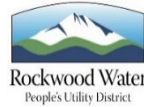


PRESIDENT, Steve Okazaki
VICE PRESIDENT, Kathy Zimmerman
SECRETARY, Tom Lewis



TREASURER, Larry Dixon
DIRECTOR, Colby Riley
GENERAL MANAGER, Kari J.Duncan

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

March 20, 2024

6:00 p.m.

District Boardroom or via Zoom:

<https://us02web.zoom.us/j/81792944746?pwd=ckRZdVRCTElzZW85TjNQN0FFNVNvdz09>

Webinar ID: 817 9294 4746

Passcode: 647744

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 – February 29, 2024
3. **Approval of Minutes – February 28, 2024 Regular Board Meeting - Action**
4. Approval of Bills - SA Zimmerman - Action
5. Public Comment on Non-Agenda Items
6. Portland Meter Reading Intergovernmental Agreement Draft
7. Positive Arbitrage Discussion – GM Duncan & SA Zimmerman
8. Debt Policy Suspension and Policy Amendment – Action
9. Budget Transfer Resolution – GM Duncan & SA Zimmerman, Action
10. Draft Water Rate Model Discussion – GM Duncan
11. For the Good of the Order
12. Next Meeting – April 24, 2024, Regular Board Meeting
 - Upcoming Topics:
 - Portland Meter Reading Intergovernmental Agreement Final (April)
 - Budget Committee Meeting (April)
 - Well 8 Conversation Continued (TBD)
13. Adjournment

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



Rockwood Water
People's Utility District

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MEMORANDUM

To: Board of Directors

From: Kari Duncan, General Manager

Date: March 13, 2024

Re: March 20th, Board Meeting

1. Production, project, financial, fiduciary, engineering and government affairs reports have been completed by staff and are provided.
2. Upcoming Retirements and Celebration! We have two dedicated, long-term staff members that will be retiring in April. Cindy Schmunk, Customer Account Specialist II was hired at the District in 1992, and has worked for Rockwood for over 31 years. Rita Tompkins, Receptionist was hired in 2005, and has been with the District for over 18 years. **We will have a retirement celebration for Cindy and Rita at Migration Brewing in Gresham on April 4th from 4:30-7 pm.**
3. Andy Crocker, District Superintendent has served as a Board Member on the Oregon Utility Notification Center (OUNC) Board since August 2022. The District recently received a letter from the Board Executive Director praising Andy's service on the Board. The letter is attached. It is a great honor to serve on this Governor appointed Board, and Andy is representing the District well and building a great reputation on the OUNC Board.
4. Staffing update – The recruitment for two Customer Service Account Representative I positions occurred in February and March and resulted in a great pool of qualified candidates. Interviews were held and final offers are being made to two candidates. Great work to Cathy Middleton and the office team for a very successful recruitment process. The recruitment for two Water Worker In Training/ Water Worker 1 positions has been opened to fill a position left vacant by a recent resignation, and the new position that is currently budgeted as a temporary position and will be budgeted as a Full time position in the upcoming budget per Board approval at the February meeting.
5. AWWA Water Matters Fly-In: GM Duncan will attend the AWWA Water Matters Fly-In to Washington DC from April 8-10. As a delegate of the Fly-In representing the Oregon Water Utility Council, she will meet with each of the Congressional offices to discuss topics important to Water Utilities including Infrastructure Funding, PFAS-CERCLA liability, Cyber Security and other topics. The other Oregon delegates to the Fly-In are Mike Grimm, General Manager at the West Slope Water District and Rebecca Geisen, RWPC Manager and Manager of Intergovernmental Coordination at the Portland Water Bureau. AWWA provides the travel funding for the delegates to attend this event.

6. Groundwater Development Projects: The groundwater projects continue to progress quickly, and major milestones include the replacement of the Cascade Reservoir 1 Roof, installation of pipeline on Glisan for Package 2B projects and Construction at Kirk Park and along Halsey for the Package 6 project, and issuance of the Notice to Proceed for Package 4 Construction which includes the 25 Million Gallons per Day (MGD) water treatment plant, pump station and storage facility at the District Headquarters, anticipated to be the largest construction project of all the groundwater packages, and the largest single contract in the District's history.
7. On April 5th the District and the City of Gresham will attend the meeting of the Oregon Infrastructure Finance Authority Board to present information about the package 4 Groundwater Treatment Plant Construction and make the final request for the award of funding under the Bipartisan Infrastructure Law funds. The award of \$1.5 million for each agency (\$3 million total) is in the form of a forgivable loan (grant).



Oregon

Tina Kotek, Governor

Oregon Utility Notification Center
305 NE 102nd Avenue, Suite 300
Portland, OR 97220-4170
503-317-5007

February 13, 2024

RE: Letter of Appreciation for Andy Crocker and Rockwood Water People's Utility District

To whom it may concern,

On behalf of the Oregon Utility Notification Center (dba Oregon 811), I am writing to express our appreciation to the Rockwood Water People's Utility District. Your District Superintendent, Andy Crocker, is a valuable member of our Board of Directors and we are grateful for his leadership and your ongoing support of our damage prevention mission.

In case you're not familiar with our work, the Oregon Utility Notification Center administers Oregon's excavation laws and locate requests to reduce preventable damage to underground utilities. Our agency was created by the Oregon Legislature, and our operations are guided by a 21-member board of directors representing a wide variety of stakeholder groups.

As Executive Director, I have worked with Andy since he joined our board in August 2022. Andy is our representative for Special Districts (Seat 11), and he is consistently prepared, conscientious, engaged, strategic and a strong ambassador for his stakeholders. He is an active listener during our meetings, communicates clearly and asks the right questions.

Our organization is guided by the board members who establish our goals and vision, and help carry out our mission. We are better for having members like Andy Crocker, and we recognize that his service on our board requires flexibility and support on the part of the Rockwood Water People's Utility District. Thank you for allowing him to continue serving on our Board of Directors.

Throughout this year and beyond, the Oregon Utility Notification Center is focused on continuing our five-year trend of reducing damages to underground utilities. This not only avoids service interruptions and costly repairs to facilities, it can also prevent property damage, injuries and worse. Thank you for being an important part of the solution to this ongoing challenge, and please don't hesitate to reach out to me if you have questions or need additional information.

Respectfully submitted,

Joshua Thomas
Executive Director
Oregon Utility Notification Center



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MEMORANDUM

To: Board of Directors

From: Andy Crocker, District Superintendent

Date: March 13, 2024

Re: Operations Update

Water distribution crews completed installing water quality sample stations and finished pouring concrete pads around the previously installed sample stations and fire hydrants. Crews are currently moving, organizing parts and equipment anticipating the start of Package 4. This project will likely be disruptive to our day-to-day operations and put the squeeze on any extra space around our property for a year or more. This week we are assisting a tree service contractor to remove and clean up the storm damage at our Bella Vista and Cleveland sites. Crews continue service installations, distribution flushing and emergency repairs, we have seen a big jump in installation requests and anticipate a busy next couple of months addressing installations. Advanced Meter Infrastructure (AMI) project is still in the planning phase and will be installing the collectors hopefully sometime in May.

Operations staff continue to focus most of their efforts on distribution flushing. The goal to be complete by summer has its challenges, we will pause flushing as demands increase and finish after peaking in the fall. Staff have been assisting with groundwater project coordination, well 7 had some preliminary testing the last couple of weeks with the anticipation to use it this summer. Offseason maintenance continues for the Cascade groundwater system and District distribution sites as time allows. Control valve maintenance and large meter testing are on the horizon. It's backflow testing season, the District will be testing its owned backflow devices this month and sending out customer annual testing notifications starting at the end of March.

Demand for February stabilized and was consistently in the 7 Million Gallons per Day (MGD) range, this was a drop from January's 7.46 MGD. This higher usage was due to the cold weather event in January. Although a decrease from January comparing 2023 to 2024 it was an increase of about .75 MDG from last year's 6.27 MGD. Groundwater operations will continue weekly maintenance runs throughout the spring.

FIELD PRODUCTION REPORT FY 2023/2024													
	JULY	AUGUST	SEPT.	OCT.	NOV.	DEC.	JAN.	FEB.	MARCH	APRIL	MAY	JUNE	
ACTIVITY													
Leak Repairs	1	1	1	0	1	3	2	1					
YTD	1	2	3	3	4	7	9	10					
CCF Loss	110	110	110	0	110	330	220	110					
Emergency repairs	3	0	0	0	1	1	1	1					
YTD	3	3	3	3	4	5	6	193					
CCF Loss	579	0	0	0	193	193	193						
Utility Locates	287	294	276	264	274	255	311	295					
YTD	287	581	857	1121	1395	1650	1961	2256					
Meter Replacements	13	11	9	8	16	19	7	10					
YTD	13	24	33	41	57	76	83	93					
Water Service Installs	0	2	1	1	1	0	1	2					
YTD	0	2	3	4	5	5	6	8					
Fire Service Installs	0	1	0	0	0	0	0	1					
YTD	0	1	1	1	1	1	1	2					
Fire Hydrant repairs	3	1	2	5	2	6	3	1					
YTD	3	4	6	11	13	19	21	22					
Vault/Backflow inspections	2	3	2	1	3	1	0	1					
YTD	2	5	7	8	11	12	12	13					
Meter Boxes Repl.	11	7	8	5	7	6	4	9					
YTD	11	18	26	31	38	44	48	57					
Emergency calls	3	2	0	3	5	4	39	2					
YTD	3	5	5	8	13	17	56	58					



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MEMORANDUM

To: Board of Directors

From: Cathy Middleton, Office Supervisor

Date: March 1, 2024

Re: February Monthly Customer Service Production Report

The meter readers read 6,969 meters this month.

Of the 7,250 bills that were sent out this month, 1,172 of them were sent via e-mail and 18 were estimated.

We mailed out 1,085 late notices and e-mailed 273 for a total of 1,358.

Of the 360 door hangers that were hung this month, we turned 54 of them off.

Customer assistance was given to 2 customers and we sent 20 customers to collections.

There were 63 maintenance orders done. They consisted of the following:

- 54 were to check high usage, verify read, and check if leaking
- 3 were to check the meter boxes
- 6 were to turn on/off for repairs

There were 93 billing maintenance orders done. These were for the following:

- Verify high/low reads
- Check for leaks
- Check no reads
- Check usage on closed accounts

There were 2,000 phone calls this month and we had 713 walk-ins this month.

We have completed one month of being closed for lunch and have had no negative comments.

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

Customer Service Production Report FY 2023 - 2024

Function:	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
Meter Reads	6,951	6,968	6,973	6,969	6,956	6,969	4,964	6,969					53,719
Estimates	-	-	-	-	-	-	2,045	18					2,063
Bills	7,369	7,007	7,487	7,279	7,548	7,228	7,363	7,250					58,531
Late Notices	1,124	1,357	1,124	1,397	1,164	1,415	1,213	1,358					10,152
Door Hangers	571	299	443	370	460	413	478	360					3,394
Turn Offs	72	56	102	47	90	99	86	54					606
Final Reads	106	104	111	103	73	69	74	60					700
New Accts	95	101	111	93	64	72	62	55					653
Bill Assistance	6	4	13	9	8	1	8	2					51
Collection Agency	11	19	17	15	-	25	29	20					136
Leak Adjustments	7	18	19	21	16	6	32	86					205
Phone Calls	2,189	2,201	2,409	2,280	1,909	1,958	2,499	2,000					17,445
Walk Ins	550	604	681	573	589	550	738	713					4,997
Work Orders	32	30	28	19	26	27	71	63					296
Misreads	-	-	-	-	-	-	-	-					-
Found On	-	-	1	1	-	-	-	-					2
Meters Pulled	-	-	-	-	-	-	-	-					-



Rockwood Water
People's Utility District

MEMORANDUM

To: Board of Directors

From: Jeremy Hudson, District Engineer

Date: March 13, 2024

Re: Engineer's Report: March 20, 2024 Board Meeting

The Cascade Reservoir 1 (CR1) roof replacement will begin this week. The new columns and 'halo' a steel circle that will support the roof structure, have arrived and will be installed first, followed by the press-brake roof panels. The Groundwater Development Projects (GDP) Package 1 includes the structural updates to CR1 and the design for Cascade Reservoir 2 (CR2), Cascade Well 7 (CW7) pump station (PS) and Transmission Main (TM), Capital Improvement Project (CIP) ST4, and a portion of the proposed 36" groundwater TM Package 2B.

Package 4 bids were accepted on February 22nd and we received two competitive bids. Rotschy has been awarded the project and is making plans to start mobilization soon. 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 28-32 million gallon per day (MGD) treatment facility, PS replacement and equipment building replacement.

The Package 3 plans are at 90% and will be ready for construction bidding in May. Designs include replacing the existing 2.2 MGD concrete reservoir in the same location, with a 1.9 MG reservoir. This project includes a 4.3 MGD WTP, Cascade Well 8 improvements, reservoir replacement, PS upgrades and a larger emergency power generator. This project is located at our 141st Avenue PS. This design package will be completed early in 2024. Construction to take place in 2024 & 2025.

Package 2A final design is under review. We will advertise this month for construction. This is a TM project which moves water between an expanded Glendoveer Pressure Zone (PZ) and Main Zone. Construction is set to begin in Q2 of 2024 and will take a year to complete.

The District's 20-year Water Master Plan (MP) update will be completed this Fiscal Year (FY). This project will determine what Capital Improvement Projects (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 2023/2024:

ST7/8 - Located at NE 146th between Glisan and Burnside and includes Everett St, replaces 1,460 feet of outside diameter (OD) Steel pipe with 1,095 8” Ductile Iron (DI) and 365 feet of 6” DI. Construction began this week and will take two months to complete.

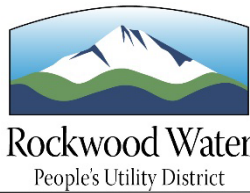
City of Gresham managed GDMP Projects:

Package 2B – 36” TM, Cascade to the District’s Bella Vista and Gresham’s Grant Butte reservoirs. Construction has begun and will take approximately 19 months.

Package 5 – 223rd & Stark Street, the Cascade Well 6 driller removed and replaced the temporary casing with thicker walled casing as a response to deformed casing near the Sand and Gravel Aquifer. Drilling deeper into the aquifer will continue this week. The additional depth is expected to be 20 feet. The materials and capacity will be evaluated at that point, to determine if drilling should continue. Consultants began the design of the wellhouse, water treatment facility and TM. The project construction is scheduled to be completed by the end of 2025.

Package 6 – Kirk Park (CW9) wellhouse and TM. Construction began last month and will be completed mid-2024. 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 – 217th & Yamhill Street (CW10), this is currently a Gresham-only project. Exploratory pilot hole drilling began. They are currently 550’ below ground surface (BGS). Raw water will be piped to the CW6 Water Treatment Plant.



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MEMORANDUM

To: Board of Directors

From: Nyla Clark, Government Affairs Coordinator

Date: March 11, 2024

Re: Government Affairs Activities

COMMUNICATION

- The District will be rolling out a campaign during Groundwater Awareness Week (March 10 – 16) focused on the Cascade Groundwater Alliance.
- The District has been participating in outreach campaigns with the Regional Water Providers Consortium on social media. During the month of March, the campaign is focused on fix a leak week (March 18-24).

EDUCATION

- GAC Clark is Chairing the Children's Clean Water Festival planning committee this year, the event will take place on April 30. The District has three 4th grade classes attending.

OUTREACH

- Production on the upcoming newsletter has begun. This will be the first newsletter that will include our new communications strategy for Cascade Groundwater Alliance work.
- Production on the Consumer Confidence Report has begun. The report will be ready in June.

UPCOMING EVENTS, TRAINING & CONFERENCE OPPORTUNITIES

Please let Nyla know if you would like to attend any of these classes or conferences.

SDAO 2024 Training Schedule

SDAO Classes: You can view all SDAO training and events at the following link along with full descriptions of trainings: <https://www.sdao.com/calendar>.

2024 Conferences:

2024 PNWS-AWWA

Conference: May 1-3

Spokane, WA

Deadline to Register: March 31

2024 AWWA Annual Conference

Conference: June 10-13

Anaheim, California

Deadline to Register: March 31

MEMORANDUM

To: Board of Directors

From: Kari Duncan, General Manager

Date: March 13, 2024

Re: Finance/Budget Report – February 2024

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

- Water sales revenue at the end of February 2024 (Period 8) showed a **6.4% increase** when compared to Period 8 in February 2023. Water demand prior to this period had been averaging lower than in the previous year, however a recent increase in industrial and customer water demand resulted in an increase in revenues in comparison to recent months. This revenue is stable, and the District is on track and continues to demonstrate the ability to meet debt service requirements for the 2021 bond sales, the 2022 WIFIA loan and future funding that is required to complete the Groundwater Development Projects.
- Overall revenue for Period 8 is **7.4%** higher than the same period in Fiscal Year (FY) 2022/2023 reflecting the impact of the rate increase, stable water demand, continued installation of new services and high interest. Notably, interest income has contributed to overall District financials due to continued high interest rates for funds held in the Local Government Investment Pool (LGIP). 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 8 FY 2023/2024 is **48% higher** than the same period in FY 2022/2023 due to service installation revenues and very high interest income.
- Personal Services show a normal use pattern for this time of year, with 61% of budget expended after 67% of the year has been completed. Materials and Services expenditures are also on track at 47% of total budget. Capital Outlay for non-Cascade Groundwater projects is 36% of total budget.

FISCAL YEAR 2023-24
FEBRUARY, 2024
REVENUES

Category		Budget	February 2024	February 2023	Variance	Year To Date	Projection	Balance of FY 22-23
100.3-01-0101	Beginning Fund Balance	11,494,340						
100.3-10	Water Sales	12,095,864	1,445,306	1,244,501	16%	9,109,300	12,880,538	3,771,238
100.3-20	Fees & Special Charges	350,000	26,853	26,919	(0)	212,547	313,547	101,000
100.3-40	Charges for Service	450,000	32,417	36,476	(0)	243,841	421,679	177,838
100.3-50	Investment Income	216,000	82,392	55,535	0	689,746	913,176	223,431
100.3-60	Other Income	730,100	73,128	63,634	0	488,398	701,554	213,156
100.3-90	Other Financing Sources	1,023,500	15,269	34,058		181,950	313,150	131,200
Total Revenue Budget		26,359,804	1,675,365	1,461,122		10,925,782	15,543,644	4,617,862
Annual Running Revenue (Includes Codes 100.3-10 thru -90)		14,865,464	1,675,365	1,461,122	0	10,925,782		

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

EXPENDITURES

		Budget	February 2024	Total To Date	% Expended
5.10-4000	Personnel Services	4,185,510	297,193	2,540,441	61%
5.20-5000	Material & Services	2,393,611	131,442	1,122,333	47%
	Water Purchase	3,761,530	290,421	2,406,058	64%
5.40-4000	Capital Outlay	2,148,320	25,014	765,754	36%
5.60-7000	Transfers	2,331,150	-	307,375	13%
5.70-7000	Contingency	1,700,000	-		
5.90-8000	Unappropriated Balance	11,589,683	-		
Total Expense Budget		28,109,804	744,070	7,141,962	25%
Annual Running Expense (Includes Codes 5.1 - 5.4)		12,488,971	744,070	6,834,587	55%

**ROCKWOOD WATER PEOPLE'S UTILITY DISTRICT
MINUTES, REGULAR MEETING OF THE BOARD
February 28, 2024
Zoom Video Conference**

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

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

Guests present: Eric Cole

President Steve Okazaki called the meeting to order at 6:00 p.m.

APPROVAL OF THE AGENDA

President Okazaki asked if there were any changes or additions to the agenda. There were no changes.

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

APPROVAL OF THE CONSENT AGENDA

President Okazaki asked if there were any changes or updates to the consent agenda. There were no changes.

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

APPROVAL OF MINUTES

President Okazaki asked if there were any changes to the minutes. There were no changes.

Kathy Zimmerman moved to approve the minutes from the January 24, 2024 regular Board meeting. **Tom Lewis** seconded the motion. The motion was approved; none opposed.

APPROVAL OF BILLS

President Okazaki asked if there were any questions about the bills. The Board discussed their questions.

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

PUBLIC COMMENT

There were no public comments.

RESOLUTION NO. RWPUD 23/24-004 RESOLUTION TO AUTHORIZE GENERAL MANAGER TO ENTER INTO A CONTRACT FOR THE GROUNDWATER

DEVELOPMENT PROJECT PACKAGE NO. 4 – JOB #320 CASCADE WATER TREATMENT PLANT, PUMP STATION AND STORAGE FACILITY –ACTION

Tom Lewis moved to adopt Resolution No. RWPUD 23/24-004 Resolution to Authorize General Manager To Enter Into A Contract For The Groundwater Development Project Package No. 4 – Job #320 Cascade Water Treatment Plant, Pump Station And Storage Facility. Kathy Zimmerman seconded the motion. The motion was approved; none opposed.

FRONT OFFICE RECRUITMENT

OS Middleton provided the board with an overview of the recruitment for two new Customer Account Specialist 1 positions. Additionally, OS Middleton requested \$500 dollars to support the retirement party for both Rita Tompkins and Cindy Schmunk. The board gives their support of the funds for the party.

REQUEST FOR NEW FULL TIME EMPLOYEE (FTE)

DS Crocker explained that over the last couple of years the District has tried to hire a temporary worker but has not been successful. The District would like to hire an additional FTE instead to help support upcoming projects. GM Duncan stated that the annual budget will include the cost for the FTE.

Tom Lewis motion to approve an additional permanent FTE to the District staff. Kathy Zimmerman seconded the motion. The motion was approved; none opposed.

FOR THE GOOD OF THE ORDER

GM Duncan announced that the District won an award from the American Council of Engineering Companies for the work on Cascade Reservoir 2.

Tom Lewis shared that he attended the 2024 SDAO conference along with Colby Riley, Kari Duncan and Andy Crocker. He shared information he learned about potential future trainings that could be required for board members.

Larry Dixon asked for an update on the 223rd well. DE Hudson shared that the team has gotten the screen out however as they were continuing work some of their equipment got stuck. Because of this there will be additional delays. DE Hudson said that he can provide more updates in about a month.

NEXT MEETING

President Okazaki reminded everyone the next Board meeting will be Wednesday, March 20, 2024 at 6:00 p.m.

ADJOURNMENT

Tom Lewis made a motion to adjourn the meeting. Kathy Zimmerman seconded the motion. The motion was approved; none opposed.

The meeting was adjourned at 6:45 p.m.

Secretary



Rockwood Water
People's Utility District

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MEMORANDUM

To: Board of Directors

From: Daniel Zimmerman, Senior Accountant

Date: March 8, 2024

Re: Checklist and Financial Report

Enclosed is the checklist for your review. The total amount of the checks listed for your approval is \$3,012,282.66. Additionally, there were two payroll cycles, one final paycheck and one board payroll totaling \$124,868.65. If you have any questions regarding any of the checks listed, please don't hesitate to call Kari or myself anytime.

The cash balances on January 31, 2024 are as follows:

Restricted Cash - \$4,550,202.78

Unrestricted Cash - \$20,510,865.64



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MONTHLY FINANCIAL MONITORING CHECKLIST

BOARD OF DIRECTORS MEETING: 3/20/2024

FOR THE PERIOD

February 2024

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



Rockwood Water
People's Utility District

Rockwood Water District, OR

Check Report

By Check Number

Date Range: 02/14/2024 - 03/08/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: UMPQUA BANK-UMPQUA BANK						
11624	AS&P Billing Services Corp.	02/15/2024	Regular	0.00	615.00	54613
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
109713	Account Number	Account Name	Item Description	Distribution Amount		
	Invoice	02/15/2024	January Janitorial	0.00	615.00	
	101-100-5205110		CONTRACT SERVICES		615.00	
11644	BridgeTower Media	02/15/2024	Regular	0.00	97.20	54614
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
745671295	Account Number	Account Name	Item Description	Distribution Amount		
	Invoice	02/15/2024	DJC Posting - Special Procurement	0.00	97.20	
	101-100-5205420		ELECTIONS/LEGAL ADVER...		97.20	
00001	CHAVES CONSULTING, INC.	02/15/2024	Regular	0.00	563.82	54615
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
212674	Account Number	Account Name	Item Description	Distribution Amount		
	Invoice	02/15/2024	Backflow Notices Inv # 212674	0.00	563.82	
	101-100-5205330		POSTAGE		563.82	
00637	COMCAST CABLE	02/15/2024	Regular	0.00	244.70	54616
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
INV0006277	Account Number	Account Name	Item Description	Distribution Amount		
	Invoice	02/15/2024	Internet	0.00	244.70	
	101-100-5205660		TELEMETRY		119.85	
	101-100-5205660		TELEMETRY		124.85	
00088	GASKET TECHNOLOGY, INC.	02/15/2024	Regular	0.00	16.00	54617
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
62383	Account Number	Account Name	Item Description	Distribution Amount		
	Invoice	02/15/2024	1.5" Meter Gaskets	0.00	16.00	
	101-100-5205640		METER MAINTENANCE		16.00	
00427	GRAINGER	02/15/2024	Regular	0.00	597.89	54618
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
9009529901	Account Number	Account Name	Item Description	Distribution Amount		
	Invoice	02/15/2024	Micro Storage Case	0.00	25.65	
	101-100-5205570		SMALL EQUIPMENT/TOO...		25.65	
9016157365	Invoice	02/15/2024	Paper Towels For the Enmotion	0.00	525.88	
	101-100-5205320		OFFICE SUPPLIES		525.88	
9016221682	Invoice	02/15/2024	File Holder	0.00	46.36	
	101-100-5205320		OFFICE SUPPLIES		46.36	
11659	JACK'S OVERHEAD DOOR INC.	02/15/2024	Regular	0.00	1,421.50	54619
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
86146	Account Number	Account Name	Item Description	Distribution Amount		
	Invoice	02/15/2024	garage door tune ups	0.00	1,421.50	
	101-100-5205520		BLDG/GROUNDS MAINTEN...		1,421.50	
00015	KAISER PERMANENTE	02/15/2024	Regular	0.00	18,480.60	54620
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
INV0006278	Account Number	Account Name	Item Description	Distribution Amount		
	Invoice	02/15/2024	Empl med/dental insurance	0.00	18,480.60	
	101-100-6202107		KAISER INS PAYABLE		18,480.60	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00577	MAGELLAN HEALTHCARE	02/15/2024	Regular	0.00	2,500.05	54621
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
0031258053	Invoice	02/15/2024	Employee assistance	0.00	2,500.05	
	101-100-6202109		DISABILITY/LIFE PAYABLE Employee assistance		2,500.05	
01259	MC ELECTRIC VEHICLES	02/15/2024	Regular	0.00	958.75	54622
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
788	Invoice	02/15/2024	rw36 broken axles	0.00	958.75	
	101-100-5205540		VEHICLE MAINTENANCE rw36 broken axles		958.75	
11513	MILKESSO KURFESSA	02/15/2024	Regular	0.00	500.00	54623
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0006276	Invoice	02/15/2024	Refund Overpayment	0.00	500.00	
	101-100-6302430		CUSTOMER REFUND CLE... Refund Overpayment		500.00	
01198	OAWU	02/15/2024	Regular	0.00	335.00	54624
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
37179	Invoice	02/15/2024	OAWU Distribution Test Training Brian H	0.00	335.00	
	101-100-5205450		TRAINING & EDUCATION OAWU Distribution Test Training...		335.00	
00146	ONE CALL CONCEPTS, INC.	02/15/2024	Regular	0.00	394.80	54625
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
4011082	Invoice	02/15/2024	One Call Concepts (Locates) Inv#4011082	0.00	394.80	
	101-100-5205610		UTILITY OPERATING SUPP... One Call Concepts (Locates) Inv...		394.80	
00940	O'REILLY AUTO PARTS	02/15/2024	Regular	0.00	117.12	54626
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
2514-490937	Invoice	02/15/2024	spray cleaner	0.00	10.78	
	101-100-5205540		VEHICLE MAINTENANCE spray cleaner		10.78	
2514-491642	Invoice	02/15/2024	rw 46 filters	0.00	37.19	
	101-100-5205540		VEHICLE MAINTENANCE rw 46 filters		37.19	
2514-491931	Invoice	02/15/2024	rw 52 oil change	0.00	69.15	
	101-100-5205540		VEHICLE MAINTENANCE rw 52 oil change		69.15	
00360	PARKROSE HARDWARE	02/15/2024	Regular	0.00	19.81	54627
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
A66448/P	Invoice	02/15/2024	misc hardware	0.00	19.81	
	101-100-5205530		SHOP EQUIPMENT MAINT misc hardware		19.81	
00172	PARR LUMBER COMPANY	02/15/2024	Regular	0.00	573.18	54628
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
60056919	Invoice	02/15/2024	Concrete and timberl	0.00	321.74	
	101-100-5205610		UTILITY OPERATING SUPP... 4x4x6		63.36	
	101-100-5205610		UTILITY OPERATING SUPP... 4x4x8		41.94	
	101-100-5205610		UTILITY OPERATING SUPP... Pallet Rental Return		-70.00	
	101-100-5205610		UTILITY OPERATING SUPP... Bags of Concrete		251.44	
	101-100-5205610		UTILITY OPERATING SUPP... Pallet Rental		35.00	
60057023 & 600...	Invoice	02/15/2024	Bags of Concrete	0.00	251.44	
	101-100-5205610		UTILITY OPERATING SUPP... Bags of Concrete		251.44	
01124	PAVELCOMM INC.	02/15/2024	Regular	0.00	3,009.65	54629

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
300254	Invoice	02/15/2024	Pavelcomm IT Contract	0.00	2,863.40	
	101-100-5205110		CONTRACT SERVICES		2,863.40	
300544	Invoice	02/15/2024	Pavelcomm phone support	0.00	146.25	
	101-100-5205110		CONTRACT SERVICES		146.25	
01173	PITNEY BOWES GLOBAL FINANCIAL	02/15/2024	Regular	0.00	129.00	54630
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
3318661736	Invoice	02/15/2024	Postage meter Lease Payment	0.00	129.00	
	101-100-5205330		POSTAGE		129.00	
00181	PORTLAND GENERAL ELECTRIC	02/15/2024	Regular	0.00	42,837.60	54631
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0006279	Invoice	02/15/2024	Portland General Electric	0.00	42,837.60	
	101-100-5205230		HEATING/ELECTRICITY		1,877.16	
	101-100-5205670		PUMPING		1,510.87	
	101-100-5406010		WATER SYSTEM		2,613.72	
	501-100-5205670		PUMPING		12,180.35	
	501-100-5205670		PUMPING		9,663.59	
	501-100-5205670		PUMPING		14,991.91	
01009	RICOH USA, INC	02/15/2024	Regular	0.00	238.87	54632
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
5068862194	Invoice	02/15/2024	Monthly Copier Fee	0.00	238.87	
	101-100-5205110		CONTRACT SERVICES		238.87	
11657	Sunbelt Rentals	02/15/2024	Regular	0.00	357.70	54633
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
150167540-0001	Invoice	02/15/2024	Gantry Crane Rental	0.00	357.70	
	101-100-5205610		UTILITY OPERATING SUPP...		357.70	
01167	ULINE	02/15/2024	Regular	0.00	597.70	54634
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
174234325	Invoice	02/15/2024	Industrial Wipes and Isopropyl	0.00	597.70	
	101-100-5205610		UTILITY OPERATING SUPP... 99% Isopropyl Alcohol		63.70	
	101-100-5205610		UTILITY OPERATING SUPP... Shop Towels 200 per box		283.10	
	101-100-5205610		UTILITY OPERATING SUPP... Industrial Wipes 90 sheets per b...		240.64	
	101-100-5205610		UTILITY OPERATING SUPP... Standard Replacement Nozzle		10.26	
00339	UNITED RENTALS, INC.	02/15/2024	Regular	0.00	225.00	54635
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
229880192-001	Invoice	02/15/2024	Ryan and Nick Training	0.00	225.00	
	101-100-5205450		TRAINING & EDUCATION		225.00	
00221	WASTE MANAGEMENT, INC	02/15/2024	Regular	0.00	287.55	54636
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1511754-1574-5	Invoice	02/15/2024	Garbage Service	0.00	287.55	
	101-100-5205520		BLDG/GROUNDS MAINTEN...		287.55	
11441	DEPARTMENT OF JUSTICE	02/21/2024	Regular	0.00	323.53	54637

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0006314	Invoice	02/23/2024	ID # 21DR17205	0.00	323.53	
	101-100-6202102		EMPLOYEE DRAW PAYAB...		323.53	
00014	OREGON AFSCME	02/21/2024	Regular	0.00	468.37	54638
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0006328	Invoice	02/23/2024	Union Dues	0.00	468.37	
	101-100-6202140		UNION DUES PAYABLE		468.37	
00022	UNITED WAY OF THE COLUMBIA-WILLAMETTE	02/21/2024	Regular	0.00	127.50	54639
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0006329	Invoice	02/23/2024	United Way	0.00	127.50	
	101-100-6202120		UNITED WAY PAYABLE		127.50	
11394	ACI PAYMENTS, INC	02/22/2024	Regular	0.00	94.60	54640
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1000110740	Invoice	02/20/2024	Home banking fees January 2024	0.00	94.60	
	101-100-5205740		GENERAL OFFICE		94.60	
01224	AT&T MOBILITY	02/22/2024	Regular	0.00	1,059.56	54641
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
287288607971x0...	Invoice	02/20/2024	AT&T	0.00	1,059.56	
	101-100-5205210		TELEPHONE		899.56	
	101-100-5205660		TELEMETRY		40.00	
	101-100-5205660		TELEMETRY		40.00	
	101-100-5205660		TELEMETRY		40.00	
	101-100-5205660		TELEMETRY		40.00	
00048	CABLE HUSTON LLP	02/22/2024	Regular	0.00	12,775.00	54642
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
137253	Invoice	02/20/2024	Legal fees November 2023	0.00	12,775.00	
	101-100-5205140		LEGAL SERVICES		12,775.00	
00793	CITY OF GRESHAM	02/22/2024	Regular	0.00	138.59	54643
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0006301	Invoice	02/21/2024	NE 202nd Av Stormwater	0.00	138.59	
	101-100-5205220		SEWER/STORM WATER		138.59	
00637	COMCAST CABLE	02/22/2024	Regular	0.00	289.85	54644
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0006302	Invoice	02/21/2024	Office internet	0.00	289.85	
	101-100-5205210		TELEPHONE		289.85	
00066	CONSOLIDATED SUPPLY COMPANY	02/22/2024	Regular	0.00	224.02	54645
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
S011627112.001	Invoice	02/21/2024	Gate Valve Parts	0.00	224.02	
	101-100-5205610		UTILITY OPERATING SUPP...		172.50	
	101-100-5205610		UTILITY OPERATING SUPP...		51.52	
00872	FASTENAL COMPANY	02/22/2024	Regular	0.00	224.00	54646

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
ORPOR132761	Invoice	02/21/2024	vault hole saw's	0.00	224.00	
	101-100-5205610		UTILITY OPERATING SUPP...		224.00	
00607	FERGUSON WATERWORKS #3011	02/22/2024	Regular	0.00	15,517.73	54647
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1245851	Invoice	02/21/2024	23-038 Parts	0.00	2,896.14	
	101-100-5406020		NEW SERVICES		69.82	
	101-100-5406020		NEW SERVICES		171.48	
	101-100-5406020		NEW SERVICES		862.44	
	101-100-5406020		NEW SERVICES		1,792.40	
1245851-1	Invoice	02/21/2024	23-038 Parts	0.00	105.57	
	101-100-5406020		NEW SERVICES		105.57	
1245944	Invoice	02/21/2024	Work Order 463 4" Service Install	0.00	2,522.53	
	101-100-5406020		NEW SERVICES		144.80	
	101-100-5406020		NEW SERVICES		862.44	
	101-100-5406020		NEW SERVICES		896.20	
	101-100-5406020		NEW SERVICES		153.02	
	101-100-5406020		NEW SERVICES		294.59	
	101-100-5406020		NEW SERVICES		171.48	
1245955	Invoice	02/21/2024	Work Order 462 Hydrant Install	0.00	2,809.46	
	101-100-5406020		NEW SERVICES		153.02	
	101-100-5406020		NEW SERVICES		750.60	
	101-100-5406020		NEW SERVICES		1,079.11	
	101-100-5406020		NEW SERVICES		321.89	
	101-100-5406020		NEW SERVICES		504.84	
1246163	Invoice	02/21/2024	Work Order 463 4" Meter Install	0.00	2,439.11	
	101-100-5406020		NEW SERVICES		134.18	
	101-100-5406020		NEW SERVICES		26.09	
	101-100-5406020		NEW SERVICES		14.34	
	101-100-5406020		NEW SERVICES		46.20	
	101-100-5406020		NEW SERVICES		1,558.80	
	101-100-5406020		NEW SERVICES		74.42	
	101-100-5406020		NEW SERVICES		224.00	
	101-100-5406020		NEW SERVICES		51.40	
	101-100-5406020		NEW SERVICES		73.08	
	101-100-5406020		NEW SERVICES		236.60	
1246163-1	Invoice	02/21/2024	Work Order 463 4" Meter Install	0.00	994.83	
	101-100-5406020		NEW SERVICES		279.21	
	101-100-5406020		NEW SERVICES		715.62	
INV0006343	Invoice	02/21/2024	Work Order 464 Fire Line	0.00	3,750.09	
	101-100-5406020		NEW SERVICES		321.89	
	101-100-5406020		NEW SERVICES		506.80	
	101-100-5406020		NEW SERVICES		104.65	
	101-100-5406020		NEW SERVICES		1,065.79	
	101-100-5406020		NEW SERVICES		153.02	
	101-100-5406020		NEW SERVICES		1,501.20	
	101-100-5406020		NEW SERVICES		96.74	
00427	GRAINGER	02/22/2024	Regular	0.00	202.56	54648
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
9017553547/901...	Invoice	02/21/2024	Casters for Fire Hose Cart	0.00	148.02	
	101-100-5205610		UTILITY OPERATING SUPP...		30.64	
	101-100-5205610		UTILITY OPERATING SUPP...		48.28	
	101-100-5205610		UTILITY OPERATING SUPP...		69.10	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
9020588464	Invoice	02/21/2024	Sample fittings for Well 7 & 9	0.00	54.54	
	501-100-5205620	TESTING	.5 x 1.5 brass nipple		8.92	
	501-100-5205620	TESTING	.5 brass ball valve		25.46	
	501-100-5205620	TESTING	1 x .5 brass bushing		20.16	
01137	JW UNDERGROUND INC	02/22/2024	Regular	0.00	432.00	54649
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
54678/54677	Invoice	02/21/2024	Dirt Dump	0.00	432.00	
	101-100-5205610	UTILITY OPERATING SUPP...	Dirt Dump		432.00	
01184	KIPP, CHRIS	02/22/2024	Regular	0.00	304.06	54650
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0006350	Invoice	02/22/2024	Raingear reimbursement	0.00	304.06	
	101-100-5205440	SAFETY GEAR & EQUIPM...	Raingear reimbursement		304.06	
00753	KNIFE RIVER CORPORATE NW	02/22/2024	Regular	0.00	561.44	54651
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
3086794/3087678	Invoice	02/21/2024	Rock	0.00	561.44	
	101-100-5205610	UTILITY OPERATING SUPP...	Rock		561.44	
01047	OGLETREE, DEAKINS, NASH, SMOAK	02/22/2024	Regular	0.00	1,983.00	54652
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
91184765	Invoice	02/20/2024	Legal fees January 2024	0.00	1,983.00	
	101-100-5205140	LEGAL SERVICES	Legal fees January 2024		1,983.00	
00940	O'REILLY AUTO PARTS	02/22/2024	Regular	0.00	37.95	54653
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2514-492455	Invoice	02/20/2024	engine oil	0.00	37.95	
	101-100-5205560	GAS/LUBRICANTS & DISP...	engine oil		37.95	
01124	PAVELCOMM INC.	02/22/2024	Regular	0.00	2,863.40	54654
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
300639	Invoice	02/20/2024	Pavelcomm IT Contract	0.00	2,863.40	
	101-100-5205110	CONTRACT SERVICES	Pavelcomm IT Contract		2,863.40	
00181	PORTLAND GENERAL ELECTRIC	02/22/2024	Regular	0.00	4,378.81	54655
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0006303	Invoice	02/21/2024	Portland General Electric	0.00	4,378.81	
	101-100-5205670	PUMPING	SE 148th Ave 15 Ft N/O Div		577.64	
	101-100-5205670	PUMPING	14801 SE Stark		478.87	
	101-100-5205670	PUMPING	SW Cor NW 1st & Royal Av		387.33	
	101-100-5205670	PUMPING	2021 NW 1st St		1,644.71	
	101-100-5205670	PUMPING	192 and Division		37.29	
	101-100-5205670	PUMPING	SE 235 Av 4PS Stark - Pump		1,252.97	
00189	QUILL CORPORATION	02/22/2024	Regular	0.00	131.97	54656
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
37135760	Invoice	02/21/2024	OFFICE SUPPLIES	0.00	131.97	
	101-100-5205320	OFFICE SUPPLIES	MESH FILE ORGANIZER/CM		22.99	
	101-100-5205320	OFFICE SUPPLIES	HP 414A BLACK TONER/CM		97.99	
	101-100-5205320	OFFICE SUPPLIES	SCISSORS/2PK		10.99	
01160	RITZ SAFETY	02/22/2024	Regular	0.00	3,447.40	54657

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
6647528	Invoice	02/21/2024	Traffic Cones	0.00	3,447.40	
	101-100-5205440		SAFETY GEAR & EQUIPM...		3,447.40	
01254	ZIPLY FIBER	02/22/2024	Regular	0.00	1,320.47	54658
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0006293	Invoice	02/20/2024	Ziply Fiber	0.00	1,320.47	
	101-100-5205210		TELEPHONE		1,061.16	
	101-100-5205210		TELEPHONE		223.15	
	101-100-5205660		TELEMETRY		36.16	
11662	Regina Stewart	02/29/2024	Regular	0.00	500.00	54660
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0006392	Invoice	02/29/2024	Refund overpayment	0.00	500.00	
	101-100-6302430		CUSTOMER REFUND CLE...		500.00	
00025	A & A DRILLING SERVICE, INC.	02/29/2024	Regular	0.00	1,252.00	54661
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
52789	Invoice	02/29/2024	24" x 6" Tap Saddle for 23-038	0.00	1,252.00	
	101-100-5406020		NEW SERVICES		1,252.00	
00231	ADVENTIST HEALTH OCCUPATIONAL MEDICINE	02/29/2024	Regular	0.00	451.00	54662
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
98795	Invoice	02/29/2024	Annual DOT pool	0.00	451.00	
	101-100-5205110		CONTRACT SERVICES		451.00	
11661	BLX GROUP LLC	02/29/2024	Regular	0.00	1,900.00	54663
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
43332-2551/030...	Invoice	02/29/2024	Positive Arbitrage Calculation - Bond Series..	0.00	1,900.00	
	101-100-5205120		TECHNICAL & CONSULTI...		1,900.00	
00793	CITY OF GRESHAM	02/29/2024	Regular	0.00	922,467.26	54664
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
64390	Invoice	02/29/2024	Job 334, Groundwater Development Pojec...	0.00	224,345.60	
	601-100-5205120		ENGINEERING SERVICES		224,345.60	
64391	Invoice	02/29/2024	Package 5 - Cascade Well6 Site, 223rd & St...	0.00	143,345.90	
	601-100-5205120		ENGINEERING SERVICES		143,345.90	
64392	Invoice	02/29/2024	Job 330 - pkg 6 - Progress Invoice	0.00	554,775.76	
	601-100-5205120		ENGINEERING SERVICES		554,775.76	
01230	CLACKAMAS STEEL MFG, INC	02/29/2024	Regular	0.00	90.32	54665
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
249305	Invoice	02/29/2024	Misc steel tube	0.00	90.32	
	101-100-5205610		UTILITY OPERATING SUPP...		90.32	
00059	COAST PAVEMENT SERVICES, INC	02/29/2024	Regular	0.00	300.32	54666
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
4674022624	Invoice	02/29/2024	Parking Lot Sweeps February 2024	0.00	300.32	
	101-100-5205520		BLDG/GROUNDS MAINTEN...		300.32	
11593	COLLECT NORTHWEST	02/29/2024	Regular	0.00	59.00	54667

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0006357	Invoice	02/29/2024	HC 2024 Collection Forum	0.00	59.00	
	101-100-5205450		TRAINING & EDUCATION		59.00	
00066	CONSOLIDATED SUPPLY COMPANY	02/29/2024	Regular	0.00	12.40	54668
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
S011627112.003	Invoice	02/29/2024	Gate Valve Parts	0.00	12.40	
	101-100-5205610		UTILITY OPERATING SUPP...		12.40	
00073	DELUXE FUEL OIL INC.	02/29/2024	Regular	0.00	4,393.18	54669
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
169572	Invoice	02/29/2024	diesel fuel	0.00	1,137.51	
	101-100-5205560		GAS/LUBRICANTS & DISP...		1,137.51	
169709	Invoice	02/29/2024	gas and diesel	0.00	1,875.30	
	101-100-5205560		GAS/LUBRICANTS & DISP...		1,875.30	
169710	Invoice	02/29/2024	gas and diesel	0.00	1,380.37	
	101-100-5205560		GAS/LUBRICANTS & DISP...		1,380.37	
01263	ELECTRIC WORKS, INC	02/29/2024	Regular	0.00	1,258.45	54670
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
22363	Invoice	02/29/2024	Misc electrical office breaker	0.00	1,258.45	
	101-100-5205520		BLDG/GROUNDS MAINTEN...		1,258.45	
00607	FERGUSON WATERWORKS #3011	02/29/2024	Regular	0.00	5,570.51	54671
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1247639	Invoice	02/29/2024	Parts for 23-038 Paisanos Plaza	0.00	5,570.51	
	101-100-5406020		NEW SERVICES		104.65	
	101-100-5406020		NEW SERVICES		2,158.22	
	101-100-5406020		NEW SERVICES		112.48	
	101-100-5406020		NEW SERVICES		1,377.60	
	101-100-5406020		NEW SERVICES		171.48	
	101-100-5406020		NEW SERVICES		321.89	
	101-100-5406020		NEW SERVICES		891.47	
	101-100-5406020		NEW SERVICES		432.72	
00427	GRAINGER	02/29/2024	Regular	0.00	198.19	54672
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
9031040786	Invoice	02/29/2024	Sample Bottles for CW8	0.00	65.73	
	101-100-5205620		WATER SAMPLES/TESTING		65.73	
9031415137	Invoice	02/29/2024	Well 8 Disinfection Chemical Transport Co...	0.00	132.46	
	101-100-5205620		WATER SAMPLES/TESTING		132.46	
00446	GRESHAM LOCKSMITH, INC.	02/29/2024	Regular	0.00	144.00	54673
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1264	Invoice	02/29/2024	sample station locks	0.00	144.00	
	101-100-5205610		UTILITY OPERATING SUPP...		144.00	
00753	KNIFE RIVER CORPORATE NW	02/29/2024	Regular	0.00	639.54	54674
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
3062175	Invoice	02/29/2024	Rock Tickets	0.00	249.60	
	101-100-5205610		UTILITY OPERATING SUPP...		249.60	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
3089758	Invoice 101-100-5205610	02/29/2024	Asphalt UTILITY OPERATING SUPP...	0.00	389.94	
00597	MULTNOMAH COUNTY SHERIFF'S OFFICE	02/29/2024	Regular	0.00	32.00	54675
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
260737	Invoice 101-100-5205520	02/29/2024	Annual Alarm Permit Fee BLDG/GROUNDS MAINTEN...	0.00	32.00	
01125	NORTHSTAR CHEMICAL INC	02/29/2024	Regular	0.00	5,860.00	54676
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
274468	Invoice 501-100-5205610	02/29/2024	2000 gallons low salt sodium hypo OPERATING SUPPLIES	0.00	5,860.00	
00139	NORTHWEST NATURAL GAS COMPANY	02/29/2024	Regular	0.00	1,534.20	54677
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV0006394	Invoice 101-100-5205230	02/29/2024	Office heating HEATING/ELECTRICITY	0.00	1,534.20	
01021	OHA-DRINKING WATER SERVICES	02/29/2024	Regular	0.00	285.00	54678
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV0006371	Invoice 101-100-5205450	02/29/2024	RL Distributiion Certification TRAINING & EDUCATION	0.00	90.00	
INV0006372	Invoice 101-100-5205450	02/29/2024	RL Cross Connection TRAINING & EDUCATION	0.00	195.00	
00159	OREGONIAN	02/29/2024	Regular	0.00	119.88	54679
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
10300 - 20544769	Invoice 101-100-5205460	02/29/2024	Subscription renewal DUES/LICENSES/SUBSCRI...	0.00	119.88	
00940	O'REILLY AUTO PARTS	02/29/2024	Regular	0.00	35.95	54680
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
2514-494592	Invoice 101-100-5205560	02/29/2024	rw12 oil change GAS/LUBRICANTS & DISP...	0.00	35.95	
01057	OXARC, INC	02/29/2024	Regular	0.00	55.37	54681
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
0032008062	Invoice 101-100-5205560	02/29/2024	forklift propane GAS/LUBRICANTS & DISP...	0.00	55.37	
00976	PETERSON	02/29/2024	Regular	0.00	822.56	54682
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
SW290091236	Invoice 101-100-5205520	02/29/2024	cleveland gen set repair BLDG/GROUNDS MAINTEN...	0.00	822.56	
00181	PORTLAND GENERAL ELECTRIC	02/29/2024	Regular	0.00	82.99	54683
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV0006393	Invoice 101-100-5205230	02/29/2024	335 NE 141st Av Electricity HEATING/ELECTRICITY	0.00	82.99	
00194	S & B INC.	02/29/2024	Regular	0.00	4,807.03	54684

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
26375B	Invoice	02/29/2024	Mag meter replacements @ Bella Vista	0.00	1,692.20	
	101-100-5205640		METER MAINTENANCE 18" & 8" Mag meter replacemen...		1,692.20	
26709A-1	Invoice	02/29/2024	S&B Telemetry Support / 148th PS VFD Fai...	0.00	734.83	
	101-100-5205660		TELEMETRY 148th PS VFD Failure Inv 26709A		734.83	
26709A-2	Invoice	02/29/2024	Cascade PS VFD Support & Off Peak Progr...	0.00	2,380.00	
	501-100-5205530		EQUIPMENT MAINTENAN... Inv 26709 Cascade VFD Support...		2,380.00	
10731	SCHLOSSER, JOSEPH	02/29/2024	Regular	0.00	516.41	54685
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0006366	Invoice	02/29/2024	Joey Schlosser Airfare For ACE 2024	0.00	516.41	
	101-100-5205450		TRAINING & EDUCATION Joey Schlosser Airfare For ACE 2...		516.41	
11663	Thanh Diep	02/29/2024	Regular	0.00	100.00	54686
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0006395	Invoice	02/29/2024	Closed account refund	0.00	100.00	
	101-100-6302430		CUSTOMER REFUND CLE... Closed account refund		100.00	
00866	TRAFFIC SAFETY SUPPLY CO, INC	02/29/2024	Regular	0.00	589.60	54687
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV067459	Invoice	02/29/2024	Delineator and Barrel/Drum	0.00	589.60	
	101-100-5205440		SAFETY GEAR & EQUIPM... Arrow Delineator		302.00	
	101-100-5205440		SAFETY GEAR & EQUIPM... Drum/Barrel		287.60	
01167	ULINE	02/29/2024	Regular	0.00	909.24	54688
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
174893423	Invoice	02/29/2024	Shelf supports and Gloves	0.00	909.24	
	101-100-5205440		SAFETY GEAR & EQUIPM... 6Mil Nitrile Gloves		90.36	
	101-100-5205610		UTILITY OPERATING SUPP... Beams For Pallet Rack		818.88	
11614	USAbLe Life	02/29/2024	Regular	0.00	1,944.37	54689
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
0005085164	Invoice	02/29/2024	Empl disb/life insurance	0.00	1,944.37	
	101-100-6202109		DISABILITY/LIFE PAYABLE Empl disb/life insurance		1,944.37	
11511	UTILITY CONCRETE REPAIR LLC	02/29/2024	Regular	0.00	2,804.50	54690
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1043	Invoice	02/29/2024	Concrete Panel Work	0.00	1,900.00	
	101-100-5205610		UTILITY OPERATING SUPP... Estimate 1043		1,900.00	
1044	Invoice	02/29/2024	Concrete Panel Work	0.00	904.50	
	101-100-5205610		UTILITY OPERATING SUPP... Estimate 1044		904.50	
11441	DEPARTMENT OF JUSTICE	03/06/2024	Regular	0.00	323.53	54691
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0006428	Invoice	03/08/2024	ID # 21DR17205	0.00	323.53	
	101-100-6202102		EMPLOYEE DRAW PAYAB... ID # 21DR17205		323.53	
00014	OREGON AFSCME	03/06/2024	Regular	0.00	468.37	54692

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Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0006442	Invoice	03/08/2024	Union Dues	0.00	468.37	
	101-100-6202140	UNION DUES PAYABLE	Union Dues		468.37	
00022	UNITED WAY OF THE COLUMBIA-WILLAMETTE	03/06/2024	Regular	0.00	127.50	54693
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0006443	Invoice	03/08/2024	United Way	0.00	127.50	
	101-100-6202120	UNITED WAY PAYABLE	United Way		127.50	
	Void	03/07/2024	Regular	0.00	0.00	54695
	Void	03/07/2024	Regular	0.00	0.00	54696
	Void	03/07/2024	Regular	0.00	0.00	54697
	Void	03/07/2024	Regular	0.00	0.00	54698
	Void	03/07/2024	Regular	0.00	0.00	54699
	Void	03/07/2024	Regular	0.00	0.00	54700
	Void	03/07/2024	Regular	0.00	0.00	54701
	Void	03/07/2024	Regular	0.00	0.00	54702
	Void	03/07/2024	Regular	0.00	0.00	54703
	Void	03/07/2024	Regular	0.00	0.00	54704
	Void	03/07/2024	Regular	0.00	0.00	54705
	Void	03/07/2024	Regular	0.00	0.00	54706
	Void	03/07/2024	Regular	0.00	0.00	54707
	Void	03/07/2024	Regular	0.00	0.00	54708
	Void	03/07/2024	Regular	0.00	0.00	54709
	Void	03/07/2024	Regular	0.00	0.00	54710
	Void	03/07/2024	Regular	0.00	0.00	54711
	Void	03/07/2024	Regular	0.00	0.00	54712
	Void	03/07/2024	Regular	0.00	0.00	54713
	Void	03/07/2024	Regular	0.00	0.00	54714
	Void	03/07/2024	Regular	0.00	0.00	54715
	Void	03/07/2024	Regular	0.00	0.00	54716
	Void	03/07/2024	Regular	0.00	0.00	54717
	Void	03/07/2024	Regular	0.00	0.00	54718
	Void	03/07/2024	Regular	0.00	0.00	54719
	Void	03/07/2024	Regular	0.00	0.00	54720
	Void	03/07/2024	Regular	0.00	0.00	54721
	Void	03/07/2024	Regular	0.00	0.00	54722
	Void	03/07/2024	Regular	0.00	0.00	54723
00251	ADT COMMERCIAL LLC	03/07/2024	Regular	0.00	124.70	54724
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0006479	Invoice	03/07/2024	Alarm Monitoring Service March 2024	0.00	124.70	
	101-100-5205520	BLDG/GROUNDS MAINTEN...	Alarm Monitoring Service March...		124.70	
11624	AS&P Billing Services Corp.	03/07/2024	Regular	0.00	615.00	54725
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
112610	Invoice	03/07/2024	March Janitorial	0.00	615.00	
	101-100-5205110	CONTRACT SERVICES	March 2024 Janitorial		615.00	
01029	CARDMEMBER SERVICE	03/07/2024	Regular	0.00	14,043.94	54726
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0006499	Invoice	03/07/2024	AI Series Webinar Training	0.00	150.00	
	101-100-5205450	TRAINING & EDUCATION	3 Series Webinar Training		150.00	
INV0006500	Invoice	03/07/2024	3/4 Sockets	0.00	133.30	
	101-100-5205570	SMALL EQUIPMENT/TOO...	3/4 1 15/16 Socket		47.00	
	101-100-5205570	SMALL EQUIPMENT/TOO...	3/4 1 3/4 Socket		42.85	

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	101-100-5205570	SMALL EQUIPMENT/TOO...	3/4 1 13/16 Socket		43.45	
INV0006501	Invoice	03/07/2024	Gate Keeper	0.00	41.75	
	601-100-5406035	GROUNDWATER CONSTR...	Gate Keeper		41.75	
INV0006502	Invoice	03/07/2024	Mail Slot For the Building	0.00	431.57	
	101-100-5406210	BUILDINGS	Metal Mail Slot		431.57	
INV0006503	Invoice	03/07/2024	E Track Parts	0.00	136.36	
	101-100-5205610	UTILITY OPERATING SUPP...	Cargo Smart E-Track Bin		107.68	
	101-100-5205610	UTILITY OPERATING SUPP...	E-Track Storage Hook		28.68	
INV0006505	Invoice	03/07/2024	shop heaters	0.00	3,519.00	
	101-100-5205530	SHOP EQUIPMENT MAINT	shop heaters		3,519.00	
INV0006506	Invoice	03/07/2024	50' Fuel transfer hose and reel	0.00	259.99	
	101-100-5205620	WATER SAMPLES/TESTING	50' Fuel transfer hose and reel		259.99	
INV0006507	Invoice	03/07/2024	Bella Vista Lunch	0.00	65.19	
	101-100-5205630	RESERVOIR MAINTENANCE	Bella Vista Lunch		65.19	
INV0006508	Invoice	03/07/2024	AC Hotel SDAO	0.00	449.70	
	101-100-5205450	TRAINING & EDUCATION	AC Hotel SDAO		449.70	
INV0006509	Invoice	03/07/2024	rockwoodwater.org icann renewal	0.00	23.17	
	101-100-5205460	DUES/LICENSES/SUBSCRI...	rockwoodwater.org icann rene...		23.17	
INV0006511	Invoice	03/07/2024	Microsoft Office 365 Licenses	0.00	591.00	
	101-100-5205460	DUES/LICENSES/SUBSCRI...	E1 License - 20 each		200.00	
	101-100-5205460	DUES/LICENSES/SUBSCRI...	E3 License - 17 each		391.00	
INV0006513	Invoice	03/07/2024	Zoom Subscription	0.00	80.00	
	101-100-5205460	DUES/LICENSES/SUBSCRI...	Zoom Subscription		80.00	
INV0006514	Invoice	03/07/2024	tape measure, manhole hook, and handy ...	0.00	138.90	
	101-100-5205310	ENGINEERING SUPPLIES	tape measures		59.92	
	101-100-5205310	ENGINEERING SUPPLIES	30" handy hook		40.99	
	101-100-5205310	ENGINEERING SUPPLIES	manhole hook 36"		37.99	
INV0006515	Invoice	03/07/2024	Utility Management Conference KD	0.00	715.00	
	101-100-5205450	TRAINING & EDUCATION	Utility Management Conference...		715.00	
INV0006516	Invoice	03/07/2024	Parking -Utility Management Conference	0.00	36.00	
	101-100-5205450	TRAINING & EDUCATION	Parking -Utility Management Co...		36.00	
INV0006517	Invoice	03/07/2024	Business Meeting lunches	0.00	36.70	
	101-100-5205730	MANAGER'S EXPENSE	Business Meeting lunches		17.70	
	101-100-5205730	MANAGER'S EXPENSE	Business Meeting lunches		19.00	
INV0006518	Invoice	03/07/2024	January Staff Meeting Food	0.00	178.55	
	101-100-5205730	MANAGER'S EXPENSE	January Staff Meeting Food		178.55	
INV0006519	Invoice	03/07/2024	PNWS Registration	0.00	2,000.00	
	101-100-5205450	TRAINING & EDUCATION	PNWS-AWWA registration JH		500.00	
	101-100-5205720	DIRECTORS' EXPENSE	PNWS Registration		1,500.00	
INV0006520	Invoice	03/07/2024	SDAO Hotel	0.00	2,523.17	
	101-100-5205450	TRAINING & EDUCATION	SDAO Hotel		957.01	
	101-100-5205720	DIRECTORS' EXPENSE	SDAO Hotel		1,566.16	
INV0006521	Invoice	03/07/2024	Hat Samples for CGA	0.00	34.00	
	101-100-5205730	MANAGER'S EXPENSE	Hat Samples for CGA		34.00	
INV0006522	Invoice	03/07/2024	Customer Service Job Posting - Mac's List	0.00	158.00	
	101-100-5205420	ELECTIONS/LEGAL ADVER...	Customer Service Recruitment -...		158.00	
INV0006523	Invoice	03/07/2024	Customer Service Job Posting - AWWA	0.00	90.00	
	101-100-5205420	ELECTIONS/LEGAL ADVER...	AWWA - Job Posting		90.00	
INV0006524	Invoice	03/07/2024	test station locks	0.00	158.89	
	101-100-5205610	UTILITY OPERATING SUPP...	test station locks		158.89	
INV0006525	Invoice	03/07/2024	Ink for postage machine	0.00	130.94	
	101-100-5205330	POSTAGE	Ink for postage machine		130.94	
INV0006526	Invoice	03/07/2024	front door closed sign	0.00	28.00	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	101-100-5205520	BLDG/GROUNDS MAINTENANCE	front door closed sign		28.00	
INV0006527	Invoice	03/07/2024	oregon flag	0.00	302.46	
	101-100-5205520	BLDG/GROUNDS MAINTENANCE	oregon flag		302.46	
INV0006528	Invoice	03/07/2024	shop misc hardware	0.00	68.61	
	101-100-5205610	UTILITY OPERATING SUPPLIES	shop misc hardware		68.61	
INV0006529	Invoice	03/07/2024	Package 1 Fire Access Padlock for Cascade...	0.00	162.00	
	601-100-5406035	GROUNDWATER CONSTRUCTION	Package 1 Fire Access Padlock for...		162.00	
INV0006530	Invoice	03/07/2024	chain hooks	0.00	83.75	
	101-100-5205610	UTILITY OPERATING SUPPLIES	chain hooks		83.75	
INV0006531	Invoice	03/07/2024	gen set keys	0.00	14.99	
	101-100-5205520	BLDG/GROUNDS MAINTENANCE	gen set keys		14.99	
INV0006532	Invoice	03/07/2024	OGFOA Job posting	0.00	100.00	
	101-100-5205420	ELECTIONS/LEGAL ADVERTISING	OGFOA Job posting		100.00	
INV0006533	Invoice	03/07/2024	rw44 rekey	0.00	560.00	
	101-100-5205540	VEHICLE MAINTENANCE	rw44 rekey		560.00	
INV0006534	Invoice	03/07/2024	pipe plugs	0.00	44.46	
	101-100-5205610	UTILITY OPERATING SUPPLIES	pipe plugs		44.46	
INV0006535	Invoice	03/07/2024	cone rwpud sticker stencils	0.00	574.50	
	101-100-5205610	UTILITY OPERATING SUPPLIES	cone rwpud sticker stencils		574.50	
INV0006547	Invoice	03/07/2024	Reflective Sign	0.00	23.99	
	101-100-5205610	UTILITY OPERATING SUPPLIES	Reflective sign		23.99	
00001	**Void**	03/07/2024	Regular	0.00	0.00	54727
	CHAVES CONSULTING, INC.	03/07/2024	Regular	0.00	4,891.35	54728
	Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	Account Name	Item Description	Distribution Amount		
213394	Invoice	03/07/2024	Bill Printing and Mailing - February 2024	0.00	4,891.35	
	101-100-5205110	CONTRACT SERVICES	Bill Printing - February 2024		1,242.54	
	101-100-5205330	POSTAGE	Bill Mailing - February 2024		3,648.81	
11665	Collin May	03/07/2024	Regular	0.00	100.00	54729
	Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	Account Name	Item Description	Distribution Amount		
	INV0006544	Invoice	2 Toilet Rebates	0.00	100.00	
	101-100-5205410	CONSERVATION	2 Toilet Rebates		100.00	
11476	CONSOR	03/07/2024	Regular	0.00	362,268.63	54730
	Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	Account Name	Item Description	Distribution Amount		
	N202855OR.00-43	Invoice	JOB 313 PACKAGE #1	0.00	720.00	
	601-100-5205120	ENGINEERING SERVICES	JOB 313 PACKAGE #1 GDMP		720.00	
	N202964OR.00-31	Invoice	Job 315 - Progress Invoice	0.00	264.00	
	601-100-5205120	ENGINEERING SERVICES	Job 315 - Progress Invoice		264.00	
	N213113OR.00-32	Invoice	JOB 313 - Construction Management Servi...	0.00	21,227.00	
	601-100-5205120	ENGINEERING SERVICES	JOB 313 - Construction Manage...		21,227.00	
	N219742OR.00-16	Invoice	Job 318 Groundwater Developemnt Projec...	0.00	111,968.75	
	601-100-5205120	ENGINEERING SERVICES	Job 318 Groundwater Developemnt Projec...		111,968.75	
	W208178OR.00-...	Invoice	GDMP - Package 4 - Design	0.00	228,088.88	
	601-100-5205120	ENGINEERING SERVICES	GDMP - Package 4 - Design - Inv -..		228,088.88	
01147	CRYSTAL GREENS LANDSCAPING INC	03/07/2024	Regular	0.00	1,810.00	54731
	Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	Account Name	Item Description	Distribution Amount		
	310554	Invoice	Landscaping Service - February 2024	0.00	575.00	
	101-100-5205520	BLDG/GROUNDS MAINTENANCE	Landscaping Service - Feb 2024 -...		575.00	
310555	Invoice	03/07/2024	Landscaping Service - February 2024	0.00	588.00	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	101-100-5205520	BLDG/GROUNDS MAINTEN...	Landscaping Service - Feb 2024 -...		588.00	
310556	Invoice	03/07/2024	Landscaping Service - February 2024	0.00	647.00	
	101-100-5205520	BLDG/GROUNDS MAINTEN...	Landscaping Service - Feb 2024 -...		647.00	
11415	DOUG BRAY	03/07/2024	Regular	0.00	456.43	54732
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0006539	Invoice	03/07/2024	DB Airfare ACE	0.00	456.43	
	101-100-5205450	TRAINING & EDUCATION	DB Airfare ACE		456.43	
11596	FIFTH ASSET, INC	03/07/2024	Regular	0.00	2,183.00	54733
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
DB2004342	Invoice	03/07/2024	Dues - Bridge payment to allgin contract w...	0.00	2,183.00	
	101-100-5205460	DUES/LICENSES/SUBSCRI...	Dues - Bridge payment to allgin ...		2,183.00	
00427	GRAINGER	03/07/2024	Regular	0.00	235.90	54734
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
9032936313	Invoice	03/07/2024	Sample fitting for CW8	0.00	15.39	
	101-100-5205620	WATER SAMPLES/TESTING	1" plug		2.18	
	101-100-5205620	WATER SAMPLES/TESTING	1" Galv cross		13.21	
9034432782	Invoice	03/07/2024	absorbent roll, punch set, tape	0.00	220.51	
	101-100-5205540	VEHICLE MAINTENANCE	absorbent roll, punch set, tape		220.51	
01097	GRESHAM FORD	03/07/2024	Regular	0.00	24.22	54735
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
5169793	Invoice	03/07/2024	rw42 tailgate handle	0.00	24.22	
	101-100-5205540	VEHICLE MAINTENANCE	rw42 tailgate handle		24.22	
00813	GSI WATER SOLUTIONS, INC	03/07/2024	Regular	0.00	9,127.98	54736
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
00134.002-17	Invoice	03/07/2024	Job 331 Cascade #8	0.00	4,928.75	
	101-100-5406010	WATER SYSTEM	Job 331 Cascade #8		4,928.75	
00134.018-38R	Invoice	03/07/2024	Job 300 & 307	0.00	1,610.00	
	101-100-5406010	WATER SYSTEM	Job 300 Cascade #7		113.75	
	101-100-5406010	WATER SYSTEM	Job 307 Cascade # 8		1,496.25	
00134.021-20	Invoice	03/07/2024	JO b 329 Groundwater Modeling	0.00	1,045.00	
	601-100-5205120	ENGINEERING SERVICES	JO b 329 Groundwater Modeling		1,045.00	
00134.022-18	Invoice	03/07/2024	Job 331 Cascade #8	0.00	1,544.23	
	101-100-5406010	WATER SYSTEM	Job 331 Cascade #8		1,544.23	
11591	JACOBS ENGINEERING GROUP INC.	03/07/2024	Regular	0.00	152,952.97	54737
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
D3722300-11	Invoice	03/07/2024	JOB 319 - Pkg 3 - Design Work	0.00	152,952.97	
	601-100-5205120	ENGINEERING SERVICES	JOB 319 - Pkg 3 - Design Work		152,952.97	
01137	JW UNDERGROUND INC	03/07/2024	Regular	0.00	2,249.92	54738
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
55031	Invoice	03/07/2024	Rock and Dirt Tickets	0.00	2,249.92	
	101-100-5406020	NEW SERVICES	Dirt Dump		576.00	
	101-100-5406020	NEW SERVICES	Rock		1,673.92	
00604	LOWE'S	03/07/2024	Regular	0.00	501.71	54739

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
923337	Invoice	03/07/2024	Wood For Framing Concrete Pads	0.00	68.87	
	101-100-5205610		UTILITY OPERATING SUPP...		14.19	
	101-100-5205610		UTILITY OPERATING SUPP...		31.60	
	101-100-5205610		UTILITY OPERATING SUPP...		23.08	
923526	Invoice	03/07/2024	Wood and plastic	0.00	53.71	
	101-100-5205610		UTILITY OPERATING SUPP...		37.81	
	101-100-5205610		UTILITY OPERATING SUPP...		15.90	
971123	Invoice	03/07/2024	Fire Hose Rack Wood and Paint	0.00	55.14	
	101-100-5205610		UTILITY OPERATING SUPP...		28.44	
	101-100-5205610		UTILITY OPERATING SUPP...		26.70	
973184	Invoice	03/07/2024	2 hand shovels, screwdriver, knee pad, ba...	0.00	91.56	
	101-100-5205310		ENGINEERING SUPPLIES		11.38	
	101-100-5205310		ENGINEERING SUPPLIES		10.43	
	101-100-5205310		ENGINEERING SUPPLIES		15.18	
	101-100-5205310		ENGINEERING SUPPLIES		31.33	
	101-100-5205310		ENGINEERING SUPPLIES		9.48	
	101-100-5205310		ENGINEERING SUPPLIES		13.76	
975680	Invoice	03/07/2024	torch bottles	0.00	62.60	
	101-100-5205560		GAS/LUBRICANTS & DISP...		62.60	
987226	Invoice	03/07/2024	fire system batt	0.00	22.76	
	101-100-5205520		BLDG/GROUNDS MAINTEN...		22.76	
990832	Invoice	03/07/2024	nail bar	0.00	35.11	
	101-100-5205520		BLDG/GROUNDS MAINTEN...		35.11	
991513	Invoice	03/07/2024	Wood For Framing Concrete Pads	0.00	25.59	
	101-100-5205610		UTILITY OPERATING SUPP...		25.59	
992994	Invoice	03/07/2024	Wood for concrete framing	0.00	41.76	
	101-100-5205570		SMALL EQUIPMENT/TOO...		41.76	
994734	Invoice	03/07/2024	2 hand shovels, screwdriver, knee pad, ba...	0.00	4.73	
	101-100-5205610		UTILITY OPERATING SUPP...		4.73	
997087	Invoice	03/07/2024	Heat cable for well 3 prelube	0.00	39.88	
	501-100-5205530		EQUIPMENT MAINTENAN...		39.88	
01233	PACWEST MACHINERY	03/07/2024	Regular	0.00	161.14	54740
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
10338471	Invoice	03/07/2024	roller water repair	0.00	161.14	
	101-100-5205540		VEHICLE MAINTENANCE		161.14	
00172	PARR LUMBER COMPANY	03/07/2024	Regular	0.00	286.44	54741
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
60059119	Invoice	03/07/2024	Concrete Bags	0.00	286.44	
	101-100-5205610		UTILITY OPERATING SUPP...		35.00	
	101-100-5205610		UTILITY OPERATING SUPP...		251.44	
01124	PAVELCOMM INC.	03/07/2024	Regular	0.00	165.00	54742
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
300765	Invoice	03/07/2024	Server Hard Drive Failure	0.00	165.00	
	101-100-5205110		CONTRACT SERVICES		165.00	
00849	PNWS-AWWA	03/07/2024	Regular	0.00	1,400.00	54743

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Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0006478	Invoice	03/07/2024	2024 OWUC Dues	0.00	1,400.00	
	101-100-5205460		DUES/LICENSES/SUBSCRI...		1,400.00	
00135	Point S Tire & Auto Service	03/07/2024	Regular	0.00	294.01	54744
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2351438	Invoice	03/07/2024	trailer tire repair	0.00	294.01	
	101-100-5205550		TIRES		294.01	
00184	PORTLAND WATER BUREAU	03/07/2024	Regular	0.00	290,421.15	54745
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0006476	Invoice	02/29/2024	Wholesale Water Purchase February 2024	0.00	290,421.15	
	101-100-5205010		WATER PURCHASES		290,421.15	
00184	PORTLAND WATER BUREAU	03/07/2024	Regular	0.00	146.76	54746
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0006417	Invoice	03/04/2024	335 NE 141st Av Sewer/Stormwater	0.00	146.76	
	101-100-5205220		SEWER/STORM WATER		146.76	
11664	PYE BARKER FIRE & SAFETY	03/07/2024	Regular	0.00	375.00	54747
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
IN00132360	Invoice	03/07/2024	fire system inspection	0.00	375.00	
	101-100-5205520		BLDG/GROUNDS MAINTEN...		375.00	
00194	S & B INC.	03/07/2024	Regular	0.00	4,300.00	54748
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
257221	Invoice	03/07/2024	Job 313 Package 1 Instrumentation & Cont...	0.00	4,300.00	
	601-100-5205120		ENGINEERING SERVICES		4,300.00	
00021	SPECIAL DISTRICTS OF OREGON	03/07/2024	Regular	0.00	29,842.77	54749
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0006416	Invoice	03/01/2024	Empl Med/Dent Insurance	0.00	29,842.77	
	101-100-6202108		SDAO INS PAYABLE		29,842.77	
00504	TRUCKPRO LLC SIX STATES	03/07/2024	Regular	0.00	594.41	54750
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
289-0039616	Invoice	03/07/2024	truck strobe lights	0.00	594.41	
	101-100-5205540		VEHICLE MAINTENANCE		594.41	
01167	ULINE	03/07/2024	Regular	0.00	126.07	54751
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
174901631	Invoice	03/07/2024	paint sticks	0.00	126.07	
	101-100-5205610		UTILITY OPERATING SUPP...		126.07	
00221	WASTE MANAGEMENT, INC	03/07/2024	Regular	0.00	287.55	54752
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1512535-1574-7	Invoice	03/06/2024	Garbage Service	0.00	287.55	
	101-100-5205520		BLDG/GROUNDS MAINTEN...		287.55	
00188	PRECISION IMAGES	02/15/2024	Bank Draft	0.00	-2,500.05	DFT0001432
00188	PRECISION IMAGES	02/15/2024	Bank Draft	0.00	2,500.05	DFT0001432

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
0031258053	Invoice	02/15/2024	Employee Assistance	0.00	2,500.05	
	101-100-6202109		DISABILITY/LIFE PAYABLE		2,500.05	
11381	Global Payments Integrated	02/15/2024	Bank Draft	0.00	1,616.95	DFT0001433
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0006281	Invoice	02/15/2024	Counter Card Processing Fee January 2024	0.00	1,616.95	
	101-100-5205740		GENERAL OFFICE		1,616.95	
11381	Global Payments Integrated	02/15/2024	Bank Draft	0.00	7,911.09	DFT0001434
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0006280	Invoice	02/15/2024	Online Card Processing Fee January 2024	0.00	7,911.09	
	101-100-5205740		GENERAL OFFICE		7,911.09	
11581	MISSIONSQUARE	02/23/2024	Bank Draft	0.00	1,381.34	DFT0001436
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0006308	Invoice	02/23/2024	Deferred Compensation	0.00	1,381.34	
	101-100-6202150		DEFERRED COMP PAYABLE		1,381.34	
00016	NATIONWIDE RETIREMENT SOLUTION	02/23/2024	Bank Draft	0.00	640.00	DFT0001439
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0006311	Invoice	02/23/2024	457 Deferred Comp	0.00	640.00	
	101-100-6202150		DEFERRED COMP PAYABLE		640.00	
01211	HRA VEBA PLAN CONTRIBUTIONS	02/23/2024	Bank Draft	0.00	1,315.00	DFT0001440
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0006316	Invoice	02/23/2024	HRA VEBA	0.00	1,315.00	
	101-100-6202160		HRA VEBA PAYABLE		1,315.00	
10253	INTERNAL REVENUE SERVICE	02/23/2024	Bank Draft	0.00	8,901.44	DFT0001447
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0006333	Invoice	02/23/2024	FED TAX WITHHOLDING	0.00	8,901.44	
	101-100-6202220		FEDERAL TAX PAYABLE		8,901.44	
00017	OREGON DEPARTMENT OF REVENUE	02/23/2024	Bank Draft	0.00	5,849.18	DFT0001448
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0006334	Invoice	02/23/2024	STATE INCOME TAX	0.00	5,849.18	
	101-100-6202230		STATE TAX PAYABLE		5,849.18	
10253	INTERNAL REVENUE SERVICE	02/23/2024	Bank Draft	0.00	10,861.78	DFT0001449
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0006335	Invoice	02/23/2024	SOCIAL SECURITY TAX	0.00	10,861.78	
	101-100-6202210		SOCIAL SECURITY PAYABLE		10,861.78	
10253	INTERNAL REVENUE SERVICE	02/23/2024	Bank Draft	0.00	2,543.58	DFT0001450
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0006337	Invoice	02/23/2024	MEDICARE TAX	0.00	2,543.58	
	101-100-6202210		SOCIAL SECURITY PAYABLE		2,543.58	
01089	CITY OF PORTLAND	02/22/2024	Bank Draft	0.00	342.00	DFT0001451

Check Report

Date Range: 02/14/2024 - 03/08/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
5014277	Invoice	02/20/2024	Package 3 City of Portland LUCS Fee	0.00	342.00	
	601-100-5406035		GROUNDWATER CONSTR... Package 3 City of Portland LUCS ...		342.00	
00793	CITY OF GRESHAM	02/22/2024	Bank Draft	0.00	307.95	DFT0001452
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV-46077	Invoice	02/21/2024	WO 484 COG Permit	0.00	307.95	
	101-100-5205610		UTILITY OPERATING SUPP... WO 484 COG Permit		307.95	
00018	PERS	02/22/2024	Bank Draft	0.00	25,604.56	DFT0001453
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0006300	Invoice	02/21/2024	PERS Payable	0.00	25,604.56	
	101-100-6202110		P.E.R.S. PAYABLE PERS Payable		25,604.56	
00733	UMPQUA BANK	02/22/2024	Bank Draft	0.00	589.16	DFT0001454
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0006305	Invoice	02/21/2024	Account analysis fee January 2024	0.00	589.16	
	101-100-5205740		GENERAL OFFICE Account analysis fee January 20...		589.16	
10253	INTERNAL REVENUE SERVICE	02/29/2024	Bank Draft	0.00	24.80	DFT0001455
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0006390	Invoice	02/29/2024	BOARD PAYROLL SOCIAL SECURITY TAX	0.00	24.80	
	101-100-6202210		SOCIAL SECURITY PAYABLE SOCIAL SECURITY TAX		24.80	
10253	INTERNAL REVENUE SERVICE	02/29/2024	Bank Draft	0.00	5.84	DFT0001456
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0006391	Invoice	02/29/2024	BOARD PAYROLL MEDICARE TAX	0.00	5.84	
	101-100-6202210		SOCIAL SECURITY PAYABLE MEDICARE TAX		5.84	
11396	ROTSCHY	02/29/2024	Bank Draft	0.00	922,473.26	DFT0001457
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
ROT-32	Invoice	02/29/2024	Job 313 Package #1	0.00	922,473.26	
	601-100-5406035		GROUNDWATER CONSTR... Job 313 Package #1		922,473.26	
10253	INTERNAL REVENUE SERVICE	03/01/2024	Bank Draft	0.00	1,020.11	DFT0001463
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0006411	Invoice	03/01/2024	FED TAX WITHHOLDING JS FINAL	0.00	1,020.11	
	101-100-6202220		FEDERAL TAX PAYABLE FED TAX WITHHOLDING		1,020.11	
00017	OREGON DEPARTMENT OF REVENUE	03/01/2024	Bank Draft	0.00	476.69	DFT0001464
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0006412	Invoice	03/01/2024	STATE INCOME TAX	0.00	476.69	
	101-100-6202230		STATE TAX PAYABLE STATE INCOME TAX		476.69	
10253	INTERNAL REVENUE SERVICE	03/01/2024	Bank Draft	0.00	706.34	DFT0001465
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0006413	Invoice	03/01/2024	SOCIAL SECURITY TAX JS FINAL	0.00	706.34	
	101-100-6202210		SOCIAL SECURITY PAYABLE SOCIAL SECURITY TAX		706.34	
10253	INTERNAL REVENUE SERVICE	03/01/2024	Bank Draft	0.00	165.20	DFT0001466

Check Report

Date Range: 02/14/2024 - 03/08/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0006415	Invoice	03/01/2024	MEDICARE TAX JS FINAL	0.00	165.20	
	101-100-6202210		SOCIAL SECURITY PAYABLE		165.20	
11581	MISSIONSQUARE	03/08/2024	Bank Draft	0.00	1,345.43	DFT0001469
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0006424	Invoice	03/08/2024	DEFERRED COMP	0.00	1,345.43	
	101-100-6202150		DEFERRED COMP PAYABLE		1,345.43	
00016	NATIONWIDE RETIREMENT SOLUTION	03/08/2024	Bank Draft	0.00	640.00	DFT0001470
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0006425	Invoice	03/08/2024	457 Deferred Comp	0.00	640.00	
	101-100-6202150		DEFERRED COMP PAYABLE		640.00	
01211	HRA VEBA PLAN CONTRIBUTIONS	03/08/2024	Bank Draft	0.00	1,315.00	DFT0001471
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0006430	Invoice	03/08/2024	HRA VEBA	0.00	1,315.00	
	101-100-6202160		HRA VEBA PAYABLE		1,315.00	
10253	INTERNAL REVENUE SERVICE	03/08/2024	Bank Draft	0.00	8,846.08	DFT0001478
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0006447	Invoice	03/08/2024	FED TAX WITHHOLDING	0.00	8,846.08	
	101-100-6202220		FEDERAL TAX PAYABLE		8,846.08	
00017	OREGON DEPARTMENT OF REVENUE	03/08/2024	Bank Draft	0.00	5,844.01	DFT0001479
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0006448	Invoice	03/08/2024	STATE INCOME TAX JS FINAL	0.00	5,844.01	
	101-100-6202230		STATE TAX PAYABLE		5,844.01	
10253	INTERNAL REVENUE SERVICE	03/08/2024	Bank Draft	0.00	10,872.22	DFT0001480
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0006449	Invoice	03/08/2024	SOCIAL SECURITY TAX	0.00	10,872.22	
	101-100-6202210		SOCIAL SECURITY PAYABLE		10,872.22	
10253	INTERNAL REVENUE SERVICE	03/08/2024	Bank Draft	0.00	2,546.86	DFT0001481
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0006451	Invoice	03/08/2024	MEDICARE TAX	0.00	2,546.86	
	101-100-6202210		SOCIAL SECURITY PAYABLE		2,546.86	
00018	PERS	03/07/2024	Bank Draft	0.00	25,471.77	DFT0001498

Check Report

Date Range: 02/14/2024 - 03/08/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0006419	Invoice	03/06/2024	PERS Payable	0.00	25,471.77	
	101-100-6202110	P.E.R.S. PAYABLE	PERS Payable		25,471.77	

Bank Code UMPQUA BANK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	185	108	0.00	1,962,665.02
Manual Checks	0	0	0.00	0.00
Voided Checks	0	30	0.00	0.00
Bank Drafts	29	30	0.00	1,049,617.64
EFT's	0	0	0.00	0.00
	214	168	0.00	3,012,282.66

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	185	108	0.00	1,962,665.02
Manual Checks	0	0	0.00	0.00
Voided Checks	0	30	0.00	0.00
Bank Drafts	29	30	0.00	1,049,617.64
EFT's	0	0	0.00	0.00
	214	168	0.00	3,012,282.66

Fund Summary

Fund	Name	Period	Amount
999	POOLED CASH	2/2024	2,072,127.50
999	POOLED CASH	3/2024	940,155.16
			3,012,282.66



Rockwood Water District, OR

Detail vs Budget Report

Account Summary

Date Range: 02/01/2024 - 02/29/2024

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	-11,494,340.00	0.00	0.00	0.00	-11,494,340.00	-100.00%
101-100-3101100	WATER SALES	0.00	-12,095,864.00	-7,663,433.96	-1,445,306.24	-9,108,740.20	-2,987,123.80	-24.70%
101-100-3202100	BACKFLOW CHARGES	0.00	-40,000.00	-22,521.87	-4,934.50	-27,456.37	-12,543.63	-31.36%
101-100-3202200	SET-UP FEES	0.00	-20,000.00	-8,912.82	-953.10	-9,865.92	-10,134.08	-50.67%
101-100-3202300	LATE FEES	0.00	-290,000.00	-154,259.97	-20,964.97	-175,224.94	-114,775.06	-39.58%
101-100-3404100	SERVICE INSTALLATIONS	0.00	-250,000.00	-120,697.21	-31,617.90	-152,315.11	-97,684.89	-39.07%
101-100-3404200	SUB-DIVISION PROJECTS	0.00	-50,000.00	-18,579.75	0.00	-18,579.75	-31,420.25	-62.84%
101-100-3404300	OTHER SERVICE INCOME	0.00	-150,000.00	-72,147.31	-799.19	-72,946.50	-77,053.50	-51.37%
101-100-3505100	INTEREST INCOME	0.00	-200,000.00	-603,441.13	-82,391.99	-685,833.12	485,833.12	242.92%
101-100-3505200	RENTAL INCOME	0.00	-16,000.00	-3,912.41	0.00	-3,912.41	-12,087.59	-75.55%
101-100-3606100	SCRAP METAL SALES	0.00	-7,500.00	-7,086.65	0.00	-7,086.65	-413.35	-5.51%
101-100-3606600	OTHER MISC INCOME	0.00	-40,000.00	-9,311.87	444.94	-8,866.93	-31,133.07	-77.83%
101-100-3606800	GRESHAM UTILITY TAX	0.00	-457,936.00	-257,754.20	-69,066.13	-326,820.33	-131,115.67	-28.63%
101-100-3606900	PORTLAND UTILITY TAX	0.00	-209,657.00	-133,121.32	-2,253.68	-135,375.00	-74,282.00	-35.43%
101-100-3607000	FAIRVIEW UTILITY TAX	0.00	-15,007.00	-7,966.41	-2,253.43	-10,219.84	-4,787.16	-31.90%
101-100-3909200	INTERFUND TRANSFERS	0.00	-505,000.00	0.00	0.00	0.00	-505,000.00	-100.00%
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	-166,681.00	-15,269.00	-181,950.00	163,450.00	883.51%
Revenue Totals:		0.00	-26,359,804.00	-9,249,827.88	-1,675,365.19	-10,925,193.07	-15,434,610.93	-58.55%
Expense								
101-100-5104450	SALARIES/WAGES	0.00	2,511,660.00	1,314,173.75	170,910.69	1,485,084.44	1,026,575.56	40.87%
101-100-5104500	OFFICE OVERTIME	0.00	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
101-100-5104550	FIELD OVERTIME	0.00	18,000.00	12,993.84	1,477.51	14,471.35	3,528.65	19.60%
101-100-5104600	ON CALL DUTY	0.00	80,100.00	39,686.42	4,802.25	44,488.67	35,611.33	44.46%
101-100-5104610	WATER CERTIFICATIONS	0.00	13,000.00	8,689.32	1,357.26	10,046.58	2,953.42	22.72%
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	152,000.00	82,859.85	10,949.17	93,809.02	58,190.98	38.28%
101-100-5104810	MEDICARE	0.00	36,000.00	19,507.48	2,562.39	22,069.87	13,930.13	38.69%
101-100-5104820	UNEMPLOYMENT INSURANCE	0.00	2,500.00	1,009.12	180.92	1,190.04	1,309.96	52.40%
101-100-5104830	TRI-MET	0.00	17,800.00	8,101.54	1,478.35	9,579.89	8,220.11	46.18%
101-100-5104840	WORKERS COMPENSATION	0.00	29,600.00	21,246.70	2,519.96	23,766.66	5,833.34	19.71%
101-100-5104900	P.E.R.S	0.00	715,000.00	385,563.04	55,118.64	440,681.68	274,318.32	38.37%
101-100-5104910	DEF. COMP	0.00	0.00	3,563.44	-3,563.44	0.00	0.00	0.00%
101-100-5104920	EMPLOYEE INSURANCE EXPENS	0.00	583,000.00	345,872.20	49,398.84	395,271.04	187,728.96	32.20%

Detail vs Budget Report
Date Range: 02/01/2024 - 02/29/2024

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
101-100-5104930	PAID LEAVE OREGON	0.00	9,850.00	-18.27	0.00	-18.27	9,868.27	100.19%
101-100-5205010	WATER PURCHASES	0.00	3,761,530.00	2,115,637.13	290,421.15	2,406,058.28	1,355,471.72	36.04%
101-100-5205110	CONTRACT SERVICES	-5,856.80	130,180.00	114,407.09	9,193.30	123,600.39	12,436.41	9.55%
101-100-5205120	TECHNICAL & CONSULTING	0.00	30,000.00	0.00	1,900.00	1,900.00	28,100.00	93.67%
101-100-5205130	AUDITING	0.00	24,500.00	6,575.00	0.00	6,575.00	17,925.00	73.16%
101-100-5205140	LEGAL SERVICES	0.00	100,000.00	5,357.50	14,758.00	20,115.50	79,884.50	79.88%
101-100-5205210	TELEPHONE	-97.50	44,880.00	22,543.66	2,571.22	25,114.88	19,862.62	44.26%
101-100-5205220	SEWER/STORM WATER	0.00	12,000.00	7,319.37	138.59	7,457.96	4,542.04	37.85%
101-100-5205230	HEATING/ELECTRICITY	0.00	22,000.00	12,171.09	3,662.49	15,833.58	6,166.42	28.03%
101-100-5205310	ENGINEERING SUPPLIES	230.46	1,500.00	672.81	0.00	672.81	596.73	39.78%
101-100-5205320	OFFICE SUPPLIES	-2,273.29	40,000.00	20,406.92	3,866.54	24,273.46	17,999.83	45.00%
101-100-5205330	POSTAGE	0.00	45,300.00	24,659.07	4,257.95	28,917.02	16,382.98	36.17%
101-100-5205410	CONSERVATION	0.00	50,350.00	2,186.50	200.00	2,386.50	47,963.50	95.26%
101-100-5205420	ELECTIONS/LEGAL ADVERTISE	348.00	3,000.00	1,046.40	97.20	1,143.60	1,508.40	50.28%
101-100-5205430	INSURANCE-GENERAL	0.00	117,270.00	72,187.75	9,820.91	82,008.66	35,261.34	30.07%
101-100-5205440	SAFETY GEAR & EQUIPMENT	-1,786.06	23,000.00	8,605.53	6,400.23	15,005.76	9,780.30	42.52%
101-100-5205450	TRAINING & EDUCATION	-2,529.00	36,500.00	11,459.76	5,546.85	17,006.61	22,022.39	60.34%
101-100-5205460	DUES/LICENSES/SUBSCRIPTNS	-1,441.36	100,969.00	74,753.62	1,561.24	76,314.86	26,095.50	25.85%
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	10,760.00	5,912.00	0.00	5,912.00	4,848.00	45.06%
101-100-5205520	BLDG/GROUNDS MAINTENANCE	-379.95	75,160.00	25,267.86	4,804.85	30,072.71	45,467.24	60.49%
101-100-5205530	SHOP EQUIPMENT MAINT	3,296.20	10,000.00	1,724.55	242.61	1,967.16	4,736.64	47.37%
101-100-5205540	VEHICLE MAINTENANCE	1,075.05	35,000.00	10,442.86	1,082.17	11,525.03	22,399.92	64.00%
101-100-5205550	TIRES	0.00	10,000.00	561.60	0.00	561.60	9,438.40	94.38%
101-100-5205560	GAS/LUBRICANTS & DISPOSAL	-3,006.92	45,000.00	16,380.29	10,067.95	26,448.24	21,558.68	47.91%
101-100-5205570	SMALL EQUIPMENT/TOOLS	160.87	15,000.00	10,167.42	39.84	10,207.26	4,631.87	30.88%
101-100-5205610	UTILITY OPERATING SUPPLY	11,396.79	300,000.00	43,236.90	14,653.74	57,890.64	230,712.57	76.90%
101-100-5205620	WATER SAMPLES/TESTING	-1,391.61	67,300.00	19,954.99	2,985.19	22,940.18	45,751.43	67.98%
101-100-5205625	WATER QUALITY & NOTICES	0.00	8,000.00	9,423.36	0.00	9,423.36	-1,423.36	-17.79%
101-100-5205630	RESERVOIR MAINTENANCE	-3,211.81	20,000.00	878.00	12,000.00	12,878.00	10,333.81	51.67%
101-100-5205640	METER MAINTENANCE	-1,692.20	20,000.00	8,372.52	1,708.20	10,080.72	11,611.48	58.06%
101-100-5205650	HYDRANT MAINTENANCE	0.00	5,000.00	0.00	0.00	0.00	5,000.00	100.00%
101-100-5205660	TELEMETRY	0.00	15,192.00	3,471.48	1,220.97	4,692.45	10,499.55	69.11%
101-100-5205670	PUMPING	0.00	65,150.00	24,968.15	5,931.40	30,899.55	34,250.45	52.57%
101-100-5205710	BOARD MEETING FEES	0.00	5,800.00	1,750.00	750.00	2,500.00	3,300.00	56.90%
101-100-5205720	DIRECTORS' EXPENSE	656.16	24,000.00	3,404.71	1,159.24	4,563.95	18,779.89	78.25%
101-100-5205730	MANAGER'S EXPENSE	2,823.59	7,000.00	2,884.08	241.55	3,125.63	1,050.78	15.01%
101-100-5205740	GENERAL OFFICE	0.00	94,900.00	100,937.92	10,211.90	111,149.82	-16,249.82	-17.12%
101-100-5205760	BAD DEBT EXPENSE	0.00	25,000.00	-3,346.86	0.00	-3,346.86	28,346.86	113.39%
101-100-5205770	GRESHAM UTILITY TAX	0.00	457,936.00	248,456.15	0.00	248,456.15	209,479.85	45.74%
101-100-5205780	PORTLAND UTILITY TAX	0.00	209,657.00	49,344.75	0.00	49,344.75	160,312.25	76.46%
101-100-5205790	FAIRVIEW UTILITY TAX	0.00	15,007.00	7,967.26	0.00	7,967.26	7,039.74	46.91%
101-100-5205800	CUSTOMER ASSISTANCE	0.00	60,000.00	10,074.00	368.00	10,442.00	49,558.00	82.60%
101-100-5205820	TAXES & ASSESSMENTS	0.00	9,300.00	6,560.06	0.00	6,560.06	2,739.94	29.46%

Detail vs Budget Report

Date Range: 02/01/2024 - 02/29/2024

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
101-100-5406010	WATER SYSTEM	0.00	1,139,820.00	629,798.80	5,483.18	635,281.98	504,538.02	44.26%
101-100-5406020	NEW SERVICES	-10,594.54	65,000.00	34,986.04	19,530.78	54,516.82	21,077.72	32.43%
101-100-5406030	METER UPGRADES	0.00	50,000.00	27,565.20	0.00	27,565.20	22,434.80	44.87%
101-100-5406110	METER EQUIPMENT	0.00	11,500.00	4,795.00	0.00	4,795.00	6,705.00	58.30%
101-100-5406120	SHOP EQUIPMENT	0.00	8,000.00	10,771.64	0.00	10,771.64	-2,771.64	-34.65%
101-100-5406130	AUTOMOTIVE EQUIPMENT	0.00	270,000.00	1,358.00	0.00	1,358.00	268,642.00	99.50%
101-100-5406140	COMPUTER/OFFICE EQUIP	0.00	29,000.00	16,976.70	0.00	16,976.70	12,023.30	41.46%
101-100-5406210	BUILDINGS	431.57	75,000.00	14,489.00	0.00	14,489.00	60,079.43	80.11%
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	2,331,150.00	307,375.00	0.00	307,375.00	2,023,775.00	86.81%
101-100-5707210	CONTINGENCY	0.00	1,700,000.00	0.00	0.00	0.00	1,700,000.00	100.00%
Expense Totals:		-13,842.35	16,520,121.00	6,400,147.06	744,069.78	7,144,216.84	9,389,746.51	56.84%
101 - GENERAL FUND Totals:		-13,842.35	-9,839,683.00	-2,849,680.82	-931,295.41	-3,780,976.23	-6,044,864.42	
201 - SDC FUND-REIMBURSEMENT								
Revenue								
201-100-3010101	BEGINNING FUND BALANCE	0.00	-745,546.00	0.00	0.00	0.00	-745,546.00	-100.00%
201-100-3404500	SYSTEM DEVELOPMENT FEES	0.00	-250,000.00	-92,172.08	-23,048.00	-115,220.08	-134,779.92	-53.91%
201-100-3505100	INTEREST INCOME	0.00	-10,000.00	-56,559.86	-8,420.01	-64,979.87	54,979.87	549.80%
Revenue Totals:		0.00	-1,005,546.00	-148,731.94	-31,468.01	-180,199.95	-825,346.05	-82.08%
Expense								
201-100-5607110	TRANSFER TO OTHER FUND	0.00	300,000.00	0.00	0.00	0.00	300,000.00	100.00%
Expense Totals:		0.00	300,000.00	0.00	0.00	0.00	300,000.00	100.00%
201 - SDC FUND-REIMBURSEMENT Totals:		0.00	-705,546.00	-148,731.94	-31,468.01	-180,199.95	-525,346.05	
202 - SDC FUND-IMPROVEMENT								
Revenue								
202-100-3010101	BEGINNING FUND BALANCE	0.00	-378,269.00	0.00	0.00	0.00	-378,269.00	-100.00%
202-100-3404500	SYSTEM DEVELOPMENT FEES	0.00	-80,000.00	-27,531.92	-6,880.00	-34,411.92	-45,588.08	-56.99%
202-100-3505100	INTEREST INCOME	0.00	-1,200.00	-10,724.88	-1,631.71	-12,356.59	11,156.59	929.72%
Revenue Totals:		0.00	-459,469.00	-38,256.80	-8,511.71	-46,768.51	-412,700.49	-89.82%
202 - SDC FUND-IMPROVEMENT Totals:		0.00	-459,469.00	-38,256.80	-8,511.71	-46,768.51	-412,700.49	-89.82%
301 - DEBT RESERVE FUND								
Revenue								
301-100-3010101	BEGINNING FUND BALANCE	0.00	-2,228,016.00	0.00	0.00	0.00	-2,228,016.00	-100.00%
301-100-3505100	INTEREST INCOME	0.00	-6,000.00	-22,936.75	-8,465.14	-31,401.89	25,401.89	423.36%
301-100-3909200	INTERFUND TRANSFERS	0.00	-2,006,150.00	-307,375.00	0.00	-307,375.00	-1,698,775.00	-84.68%
Revenue Totals:		0.00	-4,240,166.00	-330,311.75	-8,465.14	-338,776.89	-3,901,389.11	-92.01%
Expense								
301-100-5607110	TRANS TO DEBT SERV FUND	0.00	2,006,150.00	307,375.00	0.00	307,375.00	1,698,775.00	84.68%
Expense Totals:		0.00	2,006,150.00	307,375.00	0.00	307,375.00	1,698,775.00	84.68%
301 - DEBT RESERVE FUND Totals:		0.00	-2,234,016.00	-22,936.75	-8,465.14	-31,401.89	-2,202,614.11	

Detail vs Budget Report

Date Range: 02/01/2024 - 02/29/2024

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	-2,006,150.00	-307,375.00	0.00	-307,375.00	-1,698,775.00	-84.68%
	Revenue Totals:	0.00	-2,006,150.00	-307,375.00	0.00	-307,375.00	-1,698,775.00	-84.68%
Expense								
401-100-5507050	PAYMENTS ON FINANCING	0.00	1,436,350.00	0.00	0.00	0.00	1,436,350.00	100.00%
401-100-5507070	INTEREST EXPENSE	0.00	569,800.00	390,640.19	0.00	390,640.19	179,159.81	31.44%
	Expense Totals:	0.00	2,006,150.00	390,640.19	0.00	390,640.19	1,615,509.81	80.53%
	401 - DEBT SERVICE FUND Totals:	0.00	0.00	83,265.19	0.00	83,265.19	-83,265.19	
501 - GROUND WATER PRODUCTION								
Revenue								
501-100-3010101	BEGINNING FUND BALANCE	0.00	-67,285.00	0.00	0.00	0.00	-67,285.00	-100.00%
501-100-3909200	INTERFUND TRANSFERS	0.00	-325,000.00	0.00	0.00	0.00	-325,000.00	-100.00%
501-100-3909400	CITY OF GRESHAM	0.00	-275,000.00	0.00	-275,000.00	-275,000.00	0.00	0.00%
	Revenue Totals:	0.00	-667,285.00	0.00	-275,000.00	-275,000.00	-392,285.00	-58.79%
Expense								
501-100-5205530	EQUIPMENT MAINTENANCE	-809.57	26,000.00	6,748.25	3,189.57	9,937.82	16,871.75	64.89%
501-100-5205610	OPERATING SUPPLIES	0.00	42,000.00	25,310.52	5,860.00	31,170.52	10,829.48	25.78%
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	2,237.25	54.54	2,291.79	2,708.21	54.16%
501-100-5205630	RESERVOIR MAINTENANCE	0.00	5,000.00	530.00	0.00	530.00	4,470.00	89.40%
501-100-5205670	PUMPING	0.00	385,000.00	150,647.95	36,835.85	187,483.80	197,516.20	51.30%
501-100-5607110	TRANSFER TO OTHER FUND	0.00	65,000.00	0.00	0.00	0.00	65,000.00	100.00%
	Expense Totals:	-809.57	598,000.00	255,473.97	45,939.96	301,413.93	297,395.64	49.73%
	501 - GROUND WATER PRODUCTION Totals:	-809.57	-69,285.00	255,473.97	-229,060.04	26,413.93	-94,889.36	
601 - GW CONSTRUCTION FUND								
Revenue								
601-100-3010101	BEGINNING FUND BALANCE	0.00	-8,305,600.00	0.00	0.00	0.00	-8,305,600.00	-100.00%
601-100-3909400	FINANCING PROCEEDS	0.00	-11,950,000.00	-2,179,087.89	-486,168.06	-2,665,255.95	-9,284,744.05	-77.70%
601-100-3909600	BOND PROCEEDS	0.00	-10,000,000.00	0.00	0.00	0.00	-10,000,000.00	-100.00%
601-100-3909650	WIFIA LOAN PROCEEDS	0.00	-20,419,935.00	-8,572,991.85	0.00	-8,572,991.85	-11,846,943.15	-58.02%
	Revenue Totals:	0.00	-50,675,535.00	-10,752,079.74	-486,168.06	-11,238,247.80	-39,437,287.20	-77.82%
Expense								
601-100-5205110	CONTRACT SERVICES	0.00	150,000.00	12,200.00	0.00	12,200.00	137,800.00	91.87%
601-100-5205120	ENGINEERING SERVICES	-896,603.62	15,100,000.00	3,822,507.30	1,451,379.38	5,273,886.68	10,722,716.94	71.01%
601-100-5406035	GROUNDWATER CONSTRUCTION	3,403.50	29,000,000.00	1,513,152.87	934,889.21	2,448,042.08	26,548,554.42	91.55%
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:	-893,200.12	44,390,000.00	5,347,860.17	2,386,268.59	7,734,128.76	37,549,071.36	84.59%
	601 - GW CONSTRUCTION FUND Totals:	-893,200.12	-6,285,535.00	-5,404,219.57	1,900,100.53	-3,504,119.04	-1,888,215.84	
	Report Total:	-907,852.04	-19,593,534.00	-8,125,086.72	691,300.22	-7,433,786.50	-11,251,895.46	

Fund Summary

Fund	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
101 - GENERAL FUND	-13,842.35	-9,839,683.00	-2,849,680.82	-931,295.41	-3,780,976.23	-6,044,864.42	
201 - SDC FUND-REIMBURSEMENT	0.00	-705,546.00	-148,731.94	-31,468.01	-180,199.95	-525,346.05	
202 - SDC FUND-IMPROVEMENT	0.00	-459,469.00	-38,256.80	-8,511.71	-46,768.51	-412,700.49	-89.82%
301 - DEBT RESERVE FUND	0.00	-2,234,016.00	-22,936.75	-8,465.14	-31,401.89	-2,202,614.11	
401 - DEBT SERVICE FUND	0.00	0.00	83,265.19	0.00	83,265.19	-83,265.19	
501 - GROUND WATER PRODUCTION	-809.57	-69,285.00	255,473.97	-229,060.04	26,413.93	-94,889.36	
601 - GW CONSTRUCTION FUND	-893,200.12	-6,285,535.00	-5,404,219.57	1,900,100.53	-3,504,119.04	-1,888,215.84	
Report Total:	-907,852.04	-19,593,534.00	-8,125,086.72	691,300.22	-7,433,786.50	-11,251,895.46	



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: March 12, 2024

Re: Portland Bureau of Environmental Services Meter Reading IGA

The District has provided meter reading data to the City of Portland for the purpose of calculating Rockwood water customer sewer charges under Intergovernmental Agreement (IGA) No. 30005863, dated August 1, 2017, with the Portland Water Bureau. This agreement expires on June 30, 2024. This year, the Portland Water Bureau has proposed that the Bureau of Environmental Services (BES) take over this IGA, so the new IGA will be between BES and Rockwood. The Portland Water Bureau is still the billing agency for the BES, so the customer Sewer/Stormwater bills will be issued by the Portland Water Bureau. The Agreement defines the services, the collection and provision of bimonthly meter reading data, that the District provides, and the District charges the BES for the provision of these services. The rate to be charged by the District for reads under the new IGA from July 11 2024-June 30 2025 is \$1.73 per meter read, this is an increase from \$1.65 in FY 23/24, and will be a total of approximately \$59,500 for the year. This fee is calculated by the District and provided to the City of Portland, and is based on the District staff and equipment billing rates, time taken to read the meters and to process and format the meter data for the City of Portland. The fee charged goes up each year based on actual costs for staffing, including staff merit and cost of living increases, equipment billing rate and staff time.

The Rockwood District Attorney, Tommy Brooks with Cable Huston has reviewed and commented on the draft IGA and these changes have been incorporated into the IGA presented to the Board. District staff have also commented and updates have been incorporated. This IGA covers a two-year time period, from July 1 2024 through June 30 2026, after which conditions will change sufficiently to merit a new IGA. By 2026, the District's transition to an Automated Metering Infrastructure (AMI) system, and a proposal by Portland to explore the option of Rockwood performing the billing services for sewer and stormwater for the Portland Customers within Rockwood's service district have the potential to significantly change the conditions of the IGA, therefore it is proposed that a new agreement be developed by that time.

AMI Impacts on a future IGA: Due to the pending transition to AMI, the way that the District calculates the meter reading fee will change. The procedure for calculating the charge will need to be developed by Rockwood prior to the end of this proposed agreement. Elements such as the capital costs for the AMI system, AMI provider fees and maintenance costs may be elements considered for inclusion in a new charge.

Future Evaluation of Rockwood to provide Billing Services: Portland BES has asked Rockwood to consider a future relationship defined as a “wholesale agreement” where Rockwood would provide the customer billing and collections services for the BES sewer and storm fees. This option will be explored over the next two years and poses both challenges and opportunities. Some challenges may include the increased responsibility for the collections of fees for storm and sewer and the fact that Rockwood will not have the ability to determine the cost of service, this will be dictated by BES. Opportunities may include the ability for Rockwood to calculate and charge its own billing fee based on costs incurred for issuing and collections. If implemented, this agreement would eliminate the current billing fee that Portland Water Bureau charges to the Rockwood water customers in the Portland sewer and storm service area, as they would no longer be receiving the bill from the Portland Water Bureau.

Staff can answer questions from the Board and/or relay specific questions to the City of Portland. A final version of the IGA, with revisions if necessary, will be on the April Board agenda to consider for approval.

Enclosures:

1. Draft Intergovernmental Agreement Draft- City of Portland Intergovernmental Agreement No: _____

INTERGOVERNMENTAL AGREEMENT – DRAFT

CITY OF PORTLAND AGREEMENT NO.: 00000000

This Intergovernmental Agreement (“this Agreement”) is entered into by and between the City of Portland (“the City”), Oregon, acting by and through its Bureau of Environmental Services, and the Rockwood Water People’s Utility District (“Rockwood”). This Agreement is authorized pursuant to ORS 190.110 and City charter Section 2-105(a)(4).

RECITALS

- A. The City has sewer customers inside its 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. Rockwood agrees herein to read all water meters of the City’s sewer customers located within Rockwood boundaries and to provide the City weekly reports of all Rockwood water meters read inside the City limits. The City and Rockwood agree that Rockwood will provide necessary customer meter-reading information to the City for use in its metered sewer billings.

NOW, THEREFORE, THE PARTIES 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 water meters of the City’s sewer customers located within Rockwood’s boundaries.
- B. Provide City weekly reports of all Rockwood meters read inside City limits during the week.
- C. Provide new service, customer, and meter information to the best of Rockwood’s

knowledge and based upon reasonable efforts.

- D. Transmit information to City in electronic format, as requested, within Rockwood's software capabilities.

2. TERM

Work shall commence on the effective date of this Agreement, which is the later date of (1) July 1, 2024, or (2) the date of the last signature by the parties. The expiration date of this agreement shall be June 30, 2026.

3. BILLING PROCEDURES AND COMPENSATION

- A. The City agrees to pay Rockwood an annual sum not to exceed \$60,000 for FY 2024-25 and an annual sum not to exceed \$75,000 for FY 2025-26 for the work performed under this Agreement.
- B. Funding shall be disbursed only for invoiced work.
- 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.

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 for 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, Rockwood shall submit to the City an invoice for work performed during the previous quarter.
- E. Invoices shall only be submitted to the Bureau of Environmental Services Accounting Department electronically to:
BESAccounting@portlandoregon.gov

- F. Rockwood shall fully cooperate with a City audit of the records at any time. Rockwood shall also fully cooperate with any necessary audit to account for all expenses.

4. NOTICES

Unless otherwise stated in this Agreement, the designees named below shall be the contacts for all activities relating to the work to be performed under this Agreement.

Rockwood Technical Contact

Name: Cathy Middleton
Address: 19601 NE Halsey St.
Phone: 503-674-4507
Email: cmiddleton@rwpud.org

Rockwood Administrative Contact

Name: Kari Duncan
Address: 19601 NE Halsey St.
Phone: 503-674-4507
Email: kduncan@rwpud.org

City Technical Contact

Name: Eli Rosborough
Address:
Phone:
Email:

City Administrative Contact

Name: Matt Scott
Address:
Phone:
Email:

5. TERMINATION

This Agreement may be terminated by either party on thirty (30) days' written notice to the other party.

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 of 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 this Agreement for the purpose of making audit, examination, excerpts, and transcript.

8. INDEMNIFICATION

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

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

9. INSURANCE

Rockwood is a special district insured by Special Districts Insurance Services Trust. Rockwood is a subject employer under the Oregon Workers' Compensations 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 ensure 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 parties shall use their best efforts to resolve amicably any dispute that may arise under this Agreement. Any dispute that the parties are unable to resolve shall be submitted to the Director of Rockwood or their designee and the Director of Portland's Bureau of Environmental Services or their 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, if 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 this Agreement is executed, sufficient funds are available and authorized for expenditure to finance the costs of this Agreement within current appropriation and limitation. In the event of any extension or non-appropriation, the City shall notify Rockwood of its intent to terminate this Agreement as provided herein. The City's contribution for each Fiscal Year of this 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 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 Agreement. Without limiting the generality of the foregoing, the parties expressly agrees 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, or war that are beyond that party's 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 this Agreement.

17. NO THIRD-PARTY BENEFICIARY

The City and Rockwood are the only parties to this Agreement and, as 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 Director of the City's Bureau of Environmental Services, upon approval by the City Council, is authorized to approve amendments to this Agreement that do not increase the original Agreement by more than 25%. Each party shall

submit a written request to the other party's Technical Contact to initiate any amendment to this Agreement.

20. OWNERSHIP Of DOCUMENTS

- A. The City and Rockwood shall jointly own 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 Agreement are held unconstitutional or unenforceable, the enforceability of the remaining provisions shall not be impaired and all provisions concerning the limitation of liability, indemnity, and conflicts of interest shall survive the termination of this Agreement for any cause.

22. CONFLICTS OF INTEREST

No City officer or employee, during their tenure or for one year thereafter, shall have any interest, direct, or indirect, in this Agreement or the proceeds thereof. No board of directors member or employee of Rockwood, during their tenure or for one year thereafter, shall have any direct financial interest in the Agreement or the proceeds thereof.

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 ("the 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 the City, on the one hand, and of Rockwood, on the other, in connection with the events that resulted in such expenses, judgments, fines or settlement amounts, as well as any other relevant equitable considerations. The relative fault of Rockwood, on the one hand, and of the City, on the other, 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.

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. INTENT TO EXPLORE WHOLESALE AGREEMENT

On June 30, 2025, both parties agree to begin exploration of an agreement between the City and Rockwood whereby Rockwood may be billed directly for the City's sewer customers in Rockwood's boundaries as part of a wholesale agreement, effectively reducing the cost for the City's sewer customers in Rockwood's boundaries. Said agreement would be designed to shift meter read, customer management, and customer collections responsibilities to Rockwood from the City. The agreement would not result in Rockwood owning, operating, or otherwise having an interest in any City sewer facilities or result in Rockwood providing any sewer services to customers.

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IN WITNESS WHEREOF, the City of Portland and the Rockwood Water People's Utility District have caused this Agreement to be executed.

CITY OF PORTLAND

**ROCKWOOD WATER PEOPLE'S
UTILITY DISTRICT**

Dawn Uchiyama, Director
Bureau of Environmental Services

Kari Duncan

General Manager

Date

Date

APPROVED AS TO FORM

City Attorney

MEMORANDUM

To: Board of Directors

From: Kari Duncan, General Manager
Dan Zimmerman, Senior Accountant

Date: March 13, 2024

Re: Positive Arbitrage Mitigation Plan Relating to 2021 Bond Issuance

The District recently engaged a consultant, BLX, to conduct a comprehensive review and analysis of the positive arbitrage associated with the 2021 Bond issuance. Positive arbitrage is defined as the interest earned on the investment of tax exempt Bond funds and, as we have more recently learned, the interest on investment of designated debt reserve funds that is above the interest rate of the Bond itself. Even though the District spent down all the bond proceeds as of March 2023 the results showed that because of the District's Debt Reserve Fund, positive arbitrage has been building up, reaching a total of \$49,011.39 by November 2023. Positive arbitrage must be paid to the IRS by the bondholder five years after the date of the bond issuance. The District will need to file its final report with the IRS as of June 2026.

Upon careful examination, it has been recommended to modify the existing Financial Policy to remove the debt reserve funding requirement in Policy G.3, which states "The District will maintain a Debt Service Reserve Fund which maintains sufficient funds to cover debt service for no less than one year in advance of payment." This modification will eliminate future arbitrage relating to the 2021 Bond issuance. Importantly, this adjustment will not adversely impact the stipulations outlined in the 2021 Bond issuance, as there exists no explicit mandate to maintain a debt reserve fund. The funds held within the Debt Reserve Fund 301 would be transferred to the General Fund 101. This can be accomplished by temporarily suspending the policy until a permanent change is enacted and approving a resolution that transfers the funds.

Once the funds are moved out of the reserve fund 301, BLX will perform a final calculation to determine the District's total exposure to Positive Arbitrage and put forth an investment strategy with dollars and duration through the purchase of United States Treasury Securities- State and Local Government Series ("SLGS"). SLGS are a special type of low yield investment offered only to state and local governments as a means to mitigate positive arbitrage.

This recommended change has received full endorsement from the District's Bond attorney, Orrick, as detailed in the attached memo.

Flow of Events:

March 20 Board Meeting:

1. **First Reading of Policy Amendment:** The Board will conduct the initial review of the proposed policy amendment, aimed at removing the requirement to maintain 1 year + current year debt service in the Debt Reserve Fund, thus mitigating positive arbitrage on the 2021 Bond issuance, as advised by Bond Counsel.
2. **Board Vote for Temporary Suspension:** The Board will vote to temporarily suspend the relevant portion of the Financial Policy G.3 to facilitate subsequent actions.
3. **Board Resolution for Budget Resolution Transfer:** A resolution will be presented to authorize a budget transfer of debt reserve funds into the general fund.

Action on Board Meeting (March 21): The transfer of funds from the Debt Reserve Fund (301) into the General Fund (101) will be implemented.

April Board Meeting:

1. **Second Reading of Policy Amendment:** The Board will conduct the final review and vote on the resolution to amend the Financial Policy relating to the Debt Reserve Fund.
2. **Briefing on Investment Plan:** A briefing will be provided to the Board regarding the proposal to invest an identified amount for a known duration in a SLGS investment, aimed at averting positive arbitrage on the 2021 Bond. No formal vote is required for this action, in accordance with the Board's investment policy.

Documents Required:

1. Amended Investment Policy (March)
2. Budget Resolution Transfer (March)
3. Policy Amendment Resolution (April)
4. Recommendation from Bond Counsel regarding the removal of designated debt reserve funding

We appreciate your attention to these critical matters and look forward to your support and guidance as we navigate these necessary adjustments to ensure the financial health and stability of the District.

Memo

To Kari Duncan, General Manager, Rockwood Water People's Utility District

From John F. Stanley

Date March 13, 2024

Re Yield Restriction Issue for Debt Service Reserve Fund

This memorandum summarizes the federal income tax issues raised by the Rockwood Water People's Utility District's (the "District") Debt Service Reserve Fund (the "Reserve Fund") as it relates to the District's outstanding Water Revenue and Refunding Bonds, Series 2021 (the "2021 Bonds"). The 2021 Bonds were issued as tax-exempt bonds pursuant to Section 103 of the Internal Revenue Code of 1986 (the "Code"), where bondholders do not pay federal income tax with respect to the interest they receive on the 2021 Bonds. This exemption from federal income tax is an indirect subsidy from the federal government—because interest on such bonds is not taxed by the federal government, investors will generally buy bonds at a lower interest rate, reducing the borrowing cost for issuers such as the District.

The Code imposes various restrictions and limitations on tax-exempt bonds. In particular, there are restrictions on how proceeds of tax-exempt bonds can be invested, and these restrictions also apply to funds that are to be used to pay debt service on such tax-exempt bonds (characterized as "replacement proceeds"). These investment restrictions are generally intended to limit the ability of issuers to borrow money on a subsidized tax-exempt basis, and invest those amounts in higher yielding taxable investments. There are two sets of rules—yield restriction and rebate—generally referred to as the arbitrage restrictions. First, the yield restriction rules govern whether or not amounts may be invested above the bond yield—absent an exception, the amounts may not be invested above the yield on the allocable tax-exempt bonds. The second set of rules are for rebate, which apply when amounts are allowed to be invested above the bond yield, and if they are invested above the bond yield, then the excess earnings must be rebated back to the IRS unless an exception applies.

In order to assist the District in compliance with the yield restriction and rebate rules, after the proceeds of the 2021 Bonds were spent, the District engaged BLX Group, LLC ("BLX") to prepare an interim arbitrage analysis for the 2021 Bonds. Under Treasury Regulations Section 1.148-3, issuers of tax exempt bonds are required to determine if an arbitrage payment is due to the IRS at least once every five years and on the date all of the outstanding bonds have matured or been redeemed. However, a best practice is to monitor arbitrage more frequently than every five years in order to anticipate any potential payments. As identified in the BLX interim arbitrage report, the District's earnings on the project fund and other proceeds of the 2021 Bonds were below the bond yield on the 2021 Bonds, so no payment is due with respect to those amounts.

However, as part of BLX's interim arbitrage analysis for the 2021 Bonds, questions arose about the District's Reserve Fund. The District's Debt Policies establish the internal Reserve Fund, which maintains funds to cover debt service for at least one year in advance of the need to deposit those funds into the

March 13, 2024

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applicable debt service accounts, including the debt service accounts for the 2021 Bonds. In certain cases, a debt service reserve fund may qualify for an exception from yield restriction (i.e., amounts in the reserve would be allowed to be invested above the yield on the bonds), but only if the debt service reserve fund was reasonably required as additional security for the bonds by investors. In the case of the District's 2021 Bonds, no reserve fund was required by the investors,¹ and the 2021 Bonds were identified as not secured by any bond reserve fund or account.

As a result, the District's Reserve Fund does not qualify for an exception from yield restriction relative to the 2021 Bonds, meaning that the amounts held in the Debt Reserve Fund and allocable to the 2021 Bonds are not allowed to be invested above the yield on the 2021 Bonds of 1.220905%.² In the time since the 2021 Bonds are issued, the District has earned net positive arbitrage on the amounts in the Reserve Fund relative to that limitation, meaning that the blended investment rate is above the yield on the 2021 Bonds.

It is our understanding that the District intends to eliminate the Debt Reserve Fund in order to address this concern going forward. However, in order to remain in compliance with the federal income tax restrictions for the 2021 Bonds, it is necessary to take some action to remediate the positive arbitrage that has been earned to date on the portion of the Reserve Fund allocable to the 2021 Bonds, which will require investing a portion of the Reserve Fund monies at a lower yield in order to blend down the aggregate investment rate to the yield on the 2021 Bonds. This can be done through the purchase of United States Treasury Securities - State and Local Government Series ("SLGS"). SLGS are a particular US Treasury security made available to issuers of tax-exempt bonds in order to assist in compliance with certain arbitrage restrictions. SLGS are only available to be purchased with amounts tied to tax-exempt bonds, and can be purchased at any yield up to a published maximum, including SLGS bearing a 0% interest rate ("Zero SLGS"). BLX can prepare an analysis of the amount of Zero SLGS that would be required to be purchased to eliminate the positive yield restriction liability accrued to date, and upon maturity of the Zero SLGS, the Debt Service Reserve Fund can be closed and amounts released to the District's General Fund. So long as no additional funds become replacement proceeds of the 2021 Bonds, no future additional arbitrage calculations would be required.

¹ The need for a reserve fund is generally tied to the credit of the issuer and source of funds for repayment. In recent years, many water utility issuers have not needed to include reserve funds for their outstanding tax-exempt bonds.

² Technically, amounts are not allowed to be invested at a yield "materially higher" than the yield on the 2021 Bonds, but for this purpose, materially higher means 1/1000 of 1%, so the limitation is effectively the yield on the 2021 Bonds.

MEMORANDUM

To: Board of Directors

From: Kari Duncan, General Manager
Dan Zimmerman, Senior Accountant

Date: March 13, 2024

Re: Debt Policy Suspension and Policy Amendment

As explained in the previous Board agenda item and memo regarding positive arbitrage related to the 2021 Bond, the District will be able to take appropriate steps to address the matter by taking the following action related to the Debt Policy.

Actions:

1. **First Reading of Policy Amendment:** The Board will conduct the initial review of the proposed policy amendment, aimed at removing the requirement to maintain 1 year + current year debt service in the Debt Reserve Fund, thus mitigating positive arbitrage on the 2021 Bond issuance, as advised by Bond Counsel.
2. **Board Vote for Temporary Suspension:** The Board may temporarily suspend the relevant portion of the Financial Policy G.3, by unanimous vote of the Board, to allow the District to take action to move funds out of the debt reserve fund and avoid further accrual of positive arbitrage.

Documents:

1. Amended Investment Policy (March)

Proposed Motion: “The Board moves to temporarily suspend the policy Appendix 6, G.3. that states “The District shall maintain a Debt Service Reserve Fund which maintains sufficient funds to cover debt service for no less than one year in advance of payment.”

DEBT POLICIES

G. DEBT POLICIES

1. Long term debt issued to finance capital projects will be structured to match the useful life of the project. Current operations will not be financed with long term debt.
2. The District will maintain a rate covenant no less than 1.5 times coverage of annual debt service from on-going water sales revenue, excluding one-time sources of revenue like connection fees, minus the annual cost of Personnel and Operations and Maintenance.
- ~~3. The District shall maintain a Debt Service Reserve Fund which maintains sufficient funds to cover debt service for no less than one year in advance of payment.~~
4. The District shall strive to maintain cash reserves to cover a minimum of 365 days of Personnel and Operation and Maintenance costs.
5. All leases will be limited to the economic life of the equipment or facilities to be purchased or constructed and in no case shall be extended beyond 25 years.
6. Lease purchases of equipment and/or facilities will be limited to fit within the District's stated mission, goal or governmental role. Any exceptions must show an economic gain and be approved by the Board.

ROCKWOOD WATER PEOPLE'S UTILITY DISTRICT
RESOLUTION NO. RWPUD 23/24-005
RESOLUTION TO TRANSFER APPROPRIATIONS FOR FISCAL YEAR 2023/2024

THIS MATTER came before the Board of Directors of the Rockwood Water People's Utility District (District) on March 20, 2024, to consider an appropriations transfer from Fund 301, the Debt Reserve Fund, to Fund 101 the General Fund in (FY) 2023/24.

Whereas, the District Board of Directors adopted the FY 2023/2024 budget on June 28, 2023; and

Whereas, funds for the current year plus the future year of Debt payments are budgeted in the Debt Reserve Fund 301; and

Whereas, the District's Bond Counsel has advised the District that a debt reserve fund is not necessary to meet bond requirements and that holding debt payments in a reserve fund may result in the accrual of positive arbitrage; and

Whereas, Bond Counsel has supported a plan to transfer the funds from the Debt Reserve Fund to the General Fund; and

Whereas, Future Debt service will be budgeted as a transfer directly from the General Fund 101 to the Debt Service Fund 401; and

Whereas, the Board has unanimously voted to suspend the Board policy requirement to maintain debt reserves for no less than one year in advance of payment in (Appendix VI Financial Management Policies, G. 3.); and

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

Section 1. The full remaining balance of the Debt Reserve Fund, approximately \$2,234,016 are transferred from Debt Reserve Fund 301 to Fund 101 General Fund. The foregoing transfer for FY 2023/2024 is hereby adopted and the funds within the Debt Reserve Fund and General Fund are appropriated as follows:

	<u>Adopted</u>	<u>Revised</u>	<u>Difference</u>
Debt Reserve Fund (301)			
Ending Fund Balance	\$ 2,234,016	\$0	(\$ 2,234,016)
General Fund (101)			
Ending Fund Balance	\$11,539,683	\$13,773,699	\$2,234,016

ADOPTED this 20th day of March 2024.

ROCKWOOD WATER PEOPLE'S UTILITY DISTRICT

By: _____
President of the Board

By: _____
Secretary of the Board

**DRAFT WATER
RATE MODEL
TO BE SENT AS AN
ADDENDUM**