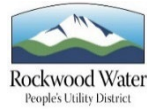


PRESIDENT, Colby Riley
VICE PRESIDENT, Steve Okazaki
SECRETARY, Kathy Zimmerman



TREASURER, Larry Dixon
DIRECTOR, Tom Lewis
GENERAL MANAGER, Kari J. Duncan

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

June 28, 2023

6:00 p.m.

District Boardroom or via Zoom:

<https://us02web.zoom.us/j/81250223961?pwd=NlVackM5eG93K3p0dUNCaU0zVjdMZz09>

Webinar ID: 812 5022 3961

Passcode: 117184

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 Clark
 - f. Financial Status – May 31, 2023
3. **Approval of Minutes – April 26, 2023 Regular Board Meeting & May 24, 2023 Regular Board Meeting - Action**
4. Approval of Bills - SA Zimmerman - Action
5. Public Comment on Non-Agenda Items
6. City of Portland Intergovernmental Agreement No: 30005863 Amendment No. 1 (Meter Reading) – DS Crocker and OS Middleton - Action
7. Suspend Regular Board Meeting and Convene Budget Committee Meeting - Action
 - a. Call to Order - Budget Committee Chair Robert Fowler - Action
 - b. Approval of Agenda - Action
 - c. Approval of April 26, 2023 Budget Committee Minutes - Action
 - d. Comments from the Budget Committee Chair – Robert Fowler - Discussion
 - e. Comments from the Budget Officer Designee – DS Crocker - Discussion
 - f. Questions from the Budget Committee - Discussion
 - g. Approve the Budget and Recommend it to the Board - Action
 - h. Adjourn Budget Committee Meeting - Action
8. Reconvene Regular Board Meeting
9. Public Hearing FY 2023/2024 Budget

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.

10. Resolution No. RWPUD 22/23-006 Adopting Budget & Making Appropriations for the Fiscal Year Commencing July 1, 2023 - Action
11. Resolution No. RWPUD 22/23-007 Establishing Fees and Charges for the Provision of Water – Action
12. For the Good of the Order
13. Next Meeting – July 26, 2023 Regular Board Meeting

Upcoming Topics:

- General Manager Review (August)

14. Adjournment



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: June 20, 2023

Re: June 26th, 2023, Board Meeting

1. Production, project, financial, fiduciary, engineering and government affairs reports have been completed by staff and are provided.
2. The Budget committee will meet during the June Board meeting with a final recommended budget for Fiscal Year 2023/2024. One change has been recommended for the budget from what was presented in April. Staff recommend adjusting the Groundwater Production (Fund 501) Pumping Account # 5-20-5670 from \$335,000 to \$385,000. This is due to expected increased groundwater pumping to meet higher industrial water demand. The expense will be offset by additional revenue from the higher water sales.
3. The project priority list for the Bipartisan Infrastructure Law (BIL) funding that the District applied for has been issued. The District was ranked in the top 15 of a total of 19 applicants and is eligible for a subsidy award pending the public comment period. The approach of the State was to equally allocate the total funding available for this category of funds to each of the 15 top ranked applicants. Each applicant will receive **\$589,614 in subsidy**, this is a loan that does not need to be repaid. Although this was not as much as the District had applied for, it will still provide a great benefit to the District as a direct award to be allocated on the cost of the Manganese removal water treatment facilities that are part of the Groundwater development projects.
4. The District received a ranking of 21 out of 33 for the SDWRLF funding. Due to the lower ranking, we do not anticipate receiving an invitation to apply for this funding. The District will evaluate additional WIFIA and Bond funding for the remaining funds to complete the groundwater development project.
5. The Package 2B Pipeline Project Construction bids were received on June 6th. The Engineer's estimate and cost that we have been holding in our budget was \$19,915,000 for this portion of the project and the lowest bid came in at \$12,859,024, this is \$7 Million below the Engineer's estimate! These bids reflect a stabilization in the cost of large diameter pipe and is great news for the Cascade Groundwater Alliance. The Package 2B project is divided approximately 50:50 between Rockwood and Gresham and the project delivery and construction is managed by the City of Gresham.

6. Package 3 Design for Well #8, Water Treatment Facility, Pump Station and Reservoir Rehabilitation at the 141st Ave. site continues to progress. Rockwood Staff and the Design Consultant are currently evaluating the costs and benefits of replacement versus rehabilitation of the 2.2 MG 141st Ave. reservoir, which was constructed in 1969 and is now over 50 years old. Other decisions that are under evaluation include the size and placement of the emergency backup generator.
7. The Package 4 Cascade Water Treatment Facility Engineering Design process is now moving towards the 60% design phase. This project is expected to move into construction at the beginning of 2024.
8. Package 1, Cascade Reservoir #2 is online and in service as of the end of April! This is the first major facility that has been completed and placed in service and marks a major milestone in the Cascade Groundwater Alliance and our efforts to develop a fully independent Groundwater supply by 2026. Final work to be completed on Package 1 includes the rehabilitation of the Cascade Reservoir #1 (CR1) and completion of Well #7. Work has started on CR1 and it has been discovered that the reservoir roof condition is very poor. District staff, the Design Engineer and the Contractor are evaluating the possibility of a full roof replacement as part of this reservoir rehabilitation.
9. District staff attended the AWWA – ACE convention in Toronto, Ontario, Canada the week of June 11th – 15th. The event was well attended, and staff had the opportunity to learn about critical water issues faced all over the globe. Particularly helpful were sessions that I attended related to financing and credit rating for water utilities and the management of large capital projects facing inflationary and supply chain pressures. In a panel session with representatives from the three major credit rating agencies; Moody's, S&P and Fitch, advice from the ratings agencies for utilities to avoid ratings downgrades are to maintain a record and history of investment in the systems capital and infrastructure assets, ensure that rate increases do not fall below the rate of inflation over multiple years, and to maintain strong management and public transparency of the utility. Rockwood has been doing a great job of following these steps.

Thank you and please reach out to me with questions anytime!

MEMORANDUM

To: Board of Directors

From: Andy Crocker, District Superintendent

Date: June 21, 2023

Re: Operations Update

Water distribution crews installed one new 4" fire service, moved a fire hydrant and water service, repaired water main leak and address routine maintenance as needed. Crews continued to focus their efforts on the capital projects, installing 6" ductile iron pipe in neighborhoods on SE 154th and SE 157th between Stark St. and E Burnside. Crews have finished installing and testing the mains on both streets, they are currently working on changing over service connections. We anticipate completion of the project in July and asphalt restoration by a contractor to follow soon after.

Operations staff have been putting Cascade reservoir 2 through its paces, we have seen a greater than normal demand last month requiring us to use more groundwater. We received results of the spring LCR sampling, the results were very low which correlates with the corrosion control Portland has implemented. We continue to operate AMI (Advance Metering Infrastructure) pilot programs, we installed and started operating our final test pilot system. We continue to make comparisons of the systems and compile information for decision making in the future.

We sent 4 employees to PNWS-AWWA summer waterworks short school; this is a great opportunity for them to learn and network locally. I also wanted to point out some recent achievements of a few of our employees. Nicolas Henry has acquired his Water Distribution level 1 certification; David Mattson has acquired his Backflow tester certification and Ryan Lindstrom has acquired his Class A CDL.

Demand for May jumped up higher than expected. Our average daily demand in March was 6.26 and increased to 7.08 million gallons per day (MGD) in May, month-to-month for 2023 to 2022 increased almost 500,000 gallons per day more. With the warm dry weather in Mid-May we needed to start continuous groundwater operations, producing 42 million gallons in the second half of the month. Demand has continued to increase in the first half of June.

FIELD PRODUCTION REPORT FY 2022/2023													
	JULY	AUGUST	SEPT.	OCT.	NOV.	DEC.	JAN.	FEB.	MARCH	APRIL	MAY	JUNE	
ACTIVITY													
Leak Repairs	0	3	1	1	1	0	1	1	1	1	1		
YTD	0	3	4	5	6	6	7	8	9	10	11		
CCF Loss	0	330	110	110	110	0	110	110	110	110	110		
Emergency repairs	1	0	1	1	1	1	2	2	0	1	1		
YTD	1	1	2	3	4	5	7	9	9	10	11		
CCF Loss	193	0	193	193	193	193	386	386	0	193	193		
Utility Locates	287	367	248	278	251	281	258	288	302	314	307		
YTD	287	654	902	1180	1431	1512	1770	2058	2360	2674	2981		
Meter Replacements	8	11	7	8	9	19	12	6	8	7	17		
YTD	8	19	26	34	43	62	74	80	88	95	112		
Water Service Installs	4	5	2	3	2	1	1	1	3	1	0		
YTD	4	9	11	14	16	17	18	19	22	23	23		
Fire Service Installs	0	0	0	0	1	1	0	0	2	0	1		
YTD	0	0	0	0	1	2	2	2	4	4	5		
Fire Hydrant repairs	1	2	1	2	1	2	2	1	0	1	1		
YTD	1	3	4	6	7	9	11	12	12	13	14		
Vault/Backflow inspections	3	2	2	3	2	1	2	0	0	3	1		
YTD	3	5	7	10	12	13	15	15	15	18	19		
Meter Boxes Repl.	7	5	6	11	8	12	7	6	4	9	11		
YTD	7	12	18	29	37	49	56	62	66	75	86		
Emergency calls	12	7	8	4	11	41	1	6	0	1	3		
YTD	12	19	27	31	42	83	84	90	90	91	94		



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: Cathy Middleton, Office Supervisor

Date: June 1, 2023

Re: May Monthly Customer Service Production Report

The meter readers read 5,862 meters this month. Due to an error, we had to estimate 1,090 reads in zone 2.

Of the 7,312 bills that were sent out this month, 1,178 of them were sent via e-mail. Zone 2, which went out on 5/14/23, had 1,090 bills that were estimated

We mailed out 901 late notices and e-mailed 192 for a total of 1,093.

Of the 393 door hangers that were hung this month, we turned 63 of them off.

Customer assistance was given to 7 customers and we sent 21 customers to collections.

There were 47 maintenance orders done. They all consisted of the following:

- 43 were to check for a leaks/correct reads
- 1 was to replace meter boxes
- 1 was to turn off the water for repairs
- 2 were to check if the meter was working correctly

There were 2,342 phone calls this month and we had 638 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 2022 - 2023

Function:	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
Meter Reads	6,958	6,959	6,957	6,959	6,957	6,571	6,168	5,618	5,953	6,604	5,862		71,566
Estimates	2	1,624	2,607	61	21	396	2,380	1,298	1,003	363	1,090		10,845
Bills	7,252	7,591	7,312	7,110	7,203	7,310	7,639	7,110	7,340	7,077	7,312		80,256
Late Notices	1,188	1,557	1,181	1,400	1,124	1,479	1,174	1,322	1,047	1,265	1,093		13,830
Door Hangers	436	437	478	404	508	398	543	376	447	380	393		4,800
Turn Offs	68	54	124	53	122	74	107	30	116	71	63		882
Final Reads	73	75	76	48	35	48	83	66	97	98	115		814
New Accts	56	57	71	29	39	41	79	63	93	103	113		744
Bill Assistance	4	3	9	6	5	5	4	4	6	1	7		54
Collection Agency	22	17	14	14	17	16	18	37	-	25	21		201
Leak Adjustments	48	16	11	16	18	14	24	55	51	33	28		314
Phone Calls	2,246	2,529	2,448	2,240	2,415	2,505	2,639	2,070	2,791	2,133	2,342		26,358
Walk Ins	616	578	608	552	637	711	775	495	758	593	638		6,961
Work Orders	27	72	42	50	42	79	59	48	66	51	47		583
Misreads	-	-	-	4	-	-	3	-	-	1	-		8
Found On	-	-	-	-	-	-	-	-	-	1	-		1
Meters Pulled	-	-	-	-	-	-	-	-	-	-	-		-



Rockwood Water
People's Utility District

MEMORANDUM

To: Board of Directors

From: Jeremy Hudson, District Engineer

Date: June 21, 2023

Re: Engineer's Report: June 28, 2023 Board Meeting

Structural improvements for Cascade Reservoir 1 (CR1) are underway. During the removal of the interior coatings, the condition of the interior roof support is in worse condition than anticipated. The design engineers are evaluating the option to replace the roof, rather than repair. We will know later this week how the costs compare. CR1 inlet & outlet piping improvements are complete and will be tested and disinfected this week. The last 36" valve for the Transmission main (TM) was installed last week. Final paving and striping will be completed in early July. The installer continues to repair the Cascade Well (CW) 7 screen and will install the pump and motor soon. The Groundwater Development Projects (GDP) Package 1 includes the structural updates to Cascade Reservoir 1 (CR1) and the design for CR2, CW7 pump station (PS) and TM, Capital Improvement Project (CIP) ST4, and a portion of the proposed 36" groundwater TM Package 2B.

Package 4 60% draft plans are currently in design and will be delivered in early July. Additional workshops and weekly meetings continue. Designs will be complete at the end of 2023 and construction is scheduled to begin in early 2024. The water treatment plant (WTP) will be located near our existing equipment storage building, the new Pump Station (PS) will be sited east of the existing PS, and the new equipment storage building will be south of CR2. Package 4 is a 25-32 million gallon per day (MGD) treatment facility, PS upgrade and equipment building replacement.

Package 3 is in the early design phase. District staff are discussing the repair vs replacement for the existing 2.2 MG concrete reservoir, based on additional cost information provided by the designers. This project includes a 4.3 MGD WTP Cascade Well 8 improvements and reservoir/PS upgrades, located at 141st Avenue PS. This design package will be completed by the end of 2023. Construction to take place in 2024 & 2025.

Package 2A is a TM project which moves water between an expanded Glendoveer Pressure Zone (PZ) and Main Zone. The 30% draft plans were delivered, and comments are due back to the designers this week. Construction is set to begin in Q1 of 2024 and will take a year to complete.

The District's 20-year Water Master Plan (MP) update will be completed early next fiscal year (FY). 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.

Current design and construction projects are described below.

FY 2022/2023:

ST20 – Located on SE 154th Avenue between SE Stark Street and E Burnside Street, this project replaces 1,120 Linear Feet (LF) 4” Outside Diameter (OD) with 6” Ductile Iron (DI) lines. The mainline is complete and the crews are installing services.

ST21 - Located on SE 157th Avenue between SE Stark Street and E Burnside Street, this project replaces 1,102 lf of 4” OD with 6” DI lines. Construction began in early April. The mainline is installed. Services to follow when the mainline for ST20 is completed. Paving for ST20 & ST21 will be scheduled after the services are completed.

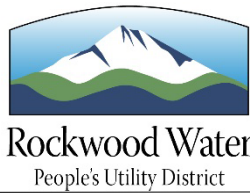
City of Gresham managed GDMP Projects:

Package 2B – 36” TM, Cascade to the District’s Bella Vista and Gresham’s Grant Butte reservoirs. This project is designed, and construction bids were submitted. A contractor was selected and construction to begin this fall and take approximately 19 months.

Package 5 – 223rd & Stark Street, the production well (Cascade Well 6) is nearly complete. The project is in negotiations with a consultant for design of the wellhouse, water treatment facility and TM. The project construction is scheduled to be completed by the beginning of 2025.

Package 6 – Kirk Park (CW9) wellhouse and TM construction contract was issued. Construction to begin this fall. This TM will terminate at our Cascade site and contribute to the finished water that is pumped to the Bella Vista/Grant Butte reservoirs.

Package 7 – CW10, this is currently a Gresham-only project. Drilling is expected to begin soon, following the completion of Cascade Well 6. The well site is located approximately ½-mile from 223rd & Stark Street. Raw water will be piped to the CW6 Water Treatment Plant.



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: Nyla Clark, Government Affairs Coordinator

Date: June 1, 2023

Re: Government Affairs Activities

CONSERVATION

- The District has been participating in outreach campaigns with the Regional Water Providers Consortium on social media. During the month of June, the campaign is focused on getting customers to sign up for their weekly watering number. Learn more here: <https://www.regionalh2o.org/water-conservation/outdoor-water-conservation/weekly-watering-number>
- At the start of May we kicked off our outdoor water conservation campaign. So far, the campaign has been highly successful. Since we kicked off the campaign in early May we have given out over 95 outdoor kits, in all of 2022 we gave out 74 only kits.

EDUCATION/OUTREACH

- GAC Clark has been working on the Consumer Confidence Report for the 2022 year. The report is now available for viewing. Customers were sent postcards notifying them the report is available. You can view on our website here: rwpud.org/ccr2023.pdf. A copy of the report has also been included in this packet.
- On May 31 The District hosted the Children's Clean Water Festival wrap up meeting. Rockwood Water PUD is the fiscal manager of the festival and both SA Zimmerman and GAC Clark serve on the planning committee. GAC Clark has been asked to be the Chair of the festival this next year.

UPCOMING EVENTS, TRAINING & CONFERENCE OPPORTUNITIES

SDAO 2023 Training Schedule

SDAO Classes: You can view all SDAO training here along with full descriptions of trainings: <https://www.sdao.com/calendar>.

Please let Nyla know if you would like to attend any of these classes and she can help sign you up.

ROCKWOOD WATER PEOPLE'S UTILITY DISTRICT 2023 DRINKING WATER QUALITY REPORT



Rockwood Water People's Utility District

CONSUMER CONFIDENCE REPORT
2022 DATA REPORTING
rwpud.org/ccr2023.pdf

Message to Our Customers



Rockwood customers, thank you for taking the time to read the Rockwood Water People's Utility District 2023 Water Quality Report with water quality data from the 2022 calendar year. As your General Manager, I am happy to report

the District continues to reliably provide excellent quality water that meets all state and federal safe drinking water requirements, at a cost to our consumers that is well below the regional average water bill.

This year we have made steady progress on the Cascade Groundwater Alliance source water development projects and are well on our way to building a sustainable, reliable, and safe drinking water supply that is independent from the current Portland wholesale supply. The Cascade Reservoir #2 construction is complete, and this new reservoir is now in service, marking the first major milestone in our project! Large diameter water transmission pipelines are being installed, and the district has

completed the drilling and started on the pump house construction for several of its new production wells. The design of new groundwater treatment facilities to remove manganese and iron from the water is proceeding rapidly and construction will begin at the beginning of 2024. This project is funded by a Federal Water Infrastructure Finance and Innovation Act (WIFIA) loan that will help minimize the total cost of our water to our ratepayers.

Please take the opportunity to access the website to review the Water Quality Report and learn what the District team of water professionals do to keep the water flowing to your tap 24 hours per day, 365 days per year. If you have any questions, please contact us at 503-665-4179 or email customerservice@rwpud.org.

Sincerely,

Kari J. Duncan
General Manager



Pictured above Cascade Reservoir #2, taken on May 10 2023.



Public Participation Opportunities

Rockwood Water provides a variety of public information, public involvement & community outreach opportunities.

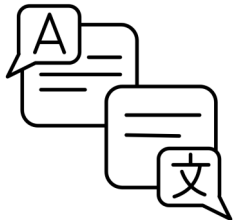
If you have questions about our programs, public meetings, or capital projects, please contact us at 503-665-4179 or visit rwpud.org to learn more.



Project Updates

Rockwood Water is excited to be working on the Groundwater Development Program conducted in partnership with the City of Gresham, called the Cascade Groundwater Alliance. This will remove the District's dependence on a wholesale purchase contract with the City of Portland and allow local control over the water supply decisions which will result in long-term cost benefits for residents.

For updates on the Cascade Groundwater Alliance and its projects please visit:
<https://rwpud.org/cascade-groundwater-alliance/>



Translation

This report contains important information and should be translated. Do you need this document translated into another language? Go to rwpud.org/ccr2023.pdf and use the Google Translator button to choose from more than 100 languages.

Este informe contiene información importante y debe traducirse. ¿Necesita este documento traducido a otro idioma? Ve a rwpud.org/ccr2023.pdf y usa el botón Google Translator para elegir entre más de 100 idiomas.

Этот доклад содержит важную информацию и должен быть переведен. Вам нужен этот документ, переведенный на другой язык? Перейдите на rwpud.org/ccr2023.pdf и используйте кнопку Google Translator, чтобы выбрать из более чем 100 языков.



Regional Water Providers Consortium

Rockwood Water People's Utility District is a member of the Regional Water Providers Consortium. The Consortium provides leadership in the planning, management, stewardship, and resiliency of drinking water in the Portland metropolitan region. Visit their website at regionalh2o.org to find out how to start your emergency prep with water, get information and resources to use water efficiently at home, and to learn more about the region's drinking water.

Drinking Water Sources and Protection

The Bull Run Watershed, Portland's protected surface water supply, is in the Mount Hood National Forest, 26 miles from Portland. The Portland Water Bureau and the US Forest Service carefully manage the watershed to sustain and supply clean drinking water. In a typical year, the watershed receives an astounding 135 inches of precipitation (rain and snow), which flows into the Bull Run River and then into two reservoirs that store nearly 10 billion gallons of drinking water.

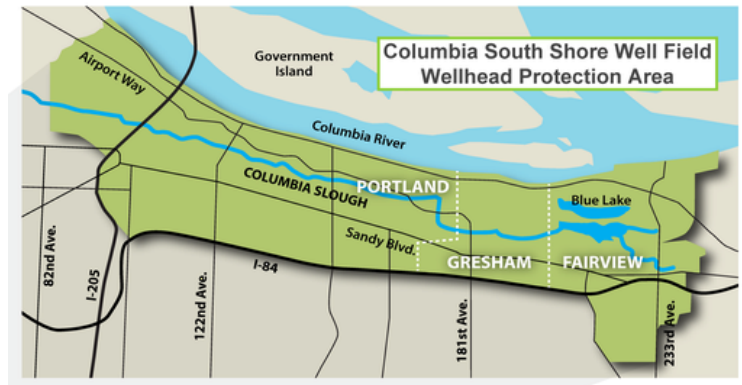


Bull Run Watershed. Photo courtesy of Portland Water Bureau website.

Source water assessments are completed to identify contaminants of concern for drinking water. For the Bull Run, the only contaminants of concern are naturally occurring microorganisms, such as *Giardia*, *Cryptosporidium*, fecal coliform bacteria, and total coliform bacteria. The Portland Water Bureau regularly tests Bull Run water for these microorganisms that live in virtually all freshwater ecosystems.

The Portland Water Bureau treats water to control organisms that could make people sick but does not currently treat for *Cryptosporidium*. Portland is installing filtration to remove *Cryptosporidium* and other contaminants from drinking water by 2027. Portland's source water assessment is available at portland.gov/water/resources/source-water-assessment or by calling 503-823-7525.

The Columbia South Shore Well Field, Portland's protected groundwater supply, provides drinking water from 25 active wells located in three different aquifers. The well field is between Portland International Airport and Blue Lake Park. Portland uses the well field for two purposes: to supplement the Bull Run supply in the summer, and to temporarily replace the Bull Run supply during turbidity events, maintenance activities, and emergencies.



Columbia South Shore Well Field Wellhead Protection Area.
Photo courtesy of Portland Water Bureau website.

The Columbia South Shore Well Field is beneath homes and businesses with a variety of potential contaminant sources. The deep aquifers that are the primary sources of water supply have natural geologic protection from pollutants present at the land surface. Portland, Gresham, and Fairview work together to protect the well field. The cities' Groundwater Protection Programs work with residents and businesses in the well field to ensure that pollutants from this urban area do not impact the groundwater source.

To learn more about groundwater protection and find upcoming groundwater education events, visit portland.gov/water/groundwater.

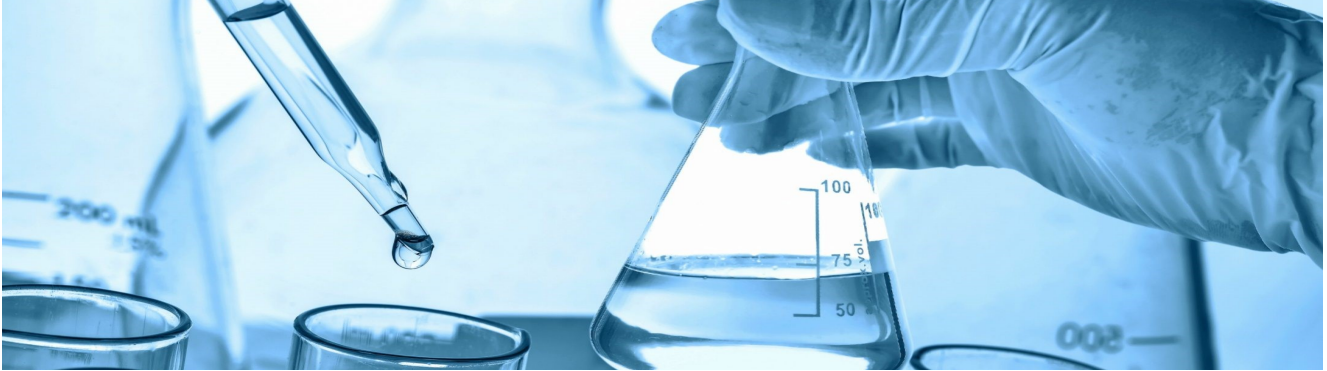
The Cascade Well Field is jointly owned and operated by Rockwood Water People's Utility District and the City of Gresham. Rockwood Water began using water from the Cascade wells in 2004, primarily during the summer months, as a supplement to Bull Run water. Groundwater from the Cascade wells is from the Sand and Gravel Aquifer located approximately 600 feet below the surface. Rockwood Water works with the Cities of Gresham and Fairview businesses to protect this important investment. For information about water from the Cascade wells, or the Groundwater Protection Program, please contact Rockwood Water at 503-665-4179.



Cascade Reservoir #2

Special Notice for Immunocompromised Persons

“Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some Consumer Confidence Report - Required Components Page 4 of 8 elderly, and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. EPA/ CDC guidelines on appropriate means to lessen the risk of infection by *Cryptosporidium* and other microbial contaminants are available from the Safe Drinking Water Hotline (800-426-4791).



Monitoring for *Cryptosporidium*

Cryptosporidium is a potentially disease-causing microorganism that lives in virtually all freshwater ecosystems. Drinking water treatment for *Cryptosporidium* is required by state and federal regulations. For five years, the Oregon Health Authority (OHA) did not require the Portland Water Bureau to treat for *Cryptosporidium* based on data showing that *Cryptosporidium* was rarely found in the Bull Run Watershed. Since 2017, test results have shown low-level detections of *Cryptosporidium* primarily during the rainy season. As a result, OHA determined that treatment is now necessary.

The Portland Water Bureau does not currently treat for *Cryptosporidium*, but is required to do so under drinking water regulations. Portland is working to install filtration by 2027 under a compliance schedule with OHA. In the meantime, the Portland Water Bureau is implementing interim measures such as watershed protection and additional monitoring to protect public health. Consultation with public health officials continues to conclude that the general public does not need to take any additional precautions.

Exposure to *Cryptosporidium* can cause cryptosporidiosis, a serious illness. Symptoms can include diarrhea, vomiting, fever, and stomach pain. People with healthy immune systems recover without medical treatment. According to the Centers for Disease Control and Prevention (CDC), people with severely weakened immune systems are at risk for more serious disease. Symptoms may be more severe and could lead to serious life-threatening illness. Examples of people with weakened immune systems include those with AIDS, those with inherited diseases that affect the immune system, and cancer and transplant patients who are taking certain immunosuppressive drugs.

The Environmental Protection Agency has estimated that a small percentage of the population could experience gastrointestinal illness from *Cryptosporidium* and advises that customers who are immunocompromised and receive their drinking water from the Bull Run Watershed consult with their health care professional about the safety of drinking the tap water.

2022 Results of <i>Cryptosporidium</i> Monitoring at the Raw Water Intake			
Number of Samples		Concentration Detected (oocysts/L)	
Total Tested	Positive for <i>Cryptosporidium</i>	Minimum	Maximum
179	46	Not Detected	0.08
More information: portlandoregon.gov/water/crypto			

What The EPA Says Can Be Found In Drinking Water

Across the United States, the sources of drinking water (both tap water and bottled water) include rivers, lakes, streams, ponds, reservoirs, springs, and wells. As water travels over the surface of the land or through the ground, it dissolves naturally-occurring minerals and, in some cases, radioactive material, and can pick up substances resulting from the presence of animals or from human activity.

In order to ensure tap water is safe to drink, the Environmental Protection Agency (EPA) has regulations that limit the amount of certain contaminants in water provided by public water systems and require monitoring for these contaminants. Food and Drug Administration regulations establish limits for contaminants in bottled water, which must provide the same protection for public health.

Contaminants in drinking water sources may include: **microbial contaminants**, such as viruses, bacteria, and protozoa from wildlife; **inorganic contaminants**, such as naturally-occurring salts and metals; **pesticides and herbicides**, which may come from farming, urban stormwater runoff, or home and business use; **organic chemical contaminants**, such as byproducts from industrial processes or the result of chlorine combining with naturally-occurring organic matter; and **radioactive contaminants**, such as naturally-occurring radon.

“Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the EPA’s Safe Drinking Water Hotline (1-800-426-4791).”



Definitions

Action Level:

The concentration of a contaminant which, if exceeded, triggers treatment of other requirements which a water system must follow.

MCL - Maximum Contaminant Level

The highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology.

MCLG - Maximum Contaminant Level Goal

The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs allow for a margin of safety.

MRDL - Maximum Residual Disinfectant Level

The highest level of a disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants.

MRDLG - Maximum Residual Disinfectant Level Goal

The level of a drinking water disinfectant below which there is no known or expected risk to health. MRDLGs do not reflect the benefits of the use of disinfectants to control microbial contaminants.

N/A - Not Applicable

Some contaminants do not have a health-based level or goal defined by the EPA.

NTU - Nephelometric Turbidity Units

The unit of measurement of turbidity, or cloudiness, of a water sample.

ppb - Part Per Billion

Water providers use ppb to describe a very small amount of a substance within the water. In time measurement, one part per billion is about 3 seconds out of 100 years.

ppm - Part Per Million

Water providers use ppm to describe a small amount of a substance within the water. In time measurement, one part per million is about 32 seconds out of one year.

piC/L - Picocuries Per Liter

Picocurie is a measurement of radioactivity.

TT - Treatment Technique

A required process intended to reduce the level of a contaminant in drinking water.

Arsenic, Barium, and Fluoride - These metals are elements found in the earth's crust. They can dissolve into water in contact with natural deposits. At the levels found in Rockwood's drinking water, they are unlikely to lead to negative health effects.

Fecal Coliform Bacteria - As part of Rockwood's compliance with the filtration avoidance criteria of the Surface Water Treatment Rule, water is tested for fecal coliform bacteria before disinfectant is added. The presence of fecal coliform bacteria in source water indicates that water may be contaminated with animal wastes. This is measured in percent of samples with more than 20 colonies in 100 milliliters of water during any six-month period. Rockwood Water uses chlorine to control these bacteria.

Giardia - Wildlife in the watershed may be hosts to *Giardia*, a microorganism that can cause gastro-intestinal illness. The treatment technique (TT) is to remove 99.9 percent of *Giardia* cysts. Rockwood Water uses chlorine to control *Giardia*.

Haloacetic Acids and Total Trihalomethanes - Disinfection byproducts form when chlorine interacts with naturally-occurring organic material in the water. High levels of disinfection byproducts can cause health problems in people. Rockwood adds ammonia to form a more stable disinfectant, which helps minimize disinfection byproducts.

Nitrate/Nitrogen - Nitrate, measured as nitrogen, can lead to bacterial and algal growth in the water. At levels that exceed the standard, nitrate can contribute to health problems. At the levels found in Rockwood's drinking water, nitrate is unlikely to lead to negative health effects.

Radon - Radon is a naturally occurring radioactive gas that cannot be seen, tasted, or smelled. Radon can be detected at very low levels in the Bull Run water supply and at varying levels in Rockwood's groundwater supply. Based on the limited levels of radon in groundwater after aeration, people are unlikely to have negative health effects from radon in water. Find more information about radon from the EPA at [epa.gov/radon](https://www.epa.gov/radon).

Sodium - There is currently no drinking water standard for sodium. At the levels found in drinking water, it is unlikely to lead to negative health effects.

Total Chlorine Residual - Total chlorine residual is a measure of free chlorine and combined chlorine and ammonia in Rockwood's distribution system. Chlorine residual is a low level of chlorine remaining in the water and is meant to maintain disinfection through the entire distribution system.

Total Coliform Bacteria - Coliforms are bacteria that are naturally present in the environment. Coliform bacteria usually do not make people sick. They are used as an indicator that other potentially-harmful bacteria may be present. If more than 5 percent of samples in a month are positive for total coliforms, an investigation must be conducted to identify and correct any possible causes. Rockwood Water uses chlorine to control these bacteria.

Turbidity: Turbidity is the cloudiness of a water sample. In Rockwood's system, increased turbidity usually comes from large storms, which suspend organic material in Bull Run water. Increased turbidity can interfere with disinfection and provide an environment for microorganisms to grow. Since the Portland Water Bureau does not yet filter Bull Run water, the treatment technique (TT) is that turbidity cannot exceed 5 NTU more than 2 times in 12 months. When turbidity rises in the Bull Run source, Portland switches to its Columbia South Shore Well Field source.



Contaminants Detected in 2022

Regulated Contaminant	Detected in Rockwood's Water		EPA Standard		Sources of Contaminant
	Minimum	Maximum	MCL or TT	MCLG	
Untreated Source Water from the Bull Run Watershed					
Turbidity (NTU)	0.25	4.74	5	N/A	Erosion of natural deposits
Fecal Coliform Bacteria (%>20 colonies/100 mL in 6 months)	Not Detected	0.6%	10%	N/A	Animal wastes
<i>Giardia</i> (#/L)	Not Detected	0.04	TT	N/A	Animal wastes
Treated Drinking Water from the Bull Run Watershed, Columbia South Shore Well Field, and Cascade Well Field Entry Points to the Distribution System					
Arsenic (ppb)	<0.50	1.05	10	0	Found in natural deposits
Barium (ppm)	0.00074	0.0188	2	2	
Cyanide (ppm)	<0.0050	0.00065	1.3	1.3	
Fluoride (ppm)	<0.025	0.15	4	4	
Nitrate - Nitrogen (ppm)	<0.010	0.14	10	10	Found in natural deposits; animal wastes
Nitrite (as nitrogen) (ppm)	<0.005	0.007	1	1	Found in natural deposits; animal wastes
Total Nitrate + Nitrite (as nitrogen) (ppm)	<0.010	0.15	10	10	Found in natural deposits; animal wastes
Treated Drinking Water from Points throughout the Distribution System of Reservoirs, Tanks, and Main Water Pipes—Rockwood Water					
Microbiological Contaminants					
Total Coliform Bacteria (% positive per month)	0.0%	1.4%	TT	N/A	Found throughout the environment
Disinfectant Residual and Byproducts					
Total Chlorine Residual Running Annual Average (ppm)	1.8	1.9	4 (MRDL)	4 (MRDL)	Chlorine is used to disinfect water
Total Chlorine Residual Range of Single Results at All Sites (ppm)	1.68	2.2	N/A	N/A	
Disinfection Byproducts					
Haloacetic Acids					
Running Annual Average at Any One Site (ppb)	21	28	60	N/A	Byproduct of drinking water disinfection
Range of Single Results at All Sites	15.9	34.3	N/A		
Total Trihalomethanes					
Running Annual Average at Any One Site (ppb)	21	32	80	N/A	Byproduct of drinking water disinfection
Range of Single Results at All Sites (ppb)	17.3	35.6	N/A		
Treated Drinking Water from the Bull Run Watershed, Columbia South Shore Well Field, and Cascade Well Field to the Distribution System					
Unregulated Contaminant	Minimum	Average	Maximum	Sources of Contaminant	
Manganese (ppm)	0.0012	0.0193	0.0318	Found in natural deposits	
Radon (pCi/L)	<12	167	333		
Sodium (ppm)	3.4	10.6	16.3		

Lead & Copper Testing

Water Testing - Twice per year, Rockwood Water collects water samples from a group of over 60 homes that have lead solder and are more likely to have higher levels of lead in water. Testing results exceed the federal action level for lead when more than 10 percent of results from these homes are above 15 parts per billion. In the most recent round of testing, less than 10 percent of homes exceeded the lead action level.

Lead and Copper Testing Results from Homes that Have Lead Solder and Are More Likely to Have Higher Levels of Lead in Water

Regulated Contaminant	Detected in Residential Water Taps		EPA Standard		Sources of Contaminant
	2022 Results ^{1/}	Homes Exceeding Action Level ^{2/}	Action Level ^{2/}	MCLG ^{3/}	
Lead (ppb) ³	9.5	3 out of 60 (5%)	15	0	Corrosion of household and commercial building plumbing systems
Copper (ppb) ³	0.0825	0 out of 60 (0%)	1.3	1.3	

1/ 90th Percentile: 90 percent of the sample results were less than the values shown.

2/ Action Level: The concentration of a contaminant which, if exceeded, triggers treatment or requirements of which a water system must follow. Rockwood Water did not exceed the Action Level.

3/ See page 6 for definitions.

Lead Testing & Reduction

For free lead-in-water testing, contact the LeadLine at leadline.org or 503-988-4000. For other testing, you can pay a private, accredited laboratory to test your tap water. For information about accredited labs, contact the Oregon Health Authority at ORELAP.Info@state.or.us or 503-693-4100.

Reducing Exposure to Lead

Rockwood Water cares about the health of the families in our community and is committed to helping you. If present, lead at elevated levels can cause serious health problems, especially for pregnant people and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing.

Rockwood Water is responsible for providing high quality drinking water, but cannot control the variety of materials used in plumbing components. Lead is rarely found in Rockwood's source waters and there are no known lead service lines in the water system. In Rockwood, lead enters drinking water from the corrosion (wearing away) of household plumbing materials containing lead. These materials include lead-based solder used to join copper pipe – commonly used in homes built or plumbed between 1970 and 1985 – and brass components and faucets installed before 2014.

The most common sources of lead exposure in our region are lead-based paint, household dust, soil, and plumbing materials. Lead is also found in other household objects such as toys, cosmetics, pottery, and antique furniture.

When your water has been sitting for several hours, such as overnight or while you are away at work or school, you can minimize the potential for lead exposure by flushing your tap for 30 seconds to 2 minutes before using water for drinking or cooking. If you are concerned about lead in your drinking water, you can request a free lead-in-water test from the LeadLine (leadline.org or 503-988-4000). Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from EPA's Safe Drinking Water Hotline: 800-426-4791 or epa.gov/safewater/lead.



19601 NE Halsey Street
Portland, OR 97230
503-665-4179
rwpud.org
Public Water System #4100668



20



Oregon Health Authority
Drinking Water Program
971-673-0405
oregon.gov/oha/ph/healthyenvironments/drinkingwater



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: June 20, 2023

Re: Finance/Budget Report – May 2023

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. Revenues for FY (Fiscal Year) 2022/2023 started lower in comparison to the same periods for FY 2021/2022 however revenues have now caught up with the previous year and are ahead.

- Water sales revenue at the end of May 2023 (Period 11) showed a **3.6% increase** when compared to Period 11 in May 2022. The revenues reflects consistent water demands through the year and the modest 4% rate adjustment that was made on July 2022. The revenue is on track with the budget and continues to demonstrate that the District's ability to meet debt service requirements for the 2021 bond sales and 2022 WIFIA loan that is funding the Groundwater Development Plan. It will be important to continue to demonstrate strong revenue for the issuance of a final Bond or WIFIA loan to complete the groundwater projects and the 6% rate adjustment planned for July 1, 2023, will help the District meet this goal.
- Overall revenue for Period 11 is **7.4% higher** than the same period in FY 2021/2022 reflecting the impact of the moderate rate increase, average water demands in FY 2022/2023, and an increase in large service installations. Please note that the groundwater payments to and from the City of Gresham for the Cascade Groundwater Supply Projects are removed from this calculation. The non-sales revenue in Period 11 FY 2022/2023 is **36% higher** than the same period in FY 2021/2022. This reflects the completion of several large service installations during this fiscal year.
- Personal Services are on track with the budget for this time of year, with 84% of budget expended after 92% of the FY has been completed. Materials and Services expenditures are at 65% of budget. Capital Outlay for non-Cascade Groundwater projects is at 46% of budget.

FISCAL YEAR 2022-23
MAY, 2023
REVENUES

Category		Budget	May 2023	May 2022	Variance	Year To Date	Projection	Balance of FY 21-22
100.3-01-0101	Beginning Fund Balance	10,419,346						
100.3-10	Water Sales	11,410,250	648,534	623,543	0	10,945,651	12,000,906	1,055,254
100.3-20	Fees & Special Charges	357,270	22,241	28,788	(0)	294,485	323,883	29,398
100.3-40	Charges for Service	450,000	31,422	2,671	11	235,680	297,088	61,408
100.3-50	Investment Income	86,000	57,458	16,948	2	458,783	473,456	14,673
100.3-60	Other Income	691,463	41,635	34,519	0	611,493	675,872	64,379
100.3-90	Other Financing Sources	1,023,500	95,338	-		547,920	547,920	-
	Total Revenue Budget	24,437,829	896,628	706,468		13,094,012	14,319,124	1,225,112
	Annual Running Revenue (Includes Codes 100.3-10 thru -90)	14,018,483	896,628	706,468	0	13,094,012		

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

EXPENDITURES

		Budget	May 2023	Total To Date	% Expended
5.10-4000	Personnel Services	3,805,600	305,799	3,181,634	84%
5.20-5000	Material & Services	2,280,430	88,140	1,482,352	65%
	Water Purchase	3,088,892	290,535	2,793,265	90%
5.40-4000	Capital Outlay	1,683,500	94,251	780,295	46%
5.60-7000	Transfers	1,955,950	-	1,955,950	100%
5.70-7000	Contingency	1,500,000	-		
5.90-8000	Unappropriated Balance	10,138,457	-		
	Total Expense Budget	24,452,829	778,724	10,193,496	42%
	Annual Running Expense	10,858,422	778,724	8,237,546	76%

**ROCKWOOD WATER PEOPLE'S UTILITY DISTRICT
MINUTES, REGULAR MEETING OF THE BOARD
April 26, 2023
Rockwood Water Board Room and 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); Daniel Zimmerman, Senior Accountant (SA); Nyla Clark, Government Affairs Coordinator (GAC), Jay Breen, Assistant Superintendent Operations (ASO).

Guests present: Catherine Nicewood, Eric Cole, Cori Johnson, Christine Hollenbeck, Bob Fowler

President Colby Riley called the meeting to order at 6:00 p.m.

APPROVAL OF THE AGENDA

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

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

APPROVAL OF THE CONSENT AGENDA

President Riley asked if there were any changes or updates to the consent agenda. **GM Duncan** noted there were no changes to the consent agenda.

Tom Lewis moved to approve the consent agenda. **Larry Dixon** seconded the motion. **The motion was approved; none opposed.**

APPROVAL OF MINUTES

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

Kathy Zimmerman moved to approve the minutes from the March 22, 2023 regular Board meeting. **Steve Okazaki** seconded the motion. **The motion was approved; none opposed.**

APPROVAL OF BILLS

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

Kathy Zimmerman asked if we recoup any cost on building new fire hydrants. DS Crocker answered that when we are building them on our projects we do not recoup any cost. However, he explained that when the hydrant is damaged insurance will usually cover the cost and in cases of new construction the builders would pay for it.

Larry Dixon asked about bill 00504, rw44 new lights. DS Crocker explained that the District's Sprinter van had damage to its back lifted lights. The District replaced the lights and at the same time bought new front and rear lights at the same time to increase visibility.

Larry Dixon asked about Bill 289-0019436, rw44 lights / dust caps. DS Crocker explained that this from the same order as Bill 00504, he believes they may have come in two orders resulting in two line items.

Kathy Zimmerman asked about Bill 01137, JW Tickets From Davis Elementary Meter Charges. DS Crocker explained that this was from a meter replacement project where excavation work needed to be completed.

Kathy Zimmerman asked about Bill 00070, PBOT Street Opening Permit 82224 and how the price of the permit is determined. AE Hanson answered that is a calculation based on location and size. AE Hanson added that he can send the formula to the Board so they have the exact calculation.

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

PUBLIC COMMENT

There were no public comments.

RESOLUTION NO. RWPUD 22/23-004 AMENDING POLICY MANUAL

Tom Lewis moved to adopt Resolution No. RWPUD 22/23-004 Amending Policy Manual. **Steve Okazaki** seconded the motion. The motion was approved; none opposed.

FOR THE GOOD OF THE ORDER

DS Crocker shared that he appreciated the employee event and thanked the board for their support.

GM Duncan shared that there will be an all staff training tomorrow given by Portland Police. The training is focused on what to do in an active shooter situation.

President Riley shared that he attended the Children's Clean Water Festival with GM Duncan, GAC Clark and SA Zimmerman and it was a great success.

Tom Lewis thanked staff for their work on the employee appreciation party. He noted that the awards were a great touch and shared that the Board received an award for their hard work.

Larry Dixon would like time on an upcoming agenda to discuss the Portland Water Bureau fees that are charged to customers.

NEXT MEETING

President Riley reminded everyone the next Board meeting will be Wednesday, May 24, 2023 at 6:00 p.m.

ADJOURNMENT

Steve Okazaki made a motion to adjourn the meeting. **Tom Lewis** seconded the motion. The motion was approved; none opposed.

The meeting was adjourned at 6:14 p.m.

Secretary

**ROCKWOOD WATER PEOPLE'S UTILITY DISTRICT
MINUTES, REGULAR MEETING OF THE BOARD
May 24, 2023
Rockwood Water Board Room and 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); Daniel Zimmerman, Senior Accountant (SA); Jay Breen, Assistant Superintendent Operations (ASO); Jeremy Hansen, Associate Engineer (AE).

Guests present: Cori Johnson

President Colby Riley called the meeting to order at 6:00 p.m.

APPROVAL OF THE AGENDA

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

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

APPROVAL OF THE CONSENT AGENDA

President Riley asked if there were any changes or updates to the consent agenda. **GM Duncan** noted there were no changes to the consent agenda.

Kathy Zimmerman moved to approve the consent agenda. **Steve Okazaki** seconded the motion. The motion was approved; none opposed.

APPROVAL OF MINUTES

President Riley noted that due to an urgent matter the minutes for the April regular board meeting are not ready. They will be available to the board with the June board packet.

APPROVAL OF BILLS

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

Larry Dixon asked about a \$900 payment for Rate Study 2023 that appeared on page 24, and 25, and 27. Staff noted that monthly payments were made to this vendor, however they would follow up to determine if a duplicate payment had been made.

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

PUBLIC COMMENT

There were no public comments.

BOARD OF DIRECTORS COMPENSATION

GM Duncan presented the results of a comprehensive search on how other Water Districts and PUD's compensate their board members. Staff found that no other district or water PUD in Oregon provides more compensation to Board members than Rockwood Water. In fact, in many cases Rockwood provides better compensation than others. There is one water PUD that provides more compensation to the Board President.

Board members provided feedback that they were satisfied with the study.

PUBLIC HEARING FY 2022/2023 SUPPLEMENTAL BUDGET

GM Duncan and **SA Zimmerman** provided an overview of the supplemental budget. The purpose of the supplemental budget is to transfer \$150,000 from the General Fund (101) Contingency Account to the Groundwater Production Fund (501) Equipment Maintenance and Pumping accounts due to higher than anticipated expenses related to high water demands, and an increase in electric rates and fees.

Discussion ensued related to the overall status of the budget and whether the use of contingency would have an impact on the District's financial health. **GM Duncan** noted that although expenditures for Groundwater Production were increased, this was related to higher than anticipated water sales and corresponded with higher revenues, therefore the overall financial status of the District was very good. **Director Lewis** advised that the Groundwater Pumping Budget for the next fiscal year (FY 2023-2024) should be checked and funds added if needed to avoid a future supplemental budget request.

RESOLUTION NO. RWPUD 22/23-005 RESOLUTION TO ADOPT A SUPPLEMENTAL BUDGET AND MAKE APPROPRIATIONS FOR FISCAL YEAR 2022/2023

Kathy Zimmerman moved to adopt Resolution No. Rwpud 22/23-005 Resolution To Adopt A Supplemental Budget And Make Appropriations For Fiscal Year 2022/2023. **Steve Okazaki** seconded the motion. The motion was approved; none opposed.

AMI DISCUSSION

GM Duncan & DS Crocker presented an overview of AMI and what next steps the District would like to take. Discussion ensued.

Steve Okazaki moved to approve the use of budgeted funds for implementation of the AMI system. **Larry Dixon** seconded the motion. The motion was approved; none opposed.

FOR THE GOOD OF THE ORDER

GM Duncan noted that there were many staff members with birthdays this week! She also noted that she would be absent for the June Board meeting and Budget Hearing due to a planned vacation that had also been discussed at the January meeting. District staff would be prepared to run the Board meeting and Budget hearing.

Larry Dixon noted that the District had an IGA with the City of Portland to provide meter reads to the Portland Water Bureau for billing Rockwood customers that receive sewer service from Portland. This IGA expires on June 30th. **Director Dixon** would like to discuss this contract at a

future Board meeting. GM Duncan responded that she would add this contract to a future meeting for discussion.

Kathy Zimmerman asked about the State Drinking Water Revolving Loan Funding (SDWRLF) results that were included in the Board packet. GM Duncan reported that the project priority list for the SDWRLF funding had been released, and that Rockwood and Gresham were ranked in the middle of the applications and are not in the best position to receive funding, however the final invitation to apply has not been sent out yet. The Bipartisan Infrastructure Law Funding (BIL) had not yet been announced and we expect to find out about this in the next month.

NEXT MEETING

President Riley reminded everyone the next Board meeting will be Wednesday, June 28, 2023 at 6:00 p.m.

ADJOURNMENT

Larry Dixon made a motion to adjourn the meeting. Steve Okazaki seconded the motion. The motion was approved; none opposed.

The meeting was adjourned at 7:30 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: June 12, 2023

Re: Checklist and Financial Report

Enclosed is the checklist for your review. The total amount of the checks listed for your approval is \$1,996,614.41. Additionally, there was one payroll cycles, and a board payroll totaling \$58,965.05. If you have any questions regarding any of the checks listed, please don't hesitate to call Kari or myself anytime.

The cash balances on May 31, 2023 are as follows:

Restricted Cash - \$2,779,887.88

Unrestricted Cash - \$18,448,817.70

MONTHLY FINANCIAL MONITORING CHECKLIST

BOARD OF DIRECTORS MEETING: 6/28/2023

FOR THE PERIOD **May 2023**

- | | |
|---|-----|
| 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 fl78uags. | 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 |



Rockwood Water District, OR

Rockwood Water
People's Utility District

Check Report

By Check Number

Date Range: 05/17/2023 - 06/12/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: UMPQUA BANK-UMPQUA BANK						
00360	PARKROSE HARDWARE	06/07/2023	Regular	0.00	-21.57	53219
11441	DEPARTMENT OF JUSTICE	05/18/2023	Regular	0.00	264.00	53548
00014	OREGON AFSCME	05/18/2023	Regular	0.00	463.85	53549
00022	UNITED WAY OF THE COLUMBIA-WILLAMETTE	05/18/2023	Regular	0.00	127.50	53550
01249	ACI PAYMENTS, INC	05/18/2023	Regular	0.00	94.70	53551
00231	ADVENTIST HEALTH OCCUPATIONAL MEDICINE	05/18/2023	Regular	0.00	104.00	53552
00793	CITY OF GRESHAM	05/18/2023	Regular	0.00	2,180.79	53553
00637	COMCAST CABLE	05/18/2023	Regular	0.00	411.70	53554
11476	CONSOR	05/18/2023	Regular	0.00	570,800.76	53555
11597	David Seifert	05/18/2023	Regular	0.00	50.00	53556
00295	DELUXE HEATING & COOLING	05/18/2023	Regular	0.00	125.00	53557
00607	FERGUSON WATERWORKS #3011	05/18/2023	Regular	0.00	40,989.52	53558
00427	GRAINGER	05/18/2023	Regular	0.00	289.15	53559
00085	H.D. FOWLER COMPANY	05/18/2023	Regular	0.00	5,177.43	53560
11430	HUBBARD'S PAVING & SEAL COATING, CORP	05/18/2023	Regular	0.00	19,921.88	53561
11413	JEREMY HANSON	05/18/2023	Regular	0.00	1,540.00	53562
01137	JW UNDERGROUND INC	05/18/2023	Regular	0.00	7,366.86	53563
00015	KAISER PERMANENTE	05/18/2023	Regular	0.00	19,898.66	53564
00742	LAKESIDE INDUSTRIES	05/18/2023	Regular	0.00	871.50	53565
01209	LOOMIS	05/18/2023	Regular	0.00	187.50	53566
00577	MAGELLAN HEALTHCARE	05/18/2023	Regular	0.00	2,499.98	53567
01125	NORTHSTAR CHEMICAL INC	05/18/2023	Regular	0.00	7,471.50	53568
00940	O'REILLY AUTO PARTS	05/18/2023	Regular	0.00	149.94	53569
01057	OXARC, INC	05/18/2023	Regular	0.00	36.30	53570
01124	PAVELCOMM INC.	05/18/2023	Regular	0.00	2,860.81	53571
01203	PELAYO, VICTOR	05/18/2023	Regular	0.00	123.99	53572
01173	PITNEY BOWES GLOBAL FINANCIAL	05/18/2023	Regular	0.00	129.00	53573
00225	PORTER W. YETT COMPANY	05/18/2023	Regular	0.00	1,259.10	53574
00181	PORTLAND GENERAL ELECTRIC	05/18/2023	Regular	0.00	3,214.39	53575
00189	QUILL CORPORATION	05/18/2023	Regular	0.00	690.52	53576
11598	TAYLOR EVANS & DOMINIQUE BOUCHARD	05/18/2023	Regular	0.00	104.94	53577
11599	TINA GRANT	05/18/2023	Regular	0.00	73.65	53578
01266	TRUELOOK	05/18/2023	Regular	0.00	349.00	53579
11511	UTILITY CONCRETE REPAIR LLC	05/18/2023	Regular	0.00	6,400.00	53580
01254	ZIPLY FIBER	05/18/2023	Regular	0.00	1,279.32	53581
00025	A & A DRILLING SERVICE, INC.	05/25/2023	Regular	0.00	823.55	53582
00442	ADVANCED AUTO PARTS	05/25/2023	Regular	0.00	357.75	53583
01224	AT&T MOBILITY	05/25/2023	Regular	0.00	1,741.22	53584
11377	Atlas Technical Consultants, LLC	05/25/2023	Regular	0.00	110.00	53585
10538	AWWA-PNWS	05/25/2023	Regular	0.00	2,100.00	53586
00005	BACKFLOW MANAGEMENT, INC.	05/25/2023	Regular	0.00	575.00	53587
11600	BARTLETT, PAUL	05/25/2023	Regular	0.00	238.94	53588
00066	CONSOLIDATED SUPPLY COMPANY	05/25/2023	Regular	0.00	3,139.26	53589
00073	DELUXE FUEL OIL INC.	05/25/2023	Regular	0.00	3,460.27	53590
00131	FEENAUGHTY MACHINERY CO.	05/25/2023	Regular	0.00	390.00	53591
00427	GRAINGER	05/25/2023	Regular	0.00	311.52	53592
00813	GSI WATER SOLUTIONS, INC	05/25/2023	Regular	0.00	4,936.27	53593
00975	HDR ENGINEERING, INC	05/25/2023	Regular	0.00	1,341.00	53594
01137	JW UNDERGROUND INC	05/25/2023	Regular	0.00	6,591.78	53595
01004	LIFEMAP ASSURANCE COMPANY	05/25/2023	Regular	0.00	2,101.41	53596
00460	OUR JUST FUTURE	05/25/2023	Regular	0.00	84.00	53597
00372	PAPE MACHINERY	05/25/2023	Regular	0.00	83.80	53598
00189	QUILL CORPORATION	05/25/2023	Regular	0.00	206.68	53599
00005	BACKFLOW MANAGEMENT, INC.	05/25/2023	Regular	0.00	145.00	53600

Check Report

Date Range: 05/17/2023 - 06/12/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
11601	Seve & Wendy McNeil	05/25/2023	Regular	0.00	232.70	53601
11441	DEPARTMENT OF JUSTICE	06/01/2023	Regular	0.00	264.00	53602
00014	OREGON AFSCME	06/01/2023	Regular	0.00	463.85	53603
00022	UNITED WAY OF THE COLUMBIA-WILLAMETTE	06/01/2023	Regular	0.00	127.50	53604
01029	CARDMEMBER SERVICE	06/01/2023	Regular	0.00	8,427.77	53605
	Void	06/01/2023	Regular	0.00	0.00	53606
01253	CITY WIDE FACILITY SOLUTIONS	06/01/2023	Regular	0.00	1,394.00	53607
00059	COAST PAVEMENT SERVICES, INC	06/01/2023	Regular	0.00	357.50	53608
01147	CRYSTAL GREENS LANDSCAPING INC	06/01/2023	Regular	0.00	1,719.50	53609
00073	DELUXE FUEL OIL INC.	06/01/2023	Regular	0.00	3,568.16	53610
00607	FERGUSON WATERWORKS #3011	06/01/2023	Regular	0.00	1,466.87	53611
01187	FISERV	06/01/2023	Regular	0.00	119.47	53612
11395	HONEY BUCKET, INC	06/01/2023	Regular	0.00	209.00	53613
00757	HUDSON, JEREMY	06/01/2023	Regular	0.00	544.50	53614
01137	JW UNDERGROUND INC	06/01/2023	Regular	0.00	4,094.46	53615
11379	Kari Duncan	06/01/2023	Regular	0.00	665.50	53616
00753	KNIFE RIVER CORPORATE NW	06/01/2023	Regular	0.00	584.23	53617
00341	MIDDLETON, CATHERINE	06/01/2023	Regular	0.00	64.33	53618
00139	NORTHWEST NATURAL GAS COMPANY	06/01/2023	Regular	0.00	597.76	53619
01021	OHA-DRINKING WATER SERVICES	06/01/2023	Regular	0.00	97.50	53620
00702	PACIFIC AGENDA, INC	06/01/2023	Regular	0.00	11,763.95	53621
00899	POTTER WEBSTER COMPANY	06/01/2023	Regular	0.00	119.43	53622
00026	ROCKWOOD WATER PUD PETTY CASH	06/01/2023	Regular	0.00	50.55	53623
00223	WEST COAST WIRE ROPE	06/01/2023	Regular	0.00	1,282.80	53624
00251	ADT COMMERCIAL LLC	06/08/2023	Regular	0.00	114.41	53626
00442	ADVANCED AUTO PARTS	06/08/2023	Regular	0.00	38.62	53627
00461	ALLWOOD RECYCLERS, INC.	06/08/2023	Regular	0.00	70.00	53628
00981	CENTURYLINK	06/08/2023	Regular	0.00	45.28	53629
00001	CHAVES CONSULTING, INC.	06/08/2023	Regular	0.00	4,713.94	53630
00793	CITY OF GRESHAM	06/08/2023	Regular	0.00	60,527.37	53631
11593	COLLECT NORTHWEST	06/08/2023	Regular	0.00	39.00	53632
00066	CONSOLIDATED SUPPLY COMPANY	06/08/2023	Regular	0.00	236.00	53633
11476	CONSOR	06/08/2023	Regular	0.00	211,225.74	53634
01085	EDGE ANALYTICAL LABORATORIES,	06/08/2023	Regular	0.00	2,448.00	53635
00131	FEENAUGHTY MACHINERY CO.	06/08/2023	Regular	0.00	425.00	53636
11596	FIFTH ASSET, INC	06/08/2023	Regular	0.00	5,000.00	53637
11430	HUBBARD'S PAVING & SEAL COATING, CORP	06/08/2023	Regular	0.00	19,000.00	53638
11591	JACOBS ENGINEERING GROUP INC.	06/08/2023	Regular	0.00	125,814.56	53639
01137	JW UNDERGROUND INC	06/08/2023	Regular	0.00	1,380.42	53640
00742	LAKESIDE INDUSTRIES	06/08/2023	Regular	0.00	2,517.39	53641
00604	LOWE'S	06/08/2023	Regular	0.00	316.08	53642
01021	OHA-DRINKING WATER SERVICES	06/08/2023	Regular	0.00	12,000.00	53643
00571	PACIFIC NORTHWEST SECTION AWWA	06/08/2023	Regular	0.00	1,600.00	53644
11435	Pamplin Media	06/08/2023	Regular	0.00	327.80	53645
00372	PAPE MACHINERY	06/08/2023	Regular	0.00	293.88	53646
00360	PARKROSE HARDWARE	06/08/2023	Regular	0.00	52.55	53647
00181	PORTLAND GENERAL ELECTRIC	06/08/2023	Regular	0.00	21,414.69	53648
00184	PORTLAND WATER BUREAU	06/08/2023	Regular	0.00	290,534.67	53649
00070	PORTLAND, CITY OF	06/08/2023	Regular	0.00	55,461.99	53650
00458	PREMIER RUBBER LLC	06/08/2023	Regular	0.00	65.26	53651
00189	QUILL CORPORATION	06/08/2023	Regular	0.00	320.13	53652
11603	Raul & Rosa Palacios	06/08/2023	Regular	0.00	79.73	53653
01009	RICOH USA, INC	06/08/2023	Regular	0.00	239.14	53654
01160	RITZ SAFETY	06/08/2023	Regular	0.00	300.00	53655
11498	RYAN LINDSTROM	06/08/2023	Regular	0.00	115.00	53656
00020	SAIF CORPORATION	06/08/2023	Regular	0.00	2,087.07	53657
00021	SPECIAL DISTRICTS OF OREGON	06/08/2023	Regular	0.00	29,841.16	53658
00221	WASTE MANAGEMENT, INC	06/08/2023	Regular	0.00	271.18	53659
11581	MISSIONSQUARE	05/19/2023	Bank Draft	0.00	1,313.17	DFT0000975
00016	NATIONWIDE RETIREMENT SOLUTION	05/19/2023	Bank Draft	0.00	540.00	DFT0000977
01211	HRA VEBA PLAN CONTRIBUTIONS	05/19/2023	Bank Draft	0.00	1,315.00	DFT0000978

Check Report

Date Range: 05/17/2023 - 06/12/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
10253	INTERNAL REVENUE SERVICE	05/19/2023	Bank Draft	0.00	9,448.61	DFT0000986
00017	OREGON DEPARTMENT OF REVENUE	05/19/2023	Bank Draft	0.00	5,749.00	DFT0000987
10253	INTERNAL REVENUE SERVICE	05/19/2023	Bank Draft	0.00	10,410.98	DFT0000988
10253	INTERNAL REVENUE SERVICE	05/19/2023	Bank Draft	0.00	2,434.80	DFT0000989
00018	PERS	05/25/2023	Bank Draft	0.00	23,500.63	DFT0000990
00733	UMPQUA BANK	05/25/2023	Bank Draft	0.00	493.98	DFT0000991
10253	INTERNAL REVENUE SERVICE	05/25/2023	Bank Draft	0.00	38.30	DFT0000994
11581	MISSIONSQUARE	06/02/2023	Bank Draft	0.00	1,313.17	DFT0000995
00016	NATIONWIDE RETIREMENT SOLUTION	06/02/2023	Bank Draft	0.00	540.00	DFT0000997
01211	HRA VEBA PLAN CONTRIBUTIONS	06/02/2023	Bank Draft	0.00	1,315.00	DFT0000998
10253	INTERNAL REVENUE SERVICE	06/02/2023	Bank Draft	0.00	8,862.95	DFT0001006
00017	OREGON DEPARTMENT OF REVENUE	06/02/2023	Bank Draft	0.00	5,621.77	DFT0001007
10253	INTERNAL REVENUE SERVICE	06/02/2023	Bank Draft	0.00	10,466.12	DFT0001008
10253	INTERNAL REVENUE SERVICE	06/02/2023	Bank Draft	0.00	2,447.72	DFT0001009
01161	DEPT OF ENVIRONMENTAL QUALITY	05/30/2023	Bank Draft	0.00	1,484.08	DFT0001015
11396	ROTSCHY	06/01/2023	Bank Draft	0.00	272,433.36	DFT0001016
00018	PERS	06/08/2023	Bank Draft	0.00	23,531.26	DFT0001017

Bank Code UMPQUA BANK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	193	110	0.00	1,613,376.08
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	-21.57
Bank Drafts	20	20	0.00	383,259.90
EFT's	0	0	0.00	0.00
	213	132	0.00	1,996,614.41

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	193	110	0.00	1,613,376.08
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	-21.57
Bank Drafts	20	20	0.00	383,259.90
EFT's	0	0	0.00	0.00
	213	132	0.00	1,996,614.41

Fund Summary

Fund	Name	Period	Amount
999	POOLED CASH	5/2023	783,205.94
999	POOLED CASH	6/2023	1,213,408.47
			1,996,614.41



Rockwood Water District, OR

Detail vs Budget Report Account Summary

Date Range: 05/01/2023 - 05/31/2023

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
101 - GENERAL FUND								
Revenue								
101-100-3010101	BEGINNING FUND BALANCE	0.00	-10,419,346.00	0.00	0.00	0.00	-10,419,346.00	-100.00%
101-100-3101100	WATER SALES	0.00	-11,410,250.00	-10,296,575.34	-648,534.46	-10,945,109.80	-465,140.20	-4.08%
101-100-3202100	BACKFLOW CHARGES	0.00	-40,000.00	-32,744.60	-1,814.78	-34,559.38	-5,440.62	-13.60%
101-100-3202200	SET-UP FEES	0.00	-27,270.00	-11,886.40	-1,976.00	-13,862.40	-13,407.60	-49.17%
101-100-3202300	LATE FEES	0.00	-290,000.00	-227,612.46	-18,450.31	-246,062.77	-43,937.23	-15.15%
101-100-3404100	SERVICE INSTALLATIONS	0.00	-250,000.00	-117,162.09	-30,431.62	-147,593.71	-102,406.29	-40.96%
101-100-3404200	SUB-DIVISION PROJECTS	0.00	-50,000.00	-22,745.64	0.00	-22,745.64	-27,254.36	-54.51%
101-100-3404300	OTHER SERVICE INCOME	0.00	-150,000.00	-106,031.43	-990.35	-107,021.78	-42,978.22	-28.65%
101-100-3505100	INTEREST INCOME	0.00	-70,000.00	-391,213.41	-55,370.83	-446,584.24	376,584.24	537.98%
101-100-3505200	RENTAL INCOME	0.00	-16,000.00	-10,111.59	-2,087.60	-12,199.19	-3,800.81	-23.76%
101-100-3606100	SCRAP METAL SALES	0.00	-7,500.00	-4,108.31	-4,693.14	-8,801.45	1,301.45	17.35%
101-100-3606600	OTHER MISC INCOME	0.00	-40,000.00	-25,595.95	-2,453.31	-28,049.26	-11,950.74	-29.88%
101-100-3606800	GRESHAM UTILITY TAX	0.00	-432,015.00	-372,040.82	-9,756.02	-381,796.84	-50,218.16	-11.62%
101-100-3606900	PORTLAND UTILITY TAX	0.00	-197,790.00	-156,677.29	-24,732.45	-181,409.74	-16,380.26	-8.28%
101-100-3607000	FAIRVIEW UTILITY TAX	0.00	-14,158.00	-11,575.79	0.00	-11,575.79	-2,582.21	-18.24%
101-100-3909200	INTERFUND TRANSFERS	0.00	-505,000.00	-300,000.00	-65,000.00	-365,000.00	-140,000.00	-27.72%
101-100-3909300	FIXED ASSET DISPOSITION	0.00	-500,000.00	0.00	0.00	0.00	-500,000.00	-100.00%
101-100-3909500	OTHER GOVERNMENT AGENCIES	0.00	-18,500.00	-93,922.50	-30,337.50	-124,260.00	105,760.00	571.68%
Revenue Totals:		0.00	-24,437,829.00	-12,180,003.62	-896,628.37	-13,076,631.99	-11,361,197.01	-46.49%
Expense								
101-100-5104450	SALARIES/WAGES	0.00	2,302,200.00	1,703,868.85	167,495.18	1,871,364.03	430,835.97	18.71%
101-100-5104500	OFFICE OVERTIME	0.00	1,000.00	168.35	0.00	168.35	831.65	83.17%
101-100-5104550	FIELD OVERTIME	0.00	16,000.00	17,416.33	611.04	18,027.37	-2,027.37	-12.67%
101-100-5104600	ON CALL DUTY	24.24	76,600.00	49,472.35	4,884.16	54,356.51	22,219.25	29.01%
101-100-5104610	WATER CERTIFICATIONS	0.00	12,500.00	12,302.57	1,234.71	13,537.28	-1,037.28	-8.30%
101-100-5104620	EMPLOYEE BONUS	0.00	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
101-100-5104630	MARKET BASED WAGE ADJUST	0.00	15,000.00	0.00	0.00	0.00	15,000.00	100.00%
101-100-5104800	SOCIAL SECURITY	0.00	141,700.00	123,504.30	10,465.62	133,969.92	7,730.08	5.46%
101-100-5104810	MEDICARE	0.00	33,200.00	25,328.04	2,447.61	27,775.65	5,424.35	16.34%
101-100-5104820	UNEMPLOYMENT INSURANCE	0.00	2,300.00	2,945.77	0.00	2,945.77	-645.77	-28.08%
101-100-5104830	TRI-MET	0.00	16,600.00	13,436.13	0.00	13,436.13	3,163.87	19.06%
101-100-5104840	WORKERS COMPENSATION	0.00	27,600.00	17,835.85	0.00	17,835.85	9,764.15	35.38%
101-100-5104900	P.E.R.S	0.00	606,500.00	488,014.02	72,066.99	560,081.01	46,418.99	7.65%
101-100-5104920	EMPLOYEE INSURANCE EXPENS	0.00	549,000.00	440,753.86	46,593.58	487,347.44	61,652.56	11.23%
101-100-5104930	PAID LEAVE OREGON	0.00	4,400.00	0.00	0.00	0.00	4,400.00	100.00%

Detail vs Budget Report

Date Range: 05/01/2023 - 05/31/2023

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
101-100-5205010	WATER PURCHASES	0.00	3,088,892.00	2,502,730.77	290,534.67	2,793,265.44	295,626.56	9.57%
101-100-5205110	CONTRACT SERVICES	-2,872.81	125,430.00	89,156.62	5,925.48	95,082.10	33,220.71	26.49%
101-100-5205120	TECHNICAL & CONSULTING	0.00	65,000.00	0.00	0.00	0.00	65,000.00	100.00%
101-100-5205130	AUDITING	0.00	19,020.00	12,225.00	0.00	12,225.00	6,795.00	35.73%
101-100-5205140	LEGAL SERVICES	0.00	100,000.00	9,882.50	0.00	9,882.50	90,117.50	90.12%
101-100-5205210	TELEPHONE	0.00	42,140.00	32,027.52	3,114.23	35,141.75	6,998.25	16.61%
101-100-5205220	SEWER/STORM WATER	0.00	8,050.00	8,918.95	2,180.79	11,099.74	-3,049.74	-37.88%
101-100-5205230	HEATING/ELECTRICITY	0.00	16,500.00	23,436.79	1,775.22	25,212.01	-8,712.01	-52.80%
101-100-5205310	ENGINEERING SUPPLIES	0.00	1,000.00	971.34	0.00	971.34	28.66	2.87%
101-100-5205320	OFFICE SUPPLIES	-3,380.18	24,000.00	35,838.32	5,067.95	40,906.27	-13,526.09	-56.36%
101-100-5205330	POSTAGE	0.00	45,300.00	34,533.77	3,626.41	38,160.18	7,139.82	15.76%
101-100-5205410	CONSERVATION	11,763.95	56,350.00	16,306.32	660.00	16,966.32	27,619.73	49.01%
101-100-5205420	ELECTIONS/LEGAL ADVERTISE	-90.00	3,000.00	1,029.63	317.90	1,347.53	1,742.47	58.08%
101-100-5205430	INSURANCE-GENERAL	0.00	96,839.00	86,739.07	8,189.17	94,928.24	1,910.76	1.97%
101-100-5205440	SAFETY GEAR & EQUIPMENT	-369.22	23,000.00	15,225.87	795.16	16,021.03	7,348.19	31.95%
101-100-5205450	TRAINING & EDUCATION	3,045.21	41,500.00	26,836.62	6,354.22	33,190.84	5,263.95	12.68%
101-100-5205460	DUES/LICENSES/SUBSCRIPTNS	11,547.00	93,766.00	66,914.30	7,307.00	74,221.30	7,997.70	8.53%
101-100-5205470	OFFICE EQUIPMENT	0.00	2,000.00	0.00	0.00	0.00	2,000.00	100.00%
101-100-5205510	COMPUTER/OFFICE EQUIPMENT	0.00	7,400.00	7,203.22	0.00	7,203.22	196.78	2.66%
101-100-5205520	BLDG/GROUNDS MAINTENANCE	2,174.55	74,460.00	47,940.56	2,406.07	50,346.63	21,938.82	29.46%
101-100-5205530	SHOP EQUIPMENT MAINT	-12.94	10,000.00	983.57	279.20	1,262.77	8,750.17	87.50%
101-100-5205540	VEHICLE MAINTENANCE	-484.01	35,000.00	14,413.98	1,783.11	16,197.09	19,286.92	55.11%
101-100-5205550	TIRES	0.00	14,000.00	3,681.83	0.00	3,681.83	10,318.17	73.70%
101-100-5205560	GAS/LUBRICANTS & DISPOSAL	3,606.78	45,000.00	27,002.32	3,646.51	30,648.83	10,744.39	23.88%
101-100-5205570	SMALL EQUIPMENT/TOOLS	-179.63	10,000.00	8,432.33	179.63	8,611.96	1,567.67	15.68%
101-100-5205610	UTILITY OPERATING SUPPLY	3,450.22	300,000.00	207,048.07	15,866.88	222,914.95	73,634.83	24.54%
101-100-5205620	WATER SAMPLES/TESTING	0.00	65,000.00	39,914.11	450.00	40,364.11	24,635.89	37.90%
101-100-5205625	WATER QUALITY & NOTICES	0.00	8,000.00	0.00	0.00	0.00	8,000.00	100.00%
101-100-5205630	RESERVOIR MAINTENANCE	0.00	15,000.00	60.97	0.00	60.97	14,939.03	99.59%
101-100-5205640	METER MAINTENANCE	0.00	40,000.00	38,410.48	0.00	38,410.48	1,589.52	3.97%
101-100-5205650	HYDRANT MAINTENANCE	0.00	3,000.00	3,239.19	0.00	3,239.19	-239.19	-7.97%
101-100-5205660	TELEMETRY	0.00	15,192.00	10,544.96	480.14	11,025.10	4,166.90	27.43%
101-100-5205670	PUMPING	0.00	41,720.00	40,090.32	4,158.73	44,249.05	-2,529.05	-6.06%
101-100-5205710	BOARD MEETING FEES	0.00	5,800.00	2,551.21	250.00	2,801.21	2,998.79	51.70%
101-100-5205720	DIRECTORS' EXPENSE	-1,424.88	24,000.00	6,634.15	1,782.90	8,417.05	17,007.83	70.87%
101-100-5205730	MANAGER'S EXPENSE	-109.28	7,000.00	3,356.46	274.37	3,630.83	3,478.45	49.69%
101-100-5205740	GENERAL OFFICE	34.00	64,900.00	116,084.83	9,703.43	125,788.26	-60,922.26	-93.87%
101-100-5205750	CASH OVER/SHORT	0.00	0.00	15.00	0.00	15.00	-15.00	0.00%
101-100-5205760	BAD DEBT EXPENSE	119.47	25,000.00	-12.49	-146.85	-159.34	25,039.87	100.16%
101-100-5205770	GRESHAM UTILITY TAX	0.00	432,015.00	315,731.71	0.00	315,731.71	116,283.29	26.92%
101-100-5205780	PORTLAND UTILITY TAX	0.00	197,790.00	152,990.60	0.00	152,990.60	44,799.40	22.65%
101-100-5205790	FAIRVIEW UTILITY TAX	0.00	14,158.00	9,736.06	0.00	9,736.06	4,421.94	31.23%
101-100-5205800	CUSTOMER ASSISTANCE	0.00	60,000.00	9,530.50	1,712.00	11,242.50	48,757.50	81.26%
101-100-5205820	TAXES & ASSESSMENTS	0.00	3,100.00	8,747.50	0.00	8,747.50	-5,647.50	-182.18%

Detail vs Budget Report

Date Range: 05/01/2023 - 05/31/2023

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
101-100-5406010	WATER SYSTEM	-23,474.31	722,200.00	574,718.40	81,137.34	655,855.74	89,818.57	12.44%
101-100-5406020	NEW SERVICES	-5,311.17	65,000.00	57,427.10	10,713.78	68,140.88	2,170.29	3.34%
101-100-5406030	METER UPGRADES	0.00	50,000.00	16,234.38	0.00	16,234.38	33,765.62	67.53%
101-100-5406110	METER EQUIPMENT	0.00	25,000.00	1,441.00	0.00	1,441.00	23,559.00	94.24%
101-100-5406120	SHOP EQUIPMENT	-2,400.00	8,800.00	75.80	2,400.00	2,475.80	8,724.20	99.14%
101-100-5406130	AUTOMOTIVE EQUIPMENT	0.00	240,000.00	4,245.24	0.00	4,245.24	235,754.76	98.23%
101-100-5406140	COMPUTER/OFFICE EQUIP	0.00	33,500.00	26,677.06	0.00	26,677.06	6,822.94	20.37%
101-100-5406210	BUILDINGS	0.00	39,000.00	59,368.16	0.00	59,368.16	-20,368.16	-52.23%
101-100-5406220	LAND	0.00	500,000.00	0.00	0.00	0.00	500,000.00	100.00%
101-100-5607110	TRANSFER TO OTHER FUND	0.00	1,955,950.00	1,955,950.00	0.00	1,955,950.00	0.00	0.00%
101-100-5707210	CONTINGENCY	0.00	1,350,000.00	0.00	0.00	0.00	1,350,000.00	100.00%
Expense Totals:		-4,343.01	14,164,372.00	9,628,288.39	778,724.33	10,407,012.72	3,761,702.29	26.56%
101 - GENERAL FUND Totals:		-4,343.01	-10,273,457.00	-2,551,715.23	-117,904.04	-2,669,619.27	-7,599,494.72	
201 - SDC FUND-REIMBURSEMENT								
Revenue								
201-100-3010101	BEGINNING FUND BALANCE	0.00	-813,720.00	0.00	0.00	0.00	-813,720.00	-100.00%
201-100-3404500	SYSTEM DEVELOPMENT FEES	0.00	-250,000.00	-155,542.62	0.00	-155,542.62	-94,457.38	-37.78%
201-100-3505100	INTEREST INCOME	0.00	-10,000.00	-39,701.56	-6,104.77	-45,806.33	35,806.33	358.06%
Revenue Totals:		0.00	-1,073,720.00	-195,244.18	-6,104.77	-201,348.95	-872,371.05	-81.25%
Expense								
201-100-5607110	TRANSFER TO OTHER FUND	0.00	300,000.00	300,000.00	0.00	300,000.00	0.00	0.00%
Expense Totals:		0.00	300,000.00	300,000.00	0.00	300,000.00	0.00	0.00%
201 - SDC FUND-REIMBURSEMENT Totals:		0.00	-773,720.00	104,755.82	-6,104.77	98,651.05	-872,371.05	
202 - SDC FUND-IMPROVEMENT								
Revenue								
202-100-3010101	BEGINNING FUND BALANCE	0.00	-312,475.00	0.00	0.00	0.00	-312,475.00	-100.00%
202-100-3404500	SYSTEM DEVELOPMENT FEES	0.00	-80,000.00	-46,460.38	0.00	-46,460.38	-33,539.62	-41.92%
202-100-3505100	INTEREST INCOME	0.00	-1,200.00	-7,280.45	-1,141.31	-8,421.76	7,221.76	601.81%
Revenue Totals:		0.00	-393,675.00	-53,740.83	-1,141.31	-54,882.14	-338,792.86	-86.06%
202 - SDC FUND-IMPROVEMENT Totals:		0.00	-393,675.00	-53,740.83	-1,141.31	-54,882.14	-338,792.86	-86.06%
301 - DEBT RESERVE FUND								
Revenue								
301-100-3010101	BEGINNING FUND BALANCE	0.00	-1,688,373.00	0.00	0.00	0.00	-1,688,373.00	-100.00%
301-100-3505100	INTEREST INCOME	0.00	-6,000.00	-12,580.14	-1,874.43	-14,454.57	8,454.57	140.91%
301-100-3909200	INTERFUND TRANSFERS	0.00	-1,735,950.00	-1,735,950.00	0.00	-1,735,950.00	0.00	0.00%
Revenue Totals:		0.00	-3,430,323.00	-1,748,530.14	-1,874.43	-1,750,404.57	-1,679,918.43	-48.97%
Expense								
301-100-5607110	TRANS TO DEBT SERV FUND	0.00	1,479,150.00	323,175.00	0.00	323,175.00	1,155,975.00	78.15%
Expense Totals:		0.00	1,479,150.00	323,175.00	0.00	323,175.00	1,155,975.00	78.15%
301 - DEBT RESERVE FUND Totals:		0.00	-1,951,173.00	-1,425,355.14	-1,874.43	-1,427,229.57	-523,943.43	

Detail vs Budget Report

Date Range: 05/01/2023 - 05/31/2023

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
401 - DEBT SERVICE FUND								
Revenue								
401-100-3909200	INTERFUND TRANSFERS	0.00	-1,479,150.00	-323,175.00	0.00	-323,175.00	-1,155,975.00	-78.15%
	Revenue Totals:	0.00	-1,479,150.00	-323,175.00	0.00	-323,175.00	-1,155,975.00	-78.15%
Expense								
401-100-5507050	PAYMENTS ON FINANCING	0.00	790,000.00	0.00	0.00	0.00	790,000.00	100.00%
401-100-5507070	INTEREST EXPENSE	0.00	689,150.00	323,175.00	0.00	323,175.00	365,975.00	53.11%
	Expense Totals:	0.00	1,479,150.00	323,175.00	0.00	323,175.00	1,155,975.00	78.15%
	401 - DEBT SERVICE FUND Totals:	0.00	0.00	0.00	0.00	0.00	0.00	
501 - GROUND WATER PRODUCTION								
Revenue								
501-100-3010101	BEGINNING FUND BALANCE	0.00	-43,796.00	0.00	0.00	0.00	-43,796.00	-100.00%
501-100-3505100	INTEREST INCOME	0.00	-3,000.00	0.00	0.00	0.00	-3,000.00	-100.00%
501-100-3909200	INTERFUND TRANSFERS	0.00	-220,000.00	-220,000.00	0.00	-220,000.00	0.00	0.00%
501-100-3909400	CITY OF GRESHAM	0.00	-200,000.00	-200,000.00	0.00	-200,000.00	0.00	0.00%
	Revenue Totals:	0.00	-466,796.00	-420,000.00	0.00	-420,000.00	-46,796.00	-10.02%
Expense								
501-100-5205530	EQUIPMENT MAINTENANCE	0.00	20,000.00	18,224.74	0.00	18,224.74	1,775.26	8.88%
501-100-5205610	OPERATING SUPPLIES	-43.06	30,000.00	22,397.72	7,514.56	29,912.28	130.78	0.44%
501-100-5205615	WELLHEAD PROTECTION	0.00	70,000.00	70,000.00	0.00	70,000.00	0.00	0.00%
501-100-5205620	TESTING	0.00	5,000.00	5,078.39	49.00	5,127.39	-127.39	-2.55%
501-100-5205630	RESERVOIR MAINTENANCE	0.00	5,000.00	6,345.44	0.00	6,345.44	-1,345.44	-26.91%
501-100-5205670	PUMPING	0.00	375,000.00	285,424.04	19,738.44	305,162.48	69,837.52	18.62%
501-100-5607110	TRANSFER TO OTHER FUND	0.00	65,000.00	0.00	65,000.00	65,000.00	0.00	0.00%
	Expense Totals:	-43.06	570,000.00	407,470.33	92,302.00	499,772.33	70,270.73	12.33%
	501 - GROUND WATER PRODUCTION Totals:	-43.06	103,204.00	-12,529.67	92,302.00	79,772.33	23,474.73	
601 - GW CONSTRUCTION FUND								
Revenue								
601-100-3010101	BEGINNING FUND BALANCE	0.00	-12,664,357.00	0.00	0.00	0.00	-12,664,357.00	-100.00%
601-100-3909400	FINANCING PROCEEDS	0.00	-6,826,000.00	-3,218,364.26	-175,379.93	-3,393,744.19	-3,432,255.81	-50.28%
601-100-3909650	WIFIA LOAN PROCEEDS	0.00	-15,000,000.00	0.00	0.00	0.00	-15,000,000.00	-100.00%
	Revenue Totals:	0.00	-34,490,357.00	-3,218,364.26	-175,379.93	-3,393,744.19	-31,096,612.81	-90.16%
Expense								
601-100-5205110	CONTRACT SERVICES	0.00	150,000.00	11,500.00	0.00	11,500.00	138,500.00	92.33%
601-100-5205120	ENGINEERING SERVICES	-153,552.28	5,780,000.00	2,521,048.66	683,895.40	3,204,944.06	2,728,608.22	47.21%
601-100-5406035	GROUNDWATER CONSTRUCTION	49,229.03	21,711,794.00	4,086,215.80	1,601.65	4,087,817.45	17,574,747.52	80.95%
601-100-5607110	TRANSFER TO OTHER FUND	0.00	140,000.00	0.00	0.00	0.00	140,000.00	100.00%
	Expense Totals:	-104,323.25	27,781,794.00	6,618,764.46	685,497.05	7,304,261.51	20,581,855.74	74.08%
	601 - GW CONSTRUCTION FUND Totals:	-104,323.25	-6,708,563.00	3,400,400.20	510,117.12	3,910,517.32	-10,514,757.07	
	Report Total:	-108,709.32	-19,997,384.00	-538,184.85	475,394.57	-62,790.28	-19,825,884.40	

Fund Summary

Fund	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
101 - GENERAL FUND	-4,343.01	-10,273,457.00	-2,551,715.23	-117,904.04	-2,669,619.27	-7,599,494.72	
201 - SDC FUND-REIMBURSEMENT	0.00	-773,720.00	104,755.82	-6,104.77	98,651.05	-872,371.05	
202 - SDC FUND-IMPROVEMENT	0.00	-393,675.00	-53,740.83	-1,141.31	-54,882.14	-338,792.86	-86.06%
301 - DEBT RESERVE FUND	0.00	-1,951,173.00	-1,425,355.14	-1,874.43	-1,427,229.57	-523,943.43	
401 - DEBT SERVICE FUND	0.00	0.00	0.00	0.00	0.00	0.00	
501 - GROUND WATER PRODUCTION	-43.06	103,204.00	-12,529.67	92,302.00	79,772.33	23,474.73	
601 - GW CONSTRUCTION FUND	-104,323.25	-6,708,563.00	3,400,400.20	510,117.12	3,910,517.32	-10,514,757.07	
Report Total:	-108,709.32	-19,997,384.00	-538,184.85	475,394.57	-62,790.28	-19,825,884.40	



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: June 20, 2023

Re: City of Portland Meter Reading IGA and Billing Base Fee

The District provides meter reads to the Portland Water Bureau (PWB) for the purpose of calculating Rockwood water customer sewer charges under Intergovernmental Agreement (IGA) No. 30005863, dated August 1, 2017. This agreement expires on June 30, 2023, and the PWB has requested an extension of the agreement, under Amendment #1, for one additional year. The Agreement defines the services (meter reading data) that the District provides, and the District calculates the staff and material cost of these services and charges the PWB. The rate to be charged by the District for reads under the IGA Amendment 1 from Jul 1 2023-June 30 2024 is \$1.64 per meter read.

At the May Board Meeting, the Board discussed this IGA and Board members asked how this may relate to the Base Charge that is included in the Wastewater Bills of those customers receiving wastewater services from Portland, and Water service from Rockwood. Board members indicated that they would like a list of what the Base Charge on the Portland sewer bills pays for before approval of the IGA amendment. GM Duncan discussed this request with the PWB billing department managers, and received the response enclosed from Marci Rees, Billing and Analysis Manager with the Portland Water Bureau. Items included in this memo are:

- *Meter reading (cost for these reads provided by other water utilities incurred)*
- *Meter reading handling and upload (reading files from other water utilities take additional time and effort to use)*
- *Meter reading exceptions (exceptions from files from other water utilities take more time to work through than those with reads from PWB)*
- *Billing of accounts – costs to print, mail, electronically present, send inserts, process returned mail (Rockwood accounts are billed bimonthly, which is more costly than our quarterly bills) Billing exception processing*
- *Account management – leak adjustment processing, refunds, write-off's, meter changes, setting up new accounts, move in/out's, etc.*
- *Customer contacts – calls, emails, questions from customers, enrollment in programs, etc. Financial assistance program management*
- *Payment card and banking fees (With more frequent billing comes more frequent payments, which are more costly)*

- *Collection of amounts due (Sewer only accounts are more costly to collect on, since we cannot shut the water off at the meter)*

For comparison, Rockwood Water PUD does not itemize exactly what the Rockwood base charge pays for, but in its financial policies the District recognizes the goal of setting the base charge with a target of achieving approximately 30% of total revenue, and the variable revenue goal is approximately 70% to ensure system stability when year to year water demands vary.

This Amendment will extend the IGA for one year only, during which a new IGA for Meter Reading Data shall be negotiated between Rockwood Water PUD and the City of Portland.

Staff Recommendation: Staff recommends that the Board moves to authorize the General Manager to sign City of Portland Intergovernmental Agreement No: 30005863 Amendment 1.

Enclosures:

1. Memo Re: PWB base charge – list of tasks. From Marci Rees, Billing and Analysis Manager
2. City of Portland Intergovernmental Agreement No: 30005863 Amendment No. 1
3. City of Portland Intergovernmental Agreement No: 30005863 Dated 8/1/2017

From: [Rees, Marci](#)
To: [Kari Duncan](#)
Cc: [Cathy Middleton](#); [Tumbaga, LeAnne](#)
Subject: PWB base charge - list of tasks
Date: Monday, June 12, 2023 4:52:16 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)

Hi Kari,

Listed here are some of the Customer Service tasks that find funding from the base charge. In the case of sewer only accounts where water meter reads are provided from another water district, I've noted that.

- Meter reading (cost for these reads provided by other water utilities incurred)
- Meter reading handling and upload (reading files from other water utilities take additional time and effort to use)
- Meter reading exceptions (exceptions from files from other water utilities take more time to work through than those with reads from PWB)
- Billing of accounts – costs to print, mail, electronically present, send inserts, process returned mail (Rockwood accounts are billed bimonthly, which is more costly than our quarterly bills)
- Billing exception processing
- Account management – leak adjustment processing, refunds, write-off's, meter changes, setting up new accounts, move in/out's, etc.
- Customer contacts – calls, emails, questions from customers, enrollment in programs, etc.
- Financial assistance program management
- Payment card and banking fees (With more frequent billing comes more frequent payments, which are more costly)
- Collection of amounts due (Sewer only accounts are more costly to collect on, since we cannot shut the water off at the meter)

I hope this is helpful to you. I know there have been other explanations given over the years. A couple main points to emphasize is that we are paying for the meter reads, and the processing of those reads and exceptions (adjustments, move in's, differences in account responsibility on file) takes more resources to handle than those for our water/sewer accounts where we read the meter. Also, more frequent bills and payments increase costs as well, which is recognized in the base charge.

We look forward to moving ahead with the IGA. Please let me know when you expect to be able to sign.

Thanks vey much,

Marci Rees
Billing and Analysis Manager | Customer Service

Portland Water Bureau
1120 SW 5th Ave., Room 544, Portland, OR 97204
T - F, every other Monday
Contact: Teams preferred | 503-823-4168 ph



The City of Portland ensures meaningful access to city programs, services, and activities to comply with Civil Rights Title VI and ADA Title II laws, and reasonably provides: translation, interpretation, modifications, accommodations, alternative formats, auxiliary aids, and services. Please reply to this email or call the Oregon Relay Service: 711 with requests or visit [Portland Water Bureau's Disability and Language Access page](#) for more information.

Traducción e Interpretación | Biên Dịch và Thông Dịch | अनुवादन तथा व्याख्या | 口笔译服务 | Устный и письменный перевод | Turjumaad iyo Fasiraad | Письмовий і усний переклад | Traducere și interpretariat | Chiaku me Awewen Kapas | Translation and Interpretation: 311



**CITY OF PORTLAND
INTERGOVERNMENTAL AGREEMENT NO.: 30005863
AMENDMENT NO. 1**

Pursuant to Ordinance Number 188434

This Amendment 1, under Intergovernmental Agreement (Agreement) No. 30005863, is between the City of Portland Water Bureau ("City") and **Rockwood Water People's Utility District**. This Amendment may refer to Rockwood Water People's Utility District and City individually as a "Party" or Collectively as the "Parties."

There are no Previous amendments to this Agreement.

The Agreement is hereby amended as follows:

1. Funds of \$76,250 shall be added to the Agreement to continue services. The new not-to-exceed amount of the Agreement shall be **\$381,250**. This is a 25% increase from the original amount of the Agreement. The increase is authorized by Ordinance No. 188434.
2. The Agreement shall be extended to June 30, 2024.

All other terms and conditions shall remain unchanged and in full force and effect.

SIGNATURES

All other terms and conditions of Agreement 30005863 shall remain unchanged and in full force and effect. This Amendment shall be signed in two (2) or more counterparts, each of which shall be deemed an original, and which, when taken together, shall constitute one and the same Agreement amendment. The Parties agree the City and Rockwood Water People's Utility District may conduct this transaction by electronic means, including the use of electronic signatures.

CITY OF PORTLAND

GABRIEL SOLMER, DIRECTOR
PORTLAND WATER BUREAU

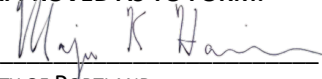
Date

Rockwood Water People's Utility District

AUTHORIZING SIGNATURE

PRINTED

APPROVED AS TO FORM:



CITY OF PORTLAND
CITY ATTORNEY

04/25/2023

Date



Nick Fish, Commissioner
Michael Stuhr, P.E., Administrator

1120 SW 5th Avenue, Room 600
Portland, Oregon 97204-1926
Information: 503-823-7404
www.portlandoregon.gov/water



INTERGOVERNMENTAL AGREEMENT

City OF PORTLAND AGREEMENT NO.: **30005863**

This Intergovernmental Agreement (IGA or Agreement) is entered into by and between the City of Portland, Oregon, acting by and through its Water Bureau, hereafter called "City" and the Rockwood Water People's Utility District, hereafter called Rockwood. This IGA is authorized pursuant to ORS 190.110 and City Charter Section 2-105(4).

RECITALS

- A. The City has sewer customers inside its Portland City Limits who reside within Rockwood's boundaries. The City needs individual customer water meter reading information in order to produce metered sewer billings for its customers.
- B. The purpose of the project is for Rockwood to read all City customer water meters located within Rockwood boundaries and provide the City weekly reports of all meters read inside the City limits. This City and Rockwood agree that Rockwood will provide necessary customer meter reading information to the City for use in its metered sewer billings.
- C. The City agrees to pay Rockwood an annual sum not to exceed \$40,000 for FY 2017-18, an annual sum not to exceed \$50,000 for FY 2018-19 through FY 2020-21, an annual sum not to exceed \$55,000 for FY 2021-22 and an annual sum not to exceed \$60,000 for FY 2022-23 for this Agreement.

NOW, THEREFORE, THE PARTICIPANTS AGREE AS FOLLOWS:

The captions or headings in this Agreement are for convenience only and in no way define, limit or describe the scope or intent of any provisions of this Agreement.

1. STATEMENT OF WORK

Rockwood shall provide the City the services set out below:

- a. Read all City customer water meters located within Rockwood boundaries.
- b. Provide City weekly reports of all meters read inside City limits during the week.
- c. Provide to the best of their knowledge and based upon reasonable efforts, new service, customer and meter information.
- d. Transmit information to City in electronic format, as requested, within District's software capabilities.

To help ensure equal access to City programs, services, and activities, the City of Portland will provide translation, reasonably modify policies/procedures and provide auxiliary aids/services/alternative formats to persons with disabilities. For accommodations, translations and interpretations, complaints, and additional information, contact 503-823-1058, use City TTY 503-823-6868, use Oregon Relay Service: 711, or visit the City's Civil Rights Title VI & ADA Title II web site.

2. TERM

Work shall commence on the effective date of this Agreement. The effective date of this Agreement shall be the earlier date of (1) **July 1, 2017**, or (2) the date of the last signature by the parties. The expiration date of this agreement shall be June 30, 2023.

3. BILLING PROCEDURES AND COMPENSATION

- A. The City has authorized a total not to exceed amount of \$305,000 to fund the program and enter into a formal Agreement for a period of six (6) years. Funding of \$40,000 is available in the Fiscal Year 2017-18 Budget. For each Fiscal Year thereafter, the City agrees to pay the Rockwood up to and not to exceed amount of \$50,000 for FY 2018-19 through FY 2020-21, up to and not to exceed amount of \$55,000 for FY 2021-22 and up to and not to exceed amount \$60,000 for FY 2022-23. The City's Fiscal Year is defined as July 1 through June 30 of each year.
- B. Funding for this project shall be disbursed only upon City Council approval via City Ordinance authorizing payment. In the event this Agreement is terminated pursuant to Section 5, all unexpended funds shall be returned to the City within 60 days of said termination
- C. The City's policy is to pay its invoices via electronic funds transfers through the automated clearing house (ACH) network. To initiate payment of invoices, Rockwood shall execute the City's standard ACH Vendor Payment Authorization Agreement which is available on the City's website at <http://www.portlandoregon.gov/bfs/article/409834?>.

Upon verification of the data provided, the Payment Authorization Agreement shall authorize the City to deposit payment for services rendered directly into Rockwood accounts with financial institutions. All payments shall be in United States currency. The City shall pay all amounts to which no dispute exists within 30 days of receipt of the invoice. Payment of any bill, however, does not preclude the City from later determining that an error in payment was made and from withholding the disputed sum from the next progress payment until the dispute is resolved.

- D. By the 15th of the month following the end of the previous quarter after the effective date of this Agreement, the Grantee shall submit to the City an invoice for work performed during the previous quarter.
- E. Invoices shall only be submitted to the Portland Water Bureau Finance Office electronically to: waps@portlandoregon.gov
- F. Rockwood shall fully cooperate with a City Audit of the records at any time. Rockwood shall also fully cooperate with an audit to account for all expenses if necessary.

4. NOTICES

Unless otherwise stated in this Agreement, the designees named below shall be the contact for all activities relating to the Work/Services to be performed under this Agreement.

Rockwood (Technical Contact):

Name: Cathy Middleton
Address: 19601 NE Halsey Street
Portland, OR 97230
Phone: (503) 665-4179
Email: cmiddleton@rwpud.org

City (Technical Contact/Project Manager):

Name: LeAnne Tumbaga
Address: 1120 SW 5th Ave. Portland, OR 97204
Phone: 503-865-2550
Email: leanne.tumbaga@portlandoregon.gov

Rockwood (Administrative):

Name: Brian R. Stahl
Address: 19601 NE Halsey Street
Portland, OR 97230
Phone: (503) 674-4507
Email: bstahl@rwpud.org

City (Contract Administration):

Name: Corrina Rodriguez
Address: 1120 SW 5th Avenue, Portland, OR 97204
Phone: 503.823.7550
Email: corrina.rodriguez@portlandoregon.gov

5. TERMINATION

This Agreement may be terminated by either party. The City on thirty (30) days written notice may terminate this Agreement. Rockwood on thirty (30) days written notice may terminate this Agreement.

6. NON-DISCRIMINATION

In carrying out activities under this contract, neither party shall discriminate against any employee or applicant for employment because of race, color, religion, sex, age handicap, familial status or national origin. Either party shall take affirmative actions to ensure that applicants for employment are employed, and that employees are treated during employment, without regard to their race, color religion, sex, age, handicap, familial status or national origin. Such action shall include but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

7. ACCESS TO RECORDS

Both parties and their duly authorized representatives shall have access to the books, documents, and records which are directly pertinent to the specific Agreement for the purpose of making audit, examination, excerpts and transcript.

8. INDEMNIFICATION

Subject to the conditions and limitations of the Oregon Constitution and Oregon Tort Claims Act, ORS 30.260 through 30.300, Rockwood shall indemnify, defend and hold harmless the City from and against all liability, loss and costs arising out of or resulting from the negligent or intentionally wrongful acts of Rockwood, its officers, employees and agents in the performance of this Agreement.

Subject to the conditions and limitations of the Oregon Constitution, Article XI, Section 9, and the Oregon Tort Claims Act (ORS 30.260 to 30.300) City shall indemnify, defend and hold harmless Rockwood from and against all liability, loss and costs arising out of or resulting from the negligent or intentionally wrongful acts of City, its officers, employees and agents in the performance of this Agreement.

9. INSURANCE

Rockwood as an agency of the State of Oregon is self-insured through the State Insurance Fund, administered by Risk Management Division, Department of Administrative Services. All Rockwood personnel, officers and employees, acting within the scope of their employment are covered by ORS 30.270. Rockwood is a subject employer under the Oregon Workers' Compensation law in compliance with ORS 656.017, and shall maintain workers' compensation insurance through the duration of this Agreement.

10. SUBCONTRACTING AND ASSIGNMENT

Rockwood may subcontract its work under this Agreement, provided such subcontracts are performed subject to applicable State laws related to the procurement of the contracted service. Rockwood shall notify the City of their intent to subcontract, so the City may have an opportunity to provide input. Rockwood shall assure that all subcontractors used to perform the services under this Agreement meet applicable City's Codes pertaining to permits, workmen's compensation, licensing, and all other legal requirements.

11. DISPUTES

The signatories to this Agreement shall expend their best efforts to amicably resolve any dispute that may arise under this Agreement. Any dispute that the signatories are unable to resolve shall be submitted to the Director of the Rockwood or his/her designee and the City of Portland Water Bureau Administrator or his/her designee for resolution.

12. OREGON LAWS AND FORUM

This Agreement shall be construed according to the laws of the State of Oregon. Any litigation between the City and Rockwood arising under this contract or out of work performed under this contract shall occur, in the state courts, in the Multnomah County Court having jurisdiction thereof and if in the federal Courts, in the United States District Court for the State of Oregon.

13. FUNDS AVAILABLE AND AUTHORIZED

The City certifies that at the time the Agreement is written that sufficient funds are available and authorized for expenditure to finance costs of this Agreement within current appropriation and limitation. In the event of any extension or non-appropriation, the City shall notify Rockwood its intent to terminate this Agreement. The City's contribution for the each Fiscal Year of the Agreement is contingent upon receipt of approval by City Council and upon continuation of funding.

14. SEVERABILITY

If any term or provision of this Agreement is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the Agreement did not contain the particular term or provision held to be invalid.

15. COMPLIANCE WITH APPLICABLE LAW

Both parties shall comply with all federal, state and local laws, regulations, executive orders and ordinances applicable to the Work under this IGA. Without limiting the generality of the foregoing, parties expressly agree to comply with (i) Title VI of Civil Rights Act of 1964; (ii) Section V of the Rehabilitation Act of 1973; (iii) the Americans with Disabilities Act of 1990 and ORS 659.425; (iv) all regulations and administrative rules established pursuant to the foregoing laws; (v) Any applicable sections of ORS Chapter 279, and (vi) all other applicable requirements of Federal and State civil rights and rehabilitation statutes, rules and regulations.

16. FORCE MAJEURE

Neither Party shall be held responsible for delay or default caused by fire, riot, acts of God and war which are beyond its reasonable control. The affected party shall, however, make all reasonable efforts to remove or eliminate such a cause of delay or default and shall, upon cessation of the cause, diligently pursue performance of its obligation under the Agreement.

17. NO THIRD PARTY BENEFICIARY

The City and Rockwood are the only parties to this Agreement and such are the only parties entitled to enforce its terms. Nothing contained in this Agreement gives or shall be construed to give or provide any benefit, direct, indirect, or otherwise to third parties unless third persons are expressly described as intended to be beneficiaries of its terms.

18. MERGER CLAUSE

This Agreement constitutes the entire agreement between the parties. No waiver, consent, modification or change of terms of this Agreement shall bind either party unless in writing and signed by both parties. Such waiver, consent modification or change, if made, shall be effective only in the specific instance and for the specific purpose given. There are no understandings, agreements, or representations, oral or written not specified herein regarding this Agreement.

19. AMENDMENTS

The City and Rockwood may amend this Agreement at any time only by written amendment executed by the City and Rockwood. The City's Water Bureau Administrator, upon approval by City Council, is authorized to approve amendments for the City to this Agreement that do not increase the total contract amount above 25% of the original Agreement amount. Rockwood shall submit a written request to the City's Technical Contact/Project Manager prior to any amendments to the Agreement. Any amendment to the Agreement shall require the signature of both parties approving authorities.

20. OWNERSHIP OF DOCUMENTS

- A. The City and Rockwood shall jointly own any and all data, documents, plans copyrights, specifications, working papers, and any other materials transmitted to the City by Rockwood in connection with this Agreement.
- B. Rockwood upon request by the City shall provide the City copies of the materials referred to above, including any electronic files containing the materials.

21. SEVERABILITY/SURVIVAL

If any of the provisions contained in this IGA are held unconstitutional or unenforceable, the enforceability of the remaining provisions shall not be impaired. All provisions concerning the limitation of liability, indemnity and conflicts of interest shall survive the termination of this IGA for any cause.

22. CONFLICTS OF INTEREST

No City Officer or employee, during his or her tenure or for one year thereafter, shall have any interest, direct, or indirect, in this Agreement or the proceeds thereof. No board of director member or employee of Rockwood during his or her tenure or for one year thereafter, shall have any direct financial interest in the Agreement or the proceeds thereof. No City Officer or employees who participated in the award of this agreement shall be employed by Rockwood during this Agreement.

23. CONTRIBUTION

If any third party makes any claim or brings any action, suit or proceeding alleging a tort as now or hereafter defined in ORS 30.260 ("Third Party Claim") against a party (the "Notified Party") with respect to which the other party ("Other Party") may have liability, the Notified Party must promptly notify the Other Party in writing of the Third Party Claim and deliver to the Other Party a copy of the claim, process, and all legal pleadings with respect to the Third Party Claim. Either party is entitled to participate in the defense of a Third Party Claim, and to defend a Third Party Claim with counsel of its own choosing. Receipt by the Other Party of the notice and copies required in this paragraph and meaningful opportunity for the Other Party to participate in the investigation, defense and settlement of the Third Party Claim with counsel of its own choosing are conditions precedent to the Other Party's liability with respect to the Third Party Claim.

With respect to a Third Party Claim for which Rockwood, is jointly liable with the City (or would be if joined in the Third Party Claim), Rockwood shall contribute to the amount of expenses (including attorneys' fees), judgments, fines and amounts paid in settlement actually and reasonably incurred and paid or payable by the City in such proportion as is appropriate to reflect the relative fault of on the one hand and of the Rockwood on the other hand in connection with the events which resulted in such expenses, judgments, fines or settlement amounts, as well as any other relevant equitable considerations. The relative fault of on the one hand and of the City on the other hand shall be determined by reference to, among other things, the parties' relative intent, knowledge, access to information and opportunity to correct or prevent the circumstances resulting in such expenses, judgments, fines or settlement amounts. Rockwood contribution amount in any instance is capped to the same extent it would have been capped under Oregon law if the State had sole liability in the proceeding.


24. COUNTERPARTS

This Agreement may be signed in two (2) or more counterparts, each of which shall be deemed an original, and which, when taken together, shall constitute one and the same Agreement.

25. EFFECTIVE DATE AND DURATION

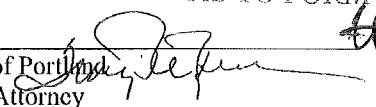
Work shall commence on the effective date of this Agreement. The effective date of this Agreement shall be the earlier date of (1) July 1, 2017. The expiration date of this agreement shall be June 30, 2023.

CITY OF PORTLAND


Michael Stuhr, P.E.
Portland Water Bureau Administrator

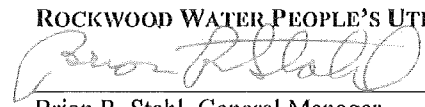
8/1/17
Date

APPROVED AS TO FORM:
APPROVED AS TO FORM


City of Portland
City Attorney

7/27/17
Date
CITY ATTORNEY

ROCKWOOD WATER PEOPLE'S UTILITY DISTRICT


Brian R. Stahl, General Manager
Rockwood Water PUD

6/30/2017
Date

**BUDGET COMMITTEE MEETING
ROCKWOOD WATER PEOPLE'S UTILITY DISTRICT
June 28, 2023
During the Regular Board Meeting
Zoom Web/Teleconference**

PRELIMINARY AGENDA

1. Call to Order - Budget Committee Chair Robert Fowler
2. Approval of Agenda - Action
3. Approval of April 26, 2023 Budget Committee Minutes - Action
4. Comments from the Budget Committee Chair
5. Comments from the Budget Officer's Designee – DS Crocker
6. Questions from the Budget Committee - Discussion
7. Approve the Budget and Recommend it to the Board - Action
8. Adjourn Budget Committee Meeting - Action

**ROCKWOOD WATER PEOPLE'S UTILITY DISTRICT
MINUTES, BUDGET COMMITTEE MEETING
APRIL 26, 2023**

Budget Committee members present: Larry Dixon, Robert Fowler, Christine Hollenbeck, Cori Johnson, Tom Lewis, Steve Okazaki, Colby Riley, Kathy Zimmerman, Eric Cole, Catherine Nicewood.

Staff present: Kari Duncan, General Manager (GM); Andy Crocker, District Superintendent (DS); Cathy Middleton, Office Supervisor (OS); Jeremy Hudson, District Engineer (DE); Daniel Zimmerman, Senior Accountant (SA); Nyla Clark, Government Affairs Coordinator (GAC); Jeremy Hanson, Associate Engineer (AE).

Guests present: None.

CALL TO ORDER BY PRESIDENT OF THE BOARD

Colby Riley, President of the Board of Directors, called the Budget Committee meeting to order at 6:23 p.m.

APPROVAL OF AGENDA

President Riley asked if there were any changes or additions to the agenda.

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

ELECT BUDGET COMMITTEE OFFICERS

Nominations were opened for Chair, Vice Chair, and Secretary of the Budget Committee. Discussion ensued.

Steve Okazaki moved to approve a slate of **Bob Fowler** for Chair, **Christine Hollenbeck** for Vice Chair, and **Catherine Nicewood** for Secretary of the Budget Committee. **Tom Lewis** seconded the motion. The nominations were approved; none opposed. **Christine Hollenbeck**

PRESIDENT OF THE BOARD DEFERS TO BUDGET COMMITTEE CHAIR

Board President, **Colby Riley** deferred to Budget Committee Chair, **Bob Fowler**.

BUDGET COMMITTEE CHAIR DEFERS TO BUDGET OFFICER

Bob Fowler then deferred to Budget Officer, **GM Duncan**, to deliver the Budget Message.

BUDGET OFFICER DELIVERS BUDGET MESSAGE - GM DUNCAN

GM Duncan delivered the budget message.

PUBLIC COMMENT

There was no public comment.

OVERVIEW OF BUDGET PACKET CONTENTS - BUDGET OFFICER, GM DUNCAN

GM Duncan gave a PowerPoint presentation outlining the budget drivers and areas of consideration for Fiscal Year (FY) 2023/2024.

DISCUSSION AND APPROVAL OF BUDGET ITEMS

GM Duncan answered questions and the group discussed the budget items.

Cori Johnson moved to approve and recommend to the Board of Directors the proposed budget as discussed. **Christine Hollenbeck** seconded the motion. The motion was approved; none opposed.

SCHEDULE NEXT BUDGET COMMITTEE MEETING (IF NECESSARY)

Chair Fowler announced the May 10, 2023 Budget Committee meeting is not necessary and the next Budget Committee meeting will be during the June 28, 2023 Board of Directors' regular Board meeting to present the budget.

ADJOURNMENT

Steve Okazaki moved to adjourn the meeting. **Cori Johnson** seconded the motion. The motion was approved; none opposed.

The meeting was adjourned at 8:30 p.m.

Respectfully submitted,

Robert Fowler
Budget Committee Secretary

**RESOLUTION ADOPTING BUDGET & MAKING APPROPRIATIONS
FOR THE FISCAL YEAR COMMENCING JULY 1, 2023
OF
ROCKWOOD WATER PEOPLE'S UTILITY DISTRICT
MULTNOMAH COUNTY, OREGON**

NOW, THEREFORE, IT IS HEREBY

RESOLVED, the Rockwood Water People's Utility District Board of Directors hereby adopts the Budget as approved by the Board of Directors of Rockwood Water on June 28, 2023. The Budget document is now on file in the office of Rockwood Water PUD, a copy of which said Budget is attached hereto and by this reference made a part hereof, and,

FURTHER RESOLVED, that the Board of Directors of Rockwood Water People's Utility District hereby appropriates the following amounts for expenditure within the fund and for the purposes shown:

GENERAL FUND

Personal Services	4,185,510
Material & Services	6,155,142
Capital Outlay	2,148,320
Transfer to Other Fund(s)	2,331,150
Contingency	1,700,000
Total Appropriations	16,520,122
Ending Fund Balance	9,839,683
Total Requirements	26,359,805

SDC FUND - REIMBURSEMENT

Transfer to General Fund	300,000
Total Appropriations	300,000
Ending Fund Balance	705,546
Total Requirements	1,005,546

SDC FUND - IMPROVEMENT

Transfer to General Fund	0
Total Appropriations	0
Ending Fund Balance	459,469
Total Requirements	459,469

DEBT RESERVE FUND

Reserve Required	2,006,150
Total Appropriations	2,006,150
Ending Fund Balance	2,234,016
Total Requirements	4,240,166

DEBT SERVICE FUND

Payment on Financing	2,006,150
Total Appropriations	2,006,150
Ending Fund Balance	0
Total Requirements	2,006,150

GROUNDWATER PRODUCTION FUND

Material & Services	533,000
Transfers	65,000
Total Appropriations	598,000
Ending Fund Balance	69,285
Total Requirements	667,285

GROUNDWATER CONSTRUCTION FUND

Material & Services	44,250,000
Transfers	140,000
Total Appropriations	44,390,000
Ending Fund Balance	6,285,535
Total Requirements	50,675,535

ADOPTED BY THE BOARD OF DIRECTORS JUNE 28, 2023

Colby Riley, President
Rockwood Water People's Utility District

Larry Dixon, Treasurer
Rockwood Water People's Utility District

ROCKWOOD WATER PEOPLE'S UTILITY DISTRICT
RESOLUTION NO. RWPUD 22/23-007

A Resolution Establishing Fees and Charges for
the Provision of Water; Declaring Effective Date;
and Other Matters Relating Thereto

WHEREAS, at the regular meeting held by the Board of Directors of the Rockwood Water People's Utility District on June 28, 2023, for the purpose of considering an increase in the rates and related charges to be paid for the purchase of water from the District; and

WHEREAS, the Board considered the issue at a duly noticed and called regular meeting and provided opportunity for public comment; and

WHEREAS, pursuant to ORS 261.465, the recommendations of the Administrative Staff of the District and the testimony heard, received and considered by the Board, the Board of Directors finds that:

1. The District provides its water supply for distribution within the District from the City of Portland, Oregon, as well as its own sources; and
2. The Board of Directors accepts and approves the recommendation of its Administrative Staff that the rates and charges should be adjusted in accordance with the staff written recommendation; and
3. It is necessary to adopt the rates for water purchased from the District and related rates and charges in accordance with the Schedule of Rates set forth on Exhibit A, attached hereto and incorporated by reference, in order to provide funds to cover the cost of operating the District, expand the District's groundwater supply, and to account for water purchased from the City of Portland by the District; and being fully advised,

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE ROCKWOOD WATER PEOPLE'S UTILITY DISTRICT THAT:

Section 1: For billing statements generated on or after July 1, 2023, the rates and charges shown in Exhibit A, attached hereto and by this reference, incorporated herein, shall be adopted by the District, and charged to its users.

Section 2: The Secretary of the District be, and hereby is, authorized and instructed to post a copy of this Resolution in a public and conspicuous place at the office of the District.

INTRODUCED AND ADOPTED THIS 28th day of June 2023.

ROCKWOOD WATER PEOPLES' UTILITY DISTRICT

By: _____
Colby Riley, President

By: _____
Kathy Zimmerman, Secretary

CURRENT WATER RATES

Effective July 1, 2022~~22~~23

METER CHARGE (bi-monthly by meter size):	
Size in Inches	Charge
5/8	\$27.38 29.49
3/4	41.09 44.25
1	68.47 73.74
1 1/2	136.86 147.40
2	218.98 235.84
3	479.04 515.93
4	821.18 884.41
6	1,710.75 1,842.47
8	2,463.46 2,653.15
10	3,968.88 4,274.49
Fire meters charged 5/8 inch meter size rate.	
Partial billing periods are prorated.	
Two (or three) separate buildings on the same meter (2-user or 3-user) shall be charged twice (or three times) the meter charge.	

WATER CHARGE:
Rate per 100 cf (one hundred cubic feet): \$3.20 3.35
Users outside the District pay a fifty percent (50%) surcharge for water.

CHARGES AND FEES
EFFECTIVE JULY 1, 2021~~23~~

Late Notice	\$10.00
48-Hour Door Hanger	20.00
Turn Meter Off for Nonpayment	30.40
Turn Meter on weekdays (4:30 p.m. - 5:00 p.m.)	15.00
Pull Meter/Reinstall	62.14 65.87
Move in/Found on Meter	31.07 32.93
Broken Curb Stop	124.22 131.67
Dishonored Payment	31.07 32.93
Cut off at Main	Time and Materials
Broken Lock	28.67 30.39
Inspection (turn off/on)	31.07 32.93
Repeat Service Calls	31.07 32.93
Nonemergency turn on outside of normal working hours	111.81 118.52
Backflow Fee	1.33 1.41 /month
Meter Testing Fee* (at customer site) 5/8" - 1" 1.5" and Over	63.36 67.16 126.73 134.33
Meter Testing Fee* (at Meter Shop) 5/8" 3/4" 1" 1.5" 2"	127.85 135.52 154.07 163.31 202.46 214.61 528.27 559.97 717.90 760.97
	*If meter is not reading accurately per AWWA standards, no fee is charged.
Set-up Fee - New Account	30.40 32.22
Late Payment Charge	Bills issued to vendors by District which remain unpaid for over 30 days may be subject to a Late Payment Charge of 1.5% and compounded monthly on the unpaid balance.
Contract Backflow Test	At Cost
Hydrant Use Permit	1 month - 29.79 31.58 2 - 6 months - 59.58 63.15 7 - 12 months - 119.17 126.32
Credit Card Use	Credit cards may be used by District customers to pay for all District related transactions. Credit card use over \$5,000 will be subject to a 5% surcharge fee. routine monthly or bi-monthly water charges at no additional charge. Credit card use will not be permitted to pay for services involved with development services,

	construction activities or other District operations and maintenance items.
Fines for Unpermitted Hydrant Use	First Offense - 175.00* Second Offense - 350.00 Third Offense - 600.00 *This may be waived if arrangements are made with the District within 24 hours of notice of violation.
Additional labor, material and equipment charges may be assessed for special circumstances (i.e., meters in vault, safety and security issues, counting coins, etc.)	

DEPOSITS
<p>The minimum amount of deposit is fifty dollars (\$50). A greater deposit is required on accounts where the usage is known to be higher than a single family dwelling, such as an apartment complex or industrial user. A greater deposit may also be required if there is a high usage history of six months or longer.</p> <p>The deposit shall be calculated as follows: Three to six (3 - 6) bimonthly bills are averaged, and that amount is multiplied by 1.75. The amount is rounded to the nearest five dollars (\$5). The basis for this calculation is that by the time an account has been terminated for non-payment, one (1) entire billing period and three-quarters (3/4) of the next billing period have passed without payment.</p>

PRIVILEGE TAX		
City of Portland	Effective 8/15/94	5.2635%
City of Fairview	Effective 7/1/00	5%
City of Gresham	Effective 7/1/03	5%

HYDRANT METER RENTAL CHARGES (No Change)

\$13.30 for the first day.

\$6.65 per day thereafter - up to two (2) weeks.

\$3.30 per day thereafter - up to one (1) month.

(Seven [7]-day week computation),

plus current volumetric charge as adjusted by the Board.

For Contractors' uses in excess of thirty (30) days: \$13.30 for the first day, \$6.65 per day for the next fourteen (14) days, weekends excluded, \$3.30 for the balance of the month, weekends excluded, thence \$3.30 per day for as many months as they retain it, weekends excluded; plus current volumetric charge as adjusted by the Board.

For religious, fraternal and charitable organizations using a meter for a legitimate fund-raising activity, the applicable fee shall be exactly one half (1/2) of the fee for the usual, customary residential use.

APPROVED BACKFLOW PREVENTION DEVICE

Rental rate:

Two-inch (2") double check valve:

First three (3) days or part thereof	\$29.80
--------------------------------------	---------

Each additional day or part thereof	9.95
-------------------------------------	------

Two-inch (2") combination meter and backflow device:

First three (3) days or part thereof	\$44.70
--------------------------------------	---------

Each additional day or part thereof	\$14.90
-------------------------------------	---------

Deposit (refundable):

Meter	\$311.70
-------	----------

Backflow	\$155.90
----------	----------

Combination Device	\$435.00
--------------------	----------

~~(ENR CCI adjustment from January 1, 2020 to December 31, 2021 representing 20 City ENR CCI is 2.2%)~~

SYSTEM DEVELOPMENT CHARGES NO CHANGE			
Meter Size	Maximum Gallons Per Minute	ERU Equivalent	Total SDC Charge
5/8 inch	20	1	\$ 3,741
3/4 inch	30	1.5	5,611
1.0 inch	50	2.5	9,352
1.5 inch	100	5	18,704
2.0 inch	160	8	29,926
3.0 inch	350	17.5	65,464
4.0 inch	600	30	112,224
6.0 inch	1,250	62.5	233,800
8.0 inch	1,800	90	336,672
10.0 inch	3,900	145	542,416

(ENR CCI adjustment from January 1, 2020 to December 31, 2021 representing 20 City ENR CCI is 2.2%)

DISCLOSURE OF RECORDS

General. All requests for disclosure of public records shall be handled in accordance with ORS 192.410-192-505. These statutes require disclosure of public records upon request and at a reasonable time and place.

Definition. "Public Records" are defined as "a document, book, paper, photograph, file, sound recording, machine readable electronic record or other material, such as court files, mortgage and deed records, regardless of physical form or characteristics, made, received, filed or recorded in pursuance of law or in connection with the transaction of public business, whether or not confidential or restricted in use. 'Public Records' include correspondence, public records made by photocopying and public writings." (ORS 192.005[5].)

Procedure.

1. Requests for disclosure of public records must be made by filling out a Request for Disclosure of Public Records Form and submit to the District's Custodian of Records (General Manager) or designee.
2. The request must specify the records and time period sought.
3. Upon receipt of the request, the Custodian will review it to determine whether the requested records are statutorily exempt from disclosure. The Custodian may need to inquire as to the propriety of the request with legal counsel.
4. If the records are to be disclosed, the Custodian will contact the requester to arrange a mutually convenient time for examination of the records. The examination will take place at the District's offices and will be made only in the presence of a representative of the District.
5. Copies of the records will be made available for a fee as set forth on the attached schedule.
6. Electronically stored data may be printed and will be charged per page according to the attached schedule.

Interpretation. Questions about the intent or interpretation of this policy shall be referred to the Custodian of Records or District Counsel.

RECORDS FEE SCHEDULE

Photocopies.

Up to and including 11" x 17" per page or double-sided

(First five pages free)

Black and White

\$0.30

Color

\$1.10

Oversize

Black and White

\$0.30 per square foot

Color

\$1.25 per square foot

Electronic Data.

Cost of storage device and/or reproduction cost

Copies Requiring Scanning

\$0.25 per page

Delivery Method.

Shipping

Actual cost

Fax

\$1.25 per page

Email

No charge

Search Time.

Any request for records requiring more than one half (1/2) hour of staff time to search for and assemble shall be charged at the District's standard hourly rate for the employee(s) involved.