



**REGULAR MEETINGS
NORTH CLACKAMAS COUNTY WATER COMMISSION
BUDGET COMMITTEE AND BOARD OF DIRECTORS
MARCH 28, 2024 at 5:30 p.m.**

Join In-Person or Online

14496 SE River Rd.
Oak Grove, OR 97267

<https://us02web.zoom.us/j/89666759922>

AGENDA

BUDGET COMMITTEE – 5:30 PM

1. Convene Budget Committee Meeting (Board Chair)
2. Introductions & Elect Budget Committee Chair
3. Presentation on Proposed FY2024-25 Budget (Budget Officer/General Manager)
4. Committee Discussion with Public Input/Comment
5. Consider Motion to Approve/Amend FY2023-24 Budget
6. Adjourn Budget Committee

BOARD OF DIRECTORS – EST. 6:00 PM

1. **Call Meeting to Order**
2. **Approve Agenda**
3. **Public Comment**
4. **Approval of Minutes**
 - 4.1 Approval of Minutes of the January 25, 2024 Regular Meeting
5. **Adoption of Consent Calendar**
 - 5.1 Authorization of Checks for January and February of 2024
6. **Board Discussion**

No items on agenda.
7. **Monthly Items**
 - 7.1 Financial Reports
 - 7.2 Operations Report
 - 7.3 Manager's Report

7.4 Business from the Board

8. Adjourn Regular Meeting

BUDGET COMMITTEE



NCCWC
NORTH CLACKAMAS COUNTY WATER COMMISSION

MARCH 28, 2024



Proposed Budget

2024 - 2025



(Page intentionally left blank)



**Proposed Budget
Fiscal Year 2024-2025**

Budget Committee Members

Kevin Bailey
Sunrise Water Authority

Vacant
Sunrise Water Authority

Chris Hawes
Sunrise Water Authority

Michael Morrow
Sunrise Water Authority

Paul Gornick
Oak Lodge Water Services

Ron Weigel
Oak Lodge Water Services

Kevin Williams
Oak Lodge Water Services

Robert Weber
Oak Lodge Water Services

Luke Roberts
City of Gladstone

Nina Stolyar
City of Gladstone

Budget Officer

Gail Stevens, Finance Director
Direct (503) 353-4203

Administrative Office

14496 SE River Road
Milwaukie, OR 97267
Office (503) 654-7765
Fax (503) 653-1973

**North Clackamas County Water Commission
Proposed Budget
Fiscal Year 2024-2025**

Table of Contents

	Page
Budget Calendar	5
Budget Message	6 - 7
All Fund Summary	8
Fund Detail	
10 General Fund	9 - 10
13 Plant Reserve Fund	11
17 Revenue Bond Reserve	12
19 Revenue Bond Redemption Fund	13
Descriptions-Materials & Services	14 - 15
Staff Travel, Training and Dues	16
Capital Outlay	17 - 33

**NORTH CLACKAMAS COUNTY WATER COMMISSION
BUDGET CALENDAR
Fiscal Year 2024-2025**

- | | |
|---|---|
| January 25, 2024 | - Appoint Budget Officer
- Approve Budget Schedule |
| March 13, 2024 | - Publish notice of Budget Committee Meeting
(5-30 days prior) |
| March 21, 2024 | - Proposed budget sent to Budget Committee |
| March 28, 2024
5:30 P.M.
Hybrid Meeting | - Appoint Budget Committee
- Budget Committee Meeting |
| April 25, 2024 | - Budget Committee Meeting (if necessary) |
| June 12, 2024 | - Publish Notice and Summary of Budget Adoption hearing |
| June 27, 2024 | - Conduct Public Hearing to Adopt Budget |

ADMINISTRATIVE OFFICE
14496 SE River Road
Milwaukie, OR 97267
Tel. (503) 654-7765
Fax (503) 653-1973



TREATMENT PLANT
14275 S. Clackamas River Dr.
Oregon City, OR 97045
Tel. (503) 723-3505
Fax (503) 723-350

March 28, 2024

North Clackamas County Water Commission Budget Committee Members:

Thank you for taking your time to participate in the budget process for the North Clackamas County Water Commission (NCCWC). We are pleased to present the NCCWC's proposed budget for fiscal year 2024-2025 for your consideration and approval.

Overall, the NCCWC is in sound financial condition. Adequate reserves are being accumulated in the Plant Reserve Fund, while operational costs in the General Fund are being carefully managed to limit wholesale water rate increases. In addition, since FY2021-22, the NCCWC remains debt free, while operations at the plant remain highly efficient and effective. The staff is also very proud of its continuous record in meeting all State and Federal regulatory compliance standards.

Looking at the overall numbers, the General Fund budget is projected to be \$5.70 million. This total is comprised of an operating budget of \$3.75 million that includes \$2.35 million for personnel and material & services (i.e. net operating expenditures) along with \$1.40 million in wholesale water purchases from Clackamas River Water (CRW). The projected increase in Operating Expenditures for this next year is 6.9%. This increase is comprised of a 1.2% increase in Personnel Services and an 8.4% increase in Material & Services. Much of the stated increase is owed to increases in electricity, wholesale water, and general insurance. That said, the projected budgetary increases are lower than the published inflation statistics for this past year – this is owed to specific controls put in place to reduce the increase in other expenditures.

The General Fund also includes Other Expenditures totaling \$1.82 million, composed of \$1.2 million in Transfers to the Plant Reserve Fund, a \$150 thousand first-time, non-recurring Special Payment to a PERS set aside account, and \$470 thousand in Contingency (set at 20% of operating expense). This brings the total anticipated expenditures to \$5.57 million, yielding an ending fund balance of just over \$118 thousand.

It should be noted that the Transfers to the Reserve account cited above include \$650 thousand in "reserves" created through anticipated water sales along with \$550 thousand from the General Fund balance. Moreover, the planned funding of the Special Payment to the PERS set aside account serves as an investment to offset rising pension costs and stabilize future overall labor costs.

These expenditures are, in turn, balanced by an estimate in direct water sales of \$3.17 million (from plant production) along with the resale (or pass through) of the wholesale water purchases from CRW of \$1.40 million. These revenues are additionally supported by a beginning fund balance and interest of \$1.12 million.

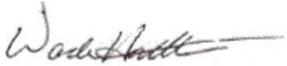
By design, capital funding is executed in the Plant Reserve Fund. Here, there are planned expenses totaling \$995 thousand, including \$325 thousand for equipment and \$170 thousand for the facility. In addition, there is \$200 thousand for SCADA Master Planning, upgrades, and cybersecurity improvements along with another \$200 thousand for required water rights planning (under an updated Water Management & Conservation Plan). A detailed list of the planned capital projects is outlined in the

appendix of this document. This fund also includes a \$300 thousand Contingency, bringing the planned requirements to \$1.3 million.

Our continued financial performance requires strict adherence to the fiscal policies implemented by the Board of Directors and the staff's continued diligence in operating and maintaining the treatment plant in an effective and efficient manner. Those same fundamentals continue to guide the budgeting process each year. Herein, we again look to present a fiscally responsible budget to the Board of Directors and the citizens of the communities we serve.

As we move ahead, we wanted to thank each of you for taking time out of your busy schedules to assist in the budget process and for your dedication to the North Clackamas County Water Commission.

Respectfully submitted,



Wade Hathorn
General Manager



Gail Stevens
Finance Director/Budget Officer

**North Clackamas County Water Commission
All Fund Summary
Fiscal Year 2024-2025**

Funds	10 General Fund	13 Plant Reserve	17 Bond Reserve	19 Bond Redemption	Totals
Resources					
Beginning Balance	1,118,054	4,556,222	-	-	\$ 5,674,276
Interest	5,000	50,000	-	-	\$ 55,000
Water Sales	4,570,000	-	-	-	\$ 4,570,000
Miscellaneous	-	-	-	-	\$ -
Transfers	-	1,200,000	-	-	\$ 1,200,000
Total Resources	\$ 5,693,054	\$ 5,806,222	\$ -	\$ -	\$ 11,499,276
Expenditures					
Personnel Services	734,000	-	-	-	\$ 734,000
Material & Services	3,020,900	-	-	-	\$ 3,020,900
Capital Outlay	-	995,000	-	-	\$ 995,000
Debt	-	-	-	-	\$ -
Transfers & Contingency	1,820,000	300,000	-	-	\$ 2,120,000
Unappropriated fund balances	118,154	4,511,222	-	-	\$ 4,629,376
Total Requirements	\$ 5,693,054	\$ 5,806,222	\$ -	\$ -	\$ 11,499,276

**North Clackamas County Water Commission
Proposed Budget FY 2024-2025**

Actual 2021-2022	Actual 2022-2023	Adopted Budget 2023-2024	FYE Projections 2023-2024	Fund - Acct	DESCRIPTION	Proposed Budget 2024-2025	Approved Budget 2024-2025	Adopted Budget 2024-2025
10 GENERAL FUND								
1,080,781	1,585,797	1,368,149	1,760,504	3000	Beginning Fund Balance	1,118,054		
5,087	36,839	5,000	32,000	4010	Interest	5,000		
2,723,148	3,166,271	3,025,000	3,025,000	4020	Water Sales	3,170,000		
1,079,258	1,114,246	1,149,000	1,149,000	-01	OLWD 1,350,000 (ccf)	1,154,000		
508,722	563,887	550,000	550,000	-02	City Gladstone 690,000 (ccf)	590,000		
1,122,432	1,470,462	1,313,000	1,313,000	-03	SWA 1,650,000 (ccf)	1,411,000		
12,736	17,676	13,000	13,000	-09	Clackamas River Water	15,000		
-	1,257,754	1,300,000	1,300,000	4025	Wholesale Water Sales	1,400,000		
42,137	35,531	-	15,000	4060	Miscellaneous	-		
-	106,204	-	-	4100	TRANSFERS IN	-		
-	102,902	-	-	-17	Revenue Bond Debt Service Reserve	-		
-	3,302	-	-	-19	Revenue Bond Redemption Fund	-		
\$ 3,851,153	\$ 6,188,396	\$ 5,698,149	\$ 6,132,504		TOTAL RESOURCES	\$ 5,693,054	\$ -	\$ -
10 GENERAL FUND (continued)								
10 PERSONNEL SERVICES:								
232,852	328,638	360,000	352,900	5000	Plant Operators	380,000		
41,867	58,387	50,000	51,100	5005	Overtime/On Call	52,000		
-	-	-	-	5030	Seasonal/Temporary	-		
26,974	11,626	43,000	-	5040	Apprenticeship	-		
-	-	-	-	5045	Internship	20,000		
59,539	102,393	110,000	115,500	5050	Medical, Dental, Vision	127,000		
46,181	77,536	110,000	98,100	5060	Retirement	105,000		
25,096	34,124	40,000	34,900	5070	Payroll Taxes	39,000		
8,478	6,795	12,000	9,100	5080	Workers' Compensation Ins.	11,000		
\$ 440,987	\$ 619,499	\$ 725,000	\$ 661,600		TOTAL PERSONNEL SERVICES	\$ 734,000	\$ -	\$ -
10 MATERIALS AND SERVICES:								
-	1,280,658	1,300,000	1,300,000	5204	Wholesale Water Purchases	1,400,000		
130,661	129,937	136,000	137,000	5206	Contracted Services	146,000		
35,554	38,329	42,000	42,000	-10	Management	45,000		
26,297	27,736	30,000	30,000	-12	Plant Engineer	32,000		
52,144	48,000	48,000	48,000	-13	Financial	51,000		
16,666	15,872	16,000	17,000	-16	HVAC Maintenance	18,000		
4,244	1,906	8,000	8,000	5208	General Office Supplies/Postage	9,000		
15,651	5,254	17,000	14,500	5210	Permits/Licensing Fees	17,500		
76,106	74,091	85,000	81,000	5212	Insurance - General	99,000		
9,300	16,273	15,000	15,000	5215	Computers/Technology	15,000		
179,924	209,351	257,000	238,250	5230	Professional Services	264,000		
32,005	47,300	45,000	45,000	-04	Audit	45,000		
2,378	9,788	25,000	12,500	-06	Legal	25,000		
3,069	555	25,000	18,750	-08	Engineering / General	25,000		
142,472	151,708	162,000	162,000	-21	Watershed Services	169,000		
108,103	166,059	190,000	139,000	5236	Water Treatment	170,000		
2,435	13,163	15,000	15,000	-10	Water Analysis & Testing	15,000		
91,411	125,940	150,000	105,000	-11	Chemicals	130,000		
14,257	26,956	25,000	19,000	-12	Instrumentation & Lab Supplies	25,000		

**North Clackamas County Water Commission
Proposed Budget FY 2024-2025**

Actual 2021-2022	Actual 2022-2023	Adopted Budget 2023-2024	FYE Projections 2023-2024	Fund - Acct	DESCRIPTION	Proposed Budget 2024-2025	Approved Budget 2024-2025	Adopted Budget 2024-2025
10 GENERAL FUND (continued)								
10 MATERIALS AND SERVICES: (continued)								
7,103	1,750	10,000	7,300	5238	Telemetry (SCADA)	17,500		
477,724	498,091	550,000	559,000	5240	Electricity	650,000		
17,972	19,748	24,200	16,200	5244	Education/Training/Dues	29,700		
9,376	9,563	8,500	10,000	5245	Telephone	10,000		
-	-	500	500	5246	Travel/Mileage	500		
84	53	1,000	1,000	5247	Books and Publications	1,000		
825	876	1,000	1,000	5248	Public notices	1,000		
2,765	3,959	3,000	2,800	5250	Other Utilities	3,000		
1,979	2,140	2,000	1,800	-10	Natural Gas	2,000		
786	1,819	1,000	1,000	-20	Garbage	1,000		
3,206	9,086	5,000	5,000	5252	Miscellaneous	5,000		
-	-	1,200	300	5256	Commissioner Expenses	1,200		
28,583	27,840	32,500	32,500	5300	Vehicle Equipment Maintenance	32,500		
4,538	5,532	5,000	5,000	-10	Vehicle Maintenance	5,000		
7,854	8,785	9,000	9,000	-20	Fuels/Oils	9,000		
1,657	1,689	3,500	3,500	-30	Equipment Rental	3,500		
14,533	11,834	15,000	15,000	-40	Equipment Maintenance	15,000		
64,207	144,198	132,000	124,500	5305	Building & Grounds Maintenance	139,000		
9,985	18,124	15,000	15,000	-10	Building Maintenance	27,000		
9,284	11,115	25,000	21,000	-11	Grounds Maintenance	20,000		
1,644	2,759	2,000	1,000	-13	Janitorial Supply	2,000		
5,597	-	5,000	2,500	-14	Security Monitoring/Maintenance	5,000		
27,963	78,849	40,000	40,000	-15	Plant Maintenance	40,000		
916	403	10,000	10,000	-16	Intake Structure Maintenance	10,000		
2,023	26,426	20,000	20,000	-17	Membrane Maintenance	20,000		
6,796	6,522	15,000	15,000	-20	Safety Supplies	15,000		
8,539	9,700	10,000	10,000	5310	Small Tools & Equipment	10,000		
\$ 1,144,370	\$ 2,608,393	\$ 2,786,900	\$ 2,702,850		TOTAL MATERIAL & SERVICES	\$ 3,020,900		
\$ 1,585,357	\$ 3,227,892	\$ 3,511,900	\$ 3,364,450		TOTAL OPERATING EXPENDITURES	\$ 3,754,900	\$ -	\$ -
10 OTHER REQUIREMENTS								
-	-	150,000	150,000	6900	Special Payments	150,000		
		150,000	150,000	-00	PERS Side Account Contribution	150,000		
680,000	1,200,000	1,500,000	1,500,000	7300	TRANSFERS OUT	1,200,000		
600,000	1,200,000	1,500,000	1,500,000	-13	Plant Reserve	1,200,000		
80,000	-	-	-	-19	Revenue Bond Debt Redemption	-		
-	-	330,000		9000	Fund Contingency	470,000		
\$ 680,000	\$ 1,200,000	\$ 1,980,000	\$ 1,650,000		TOTAL OTHER EXPENDITURES	\$ 1,820,000	\$ -	\$ -
\$ 2,265,357	\$ 4,427,892	\$ 5,491,900	\$ 5,014,450		TOTAL APPROPRIATIONS	\$ 5,574,900	\$ -	\$ -
\$ 1,585,797	\$ 1,760,504	\$ 206,249	\$ 1,118,054		UNAPPROPRIATED FUND BALANCE	\$ 118,154	\$ -	\$ -
\$ 3,851,154	\$ 6,188,396	\$ 5,698,149	\$ 6,132,504		TOTAL REQUIREMENTS	\$ 5,693,054	\$ -	\$ -

**North Clackamas County Water Commission
Proposed Budget FY 2024-2025**

Actual 2021-2022	Actual 2022-2023	Adopted Budget 2023-2024	FYE Projections 2023-2024	Fund - Acct	DESCRIPTION	Proposed Budget 2024-2025	Approved Budget 2024-2025	Adopted Budget 2024-2025
13 PLANT RESERVE FUND								
4,781,560	5,058,689	4,938,999	5,186,222	3000	Beginning Fund Balance	4,556,222		
26,776	144,175	50,000	50,000	4010	Interest	50,000		
-	27,940	-		4060	Miscellaneous Income	-		
600,000	1,200,000	1,500,000	1,500,000	4100	TRANSFERS IN	1,200,000		
600,000	1,200,000	1,500,000	1,500,000	-10	General Fund	1,200,000		
\$ 5,408,336	\$ 6,430,804	\$ 6,488,999	\$ 6,736,222		TOTAL RESOURCES	\$ 5,806,222	\$ -	\$ -
349,647	1,244,582	3,340,000	2,180,000	7000	CAPITAL OUTLAY	995,000		
-	-	230,000	15,000	-10	Computers/SCADA/Technology	200,000		
277,205	184,973	260,000	150,000	-20	Equipment	325,000		
-	916,040	2,400,000	1,700,000	-30	Sand	-		
-	-	-	-	-40	Membranes	100,000		
50,177	37,870	250,000	115,000	-50	Buildings	170,000		
22,265	105,699	200,000	200,000	-60	Other	200,000		
-	-	700,000	-	9000	Fund Contingency	300,000		
349,647	1,244,582	4,040,000	2,180,000		TOTAL CAPITAL OUTLAY & OTHER EXP.	1,295,000	-	-
349,647	1,244,582	4,040,000	2,180,000		TOTAL APPROPRIATIONS	1,295,000	-	-
\$ 5,058,689	\$ 5,186,222	\$ 2,448,999	\$ 4,556,222		PLANT RESERVE BALANCE	\$ 4,511,222	\$ -	\$ -
\$ 5,408,336	\$ 6,430,804	\$ 6,488,999	\$ 6,736,222		TOTAL REQUIREMENTS	\$ 5,806,222	\$ -	\$ -

**North Clackamas County Water Commission
Proposed Budget FY 2024-2025**

Actual 2021-2022	Actual 2022-2023	Adopted Budget 2023-2024	FYE Projections 2023-2024	Fund - Acct	DESCRIPTION	Proposed Budget 2024-2025	Approved Budget 2024-2025	Adopted Budget 2024-2025
17 REVENUE BOND DEBT SERVICE RESERVE								
102,321	102,902	-	-	3000	Beginning Fund Balance	-		
581	-	-	-	4010	Interest	-		
-	-	-	-	4100	TRANSFERS IN	-		
-	-	-	-	-10	General Fund	-		
\$ 102,902	\$ 102,902	\$ -	\$ -		TOTAL RESOURCES	\$ -	\$ -	\$ -
-	102,902	-	-	4100	TRANSFERS OUT	-	-	-
-	102,902	-	-	-10	General Fund	-		
-	-	-	-	9000	Fund Contingency	-		
\$ -	\$ 102,902	\$ -	\$ -		TOTAL APPROPRIATIONS	\$ -	\$ -	\$ -
\$ 102,902	\$ -	\$ -	\$ -		BOND RESERVE BALANCE	\$ -	\$ -	\$ -
\$ 102,902	\$ 102,902	\$ -	\$ -		TOTAL REQUIREMENTS	\$ -	\$ -	\$ -

**North Clackamas County Water Commission
Proposed Budget FY 2024-2025**

Actual 2021-2022	Actual 2022-2023	Adopted Budget 2023-2024	FYE Projections 2023-2024	Fund - Acct	DESCRIPTION	Proposed Budget 2024-2025	Approved Budget 2024-2025	Adopted Budget 2024-2025
19 REVENUE BOND REDEMPTION FUND								
314	3,302	-	-	3000	Beginning Fund Balance	-		
13		-	-	4010	Interest	-		
80,000	-	-	-	4100	TRANSFERS IN	-	-	-
80,000		-		-10	General Fund	-		
\$ 80,327	\$ 3,302	\$ -	\$ -		TOTAL RESOURCES	\$ -	\$ -	\$ -
\$ 77,025	\$ -	\$ -	\$ -	5390	DEBT SERVICE	\$ -	\$ -	\$ -
75,000	-	-	-	-20	Principal Payment	-		
2,025	-	-	-	-25	Interest Payment	-		
-	-	-	-	-50	Fiscal Agent Fees, Misc.	-		
					TOTAL DEBT SERVICE			
-	3,302	-	-	7300	TRANSFERS OUT	-	-	-
-	3,302	-	-	-10	General Fund	-		
-	-	-	-	9000	Fund Contingency	-		
\$ 77,025	\$ 3,302	\$ -	\$ -		TOTAL APPROPRIATIONS	\$ -	\$ -	\$ -
\$ 3,302	\$ -	\$ -	\$ -		REDEMPTION FUND BALANCE	\$ -	\$ -	\$ -
\$ 80,327	\$ 3,302	\$ -	\$ -		TOTAL REQUIREMENTS	\$ -	\$ -	\$ -

Descriptions - Materials & Services

Account #	Description	Budget
5204	Wholesale Water Purchase	1,400,000
	Cost of purchasing water from other sources in the event that current production cannot meet demands.	
5206	Contracted Services	146,000
	Charges for services contracted for operations and management necessary for water production.	
5208	General Office Expense	9,000
	Supplies, postage, forms, stationery, office reproductions supplies, and other miscellaneous office supplies. Does not include subscriptions, books, and publications.	
5210	Permits/Licensing Fees	17,500
	Cost of permits and licensing fees necessary or required for the production of drinking water. Includes fees paid to DEQ, OHA, and other regulatory entities.	
5212	Insurance	99,000
	Cost of insurance premiums to include but not limited to property, liability, and auto coverage.	
5215	Computers/Technology	15,000
	Costs associated with computer technology including hardware, software, licensing, associated peripherals and accessories.	
5230	Professional Services	264,000
	Covers legal counsel, auditing service, consulting engineering services, source water protection and conservation program.	
5236	Water Treatment	170,000
	Cost of water quality sample analysis including cost of chemicals, lab supplies, instrumentation supplies and equipment necessary for the testing process with a replacement value of less that \$5,000.	
5238	Telemetry	17,500
	Cost of collection and transmission of measurements and other data for monitoring. Includes costs of Supervisory and Data Acquisition (SCADA) system.	
5240	Electricity	650,000
	Electric utility costs associated with production operations and facilities.	
5244	Education/Travel/Training/Dues	29,700
	Costs associated with employee continuing education and training to maintain certification requirements. Includes related travel expenditures and membership in related professional organizations.	

Descriptions - Materials & Services

Account #	Description	Budget
5245	Telephone	10,000
	Cost associated with telephony, including phone, fax, and mobile devices.	
5246	Mileage	500
	Reimbursement for the cost of private mileage incurred by an employee when traveling for business purposes.	
5247	Books and Publications	1,000
	Cost of reference material used in the normal course of business, such as books, magazines, periodicals, leaflets, pamphlets, etc.	
5248	Public Notices	1,000
	Cost of published required public notifications in accordance with public law.	
5250	Other Utilities	3,000
	Cost of fuels and utilities for facilities, such as heat, gas, light, power, water, sewer, garbage, and steam. Excludes cost of electricity used for water production.	
5252	Miscellaneous	5,000
	Cost of incidental expenses arising during the year not classified in other accounts.	
5256	Commissioner Expense	1,200
	Reimburse of costs to Board Members for associated meeting costs.	
5300	Vehicle and Equipment Maintenance	32,500
	Costs of maintaining vehicle and equipment including fuel, repairs, tires, oil and other cost to maintain in good working condition.	
5305	Building and Grounds	139,000
	Cost of maintaining buildings and grounds, including landscaping services, janitorial, wiring, plumbing, carpentry, painting, etc.	
5310	Small Tools & Equipment	10,000
	Cost of small tools and equipment with a replacement value of less than \$5,000 per item necessary for the performance of work.	
	Total	3,020,900

North Clackamas County Water Commission
2024-2025 Budget - Line Item Detail
 Staff Travel, Training, and Dues
 5244 / 5246

# Attending	Sponsor	Dates	Registration Fees	Transport Costs	Lodging Expense	Meal Expense	Total Cost
2	AWWA Annual Conference	June	\$ 2,000	\$ 3,000	\$ 5,000	\$ 300	\$ 10,300
1	AWWA Water Quality Conf.	Nov	\$ 1,000	\$ 1,500	\$ 2,500	\$ 150	\$ 5,150
1	Water Works School	June	\$ 700	\$ -	\$ -	\$ 50	\$ 750
	Miscellaneous Seminars		\$ 4,000	\$ -	\$ -	\$ 400	\$ 4,400
2	NWMOA	Misc.	\$ 800	\$ 1,500	\$ 1,000	\$ 300	\$ 3,600
	Mileage			\$ 500			\$ 500
						Total	\$ 24,700

**North Clackamas County Water Commission
2024-2025 Budget
Capital Outlay**

Fund 13 Capital Outlay Account Number Listing

	Proposed Budget
7000 CAPITAL OUTLAY	995,000
-10 Computers/SCADA/Technology	200,000
-20 Equipment	325,000
-30 Sand	-
-40 Membranes	100,000
-50 Buildings	170,000
-60 Other	200,000

Capital Project Summary Overview			
Account #	Account Description	Project Name	Budget
-10	Computers/SCADA/Technology	SCADA System Upgrade & Cybersecurity Improvements	100,000
-10	Computers/SCADA/Technology	SCADA Master Plan	100,000
-20	Equipment	Forklift Replacement	30,000
-20	Equipment	Variable Frequency Drive (VFD) Finished Water Pump 4 Replacement	35,000
-20	Equipment	Tractor Dump Trailer Replacement	20,000
-20	Equipment	Finished Water Pump 1 Motor Replacement	50,000
-20	Equipment	Membrane Filtration Pumps 2 & 3 - Motor & VFD Replacements	90,000
-20	Equipment	Raw Water Pump Motor & Implement Rebuild	100,000
-30	Sand		-
-40	Membranes	Membrane Replacement Study	100,000
-50	Buildings	Garage Doors Replacement	20,000
-50	Buildings	Chemical Containment Area Upgrade	15,000
-50	Buildings	Flooring Replacement in Membrane Facility	15,000
-50	Buildings	Asphalt Sealant	20,000
-50	Buildings	Cameras and Security System Replacement	100,000
-60	Other	Restore Cathodic Protection Equipment on Emergency Pipeline	100,000
-60	Other	Water Management and Conservation Plan	100,000
Subtotal			995,000

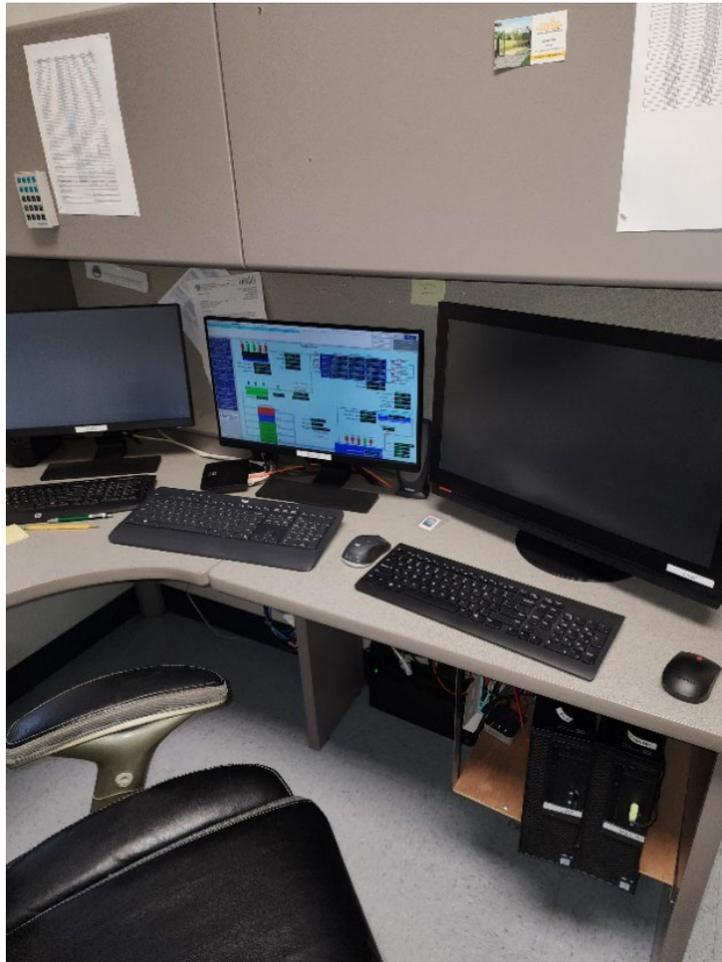
**North Clackamas County Water Commission
2024-2025 Budget
Capital Outlay Justification**

Item: SCADA System Upgrade and Cybersecurity Improvements

Cost: \$ 100,000

GL Code: 13.7000.10

Justification: Improvements are needed to upgrade the remote control/access system for plant operations and replace the on-site computer system, including making related cybersecurity enhancements. The upgraded system would include new computers, updated SCADA software and new redundant remote communication systems. This capital project is carried forward for fiscal year 2023-2024.



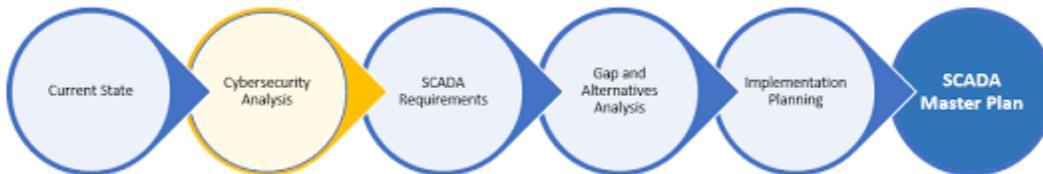
**North Clackamas County Water Commission
2024-2025 Budget
Capital Outlay Justification**

Item: SCADA Master Plan

Cost: \$ 100,000

GL Code: 13.7000.10

Justification: SCADA Systems Master Plans are the best practices to ensure SCADA systems are secure and current. SCADA systems are built on software and hardware that must be updated with software version changes, and technology to ensure cybersecurity.



**North Clackamas County Water Commission
2024-2025 Budget
Capital Outlay Justification**

Item: Forklift Replacement

Cost: \$ 30,000

GL Code: 13.7000.20

Justification: A replacement of the existing forklift is requested for both useful life and safety. NCCWC's current forklift is 20 years old and can only safely be used inside. Staff is requesting a replacement forklift for indoor and outdoor use.



**North Clackamas County Water Commission
2024-2025 Budget
Capital Outlay Justification**

Item: Replace Variable Frequency Drive (VFD) for Finished Water Pump #4

Cost: \$ 35,000

GL Code: 13.7000.20

Justification: The variable frequency drive for finished water pump #4 is up for replacement due to useful life.



**North Clackamas County Water Commission
2024-2025 Budget
Capital Outlay Justification**

Item: Tractor Dump Trailer Replacement

Cost: \$ 20,000

GL Code: 13.7000.20

Justification: Existing dump trailer has completed its useful life. The trailer requires excessive repair and maintenance due to age and condition.



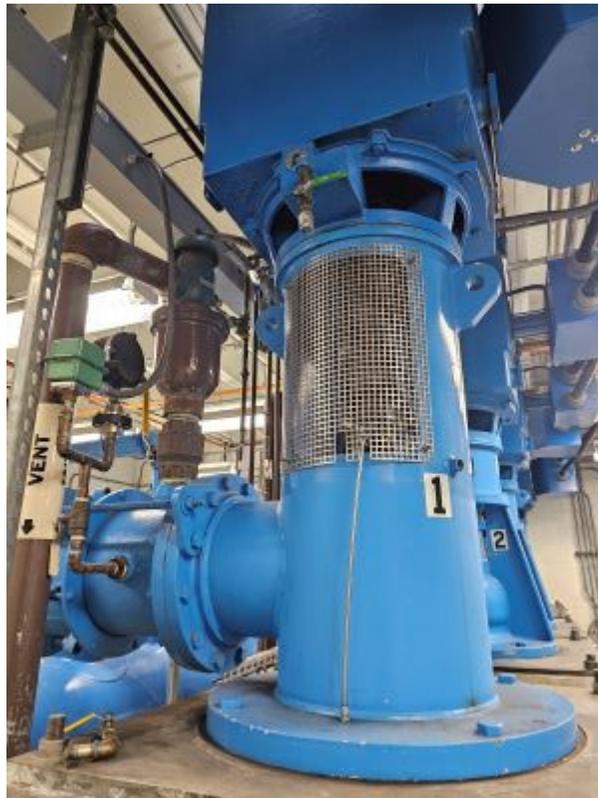
**North Clackamas County Water Commission
2024-2025 Budget
Capital Outlay Justification**

Item: Finished Water Pump 1 Motor Replacement

Cost: \$ 50,000

GL Code: 13.7000.20

Justification: The finished water pump 1 motor requires a full replacement. This finished water pump has the highest hours of runtime. This motor has been rebuilt numerous times without achieving full working capacity and efficiency.



**North Clackamas County Water Commission
2024-2025 Budget
Capital Outlay Justification**

Item: Membrane Filtrate Pumps (2) Motor and VFD Replacements

Cost: \$ 90,000

GL Code: 13.7000.20

Justification: Membrane filtrate pumps are from the original build in 2005. The Water Treatment Master Plan identified two of the five filtrate pump motors and variable frequency drives (VFD) to be replaced this year.



**North Clackamas County Water Commission
2024-2025 Budget
Capital Outlay Justification**

Item: Raw Water Pump Motor and Impeller Rebuild

Cost: \$ 100,000

GL Code: 13.7000.20

Justification: Over the past several years, one raw water pump and one finished water pump at a has been either rebuilt or replaced, based on the current condition. With five of each to cycle through, this keeps the rebuild or replacement cycle going.



**North Clackamas County Water Commission
2024-2025 Budget
Capital Outlay Justification**

Item: Membrane Replacement Study

Cost: \$ 100,000

GL Code: 13.7000.40

Justification: In anticipation of replacement of all current membrane filters planned for 2027, a review of sourcing, technology, capacity, and current design needs to be studied to ensure this project is a success to set-up the plant for the future decade.



**North Clackamas County Water Commission
2024-2025 Budget
Capital Outlay Justification**

Item: Garage Door Replacement

Cost: \$ 20,000

GL Code: 13.7000.50

Justification: The two original garage doors in the equipment storage area, installed during the build out of the membrane portion of the facility in 2005, have reached their useful life of 20 years. Current conditions require replacement of both doors due to wear and tear.



**North Clackamas County Water Commission
2024-2025 Budget
Capital Outlay Justification**

Item: Upgrade Chemical Containment Area

Cost: \$ 15,000

GL Code: 13.7000.50

Justification: The chemical containment area, within the membrane facility built in 2005, needs upgrades. The original containment skids, with 20 years of exposure to the chemicals, have reached their useful life. Additionally, the original concrete installation under the existing containment area did not include chemical resistant coating. As a result, the chemicals are directly impacting the concrete. Staff are requesting an upgrade for the chemical containment area with new skids and a chemical resistant coating on the exposed concrete under the skids.



**North Clackamas County Water Commission
2024-2025 Budget
Capital Outlay Justification**

Item: Flooring Replacement for Membrane Facility

Cost: \$ 15,000

GL Code: 13.7000.50

Justification: This request is for replacement of the remaining original flooring in the membrane treatment facility. This area includes all offices, bathrooms, and the hallway. The original flooring was installed in 2005 and has reached its useful life.



**North Clackamas County Water Commission
2024-2025 Budget
Capital Outlay Justification**

Item: Asphalt Sealant Placement

Cost: \$ 20,000

GL Code: 13.7000.50

Justification: The plant asphalt is wearing down. To prevent further degradation and more costly replacement, an asphalt sealant is required to extend the lifetime of the existing asphalt.



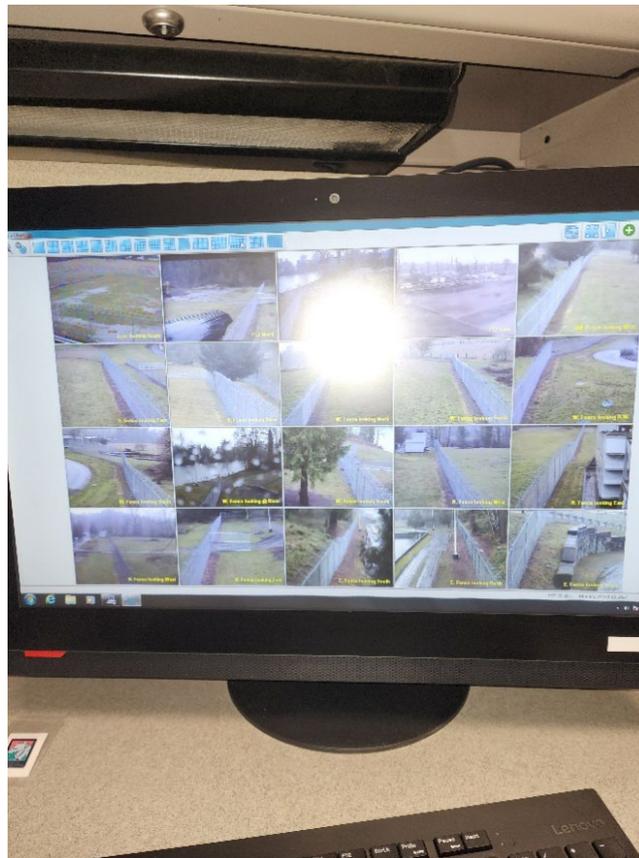
**North Clackamas County Water Commission
2024-2025 Budget
Capital Outlay Justification**

Item: Property Security System and Camera Replacement

Cost: \$ 100,000

GL Code: 13.7000.50

Justification: The existing cameras and key components of the security system were installed in 2005 and intermittently fail. This requested expenditure would modernize the system and upgrade its functionality, including new cameras and other key security elements. The new camera system would operate and maintain data in online cloud service formats. This project is carried forward from fiscal year 2023-2024.



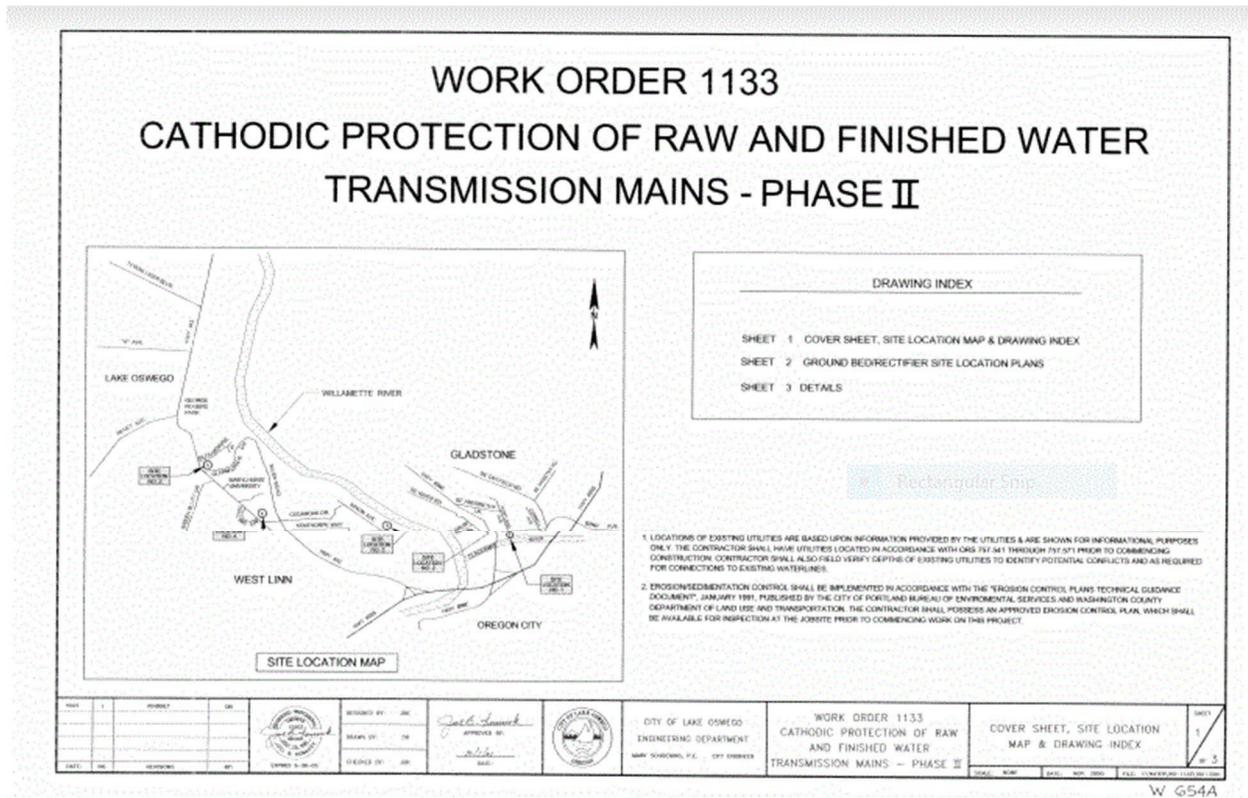
**North Clackamas County Water Commission
2023-2024 Budget
Capital Outlay Justification**

Item: Restore Cathodic Protection Equipment on Emergency Pipeline

Cost: \$ 100,000

GL Code: 13.7000.60

Justification: In 2017, NCCWC acquired the old raw water pipeline serving the Lake Oswego treatment plant from their intake on the Clackamas River. The pipeline is being repurposed to serve as an important non-potable delivery option across the Willamette River during an emergency (up to 6-8 MGD). Prior to its abandonment, the pipeline was protected by an active cathodic (corrosion) protection system. This project includes an investigation into the restoration of that system, along with related design and implementation. The design work was initiated in FY 2020-21 and continues through FY 2023-24. The work effort now turns to replacing the cathodic protection equipment, as designed.



**North Clackamas County Water Commission
2024-2025 Budget
Capital Outlay Justification**

Item: Water Management & Conservation Plan Update

Cost: \$ 100,000

GL Code: 13.7000.60

Justification: The water right(s) for the NCCWC are subject to the state's permit extension rules, requiring the preparation of a Water Management & Conservation Plan (as prescribed under OAR 690-086). While the rule requires these plans to be updated every 10 years, the NCCWC's permit has been the subject of a 17-year long legal dispute involving the state and other interested parties. With the resolution of that dispute now reasonably expected, a new WMCP must be prepared and approved by the State of Oregon. This project is carried forward from fiscal year 2023-2024.



End of Document

BOARD OF DIRECTORS



NCCWC
NORTH CLACKAMAS COUNTY WATER COMMISSION

MARCH 28, 2024



**BOARD OF DIRECTORS
REGULAR MEETING MINUTES – 5:30 P.M.
JANUARY 25, 2024**

BOARD MEMBERS PRESENT:

Paul Gornick	Oak Lodge Water Services
Kevin Williams	Oak Lodge Water Services
Chris Hawes	Sunrise Water Authority
Kevin Bailey	Sunrise Water Authority
Luke Roberts	City of Gladstone

STAFF PRESENT:

Wade Hathhorn	Sunrise Water Authority
Gail Stevens	Oak Lodge Water Services
Laural Casey	Oak Lodge Water Services

ATTENDEES:

Jamey Pietzold	Sunrise Water Authority
Rusty Garrison	Clackamas River Water

1. Call to Order

Director Williams called the Board of Directors meeting to order at 5:30 p.m.

2. Welcome Visitors & the Public

3. Public Comment

There was no public comment.

4. Approval of Minutes

4.1 Approval of Minutes of the September 28, 2023 Regular Meeting

Director Williams called for a motion. Director Roberts moved to approve the September 28, 2023 minutes. Director Bailey seconded. Recorder Casey conducted a roll call vote. Voting Aye: Directors Roberts, Bailey, Hawes, Gornick, and Williams.

MOTION CARRIED

5. Adoption of Consent Calendar

5.1 Authorization of Checks for September, October, November, and December 2023

Director Williams called for a motion. Director Bailey moved to adopt the Consent Calendar. Chair Gornick seconded. Recorder Casey conducted a roll call vote. Voting Aye: Directors Roberts, Bailey, Hawes, Gornick, and Williams.

MOTION CARRIED

6. Board Discussion

6.1 Appoint Budget Officer (FY2024-25)

General Manager Hathhorn explained the Board Policy for appointing Budget Officer.

Director Williams called for a motion. Director Bailey moved to appoint Gail Stevens as the Budget Officer for the FY2024-25 Budget process. Director Roberts seconded. Recorder Casey conducted a roll call vote. Voting Aye: Directors Roberts, Bailey, Hawes, Gornick, and Williams.

MOTION CARRIED

6.2 Adopt Budget Calendar (FY2024-25)

Finance Director Stevens outlined the proposed calendar.

Director Williams called for a motion. Chair Gornick moved to adopt FY2024-25 Budget Calendar as presented. Vice Chair Hawes seconded. Recorder Casey conducted a roll call vote. Voting Aye: Directors Roberts, Bailey, Hawes, Gornick, and Williams.

MOTION CARRIED

6.3 Approve True-Up from FY2022-23

Finance Director Stevens and General Manager Hathhorn explained the fiscal year 2022-23 revenue, budgeted expenditures, and the true-up amount.

There was Board discussion regarding the use of true-up funds for future capital expenditures, which allows member rates to stay low.

Director Williams called for a motion. Director Bailey moved to adopt Resolution 2024-1 waiving the true-up for FY2022-23 as presented. Director Roberts seconded. Recorder Casey conducted a roll call vote. Voting Aye: Directors Roberts, Bailey, Hawes, Gornick, and Williams.

MOTION CARRIED

7. Monthly Items

7.1 Financial Reports

Finance Director Stevens overviewed the written report.

7.2 Operations Report

General Manager Hathhorn overviewed the written report, highlighting various treatment plant repairs and partnership with Clackamas River Water (CRW) on upcoming CRW treatment plant repairs.

7.3 Manager's Report

General Manager Hathhorn overviewed the written report.

7.4 Business from the Board

There was no business.

8. Convene Local Contract Review Board

Director Williams suspended the regular meeting and opened a meeting of the Local Contract Review Board at 5:56 p.m.

8.1 Approve Resolution 2024-2 Authorizing a Special Procurement for the Slow Sand Replacement Project

General Manager Hathhorn overviewed the project history.

Director Williams called for a motion. Director Bailey moved to adopt Resolution 2024-2 authorizing a special procurement to Knife River for the Slow Sand Replacement Project as presented. Director Roberts seconded. Recorder Casey conducted a roll call vote. Voting Aye: Directors Roberts, Bailey, Hawes, Gornick, and Williams.

MOTION CARRIED

8.2 Issue Notice of Intent to Award a Construction Contract for the Slow Sand Replacement Project

General Manager Hathhorn summarized the project bids received.

Director Williams called for a motion. Director Bailey moved to issue a formal Notice of Intent to Award a construction contract in the amount of \$228,563.00 to Tapani, Inc. for the installation of sand on beds #2 and #4. Vice Chair Hawes seconded. Recorder Casey conducted a roll call vote. Voting Aye: Directors Roberts, Bailey, Hawes, Gornick, and Williams.

MOTION CARRIED

Director Williams adjourned the Local Contract Review Board and resumed the regular meeting at 6:03 p.m.

9. Adjourn Regular Meeting

General Manager Hathhorn provided an update on the raw water pipeline, detailing history of the pipe and potential uses.

The Board asked questions related to cathodic protection, potable vs. non-potable water, the City of Lake Oswego treatment plant's capacity to provide water to NCCWC, and the value of an emergency water source.

Director Williams adjourned the meeting at 6:35 p.m.

NORTH CLACKAMAS COUNTY WATER COMMISSION

March 28, 2024

Agenda Item 5.1

Subject: Authorization of Checks for January and February 2024

Presenter(s): Gail Stevens, Finance Director

Board Action: The Board is requested to formally authorize the check runs.

Attachments: Bank Reconciliation Checks by Date Report

Background: The Board is responsible for reviewing and approving monthly check runs.

Analysis: In the two-month period January – February 2024, there were 21 electronic withdrawals totaling \$173,757.27 and 57 valid checks issued numbered 31043 through 31100 totaling \$508,959.15 – total period payments of \$679,751.42. There was one voided check for \$2,965.00 during current period.

Options: None

Staff Recommendation: Approve check run as presented for January and February 2024.

Draft Motion: Move to approve all checks and electronic withdrawals for the period January and February 2024 totaling \$679,751.42 noting there was one voided check from the current period.

Bank Reconciliation
 Checks by Date
 User: Gail
 Printed: 03/18/2024 - 11:48AM
 Cleared and Not Cleared Checks
 Print Void Checks

ACH Disbursement Activity

Number	Issue Date	Vendor	Comment	Module Void	Clear Date	Amount
0	1/9/2024	Portland General Electric		AP	1/31/2024	34,924.36
0	1/9/2024	Wells Fargo Remittance Ctr MC		AP	1/31/2024	1,867.71
0	1/12/2024	Internal Revenue Service-ACH		AP	1/31/2024	4,045.35
0	1/12/2024	OR Department of Revenue		AP	1/31/2024	1,196.56
0	1/12/2024	Oregon PERS		AP	1/31/2024	7,507.59
0	1/12/2024	Payroll Direct Deposit	DD 00001.01.2024	PR	1/31/2024	9,719.28
0	1/26/2024	Internal Revenue Service-ACH		AP	1/31/2024	4,618.94
0	1/26/2024	OR Department of Revenue		AP	1/31/2024	1,348.00
0	1/26/2024	Oregon PERS		AP	1/31/2024	4,438.82
0	1/26/2024	Payroll Direct Deposit	DD 00002.01.2024	PR	1/31/2024	10,554.78
0	2/8/2024	Portland General Electric		AP	2/29/2024	41,389.29
0	2/9/2024	Internal Revenue Service-ACH		AP	2/29/2024	4,032.78
0	2/9/2024	OR Department of Revenue		AP	2/29/2024	1,193.73
0	2/9/2024	Wells Fargo Remittance Ctr MC		AP	2/29/2024	11,443.01
0	2/9/2024	Payroll Direct Deposit	DD 00001.02.2024	PR	2/29/2024	9,682.69
0	2/21/2024	DELUXE		AP	2/29/2024	150.82
0	2/23/2024	Internal Revenue Service-ACH		AP	2/29/2024	4,502.40
0	2/23/2024	OR Department of Revenue		AP	2/29/2024	1,322.78
0	2/23/2024	Payroll Direct Deposit	DD 00002.02.2024	PR	2/29/2024	10,495.47
0	2/27/2024	Oregon PERS		AP	2/29/2024	4,899.61
0	2/27/2024	Oregon PERS		AP	2/29/2024	4,423.30
ACH Disbursement Activity Subtotal						173,757.27
Voided ACH Activity						-
Adjusted ACH Disbursement Activity Subtotal						173,757.27

Paper Check Disbursement Activity

Number	Issue Date	Vendor	Comment	Module Void	Clear Date	Amount
31043	1/5/2024	Cintas Corporation - 463		AP	1/31/2024	221.49
31044	1/5/2024	Clackamas River Water Provider		AP	1/31/2024	40,286.25
31045	1/5/2024	Hasa, Inc		AP	1/31/2024	3,453.84
31046	1/5/2024	Larry Potter Landscape Services		AP Void		2,965.00
31047	1/5/2024	Merina & Company, LLP		AP	1/31/2024	5,325.00
31048	1/5/2024	MOSS ADAMS LLP		AP	1/31/2024	15,750.00
31049	1/5/2024	Stein Oil Co.		AP	1/31/2024	120.19
31050	1/5/2024	Sunrise Water Authority		AP	1/31/2024	8,910.98
31051	1/11/2024	AFLAC		AP	1/31/2024	885.00
31052	1/11/2024	Atlas Copco Compressors Inc		AP	1/31/2024	756.37
31053	1/11/2024	CDR Labor Law, LLC		AP	2/29/2024	1,861.50
31054	1/11/2024	Cintas Corporation - 463		AP	1/31/2024	198.96
31055	1/11/2024	Cintas Corporation No. 2		AP	1/31/2024	99.00
31056	1/11/2024	Clackamas River Water District		AP	1/31/2024	93,746.64
31057	1/11/2024	NW Natural		AP	1/31/2024	291.15
31058	1/11/2024	Oak Lodge Water Services Authority		AP	1/31/2024	11,058.00
31059	1/11/2024	Oregon City Garbage Co.		AP	1/31/2024	55.65
31060	1/11/2024	Pump Dynamics, LLC		AP	1/31/2024	19,942.56
31061	1/11/2024	Special Districts Insurance Sv		AP	2/29/2024	9,364.87
31062	1/11/2024	Stein Oil Co.		AP	1/31/2024	76.72
31063	1/26/2024	Larry Potter Landscape Services		AP	1/31/2024	2,965.00
31064	1/26/2024	OHA Cashier		AP	1/31/2024	4,125.00
31065	2/2/2024	ADT Commerical		AP	2/29/2024	628.72
31066	2/2/2024	AFLAC		AP	2/29/2024	442.50
31067	2/2/2024	Cable Huston LLP		AP	2/29/2024	953.29
31068	2/2/2024	Cintas Corporation - 463		AP	2/29/2024	118.26
31069	2/2/2024	State of Oregon Government Ethics Commission		AP	2/29/2024	945.68
31070	2/2/2024	Merina & Company, LLP		AP	2/29/2024	200.00
31071	2/2/2024	Oak Lodge Water Services Authority		AP	2/29/2024	16,725.08
31072	2/2/2024	Portland Engineering Inc.		AP	2/29/2024	50.00
31073	2/2/2024	Special Districts Insurance Sv		AP	2/29/2024	93,389.00
31074	2/2/2024	Sunrise Water Authority		AP	2/29/2024	8,354.11
31075	2/2/2024	Trotter & Morton - Portland		AP	2/29/2024	4,246.00
31076	2/2/2024	Verizon Wireless		AP	2/29/2024	322.41
31077	2/9/2024	Alumichem Canada Inc.		AP	2/29/2024	17,662.40
31078	2/9/2024	Cascade Columbia Distribution		AP	2/29/2024	960.00
31079	2/9/2024	Cintas Corporation - 463		AP	2/29/2024	287.92
31080	2/9/2024	Clackamas River Water District		AP	2/29/2024	96,842.10
31081	2/9/2024	Coastal Filtration, Inc		AP	2/29/2024	233.08
31082	2/9/2024	Hasa, Inc		AP	2/29/2024	3,600.48

Bank Reconciliation

Checks by Date

User: Gail

Printed: 03/18/2024 - 11:48AM

Cleared and Not Cleared Checks

Print Void Checks

31083	2/9/2024	Employee Business Expense Reimbursement	AP	2/29/2024	140.00
31084	2/9/2024	NW Natural	AP	2/29/2024	280.86
31085	2/9/2024	Oak Lodge Water Services Authority	AP	2/29/2024	4,060.00
31086	2/9/2024	Portland Engineering Inc.	AP	2/29/2024	125.00
31087	2/9/2024	Pump Dynamics, LLC	AP	2/29/2024	14,924.00
31088	2/9/2024	Employee Business Expense Reimbursement	AP	2/29/2024	314.00
31089	2/9/2024	Stein Oil Co.	AP	2/29/2024	312.49
31090	2/9/2024	Univar USA Inc	AP	2/29/2024	2,739.99
31091	2/16/2024	Cascade Columbia Distribution	AP	2/29/2024	1,160.00
31092	2/16/2024	Cintas Corporation No. 2	AP	2/29/2024	99.00
31093	2/16/2024	Employee Business Expense Reimbursement	AP	2/29/2024	314.00
31094	2/16/2024	Oregon City Garbage Co.	AP	2/29/2024	55.65
31095	2/16/2024	Stein Oil Co.	AP	2/29/2024	91.79
31096	2/16/2024	Univar USA Inc	AP	2/29/2024	2,739.99
31097	2/16/2024	Whipps Inc.	AP	2/29/2024	11,200.00
31098	2/23/2024	Field Instruments & Controls, Inc.	AP		1,811.66
31099	2/23/2024	Ring Bender LLP	AP		20.00
31100	2/23/2024	Stein Oil Co.	AP		150.52
Paper Check Disbursement Activity Subtotal			58		508,959.15
Voided Paper Check Disbursement Activity					2,965.00
Adjusted Paper Check Disbursement Activity Subtotal			58		505,994.15

Total Void Check Count:	1.00
Total Void Check Amount:	2,965.00
Total Valid Check Count:	79.00
Total Valid Check Amount:	679,751.42
Total Check Count:	80.00
Total Check Amount:	682,716.42

NORTH CLACKAMAS COUNTY WATER COMMISSION

March 28, 2024

Agenda Item 7.1

Subject: Year to Date Production and Financial Statements

Presenter(s): Gail Stevens, Finance Director

Board Action: None Required

Attachments: .1 Monthly Water Production and Cost Summary December 2023
.2 Monthly Water Production and Cost Summary January 2024
.3 YTD Water Production and Cost Summary thru January 2024
.4 YTD Water Sales FY 2022-23 and Comparison to FY 2023-24
.5 Budget to Actuals Report FY 2023-24 YTD Period 06 December 2023
.6 Budget to Actuals Report FY 2023-24 YTD Period 07 January 2024

Background: A summary of financial reports is presented for review.

FY 2023-24: Report is through the end of January (Period 7). January represents 58.3% of the budget year.

Analysis: FY 2023-24: As of January 2024, Water Sales are 68.6% of budget. Wholesale Water sales are 61.3% of budget.

Water Sales	Budget	Budget to Date	Actuals	Variance
OLWS	\$ 1,149,000	\$ 670,250	\$ 707,266	\$ 37,016
Gladstone	550,000	320,833	373,653	52,820
SWA	1,313,000	765,917	984,238	218,312
	<u>\$ 3,012,000</u>	<u>\$ 1,757,000</u>	<u>\$ 2,065,157</u>	<u>\$ 308,157</u>
	68.6%			

Wholesale Water Sales				
From CRW	1,300,000	758,333	797,252	\$ 38,919
	<u>61.3%</u>			

Expenditures are 29.6% of budget.

Expenditures	Budget	Budget to Date	Actuals	Variance
Personnel Services	\$ 725,000	\$ 422,917	\$ 382,391	\$ (40,526)
Materials & Services	2,786,900	1,625,692	1,553,871	(71,821)
Capital Outlay	3,340,000	1,948,333	90,997	(1,857,336)
	<u>\$ 6,851,900</u>	<u>\$ 3,996,942</u>	<u>\$ 2,027,259</u>	<u>\$ (1,969,683)</u>
	29.6%			

Options: None

Staff Recommendation: Review financial statements as presented.

NORTH CLACKAMAS COUNTY WATER COMMISSION

March 28, 2024

Draft Motion: None required. Chair should acknowledge receipt of the production and financial reports for the periods of December 2023, and January 2024 as presented.

NCCWC Monthly Water Production and Cost Summary -

December 2023

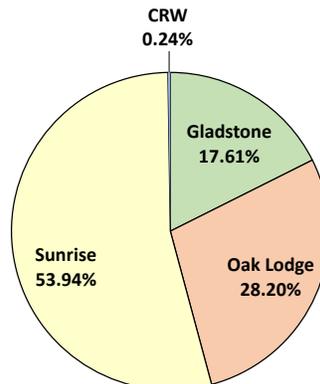
	<u>Combined</u>	<u>Production SSF/Membrane</u>	<u>Production SFWB</u>	<u>Wholesale CRW</u>
Average Daily Production (MG)	7.18	5.07	(0.00)	2.11

	<u>TOTAL</u>	<u>Production SSF/Membrane</u>	<u>Production SFWB</u>	<u>Wholesale CRW</u>
Water Production/Purchases (MG)	222.51	157.20	(0.00)	65.31
Water Production/Purchases (ccf) (divide MG by 0.000748)	297,475	210,161	(4)	87,318

NCCWC Expenditures (\$):		<u>SSF/Membrane</u>	<u>SFWB</u>	<u>CRW</u>
Operations:				
Personnel Services	\$ 52,982	\$ 52,982	\$ -	\$ -
Electricity	\$ 34,924	\$ 34,924	\$ -	\$ -
Water Treatment	\$ 10,728	\$ 10,728	\$ -	\$ -
Other - Material & Services	\$ 24,036	\$ 24,036	\$ -	\$ -
Capital Outlay	\$ - (In Transfers)	\$ -	\$ -	\$ -
Special Payments-PERS	\$ - (Excluded - From Beg. Balance)	\$ -	\$ -	\$ -
Transfer	\$ 125,000 (Excludes Debt Service Transfer)	\$ 125,000	\$ -	\$ -
Administration:				
Contracted Services	\$ 15,091	\$ 15,091	\$ -	\$ -
Professional Services	\$ 58,926	\$ 58,926	\$ -	\$ -
Wholesale Purchases	\$ 93,747	\$ -	\$ -	\$ 93,747
Total Requirements w/out Debt	\$ 415,433	\$ 321,687	\$ -	\$ 93,747
Cost w/out Debt: \$/(ccf):	\$ 1.3965	\$ 1.5307	\$ -	\$ 1.0736

<u>VOLUME PURCHASED:</u>		<u>Gladstone</u>	<u>Oak Lodge</u>	<u>Sunrise</u>	<u>CRW</u>
Water Sales (MG)	215.96	38.04	60.91	116.49	0.52
Water Sales (ccf)	288,722	50,849	81,434	155,739	700
% Water Sales per Entity (ccf)	100%	17.61%	28.20%	53.94%	0.24%
GLAD Rate	\$ 0.82070	\$41,732			
OLWD Rate	\$ 0.82070		\$66,833		
SWA Rate	\$ 0.82070			\$260,450	
CRW Water Rate 1	\$ 1.07350			\$137,424	\$751
Monthly Weighted Avg Cost	\$ 1.28070				
Monthly Gain/(Loss) w/out Debt	\$ (0.11583)				

Monthly Sales By Customer



NCCWC Monthly Water Production and Cost Summary -

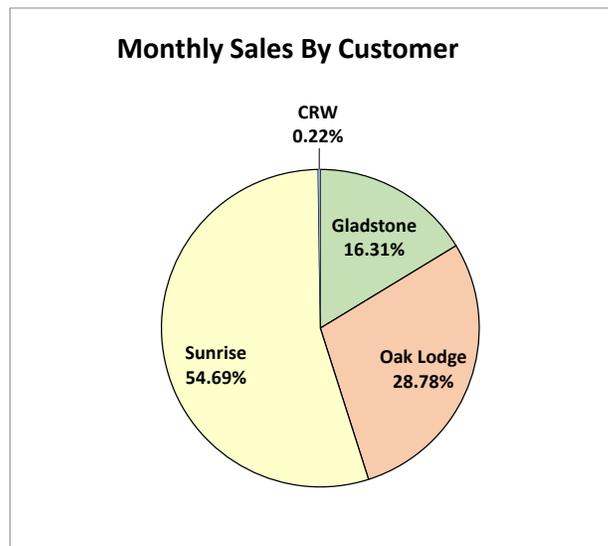
January 2024

	<u>Combined</u>	<u>Production SSF/Membrane</u>	<u>Production SFWB</u>	<u>Wholesale CRW</u>
Average Daily Production (MG)	8.02	5.85	0.00	2.18

	<u>TOTAL</u>	<u>Production SSF/Membrane</u>	<u>Production SFWB</u>	<u>Wholesale CRW</u>
Water Production/Purchases (MG)	248.69	181.21	0.01	67.47
Water Production/Purchases (ccf) (divide MG by 0.000748)	332,471	242,259	11	90,201

NCCWC Expenditures (\$):		<u>SSF/Membrane</u>	<u>SFWB</u>	<u>CRW</u>
Operations:				
Personnel Services	\$ 51,646	\$ 51,646	\$ -	\$ -
Electricity	\$ 41,389	\$ 41,389	\$ -	\$ -
Water Treatment	\$ 25,387	\$ 25,387	\$ -	\$ -
Other - Material & Services	\$ 38,124	\$ 38,124	\$ -	\$ -
Capital Outlay	\$ - (In Transfers)	\$ -	\$ -	\$ -
Special Payments-PERS	\$ - (Excluded - From Beg. Balance)	\$ -	\$ -	\$ -
Transfer	\$ 125,000 (Excludes Debt Service Transfer)	\$ 125,000	\$ -	\$ -
Administration:				
Contracted Services	\$ 14,012	\$ 14,012	\$ -	\$ -
Professional Services	\$ 220	\$ 220	\$ -	\$ -
Wholesale Purchases	\$ 96,842	\$ -	\$ -	\$ 96,842
Total Requirements w/out Debt	\$ 392,620	\$ 295,778	\$ -	\$ 96,842
Cost w/out Debt: \$/(ccf):	\$ 1.1809	\$ 1.2209	\$ -	\$ 1.0736

<u>VOLUME PURCHASED:</u>		<u>Gladstone</u>	<u>Oak Lodge</u>	<u>Sunrise</u>	<u>CRW</u>
Water Sales (MG)	245.66	40.06	70.71	134.36	0.53
Water Sales (ccf)	328,419	53,553	94,534	179,625	707
% Water Sales per Entity (ccf)	100%	16.31%	28.78%	54.69%	0.22%
GLAD Rate	\$ 0.82070	\$43,951			
OLWD Rate	\$ 0.82070		\$77,584		
SWA Rate	\$ 0.82070			\$260,450	
CRW Water Rate 1	\$ 1.07350			\$137,424	\$759
Monthly Weighted Avg Cost	\$ 1.16541				
Monthly Gain/(Loss) w/out Debt	\$ (0.01550)				



NCCWC

Water Production and Cost Summary - Year to Date

July 2023 - January 2024

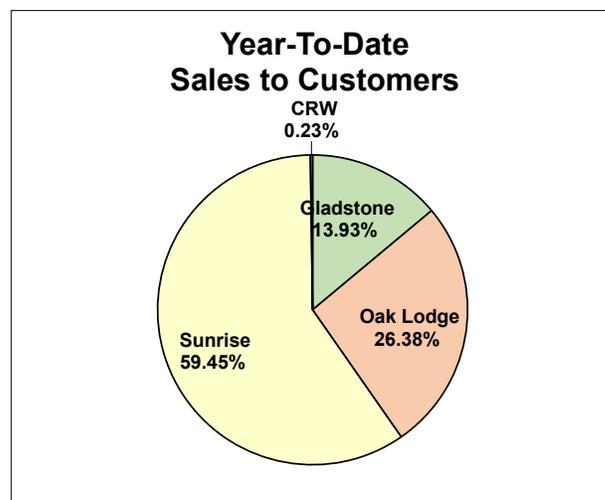
	<u>Combined</u>	<u>Production SSF/Membrane</u>	<u>Production SFWB</u>	<u>Wholesale CRW</u>
Average Daily Production (MG)	11.43	8.85	0.00	17.94

	<u>TOTAL</u>	<u>NCCWC Plant</u>	<u>SFWB</u>	<u>Wholesale CRW</u>
Water Production/Purchases (MG)	2,458.45	1,902.27	0.00	556.17
Water Production/Purchases (ccf) (divide MG by 0.000748)	3,286,693	2,543,145	6	743,542

<u>NCCWC Expenditures (\$):</u>		<u>NCCWC Plant</u>	<u>SFWB</u>	<u>CRW</u>
Operations				
Personnel Services	\$ 382,391	\$ 382,391	\$ -	\$ -
Electricity	\$ 318,369	\$ 318,369	\$ -	\$ -
Water Treatment	\$ 76,931	\$ 76,931	\$ -	\$ -
Other -Material & Services	\$ 144,088	\$ 144,088	\$ -	\$ -
Capital Outlay	\$ - (In Transfers)	\$ -	\$ -	\$ -
Special Payments-PERS	\$ - (Excluded - From Beg. Balance)	\$ -	\$ -	\$ -
Transfer	\$ 875,000 (Excludes Debt Service Transfer)	\$ 875,000	\$ -	\$ -
Administration				
Contracted Services	\$ 87,422	\$ 87,422	\$ -	\$ -
Professional Services	\$ 152,714	\$ 152,714	\$ -	\$ -
Wholesale Purchases	\$ 774,348	\$ -	\$ -	\$ 774,348
Total Requirements w/out Debt	\$ 2,811,263	\$ 2,036,915	\$ -	\$ 774,348

Cost: w/o Debt \$/(ccf):	\$ 0.8553	\$ 0.8009	\$ -	\$ 1.0414
---------------------------------	------------------	------------------	-------------	------------------

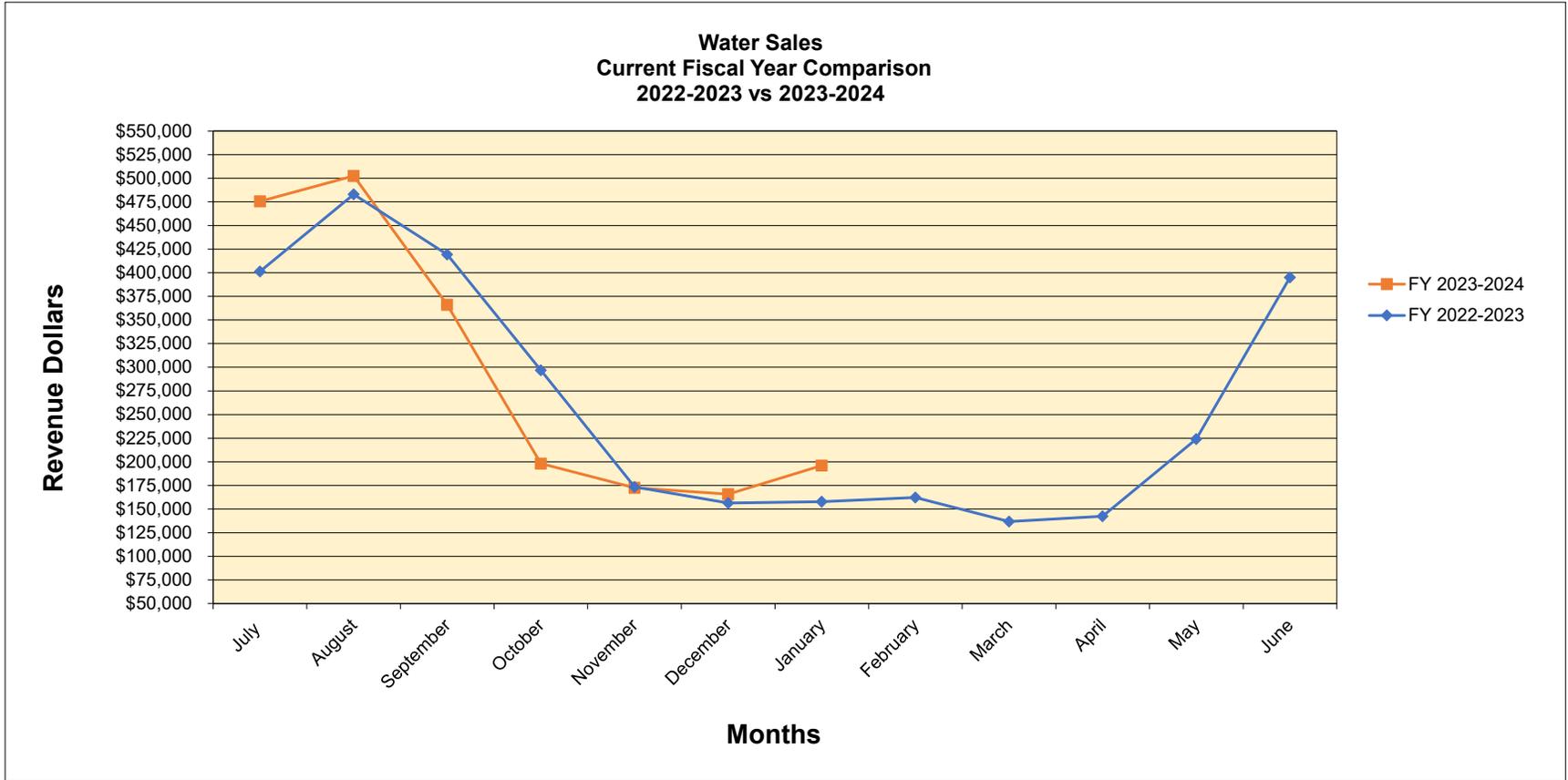
<u>VOLUME PURCHASED:</u>		<u>Gladstone</u>	<u>Oak Lodge</u>	<u>Sunrise</u>	<u>CRW</u>
Water Sales (MG)	2,446.38	340.88	645.33	1,454.49	5.68
Total Water Sales (ccf)	3,270,559	455,724	862,740	1,944,504	7,591
% Water Sales per Entity (ccf)	100%	13.93%	26.38%	59.45%	0.23%
Gladstone Rate	\$ 0.82070	\$ 374,013			
OLWD Rate	\$ 0.82070		\$ 708,051		
SWA Rate	\$ 0.82070			\$ 984,238	
CRW Water Rate 1	\$ 1.07350			\$ 797,252	\$ 8,149
YTD Weighted Avg Cost	\$ 0.63428				
YTD Gain/(Loss) w/out Debt	\$ (0.22107)				



NORTH CLACKAMAS COUNTY WATER COMMISSION

Water Sales Fiscal Year Comparison 2022-2023 vs 2023-2024

	<u>July</u>	<u>August</u>	<u>September</u>	<u>October</u>	<u>November</u>	<u>December</u>	<u>January</u>	<u>February</u>	<u>March</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>Total</u>
GRAPH:													
FY 2022-2023	\$ 401,469	\$ 482,938	\$ 419,307	\$ 296,825	\$ 173,318	\$ 156,503	\$ 157,711	\$ 162,154	\$ 136,783	\$ 142,495	\$ 223,947	\$ 395,038	\$ 3,148,488
FY 2023-2024	\$ 475,460	\$ 502,484	\$ 366,228	\$ 198,249	\$ 172,387	\$ 165,769	\$ 195,987						\$ 2,076,566
FY % Comparison	18.43%	4.05%	-12.66%	-33.21%	-0.54%	5.92%	24.27%	TBD	TBD	TBD	TBD	TBD	-34.05%



General Ledger Budget to Actual Report

User: Gail
Printed: 2/8/2024 5:41:58 PM
Period 06 - 06
Fiscal Year 2024



Account Number	Description	Budget	Period Amt	End Bal	% ExpendCollect
10	General Fund				
	<i>Beginning Fund Balance</i>				
10-3000-00	Fund Balance	1,368,149.00	0.00	1,760,504.17	128.68
	<i>Beginning Fund Balance</i>	<i>1,368,149.00</i>	<i>0.00</i>	<i>1,760,504.17</i>	<i>128.68</i>
	<i>Revenue</i>				
10-4010-00	Interest Income	5,000.00	6,587.99	31,513.60	630.27
10-4020-01	Water Sales-OLWSD	1,149,000.00	66,832.88	629,682.40	54.80
10-4020-02	Water Sales-City of Gladstone	550,000.00	41,731.77	329,702.02	59.95
10-4020-03	Water Sales-SWA	1,313,000.00	56,153.11	910,847.28	69.37
10-4020-09	Water Sales-Clackamas RiverWtr	13,000.00	1,051.28	10,345.97	79.58
10-4025-00	Wholesale Water Sales	1,300,000.00	93,746.64	700,409.99	53.88
10-4060-00	Miscellaneous Income	0.00	0.00	15,089.33	0.00
	<i>Revenue</i>	<i>4,330,000.00</i>	<i>266,103.67</i>	<i>2,627,590.59</i>	<i>60.68</i>
	<i>Personnel Services</i>				
10-5000-00	Plant Operators	360,000.00	29,133.30	176,457.40	49.02
10-5005-00	OvertimeOn-Call	50,000.00	2,950.12	25,555.49	51.11
10-5040-00	Apprenticeship	43,000.00	0.00	0.00	0.00
10-5050-00	MedicalDentalVision Ins.	110,000.00	9,621.15	57,726.90	52.48
10-5060-00	Retirement	110,000.00	7,786.64	49,043.51	44.59
10-5070-00	Payroll Taxes	40,000.00	2,739.76	17,457.38	43.64
10-5080-00	Workers Compensation	12,000.00	750.70	4,504.20	37.54
	<i>Personnel Services</i>	<i>725,000.00</i>	<i>52,981.67</i>	<i>330,744.88</i>	<i>45.62</i>
	<i>Materials & Services</i>				
10-5204-00	Wholesale Water Purchases	1,300,000.00	93,746.64	677,505.93	52.12
10-5206-10	Contracted Services-Management	42,000.00	3,321.86	19,931.16	47.46
10-5206-12	Contracted Svcs-Plant Engineer	30,000.00	2,443.74	14,662.44	48.87
10-5206-13	Contracted Services-Financial	48,000.00	9,325.00	30,325.00	63.18
10-5206-16	HVAC	16,000.00	0.00	8,492.00	53.08
10-5208-00	General Office Expenses	8,000.00	436.55	1,599.21	19.99
10-5210-00	PermitsLicensing Fees	17,000.00	900.00	7,753.00	45.61
10-5212-00	General Insurance	85,000.00	5,723.24	34,493.04	40.58
10-5215-00	ComputersTechnology	15,000.00	2,968.00	13,692.76	91.29

Account Number	Description	Budget	Period Amt	End Bal	% ExpendCollect
10-5230-04	Audit Services	45,000.00	15,750.00	27,300.00	60.67
10-5230-06	Legal Services	25,000.00	2,814.79	3,997.52	15.99
10-5230-08	Engineering - General	25,000.00	75.00	337.50	1.35
10-5230-21	Watershed Services	162,000.00	40,286.25	120,858.75	74.60
10-5236-10	Water Analysis and Testing	15,000.00	0.00	0.00	0.00
10-5236-11	Chemicals	150,000.00	9,218.59	48,058.25	32.04
10-5236-12	Instrumentation & Lab Supplies	25,000.00	1,509.35	3,486.09	13.94
10-5238-00	Telemetry (SCADA)	10,000.00	205.20	445.20	4.45
10-5240-00	Electricity	550,000.00	34,924.36	276,979.74	50.36
10-5244-00	Education Training and Dues	24,200.00	3,433.74	5,603.24	23.15
10-5245-00	Telephone	8,500.00	374.38	4,981.90	58.61
10-5246-00	Travel Expenses	500.00	0.00	0.00	0.00
10-5247-00	Books & Publications	1,000.00	0.00	187.50	18.75
10-5248-00	Public Notices	1,000.00	0.00	0.00	0.00
10-5250-10	Natural Gas	2,000.00	291.15	915.77	45.79
10-5250-20	Garbage	1,000.00	55.65	333.90	33.39
10-5252-00	Miscellaneous Expense	5,000.00	376.75	1,097.13	21.94
10-5256-00	Commissioner Fees Expenses	1,200.00	0.00	0.00	0.00
10-5300-10	Vehicle Maintenance	5,000.00	0.00	18.50	0.37
10-5300-20	Fuels Oils	9,000.00	196.91	2,554.11	28.38
10-5300-30	Equipment Rental	3,500.00	0.00	0.00	0.00
10-5300-40	Equipment Maintenance	15,000.00	951.71	1,453.93	9.69
10-5305-10	Building Maintenance	15,000.00	7.48	490.65	3.27
10-5305-11	Grounds Maintenance	25,000.00	2,965.00	5,987.86	23.95
10-5305-13	Janitorial Supplies	2,000.00	-24.45	235.05	11.75
10-5305-14	Security Monitoring Maint	5,000.00	628.72	628.72	12.57
10-5305-15	Plant Maintenance	40,000.00	606.37	17,375.76	43.44
10-5305-16	Intake Structure Maintenance	10,000.00	0.00	0.00	0.00
10-5305-17	Membrane Maintenance	20,000.00	3,255.85	3,276.48	16.38
10-5305-20	Safety Supplies	15,000.00	633.59	2,789.43	18.60
10-5310-00	Small Tools & Equipment	10,000.00	50.36	50.36	0.50
	<i>Materials & Services</i>	<i>2,786,900.00</i>	<i>237,451.78</i>	<i>1,337,897.88</i>	<i>48.01</i>
	<i>Transfers & Contingencies</i>				
10-7300-13	Transfer to Plant Reserve	1,500,000.00	125,000.00	750,000.00	50.00
10-9000-00	Operating Contingency	330,000.00	0.00	0.00	0.00
	<i>Transfers & Contingencies</i>	<i>1,830,000.00</i>	<i>125,000.00</i>	<i>750,000.00</i>	<i>40.98</i>
10	General Fund	356,249.00	-149,329.78	1,969,452.00	552.83
13	Plant Reserve				
	<i>Beginning Fund Balance</i>				
13-3000-00	Fund Balance	4,938,999.00	0.00	5,186,222.58	105.01
	<i>Beginning Fund Balance</i>	<i>4,938,999.00</i>	<i>0.00</i>	<i>5,186,222.58</i>	<i>105.01</i>
	<i>Revenue</i>				
13-4010-00	Interest Income	50,000.00	23,093.25	122,000.61	244.00
13-4100-10	Transfer In - General Fund	1,500,000.00	125,000.00	750,000.00	50.00
	<i>Revenue</i>	<i>1,550,000.00</i>	<i>148,093.25</i>	<i>872,000.61</i>	<i>56.26</i>

Account Number	Description	Budget	Period Amt	End Bal	% ExpendCollect
	<i>Capital Outlay</i>				
13-7000-10	Computers, Scada, Tech	230,000.00	0.00	0.00	0.00
13-7000-20	Equipment	260,000.00	27,843.95	40,100.75	15.42
13-7000-30	Sand	2,400,000.00	2,543.17	16,266.27	0.68
13-7000-50	Buildings	250,000.00	0.00	0.00	0.00
13-7000-60	Other	200,000.00	0.00	12,049.29	6.02
	<i>Capital Outlay</i>	<i>3,340,000.00</i>	<i>30,387.12</i>	<i>68,416.31</i>	<i>2.05</i>
	<i>Transfers & Contingencies</i>				
13-9000-00	Operating Contingency	700,000.00	0.00	0.00	0.00
	<i>Transfers & Contingencies</i>	<i>700,000.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
13	Plant Reserve	2,448,999.00	117,706.13	5,989,806.88	244.58
Revenue Total		5,880,000.00	414,196.92	3,499,591.20	59.5169
Expense Total		9,381,900.00	445,820.57	2,487,059.07	26.5091
Grand Total		2,805,248.00	-31,623.65	7,959,258.88	2.8373

General Ledger Budget to Actual Report

User: Gail
Printed: 3/11/2024 1:49:33 PM
Period 07 - 07
Fiscal Year 2024



Account Number	Description	Budget	Period Amt	End Bal	% ExpendCollect
10	General Fund				
	<i>Beginning Fund Balance</i>				
10-3000-00	Fund Balance	1,368,149.00	0.00	1,760,504.17	128.68
	<i>Beginning Fund Balance</i>	<i>1,368,149.00</i>	<i>0.00</i>	<i>1,760,504.17</i>	<i>128.68</i>
	<i>Revenue</i>				
10-4010-00	Interest Income	5,000.00	6,596.99	38,110.59	762.21
10-4020-01	Water Sales-OLWSD	1,149,000.00	77,584.05	707,266.45	61.55
10-4020-02	Water Sales-City of Gladstone	550,000.00	43,950.95	373,652.97	67.94
10-4020-03	Water Sales-SWA	1,313,000.00	73,390.28	984,237.56	74.96
10-4020-09	Water Sales-Clackamas RiverWtr	13,000.00	1,061.80	11,407.77	87.75
10-4025-00	Wholesale Water Sales	1,300,000.00	96,842.10	797,252.09	61.33
10-4060-00	Miscellaneous Income	0.00	0.00	15,089.33	0.00
	<i>Revenue</i>	<i>4,330,000.00</i>	<i>299,426.17</i>	<i>2,927,016.76</i>	<i>67.60</i>
	<i>Personnel Services</i>				
10-5000-00	Plant Operators	360,000.00	29,215.20	205,672.60	57.13
10-5005-00	OvertimeOn-Call	50,000.00	4,842.79	30,398.28	60.80
10-5040-00	Apprenticeship	43,000.00	0.00	0.00	0.00
10-5050-00	MedicalDentalVision Ins.	110,000.00	6,867.80	64,594.70	58.72
10-5060-00	Retirement	110,000.00	8,265.88	57,309.39	52.10
10-5070-00	Payroll Taxes	40,000.00	1,704.08	19,161.46	47.90
10-5080-00	Workers Compensation	12,000.00	750.70	5,254.90	43.79
	<i>Personnel Services</i>	<i>725,000.00</i>	<i>51,646.45</i>	<i>382,391.33</i>	<i>52.74</i>
	<i>Materials & Services</i>				
10-5204-00	Wholesale Water Purchases	1,300,000.00	96,842.10	774,348.03	59.57
10-5206-10	Contracted Services-Management	42,000.00	3,321.86	23,253.02	55.36
10-5206-12	Contracted Svcs-Plant Engineer	30,000.00	2,443.74	17,106.18	57.02
10-5206-13	Contracted Services-Financial	48,000.00	4,000.00	34,325.00	71.51
10-5206-16	HVAC	16,000.00	4,246.00	12,738.00	79.61
10-5208-00	General Office Expenses	8,000.00	275.27	1,874.48	23.43
10-5210-00	PermitsLicensing Fees	17,000.00	1,845.68	9,598.68	56.46
10-5212-00	General Insurance	85,000.00	7,782.50	42,275.54	49.74
10-5215-00	ComputersTechnology	15,000.00	-224.97	13,467.79	89.79

Account Number	Description	Budget	Period Amt	End Bal	% ExpendCollect
10-5230-04	Audit Services	45,000.00	200.00	27,500.00	61.11
10-5230-06	Legal Services	25,000.00	20.00	4,017.52	16.07
10-5230-08	Engineering - General	25,000.00	0.00	337.50	1.35
10-5230-21	Watershed Services	162,000.00	0.00	120,858.75	74.60
10-5236-10	Water Analysis and Testing	15,000.00	1,303.72	1,303.72	8.69
10-5236-11	Chemicals	150,000.00	24,002.87	72,061.12	48.04
10-5236-12	Instrumentation & Lab Supplies	25,000.00	79.94	3,566.03	14.26
10-5238-00	Telemetry (SCADA)	10,000.00	6,434.80	6,880.00	68.80
10-5240-00	Electricity	550,000.00	41,389.29	318,369.03	57.89
10-5244-00	Education Training and Dues	24,200.00	462.00	6,065.24	25.06
10-5245-00	Telephone	8,500.00	974.75	5,956.65	70.08
10-5246-00	Travel Expenses	500.00	0.00	0.00	0.00
10-5247-00	Books & Publications	1,000.00	0.00	187.50	18.75
10-5248-00	Public Notices	1,000.00	0.00	0.00	0.00
10-5250-10	Natural Gas	2,000.00	280.86	1,196.63	59.83
10-5250-20	Garbage	1,000.00	55.65	389.55	38.96
10-5252-00	Miscellaneous Expense	5,000.00	137.66	1,234.79	24.70
10-5256-00	Commissioner Fees Expenses	1,200.00	0.00	0.00	0.00
10-5300-10	Vehicle Maintenance	5,000.00	3,486.86	3,505.36	70.11
10-5300-20	Fuels Oils	9,000.00	468.22	3,022.33	33.58
10-5300-30	Equipment Rental	3,500.00	0.00	0.00	0.00
10-5300-40	Equipment Maintenance	15,000.00	360.27	1,814.20	12.09
10-5305-10	Building Maintenance	15,000.00	0.00	490.65	3.27
10-5305-11	Grounds Maintenance	25,000.00	2,968.00	8,955.86	35.82
10-5305-13	Janitorial Supplies	2,000.00	238.45	473.50	23.68
10-5305-14	Security Monitoring Maint	5,000.00	0.00	628.72	12.57
10-5305-15	Plant Maintenance	40,000.00	11,813.80	29,189.56	72.97
10-5305-16	Intake Structure Maintenance	10,000.00	0.00	0.00	0.00
10-5305-17	Membrane Maintenance	20,000.00	261.44	3,537.92	17.69
10-5305-20	Safety Supplies	15,000.00	379.44	3,168.87	21.13
10-5310-00	Small Tools & Equipment	10,000.00	123.36	173.72	1.74
	<i>Materials & Services</i>	<i>2,786,900.00</i>	<i>215,973.56</i>	<i>1,553,871.44</i>	<i>55.76</i>
	<i>Transfers & Contingencies</i>				
10-7300-13	Transfer to Plant Reserve	1,500,000.00	125,000.00	875,000.00	58.33
10-9000-00	Operating Contingency	330,000.00	0.00	0.00	0.00
	<i>Transfers & Contingencies</i>	<i>1,830,000.00</i>	<i>125,000.00</i>	<i>875,000.00</i>	<i>47.81</i>
10	General Fund	356,249.00	-93,193.84	1,876,258.16	526.67
13	Plant Reserve				
	<i>Beginning Fund Balance</i>				
13-3000-00	Fund Balance	4,938,999.00	0.00	5,186,222.58	105.01
	<i>Beginning Fund Balance</i>	<i>4,938,999.00</i>	<i>0.00</i>	<i>5,186,222.58</i>	<i>105.01</i>
	<i>Revenue</i>				
13-4010-00	Interest Income	50,000.00	23,124.80	145,125.41	290.25
13-4100-10	Transfer In - General Fund	1,500,000.00	125,000.00	875,000.00	58.33
	<i>Revenue</i>	<i>1,550,000.00</i>	<i>148,124.80</i>	<i>1,020,125.41</i>	<i>65.81</i>

Account Number	Description	Budget	Period Amt	End Bal	% ExpendCollect
	<i>Capital Outlay</i>				
13-7000-10	Computers, Scada, Tech	230,000.00	0.00	0.00	0.00
13-7000-20	Equipment	260,000.00	14,924.00	55,024.75	21.16
13-7000-30	Sand	2,400,000.00	3,531.41	19,797.68	0.82
13-7000-50	Buildings	250,000.00	0.00	0.00	0.00
13-7000-60	Other	200,000.00	4,125.00	16,174.29	8.09
	<i>Capital Outlay</i>	<i>3,340,000.00</i>	<i>22,580.41</i>	<i>90,996.72</i>	<i>2.72</i>
	<i>Transfers & Contingencies</i>				
13-9000-00	Operating Contingency	700,000.00	0.00	0.00	0.00
	<i>Transfers & Contingencies</i>	<i>700,000.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
13	Plant Reserve	2,448,999.00	125,544.39	6,115,351.27	249.71
Revenue Total		5,880,000.00	447,550.97	3,947,142.17	67.1283
Expense Total		9,381,900.00	415,200.42	2,902,259.49	30.9347
Grand Total		2,805,248.00	32,350.55	7,991,609.43	2.8488

NORTH CLACKAMAS COUNTY WATER COMMISSION

March 28, 2024

Agenda Item 7.2

Subject: Operations Report

Presenter(s): Joe Rogers, Plant Supervisor

Board Action: Open discussion

Attachments: None

Topics

Monthly Production

January The plant produced a total of 184.23 million gallons at an average day rate of 5.94 MGD. Of the total water produced, the slow sand filter produced 43.36 million gallons and the membrane filters produced 140.87 million gallons. The highest production day for the month was 8.04 MGD. The Commission did not purchase or sell water to South Fork during this month.

February: The plant produced a total of 146.25 million gallons at an average day rate of 5.04 MGD. Of the total water produced, the slow sand filter produced 58.17 million gallons and the membrane filters produced 88.08 million gallons. The highest production day for the month was 5.79 MGD. The Commission did not purchase or sell water to South Fork during this month.

March: The plant produced a total of 92.37 million gallons at an average day rate of 4.86 MGD. Of the total water produced, the slow sand filter produced 24.94 million gallons and the membrane filters produced 67.43 million gallons. The highest production day for the month was 6.34 MGD. The Commission did not purchase or sell water to South Fork during this month.

Staff Notes

NCCWC staff has been working closely with Tapani to complete slow sand filter replacements. Staff is now focused on filter ripening and bringing the filters back online. Staff has also been performing membrane maintenance, along with the rebuild of Raw Pump #2.

NORTH CLACKAMAS COUNTY WATER COMMISSION

March 28, 2024

Agenda Item 7.3

Subject: Manager's Report

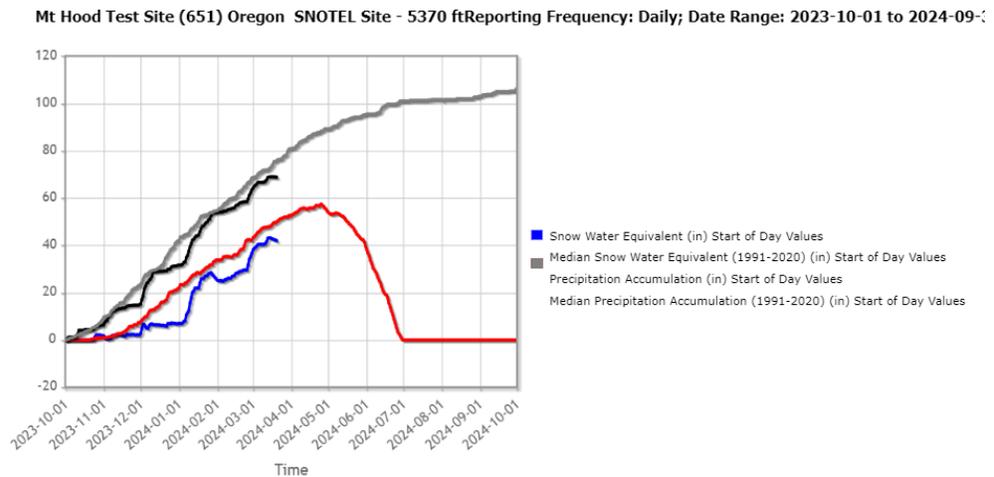
Presenter(s): Wade Hathhorn, General Manager

Board Action: Open discussion

Attachments: None

Update on Snowpack

The snowpack on Mt. Hood this (water) year got off to a very slow start. While the numbers remain below historic medians, there has been significant snowfall occurring in January and March.



The critical period of “storage” (i.e. snowpack) comes later in the Spring, around mid-May. We will be watching this data as it unfolds again this year. Snow volumes are an important element in the “available water” forecast for the Clackamas River basin.

Update on Slow Sand Project

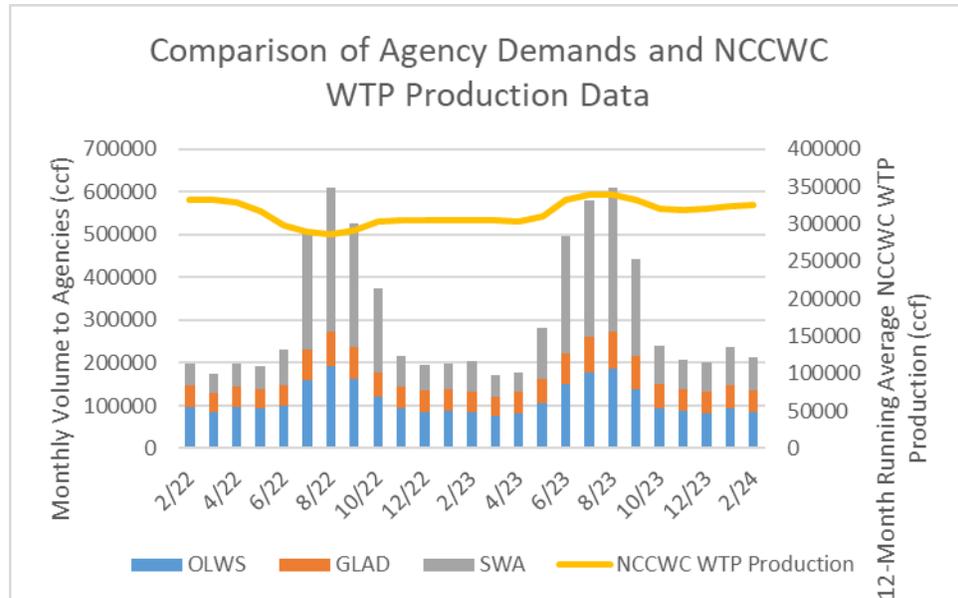
The media replacement for the slow sand portion of the plant was done under a multiphase approach. Beds 1 and 3 were partially (50%) done in the fall of 2023 for \$893,690 (@2400 tons), while beds 2 and 4 were just completed (100%) for \$1,260,560 (@5400 tons). The total project costs were about \$2.15 million. By design, the future sanding of the pair of beds will be staggered, with beds 1 and 3 requiring new sand approximately 5 years from now and beds 2 and 4 will be redone about 10 years from now. The slow sand plant is now being “cleaned and seasoned” for production later this Spring. Special thanks go out to Tapani construction for the installation and Knife River for the sand.

NORTH CLACKAMAS COUNTY WATER COMMISSION

March 28, 2024

Summary of Production and Deliveries

The graph below shows a 12-month rolling average of total production and monthly deliveries to member agencies:



The seasonal impacts on demand (deliveries) are evidenced in the drop observed across subsequent summer periods. There is also an upward trend forming in the 12-month rolling average for total production. This would be supported by the known growth occurring within the Sunrise Water Authority.

CCC WET Scholarship and Internship

Following the collapse of the formal apprentice program, staff moved forward on replacing that workforce training with a new scholarship/internship program at Clackamas Community College in their Water Environment Technology (WET) program. The first WET candidate will begin this Spring and be potentially eligible to work as an intern during their academic training period. A big shout out and thank to the Board for their support of this effort, as well as the staff and supporters at CCC and the CCC Foundation.

CRW Plant Shutdown

CRW has been working with NCCWC and South Fork staff to execute a planned shutdown of the CRW plant. The shutdown will allow important repairs to be made to the CRW plant. During this time, water is being supplied from both So Fork and the NCCWC. Preliminary tests for the procedure(s) were conducted a few weeks ago and the actual shutdown of CRW's plant began on March 20. The planned repairs are expected to take about 6 weeks.