463	68	PELAYO	M 1,792.78	PAYROLL
11/12/21	15464	41	SCHLOSSER	L 2,946.91	PAYROLL
11/12/21	15465	7	SCHMUNK	A 1,801.82	PAYROLL
11/12/21	15466	73	STROH	N 1,743.09	PAYROLL
11/12/21	15467	48	TOMPKINS	L 1,412.26	PAYROLL
11/12/21	15468	75	ZIMMERMAN	J 2,449.71	PAYROLL
11/18/21	15469	64	DIXON	G 46.12	PAYROLL
11/18/21	15470	63	LEWIS	W 46.12	PAYROLL
11/18/21	15471	66	OKAZAKI	R 46.12	PAYROLL
11/18/21	15472	77	RILEY	E 46.12	PAYROLL

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

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FROM 11/06/21 TO 99/99/99

DATE	CHECK #	VEN/EMP #	VENDOR/EMPLOYEE NAME	AMOUNT	DESCRIPTION
10	UMPQUA BK-GENERAL				
11/18/21	15473	78	ZIMMERMAN	A 46.12	PAYROLL
11/24/21	15474	49	ADEN	L 2,653.85	PAYROLL
11/24/21	15475	40	ALLEN	L 2,577.92	PAYROLL
11/24/21	15476	81	BRAY	R 2,456.82	PAYROLL
11/24/21	15477	47	BREEN	M 2,928.42	PAYROLL
11/24/21	15478	72	CONNER	M 1,535.81	PAYROLL
11/24/21	15479	35	CROCKER	D 3,360.99	PAYROLL
11/24/21	15480	88	DUNCAN	J 4,062.48	PAYROLL
11/24/21	15481	84	HANSON	G 2,673.72	PAYROLL
11/24/21	15482	87	HOFFMAN	T 1,456.00	PAYROLL
11/24/21	15483	46	HUDSON	C 3,381.46	PAYROLL
11/24/21	15484	51	HUNT	L 2,115.03	PAYROLL
11/24/21	15485	56	JACOBSON	E 1,913.75	PAYROLL
11/24/21	15486	42	JONES	W 2,349.90	PAYROLL
11/24/21	15487	74	KIPP	S 2,170.76	PAYROLL
11/24/21	15488	34	MCNEIL	J 2,156.38	PAYROLL
11/24/21	15489	8	MIDDLETON	C 2,615.66	PAYROLL
11/24/21	15490	76	PACHECO	A 2,129.13	PAYROLL
11/24/21	15491	68	PELAYO	M 1,792.78	PAYROLL
11/24/21	15492	41	SCHLOSSER	L 2,946.91	PAYROLL
11/24/21	15493	7	SCHMUNK	A 1,801.82	PAYROLL
11/24/21	15494	91	STANLEY	E 1,551.50	PAYROLL
11/24/21	15495	73	STROH	N 1,593.47	PAYROLL
11/24/21	15496	48	TOMPKINS	L 1,412.26	PAYROLL
11/24/21	15497	75	ZIMMERMAN	J 2,449.71	PAYROLL
11/10/21	25277	18	PERS	21,473.92	
				21,473.92	101-100-6202110 10/29 PERS PAYABLE

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ROCKWOOD WATER P.U.D.  
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FROM 11/06/21 TO 99/99/99

DATE	CHECK #	VEN/EMP #	VENDOR/EMPLOYEE NAME	AMOUNT	DESCRIPTION
10	UMPQUA BK-GENERAL				
11/10/21	25278	736	UMPQUA EASY TAX	19,975.62	
				11,515.06	101-100-6202210 FICA PAYROLL TAX
				8,460.56	101-100-6202220 FEDERAL PAYROLL TAX
11/10/21	25279	17	OREGON DEPARTMENT OF REVENUE	5,178.24	
				5,178.24	101-100-6202230 STATE PAYROLL TAX
11/10/21	25280	1211	HRA VEBA PLAN CONTRIBUTIONS	1,200.00	
				1,200.00	101-100-6202150 PAYROLL DEDUCTION
11/10/21	25281	24	ICMA RETIREMENT TRUST-457	680.00	
				680.00	101-100-6202150 PAYROLL DEDUCTION
11/10/21	25282	16	NATIONWIDE RETIREMENT SOLUTION	740.00	
				740.00	101-100-6202150 PAYROLL DEDUCTION
11/18/21	25283	1267	ROTSCHY	1,032,868.75	
				1,032,868.75	601-100-5406035 JOB 313 PROJECT #1
11/18/21	25284	1235	POINT & PAY	6,912.30	
				6,912.30	101-100-5205740 PAYMENT PROCESSING FEE
11/18/21	25285	733	UMPQUA BANK	564.11	
				564.11	101-100-5205740 OCT BANK FEES
11/18/21	25286	736	UMPQUA EASY TAX	38.30	
				38.30	101-100-6202210 BRD FICA PAYROLL TAX
11/23/21	25287	18	PERS	21,583.40	
				21,583.40	101-100-6202110 11/12 PERS PAYABLE
11/23/21	25288	736	UMPQUA EASY TAX	20,136.97	
				11,878.48	101-100-6202210 FICA PAYROLL TAX
				8,258.49	101-100-6202220 FEDERAL PAYROLL TAX
11/23/21	25289	24	ICMA RETIREMENT TRUST-457	680.00	
				680.00	101-100-6202150 PAYROLL DEDUCTION
11/23/21	25290	16	NATIONWIDE RETIREMENT SOLUTION	740.00	
				740.00	101-100-6202150 PAYROLL DEDUCTION
11/23/21	25291	17	OREGON DEPARTMENT OF REVENUE	5,220.97	
				5,220.97	101-100-6202230 STATE PAYROLL TAX
11/23/21	25292	1211	HRA VEBA PLAN CONTRIBUTIONS	1,240.00	
				1,240.00	101-100-6202150 PAYROLL DEDUCTION
11/23/21	25293	507	GRESHAM, CITY OF	307.95	
				307.95	101-100-5205610 ALDERCREST APTS PERMIT
11/30/21	25294	733	UMPQUA BANK	3,654.34	
				684.30	101-100-5205760 NOV RETURN CHECKS

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ROCKWOOD WATER P.U.D.  
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FROM 11/06/21 TO 99/99/99

DATE	CHECK #	VEN/EMP #	VENDOR/EMPLOYEE NAME	AMOUNT	DESCRIPTION
10	UMPQUA BK-GENERAL				
				2,970.04	101-100-5205760 NOV RETURN AUTO PAYS
11/10/21	51094	231	ADVENTIST HEALTH OCCUPATIONAL	116.00	
				116.00	101-100-5205110 2 DRUG SCREENS
11/10/21	51095	1	CHAVES CONSULTING, INC.	1,119.17	
				1,119.17	101-100-5205110 OCT TECHNICAL & CONSULTING
11/10/21	51096	1253	CITY WIDE FACILITY SOLUTIONS	8.74	
				8.74	101-100-5205320 1000 CLOROX TBC TABS
11/10/21	51097	637	COMCAST CABLE	335.05	
				113.35	101-100-5205660 192ND/DIVISION INTERNET
				108.35	101-100-5205660 CLEVELAND INTERNET
				113.35	101-100-5205660 NW 1ST INTERNET
11/10/21	51098	1147	CRYSTAL GREENS LANDSCAPING INC	890.00	
				490.00	101-100-5205520 CLEVELAND LANDSCAPE
				400.00	101-100-5205520 141ST AV LANDSCAPE
11/10/21	51099	1263	ELECTRIC WORKS, INC	4,611.00	
				4,611.00	101-100-5406010 JOB 307 CASCADE #8 WIRE GENERATOR
11/10/21	51100	89	GC SYSTEMS, INC.	1,905.11	
				1,465.11	101-100-5205610 RUBBER KITS
				440.00	501-100-5205610 RUBBER KITS
11/10/21	51101	427	GRAINGER	45.34	
				45.34	101-100-5205320 2 RIBBONS FOR TIME CLOCKS
11/10/21	51102	507	GRESHAM, CITY OF	1,364.76	
				953.87	101-100-5205220 OFFICE SEWER/STORMWATER
				410.89	101-100-5205220 NW 1ST SEWER/STORMWATER
11/10/21	51103	85	H.D. FOWLER COMPANY	1,415.47	
				1,415.47	101-100-5205610 BURNSIDE FIRS FUTURE SERVICE PARTS
11/10/21	51104	22047	HONEY BUCKET	290.00	
				290.00	101-100-5406010 JOB 316 ST19 & ST29
11/10/21	51105	1150	HUBBARD'S PAVING & SEAL	3,355.00	
				3,355.00	101-100-5406010 JOB 316 ST19 & ST29 TRUCKING
11/10/21	51106	610	JONES, LANNY	159.99	
				159.99	101-100-5205440 SAFETY BOOT REIMBURSEMENT
11/10/21	51107	1137	JW UNDERGROUND INC	2,353.66	
				2,353.66	101-100-5406010 JOB 316 ST19 & ST29 ROCK/DUMP FEES
11/10/21	51108	753	KNIFE RIVER CORPORATE NW	3,203.30	
				3,203.30	101-100-5406010 JOB 316 ST19 & ST29 ROCK/DUMP FEES
11/10/21	51109	112	LEGACY LAB SERVICES	136.00	

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ROCKWOOD WATER P.U.D.  
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FROM 11/06/21 TO 99/99/99

DATE	CHECK #	VEN/EMP #	VENDOR/EMPLOYEE NAME	AMOUNT	DESCRIPTION
10	UMPQUA BK-GENERAL				
				136.00	101-100-5205110 4 CDL DOT PANELS
11/10/21	51110	1209	LOOMIS	411.81	
				411.81	101-100-5205740 MONTHLY VAULT SERVICE
11/10/21	51111	22048	MAGARRO, GRETCHEN	41.05	
				70.00	101-100-6302410 DEPOSIT REFUND
				28.95-	101-100-6302430 DEPOSIT REFUND
11/10/21	51112	22049	NGUYEN, TAN	41.16	
				41.16	101-100-6302430 CLOSED ACCOUNT REFUND
11/10/21	51113	236	NORTHERN SAFETY CO., INC.	94.26	
				94.26	101-100-5205440 HIP & MUCK BOOTS FOR NEW EMPLOYEE
11/10/21	51114	940	O'REILLY AUTO PARTS	221.17	
				76.76	101-100-5205540 RW44 OIL FILTER & WIPER BLADES
				144.41	101-100-5205540 OIL FILTERS FOR STOCK
11/10/21	51115	14	OREGON AFSCME	414.89	
				414.89	101-100-6202140 PAYROLL DEDUCTION
11/10/21	51116	225	PORTER W. YETT COMPANY	814.45	
				814.45	101-100-5205610 MISC ASPHALT & COLD MIX
11/10/21	51117	899	POTTER WEBSTER COMPANY	29.88	
				29.88	101-100-5205540 LIGHT REPLACEMENT
11/10/21	51118	458	PREMIER RUBBER LLC	58.40	
				58.40	101-100-5205540 HOSE NOZZLES & CAM LOCK FITTINGS
11/10/21	51119	20	SAIF CORPORATION	1,370.01	
				1,370.01	101-100-5104840 WORKERS COMP PREMIUM
11/10/21	51120	21	SPECIAL DISTRICTS OF OREGON	26,223.77	
				26,223.77	101-100-6202108 EMPL MED/DENTAL INSURANCE
11/10/21	51121	22050	TAYLOR, LATONYA	3.93	
				175.00	101-100-6302410 DEPOSIT REFUND
				171.07-	101-100-6302430 DEPOSIT REFUND
11/10/21	51122	213	TWINCO CUTTING & CORING, INC.	4,559.80	
				4,559.80	101-100-5406010 JOB 316 ST19 & ST29 SAW CUTS
11/10/21	51123	22	UNITED WAY OF THE COLUMBIA-WIL	82.50	
				82.50	101-100-6202120 PAYROLL DEDUCTION
11/10/21	51124	221	WASTE MANAGEMENT, INC	271.18	
				271.18	101-100-5205520 GARBAGE SERVICE
11/10/21	51125	1119	XYLEM DEWATERING	1,456.00	
				1,456.00	101-100-5205570 2 ELECTRIC TRASH PUMPS
11/18/21	51126	39	BERCO FINANCE CORP	331.32	

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ROCKWOOD WATER P.U.D.  
ROLLING A/P REGISTER  
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FROM 11/06/21 TO 99/99/99

DATE	CHECK #	VEN/EMP #	VENDOR/EMPLOYEE NAME	AMOUNT	DESCRIPTION
10	UMPQUA BK-GENERAL				
				331.32	101-100-5205540 RW12 STEERING REPLACEMENT PARTS
11/18/21	51127	637	COMCAST CABLE	289.85	
				289.85	101-100-5205210 OFFICE INTERNET
11/18/21	51128	73	DELUXE FUEL OIL INC.	2,351.78	
				2,351.78	101-100-5205560 675.8 GAL UNLEADED
11/18/21	51129	607	FERGUSON WATERWORKS #3011	7,713.52	
				1,258.80	101-100-5205610 STARK STREET FUTURE SERVICE PARTS
				6,454.72	501-100-5205630 PARTS FOR WELL 5 METER VAULT
11/18/21	51130	747	GENERAL PACIFIC, INC	1,818.00	
				792.00	101-100-5205640 12 5/8" METERS
				1,026.00	101-100-5406030 NASH APTS - 2 GATE VALVES
11/18/21	51131	427	GRAINGER	174.43	
				144.46	101-100-5205530 4 RATCHET STRAPS, NUT DRIVER SET
				29.97	101-100-5205540 4 FT SHRINK TUBING
11/18/21	51132	813	GSI WATER SOLUTIONS, INC	2,060.00	
				202.50	101-100-5406010 JOB 309 CASCADE #9
				1,340.00	101-100-5406010 JOB 307 CASCADE #8
				517.50	601-100-5205120 JOB 329 GROUNDWATER MODELING
11/18/21	51133	759	HARBOR FREIGHT TOOLS	269.99	
				269.99	101-100-5205540 NEW SHOP FLOOR JACK
11/18/21	51134	1137	JW UNDERGROUND INC	385.64	
				385.64	101-100-5406010 JOB 316 ST19/29 GRAVEL/DUMP FEES
11/18/21	51135	15	KAISER PERMANENTE	11,375.70	
				11,375.70	101-100-6202107 EMPL MED/DENT INSURANCE
11/18/21	51136	753	KNIFE RIVER CORPORATE NW	2,723.16	
				1,104.51	101-100-5406010 JOB 316 ST19/29 ROCK/DUMP FEES
				1,618.65	101-100-5406010 JOB 316 ST19/29 ROCK/DUMP FEES
11/18/21	51137	948	OLD REPUBLIC SURETY GROUP	188.00	
				188.00	101-100-5205720 TREASURER BOND LD
11/18/21	51138	1223	OREGON DEPT OF REVENUE	297.00	
				297.00	101-100-5205460 HAZARDOUS POSSESSION FEE
11/18/21	51139	360	PARKROSE HARDWARE	43.98	
				43.98	101-100-5205540 GREASE GUN FOR SHOP
11/18/21	51140	1124	PAVELCOMM INC.	2,860.81	
				2,860.81	101-100-5205110 MONTHLY REMOTE HELP DESK
11/18/21	51141	225	PORTER W. YETT COMPANY	204.10	
				204.10	101-100-5406010 JOB 316 ST19/29 ASPHALT/COLD MIX
11/18/21	51142	181	PORTLAND GENERAL ELECTRIC	2,749.48	

12/07/21

ROCKWOOD WATER P.U.D.  
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FROM 11/06/21 TO 99/99/99

DATE	CHECK #	VEN/EMP #	VENDOR/EMPLOYEE NAME	AMOUNT	DESCRIPTION
10	UMPQUA BK-GENERAL				
				32.69	101-100-5205670 192/DIVISION PUMPING
				874.04	101-100-5205670 2021 NW 1ST PUMPING
				254.43	101-100-5205670 NW 1ST/ROYAL AV PUMPING
				722.46	101-100-5205670 SE 235 AV PUMPING
				599.90	101-100-5205670 148TH AV PUMPING
				265.96	101-100-5205670 14801 SE STARK PUMPING
11/18/21	51143	189	QUILL CORPORATION	166.98	
				166.98	101-100-5205320 MOUSE PAD, BLACK TONER CARTRIDGES
11/18/21	51144	10731	SCHLOSSER, JOSEPH	59.99	
				59.99	101-100-5205440 SAFETY BOOT REIMBURSEMENT
11/18/21	51145	767	SUPERIOR TIRE SERVICE	700.80	
				700.80	101-100-5205550 4 TRAILER TIRES
11/18/21	51146	1265	TYLER TECHNOLOGIES, INC	5,512.50	
				5,512.50	101-100-5406140 BILLING SYSTEM PROGRESS PAYMENT
11/18/21	51147	1167	ULINE	730.23	
				730.23	101-100-5205610 SHOP TOWELS, WIPES, JUMPER CABLES
11/18/21	51148	1254	ZIPLY FIBER	1,250.55	
				991.41	101-100-5205210 TELEPHONE
				222.98	101-100-5205210 OFFICE FIOS INTERNET
				36.16	101-100-5205660 SE 148TH TELEMETRY
11/23/21	51149	1249	ACI PAYMENTS, INC	104.75	
				104.75	101-100-5205740 HOME BANKING FEES
11/23/21	51150	1224	AT&T	1,769.22	
				1,769.22	101-100-5205210 CELL PHONES
11/23/21	51151	22042	ATLAS TECHNICAL CONSULTANTS, L	371.25	
				371.25	601-100-5205120 JOB 313 PACKAGE #1 MATERIALS TESTING
11/23/21	51152	5	BACKFLOW MANAGEMENT, INC.	145.00	
				145.00	101-100-5205450 JS CROSS CONNECT SPECIALIST UPDATE
11/23/21	51153	21593	BRAY, DOUGLAS	135.52	
				135.52	101-100-5104600 ON CALL MILEAGE
11/23/21	51154	1069	CY GRAPHICS, INC	77.00	
				77.00	101-100-5205610 PRINTED TEES
11/23/21	51155	607	FERGUSON WATERWORKS #3011	4,748.82	
				95.82	101-100-5406010 JOB 316 ST19/29 PVC COUPS
				4,653.00	101-100-5406030 6" METER FOR FIRE STATION
11/23/21	51156	427	GRAINGER	417.57	
				349.44	101-100-5205320 PAPER TOWELS, TRASH BAGS
				37.43	101-100-5205610 HANGERS, GLASS SCRAPER, PVC CAPS
				30.70	101-100-5205610 MISC BATTERIES

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ROCKWOOD WATER P.U.D.  
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FROM 11/06/21 TO 99/99/99

DATE	CHECK #	VEN/EMP #	VENDOR/EMPLOYEE NAME	AMOUNT	DESCRIPTION
10	UMPQUA BK-GENERAL				
11/23/21	51157	1137	JW UNDERGROUND INC	3,054.62	
				3,054.62	101-100-5406010 JOB 316 ST19/29 GRAVEL/DUMP FEES
11/23/21	51158	753	KNIFE RIVER CORPORATE NW	3,893.81	
				2,660.00	101-100-5406010 JOB 316 ST19/29 ROCK/DUMP FEES
				967.05	101-100-5406010 JOB 316 ST19/29 ROCK/DUMP FEES
				266.76	101-100-5406010 JOB 316 ST19/29 ROCK/DUMP FEES
11/23/21	51159	1004	LIFEMAP ASSURANCE COMPANY	1,634.69	
				1,634.69	101-100-6202109 EMPL DISB/LIFE INSURANCE
11/23/21	51160	139	NORTHWEST NATURAL GAS COMPANY	851.52	
				851.52	101-100-5205230 HEATING
11/23/21	51161	940	O'REILLY AUTO PARTS	175.90	
				10.99	101-100-5205540 AIR FILTER
				164.91	101-100-5205540 OIL, OIL FILTERS, WIPER BLADES
11/23/21	51162	1021	OHA-DRINKING WATER SERVICES	350.00	
				350.00	101-100-5205460 ANNUAL CROSS CONNECTION FEE
11/23/21	51163	14	OREGON AFSCME	443.93	
				443.93	101-100-6202140 PAYROLL DEDUCTION
11/23/21	51164	1264	ORRICK, HERRINGTON & SUTCLIFFE	2,765.07	
				2,765.07	601-100-5205110 WIFIA CONSULTATION SERVICES
11/23/21	51165	372	PAPE MACHINERY	1,218.15	
				597.53	101-100-5205540 CREDIT FOR RETURNED ITEMS
				1,815.68	101-100-5205540 LOADER BACKUP CAMERA
11/23/21	51166	360	PARKROSE HARDWARE	73.87	
				73.87	101-100-5205530 RV ANTIFREEZE,SANDING WHEELS
11/23/21	51167	22051	PHELAN-MJD	1,115.99	
				1,115.99	101-100-6302421 NS764/765 CONTRACTOR REFUND
11/23/21	51168	20820	SANDERS, JENNIFER	57.90	
				100.00	101-100-6302410 DEPOSIT REFUND
				42.10	101-100-6302430 DEPOSIT REFUND
11/23/21	51169	767	SUPERIOR TIRE SERVICE	1,951.16	
				1,951.16	101-100-5205550 RW32 6 TIRES
11/23/21	51170	866	TRAFFIC SAFETY SUPPLY CO, INC	504.00	
				504.00	101-100-5205440 ARROW TOP REFLECTIVE BANDS, BASE
11/23/21	51171	22	UNITED WAY OF THE COLUMBIA-WIL	82.50	
				82.50	101-100-6202120 PAYROLL DEDUCTION
11/23/21	51172	1254	ZIPLY FIBER	138.98	
				138.98	101-100-5205660 BELLA VISTA FIOS INTERNET

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DATE	CHECK #	VEN/EMP #	VENDOR/EMPLOYEE NAME	AMOUNT	DESCRIPTION
10	UMPQUA BK-GENERAL				
12/02/21	51173	1145	ALL COUNTY SURVEYORS & PLANNER	47,900.00	
				10,500.00	101-100-5406010 JOB 323 ST7 TOPOGRAPHIC SURVEY
				3,500.00	101-100-5406010 JOB 324 ST8 TOPOGRAPHIC SURVEY
				8,900.00	101-100-5406010 JOB 325 ST11 TOPOGRAPHIC SURVEY
				9,400.00	101-100-5406010 JOB 326 ST14 TOPOGRAPHIC SURVEY
				7,900.00	101-100-5406010 JOB 327 ST20 TOPOGRAPHIC SURVEY
				7,700.00	101-100-5406010 JOB 328 ST21 TOPOGRAPHIC SURVEY
12/02/21	51174	22042	ATLAS TECHNICAL CONSULTANTS, L	588.75	
				588.75	601-100-5205120 JOB 313 PACKAGE #1 MATERIALS TESTING
12/02/21	51175	21593	BRAY, DOUGLAS	67.76	
				67.76	101-100-5104600 ON CALL MILEAGE
12/02/21	51176	1	CHAVES CONSULTING, INC.	4,712.47	
				1,348.41	101-100-5205110 NOVEMBER BILLINGS
				3,364.06	101-100-5205330 NOVEMBER POSTAGE
12/02/21	51177	1253	CITY WIDE FACILITY SOLUTIONS	673.00	
				673.00	101-100-5205520 JANITORIAL SERVICE
12/02/21	51178	637	COMCAST CABLE	113.35	
				113.35	101-100-5205660 141ST INTERNET
12/02/21	51179	66	CONSOLIDATED SUPPLY COMPANY	2,797.04	
				2,797.04	101-100-5205610 SLEEVES, PIPE, REPAIR CLAMPS
12/02/21	51180	1147	CRYSTAL GREENS LANDSCAPING INC	1,050.00	
				550.00	101-100-5205520 BELLA VISTA LANDSCAPE
				500.00	101-100-5205520 OFFICE LANDSCAPE
12/02/21	51181	1085	EDGE ANALYTICAL LABORATORIES,	1,753.60	
				1,753.60	101-100-5205620 4TH QTR DBP SAMPLES
12/02/21	51182	607	FERGUSON WATERWORKS #3011	5,394.04	
				4,950.00	101-100-5205640 2" METERS (3)
				444.04	101-100-5205650 OIL, GREASE, HEX HEADS, AFC PACER
12/02/21	51183	1074	FIRST RESPONSE SYSTEMS	249.00	
				249.00	101-100-5205520 ACCESS VIDEO SYSTEM MAINTENANCE
12/02/21	51184	747	GENERAL PACIFIC, INC	1,188.00	
				1,188.00	101-100-5205640 18 5/8" METERS
12/02/21	51185	22047	HONEY BUCKET	277.00	
				277.00	101-100-5406010 JOB 316 ST19 PORTABLE TOILET
12/02/21	51186	757	HUDSON, JEREMY	147.00	
				147.00	101-100-5205440 SAFETY BOOT REIMBURSEMENT
12/02/21	51187	753	KNIFE RIVER CORPORATE NW	1,422.93	
				539.38	101-100-5406010 SD775 ROCK/DUMP FEES

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DATE	CHECK #	VEN/EMP #	VENDOR/EMPLOYEE NAME	AMOUNT	DESCRIPTION
10	UMPQUA BK-GENERAL				
				883.55	101-100-5406010 JOB 316 ST 19 ROCK/DUMP FEES
12/02/21	51188	604	LOWE'S	333.96	
				63.55	101-100-5205520 LIGHT BULBS CONF ROOM, PLASTIC BIN
				32.53	101-100-5205610 PVC ADAPTORS, 2 ABS PLUGS, VALVES
				203.72	101-100-5205610 SUMP PUMP, SAND PAPER, STRIPPING PAD
				34.16	101-100-5406010 JOB 316 ST19 MASTERLOCK
12/02/21	51189	1217	MURRAYSMITH	78,751.98	
				11,014.00	601-100-5205120 JOB 315 PROJECT MANAGEMENT STUDY
				46,827.35	601-100-5205120 JOB 315 PROJECT MANAGEMENT STUDY
				16,994.63	601-100-5205120 JOB 313 PACKAGE #1
				3,916.00	601-100-5205120 JOB 314 MASTER PLAN UPDATE
12/02/21	51190	236	NORTHERN SAFETY CO., INC.	793.90	
				564.48	101-100-5205440 THERMAL, RUBBER & LITE GLOVES
				229.42	101-100-5205440 MUCH AND HIP BOOTS NH
12/02/21	51191	159	OREGONIAN	52.80	
				52.80	101-100-5205460 SUBSCRIPTION RENEWAL
12/02/21	51192	962	OVERTON SAFETY TRAINING, INC	290.00	
				290.00	101-100-5205450 KS, NH FORKLIFT TRAINING
12/02/21	51193	372	PAPE MACHINERY	4,158.21	
				4,158.21	101-100-5406010 JOB 316 ST19 EXCAVATOR RENTAL
12/02/21	51194	360	PARKROSE HARDWARE	49.81	
				36.98	101-100-5205530 HOLE SAW, QCK CHNG ARBR
				12.83	101-100-5205540 BULK FASTENER
12/02/21	51195	1124	PAVELCOMM INC.	813.75	
				813.75	101-100-5205510 REPAIR/REPLACE CORPORATE SWITCH
12/02/21	51196	189	QUILL CORPORATION	423.53	
				26.58	101-100-5205320 DOOR HANGERS
				298.22	101-100-5205320 TONER CARTRIDGES, CREAMER, BUS CARDS
				98.73	101-100-5205320 DESKPAD, PLANNER, CALENDARS
12/02/21	51197	194	S & B INC.	18,601.00	
				18,601.00	601-100-5205120 JOB 313 PACKAGE #1 INSTRUMENTATION
12/02/21	51198	21836	STANLEY, KRISTOPHER	73.00	
				73.00	101-100-5205460 CDL TESTING & PERMIT FEES
12/02/21	51199	1265	TYLER TECHNOLOGIES, INC	2,125.00	
				2,125.00	101-100-5406140 BILLING SYSTEM PROGRESS BILLING
12/02/21	51200	3	USA BLUEBOOK	4,090.43	
				3,659.70	101-100-5205610 10 SAMPLING STATIONS
				430.73	101-100-5205610 SAMPLING ROD AND HARD CASE
12/06/21	51201	184	PORTLAND WATER BUREAU	228,280.52	

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10	UMPQUA BK-GENERAL			228,280.52	101-100-5205010 NOV WATER PURCHASE
GRAND TOTAL				1,788,191.65	



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11/01/21 THRU 11/30/21

ACCOUNT	DESC	BUDGET	MONTH-TO-DATE EXPENSE/REV	YEAR TO DATE EXPENSE/REV	UNENCUMBERED 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	670,663.20	5,226,381.39	5,607,618.61	48
	WATER SALES	10,834,000	670,663.20	5,226,381.39	5,607,618.61	48
3-20-2100	BACKFLOW CHARGES	40,000	1,814.12	14,651.52	25,348.48	37
3-20-2200	SET-UP FEES	27,270	2,766.40	12,585.60	14,684.40	46
3-20-2300	LATE FEES	252,000	25,740.41	122,981.20	129,018.80	49
	FEES & SPECIAL CHARGES	319,270	30,320.93	150,218.32	169,051.68	47
3-40-4100	SERVICE INSTALLATIONS	250,000	47,722.49	83,463.20	166,536.80	33
3-40-4200	SUB-DIVISION PROJECTS	50,000	16,686.62	4,381.45	45,618.55	9
3-40-4300	OTHER SERVICE INCOME	150,000	737.52	46,245.89	103,754.11	31
	CHARGES FOR SERVICES	450,000	65,146.63	134,090.54	315,909.46	30
3-50-5100	INTEREST INCOME	70,000	8,947.14	53,505.07	16,494.93	76
3-50-5200	RENTAL INCOME	65,920	9,329.72	42,030.14	23,889.86	64
	INVESTMENT INCOME	135,920	18,276.86	95,535.21	40,384.79	70
3-60-6100	SCRAP METAL SALES	7,500	--	25,973.33	18,473.33-	346
3-60-6200	CONSTRUCTION PLAN SALES	--	--	--	--	0
3-60-6600	OTHER MISC INCOME	40,000	5,728.66	23,313.01	16,686.99	58
3-60-6800	GRESHAM UTILITY TAX	415,000	9,639.99	172,720.58	242,279.42	42
3-60-6900	PORTLAND UTILITY TAX	190,000	27,457.66	99,248.48	90,751.52	52
3-60-7000	FAIRVIEW UTILITY TAX	13,600	4.90-	5,389.77	8,210.23	40
	OTHER INCOME	666,100	42,821.41	326,645.17	339,454.83	49
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	2,911.29	252,087.33	233,587.33-	363
	OTHER FINANCING SOURCES	883,500	2,911.29	252,212.33	631,287.67	29
T O T A L DEPT 100 R E V E N U E		20,935,600	830,140.32	14,564,281.17	6,371,318.83	70
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

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ACCOUNT	DESC	BUDGET	MONTH-TO-DATE EXPENSE/REV	YEAR TO DATE EXPENSE/REV	UNENCUMBERED 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	76,295.77	818,983.78	1,199,977.22	41
5-10-4500	OFFICE OVERTIME	1,500	--	--	1,500.00	0
5-10-4550	FIELD OVERTIME	16,000	523.74	5,458.42	10,541.58	34
5-10-4600	ON CALL DUTY	69,233	2,632.77	25,546.07	43,686.93	37
5-10-4610	WATER CERTIFICATIONS	14,040	520.25	5,712.26	8,327.74	41
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	4,829.00	51,682.24	80,732.76	39
5-10-4810	MEDICARE	30,968	1,129.39	12,087.03	18,880.97	39
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	1,069.73	7,887.56	17,854.44	31
5-10-4850	SICK LEAVE P/O	--	--	--	--	0
5-10-4900	P.E.R.S	591,512	21,671.72	235,667.28	355,844.72	40
5-10-4920	EMPLOYEE INSURANCE EXPENS	557,189	15,616.71	208,400.12	348,788.88	37
	PERSONAL SERVICES	3,495,423	124,289.08	1,375,453.50	2,119,969.50	39
5-20-5010	WATER PURCHASES	3,004,860	228,280.52	1,138,063.14	1,866,796.86	38
5-20-5110	CONTRACT SERVICES	110,156	5,871.74	36,561.71	73,594.29	33
5-20-5120	TECHNICAL & CONSULTING	38,000	--	2,484.86	35,515.14	7
5-20-5130	AUDITING	19,020	--	--	19,020.00	0
5-20-5140	LEGAL SERVICES	100,000	--	5,628.13	94,371.87	6
5-20-5210	TELEPHONE	36,140	3,273.46	16,017.23	20,122.77	44
5-20-5220	SEWER/STORM WATER	8,050	1,364.76	2,729.52	5,320.48	34
5-20-5230	HEATING/ELECTRICITY	23,575	1,546.85	4,934.23	18,640.77	21
5-20-5310	ENGINEERING SUPPLIES	1,000	--	--	1,000.00	0
5-20-5320	OFFICE SUPPLIES	32,000	748.26	19,947.52	12,052.48	62
5-20-5330	POSTAGE	45,300	3,579.56	13,936.68	31,363.32	31
5-20-5410	CONSERVATION	56,350	--	1,100.00	55,250.00	2
5-20-5420	ELECTIONS/LEGAL ADVERTISE	3,000	135.00	228.15	2,771.85	8
5-20-5430	INSURANCE-GENERAL	92,005	6,486.58	32,691.90	59,313.10	36
5-20-5440	SAFETY GEAR & EQUIPMENT	23,000	865.76	7,271.22	15,728.78	32
5-20-5450	TRAINING & EDUCATION	31,500	530.00	1,972.60	29,527.40	6
5-20-5460	DUES/LICENSES/SUBSCRIPTNS	93,450	1,762.03	61,356.74	32,093.26	66
5-20-5470	OFFICE EQUIPMENT	2,000	--	--	2,000.00	0

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ACCOUNT	DESC	BUDGET	MONTH-TO-DATE EXPENSE/REV	YEAR TO DATE EXPENSE/REV	UNENCUMBERED BALANCE	%
5-20-5480	TAPPING TEAM EXPENSE	--	--	--	--	0
5-20-5510	COMPUTER/OFFICE EQUIPMENT	4,400	--	506.25	3,893.75	12
5-20-5520	BLDG/GROUNDS MAINTENANCE	80,960	2,516.30	20,690.66	60,269.34	26
5-20-5530	SHOP EQUIPMENT MAINT	10,000	218.33	644.66	9,355.34	6
5-20-5540	VEHICLE MAINTENANCE	35,000	2,561.58	10,864.79	24,135.21	31
5-20-5550	TIRES	8,000	2,651.96	2,894.74	5,105.26	36
5-20-5560	GAS/LUBRICANTS & DISPOSAL	30,000	2,351.78	8,231.12	21,768.88	27
5-20-5570	SMALL EQUIPMENT/TOOLS	10,000	1,481.00	9,721.10	278.90	97
5-20-5610	UTILITY OPERATING SUPPLY	275,000	7,618.91	134,437.22	140,562.78	49
5-20-5620	WATER SAMPLES/TESTING	40,000	100.00	11,005.70	28,994.30	28
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	792.00	3,233.27	36,766.73	8
5-20-5650	HYDRANT MAINTENANCE	3,000	--	1,131.36	1,868.64	38
5-20-5660	TELEMETRY	20,112	663.82	6,925.84	13,186.16	34
5-20-5670	PUMPING	41,720	3,553.96	15,170.18	26,549.82	36
5-20-5710	BOARD MEETING FEES	5,800	250.00	1,250.00	4,550.00	22
5-20-5720	DIRECTORS' EXPENSE	24,000	188.00	936.64	23,063.36	4
5-20-5730	MANAGER'S EXPENSE	7,000	133.29	485.25	6,514.75	7
5-20-5740	GENERAL OFFICE	64,900	7,993.02	26,370.52	38,529.48	41
5-20-5750	CASH OVER/SHORT	--	--	--	--	0
5-20-5760	BAD DEBT EXPENSE	25,000	--	--	25,000.00	0
5-20-5770	GRESHAM UTILITY TAX	415,000	--	97,160.86	317,839.14	23
5-20-5780	PORTLAND UTILITY TAX	190,000	--	68,508.69	121,491.31	36
5-20-5790	FAIRVIEW UTILITY TAX	13,600	--	2,944.29	10,655.71	22
5-20-5800	CUSTOMER ASSISTANCE	60,000	3,027.53	10,145.48	49,854.52	17
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	275,108.18	1,791,024.22	3,352,973.78	35
5-40-6010	WATER SYSTEM	1,153,920	33,975.56	140,808.03	1,013,111.97	12
5-40-6015	CRW CAPACITY	--	--	--	--	0
5-40-6020	METERS	65,000	10,483.14	19,817.79	45,182.21	30
5-40-6030	METER UPGRADES	50,000	5,793.46	6,564.11	43,435.89	13
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	--	156,908.13	44,368.87	78
5-40-6140	COMPUTER/OFFICE EQUIP	94,850	16,493.04	26,729.29	68,120.71	28
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	66,745.20	374,226.06	1,762,482.94	18
5-60-5810	NON-REIMBURSED LIABILITY	--	--	--	--	0
5-60-7110	TRANSFER TO OTHER FUND	3,017,291	--	--	3,017,291.00	0
	TRANSFERS	3,017,291	--	--	3,017,291.00	0
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

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 RWDANIEL  
 FUND-101 GENERAL FUND  
 DEPT-100 FUND ACTIVITIES

ROCKWOOD WATER P.U.D.  
 REVENUE/EXPENDITURE REPORT

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11/01/21 THRU 11/30/21

ACCOUNT	DESC	BUDGET	MONTH-TO-DATE EXPENSE/REV	YEAR TO DATE EXPENSE/REV	UNEMCUMBERED BALANCE	%
	TOTAL PERSONAL SERVICES	3,495,423	124,289.08	1,375,453.50	2,119,969.50	39
	TOTAL MATERIAL & SERV	5,143,998	275,108.18	1,791,024.22	3,352,973.78	35
	TOTAL CAPITAL OUTLAY	2,136,709	66,745.20	374,226.06	1,762,482.94	18
	TOTAL ALL OTHER	10,159,470			10,159,470.00	0
T O T A L DEPT 100 E X P E N D I T U R E		20,935,600	466,142.46	3,540,703.78	17,394,896.22	17
T O T A L FUND 101 R E V E N U E		20,935,600	830,140.32	14,564,281.17	6,371,318.83	70
	FUND PERSONAL SERVICES	3,495,423	124,289.08	1,375,453.50	2,119,969.50	39
	FUND MATERIAL & SERV	5,143,998	275,108.18	1,791,024.22	3,352,973.78	35
	FUND CAPITAL OUTLAY	2,136,709	66,745.20	374,226.06	1,762,482.94	18
	FUND ALL OTHER	10,159,470			10,159,470.00	0
T O T A L FUND 101 E X P E N D I T U R E		20,935,600	466,142.46	3,540,703.78	17,394,896.22	17
	FUND PRIOR BALANCE	10,659,579.53				
	NET FUND BALANCE	11,023,577.39				

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FUND-201 SDC FUND-REIMBURSEMENT

DEPT-100 FUND ACTIVITIES

ROCKWOOD WATER P.U.D.

REVENUE/EXPENDITURE REPORT

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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	14,403.24	106,573.75	93,426.25	53
	CHARGES FOR SERVICES	200,000	14,403.24	106,573.75	93,426.25	53
3-50-5100	INTEREST INCOME	10,000	572.62	3,334.05	6,665.95	33
	INVESTMENT INCOME	10,000	572.62	3,334.05	6,665.95	33
T O T A L DEPT 100 R E V E N U E		906,263	14,975.86	963,128.12	56,865.12-	106
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	14,975.86	963,128.12	56,865.12-	106
	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	948,152.26				
	NET FUND BALANCE	963,128.12				

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FUND-202 SDC FUND-IMPROVEMENT

DEPT-100 FUND ACTIVITIES

ROCKWOOD WATER P.U.D.

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ACCOUNT	DESC	BUDGET	MONTH-TO-DATE EXPENSE/REV	YEAR TO DATE EXPENSE/REV	UNENCUMBERED 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	4,301.76	31,835.25	28,164.75	53
	CHARGES FOR SERVICES	60,000	4,301.76	31,835.25	28,164.75	53
3-50-5100	INTEREST INCOME	1,200	96.36	550.17	649.83	46
	INVESTMENT INCOME	1,200	96.36	550.17	649.83	46
T O T A L DEPT 100 R E V E N U E		240,646	4,398.12	263,660.19	23,014.19-	110
E X P E N S E S						
5-60-7110	TRANSFER TO OTHER FUND	--	--	--	--	0
	TRANSFERS					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	4,398.12	263,660.19	23,014.19-	110
	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	259,262.07				
	NET FUND BALANCE	263,660.19				

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FUND-301 DEBT RESERVE FUND

DEPT-100 FUND ACTIVITIES

ROCKWOOD WATER P.U.D.

REVENUE/EXPENDITURE REPORT

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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	205.20	1,224.65	4,775.35	20
	INVESTMENT INCOME	6,000	205.20	1,224.65	4,775.35	20
3-90-9200	INTERFUND TRANSFERS	2,817,291	--	--	2,817,291.00	0
3-90-9400	FINANCING PROCEEDS	--	--	--	--	0
	OTHER FINANCING SOURCES	2,817,291			2,817,291.00	0
T O T A L DEPT 100 R E V E N U E		3,383,121	205.20	554,977.56	2,828,143.44	16
E X P E N S E S						
5-60-7110	TRANS TO DEBT SERV FUND	1,687,871	--	--	1,687,871.00	0
	TRANSFERS	1,687,871			1,687,871.00	0
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			3,383,121.00	0
T O T A L DEPT 100 E X P E N D I T U R E		3,383,121			3,383,121.00	0
T O T A L FUND 301 R E V E N U E		3,383,121	205.20	554,977.56	2,828,143.44	16
	FUND PERSONAL SERVICES					0
	FUND MATERIAL & SERV					0
	FUND CAPITAL OUTLAY					0
	FUND ALL OTHER	3,383,121			3,383,121.00	0
T O T A L FUND 301 E X P E N D I T U R E		3,383,121			3,383,121.00	0
	FUND PRIOR BALANCE	554,772.36				
	NET FUND BALANCE	554,977.56				

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FUND-401 DEBT SERVICE FUND

DEPT-100 FUND ACTIVITIES

ROCKWOOD WATER P.U.D.

REVENUE/EXPENDITURE REPORT

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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	--	--	1,687,871.00	0
3-90-9400	FINANCING PROCEEDS OTHER FINANCING SOURCES	-- 1,687,871	-- --	-- --	-- 1,687,871.00	0
T O T A L DEPT 100 R E V E N U E		1,687,871			1,687,871.00	0
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 DEBT SERVICE	641,391 1,687,871	-- --	-- --	641,391.00 1,687,871.00	0
TOTAL PERSONAL SERVICES						0
TOTAL MATERIAL & SERV						0
TOTAL CAPITAL OUTLAY						0
TOTAL ALL OTHER		1,687,871			1,687,871.00	0
T O T A L DEPT 100 E X P E N D I T U R E		1,687,871			1,687,871.00	0
T O T A L FUND 401 R E V E N U E		1,687,871			1,687,871.00	0
FUND PERSONAL SERVICES						0
FUND MATERIAL & SERV						0
FUND CAPITAL OUTLAY						0
FUND ALL OTHER		1,687,871			1,687,871.00	0
T O T A L FUND 401 E X P E N D I T U R E		1,687,871			1,687,871.00	0
FUND PRIOR BALANCE						
NET FUND BALANCE						

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FUND-501 GROUND WATER PRODUCTION

DEPT-100 FUND ACTIVITIES

ROCKWOOD WATER P.U.D.

REVENUE/EXPENDITURE REPORT

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ACCOUNT	DESC	BUDGET	MONTH-TO-DATE EXPENSE/REV	YEAR TO DATE EXPENSE/REV	UNENCUMBERED 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	--	--	200,000.00	0
3-90-9400	CITY OF GRESHAM	200,000	--	100,000.00	100,000.00	50
	OTHER FINANCING SOURCES	400,000		100,000.00	300,000.00	25
T O T A L DEPT 100 R E V E N U E		765,369		174,795.92	590,573.08	23
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	509.59	18,958.02	11,041.98	63
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	6,454.72	6,958.14	1,958.14	139
5-20-5670	PUMPING	200,000	6,879.39	156,957.39	43,042.61	78
	MATERIAL & SERVICES	320,000	13,843.70	253,224.99	66,775.01	79
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	13,843.70	253,224.99	66,775.01	79
	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	13,843.70	253,224.99	512,144.01	33
T O T A L FUND 501 R E V E N U E		765,369		174,795.92	590,573.08	23
	FUND PERSONAL SERVICES					0
	FUND MATERIAL & SERV	320,000	13,843.70	253,224.99	66,775.01	79
	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	13,843.70	253,224.99	512,144.01	33
	FUND PRIOR BALANCE	64,585.37-				
	NET FUND BALANCE	78,429.07-				

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FUND-601 GW CONSTRUCTION FUND

DEPT-100 FUND ACTIVITIES

ROCKWOOD WATER P.U.D.

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ACCOUNT	DESC	BUDGET	MONTH-TO-DATE EXPENSE/REV	YEAR TO DATE EXPENSE/REV	UNENCUMBERED BALANCE	%
R E V E N U E S						
3-01-0101	BEGINNING 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	312,612.53	661,371.17	8,050,272.83	8
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	312,612.53	661,371.17	13,050,272.83	5
T O T A L DEPT 100 R E V E N U E		30,009,644	312,612.53	19,152,727.77	10,856,916.23	64
E X P E N S E S						
5-20-5110	CONTRACT SERVICES	200,000	2,765.07	102,765.07	97,234.93	51
5-20-5120	ENGINEERING SERVICES	3,344,000	58,547.20	387,009.70	2,956,990.30	12
	MATERIAL & SERVICES	3,544,000	61,312.27	489,774.77	3,054,225.23	14
5-40-6035	GROUNDWATER CONSTRUCTION	20,994,500	1,032,868.75	1,829,987.49	19,164,512.51	9
5-40-6220	PROPERTY RELATED TO GW	--	--	--	--	0
	CAPITAL OUTLAY	20,994,500	1,032,868.75	1,829,987.49	19,164,512.51	9
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	61,312.27	489,774.77	3,054,225.23	14
	TOTAL CAPITAL OUTLAY	20,994,500	1,032,868.75	1,829,987.49	19,164,512.51	9
	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	1,094,181.02	2,319,762.26	27,689,881.74	8
T O T A L FUND 601 R E V E N U E		30,009,644	312,612.53	19,152,727.77	10,856,916.23	64
	FUND PERSONAL SERVICES					0
	FUND MATERIAL & SERV	3,544,000	61,312.27	489,774.77	3,054,225.23	14
	FUND CAPITAL OUTLAY	20,994,500	1,032,868.75	1,829,987.49	19,164,512.51	9
	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	1,094,181.02	2,319,762.26	27,689,881.74	8
	FUND PRIOR BALANCE	17,614,534.00				
	NET FUND BALANCE	16,832,965.51				
	GRAND TOTAL REVENUE	57,928,514	1,162,332.03	35,673,570.73	22,254,943.27	62
	TOTAL PERSONAL SERVICES	3,495,423	124,289.08	1,375,453.50	2,119,969.50	39
	TOTAL MATERIAL & SERV	9,007,998	350,264.15	2,534,023.98	6,473,974.02	28

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FUND-601 GW CONSTRUCTION FUND

DEPT-100 FUND ACTIVITIES

ROCKWOOD WATER P.U.D.

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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	1,099,613.95	2,204,213.55	20,926,995.45	10
	TOTAL ALL OTHER	22,293,884			22,293,884.00	0
	GRAND TOTAL EXPENDITURE	57,928,514	1,574,167.18	6,113,691.03	51,814,822.97	11
	PRIOR BALANCE	29,971,714.85				
	NET FUND BALANCE	29,559,879.70				





**Rockwood Water**  
People's Utility District

19601 NE Halsey Street  
Portland, OR 97230-7430  
503-665-4179 - Phone  
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[www.rwpud.org](http://www.rwpud.org)

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## **MEMORANDUM**

To: Board of Directors

From: Kari Duncan, General Manager

Date: December 9, 2021

Re: Outside Audit Report and Management Response

The Communication to the Governing Body, Management Response, and Financial Report documents are in production by the auditor. My goal is to have them delivered to you no later than Tuesday afternoon, December 14, 2021.