



# Proposed Budget

2024 - 2025



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**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**

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

- |   |  |
|---|--|
| January 25, 2024                              | <ul style="list-style-type: none"><li>- Appoint Budget Officer</li><li>- Approve Budget Schedule</li></ul>         |
| March 13, 2024                                | <ul style="list-style-type: none"><li>- Publish notice of Budget Committee Meeting<br/>(5-30 days prior)</li></ul> |
| March 21, 2024                                | <ul style="list-style-type: none"><li>- Proposed budget sent to Budget Committee</li></ul>                         |
| March 28, 2024<br>5:30 P.M.<br>Hybrid Meeting | <ul style="list-style-type: none"><li>- Appoint Budget Committee</li><li>- Budget Committee Meeting</li></ul>      |
| April 25, 2024                                | <ul style="list-style-type: none"><li>- Budget Committee Meeting (if necessary)</li></ul>                          |
| June 12, 2024                                 | <ul style="list-style-type: none"><li>- Publish Notice and Summary of Budget Adoption hearing</li></ul>            |
| June 27, 2024                                 | <ul style="list-style-type: none"><li>- Conduct Public Hearing to Adopt Budget</li></ul>                           |

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

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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

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**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
<b>Resources</b>					
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
<b>Total Resources</b>	<b>\$ 5,693,054</b>	<b>\$ 5,806,222</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 11,499,276</b>
<b>Expenditures</b>					
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
<b>Total Requirements</b>	<b>\$ 5,693,054</b>	<b>\$ 5,806,222</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 11,499,276</b>



**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
<b>10 GENERAL FUND</b>								
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		
<b>2,723,148</b>	<b>3,166,271</b>	<b>3,025,000</b>	<b>3,025,000</b>	<b>4020</b>	<b>Water Sales</b>	<b>3,170,000</b>		
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		
-	<b>1,257,754</b>	<b>1,300,000</b>	<b>1,300,000</b>	<b>4025</b>	<b>Wholesale Water Sales</b>	<b>1,400,000</b>		
<b>42,137</b>	<b>35,531</b>	-	<b>15,000</b>	<b>4060</b>	<b>Miscellaneous</b>	-		
-	<b>106,204</b>	-	-	<b>4100</b>	<b>TRANSFERS IN</b>	-		
-	102,902	-	-	-17	Revenue Bond Debt Service Reserve	-		
-	3,302	-	-	-19	Revenue Bond Redemption Fund	-		
<b>\$ 3,851,153</b>	<b>\$ 6,188,396</b>	<b>\$ 5,698,149</b>	<b>\$ 6,132,504</b>		<b>TOTAL RESOURCES</b>	<b>\$ 5,693,054</b>	<b>\$ -</b>	<b>\$ -</b>
<b>10 GENERAL FUND (continued)</b>								
<b>10 PERSONNEL SERVICES:</b>								
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		
<b>\$ 440,987</b>	<b>\$ 619,499</b>	<b>\$ 725,000</b>	<b>\$ 661,600</b>		<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 734,000</b>	<b>\$ -</b>	<b>\$ -</b>
<b>10 MATERIALS AND SERVICES:</b>								
-	<b>1,280,658</b>	<b>1,300,000</b>	<b>1,300,000</b>	<b>5204</b>	<b>Wholesale Water Purchases</b>	<b>1,400,000</b>		
<b>130,661</b>	<b>129,937</b>	<b>136,000</b>	<b>137,000</b>	<b>5206</b>	<b>Contracted Services</b>	<b>146,000</b>		
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		
<b>4,244</b>	<b>1,906</b>	<b>8,000</b>	<b>8,000</b>	<b>5208</b>	<b>General Office Supplies/Postage</b>	<b>9,000</b>		
<b>15,651</b>	<b>5,254</b>	<b>17,000</b>	<b>14,500</b>	<b>5210</b>	<b>Permits/Licensing Fees</b>	<b>17,500</b>		
<b>76,106</b>	<b>74,091</b>	<b>85,000</b>	<b>81,000</b>	<b>5212</b>	<b>Insurance - General</b>	<b>99,000</b>		
<b>9,300</b>	<b>16,273</b>	<b>15,000</b>	<b>15,000</b>	<b>5215</b>	<b>Computers/Technology</b>	<b>15,000</b>		
<b>179,924</b>	<b>209,351</b>	<b>257,000</b>	<b>238,250</b>	<b>5230</b>	<b>Professional Services</b>	<b>264,000</b>		
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		
<b>108,103</b>	<b>166,059</b>	<b>190,000</b>	<b>139,000</b>	<b>5236</b>	<b>Water Treatment</b>	<b>170,000</b>		
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
<b>10 GENERAL FUND (continued)</b>								
<b>10 MATERIALS AND SERVICES: (continued)</b>								
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		
<b>\$ 1,144,370</b>	<b>\$ 2,608,393</b>	<b>\$ 2,786,900</b>	<b>\$ 2,702,850</b>		<b>TOTAL MATERIAL &amp; SERVICES</b>	<b>\$ 3,020,900</b>		
<b>\$ 1,585,357</b>	<b>\$ 3,227,892</b>	<b>\$ 3,511,900</b>	<b>\$ 3,364,450</b>		<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$ 3,754,900</b>	<b>\$ -</b>	<b>\$ -</b>
<b>10 OTHER REQUIREMENTS</b>								
-	-	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		
<b>\$ 680,000</b>	<b>\$ 1,200,000</b>	<b>\$ 1,980,000</b>	<b>\$ 1,650,000</b>		<b>TOTAL OTHER EXPENDITURES</b>	<b>\$ 1,820,000</b>	<b>\$ -</b>	<b>\$ -</b>
<b>\$ 2,265,357</b>	<b>\$ 4,427,892</b>	<b>\$ 5,491,900</b>	<b>\$ 5,014,450</b>		<b>TOTAL APPROPRIATIONS</b>	<b>\$ 5,574,900</b>	<b>\$ -</b>	<b>\$ -</b>
<b>\$ 1,585,797</b>	<b>\$ 1,760,504</b>	<b>\$ 206,249</b>	<b>\$ 1,118,054</b>		<b>UNAPPROPRIATED FUND BALANCE</b>	<b>\$ 118,154</b>	<b>\$ -</b>	<b>\$ -</b>
<b>\$ 3,851,154</b>	<b>\$ 6,188,396</b>	<b>\$ 5,698,149</b>	<b>\$ 6,132,504</b>		<b>TOTAL REQUIREMENTS</b>	<b>\$ 5,693,054</b>	<b>\$ -</b>	<b>\$ -</b>

**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
<b>13 PLANT RESERVE FUND</b>								
4,781,560	5,058,689	4,938,999	5,186,222	<b>3000</b>	<b>Beginning Fund Balance</b>	4,556,222		
26,776	144,175	50,000	50,000	<b>4010</b>	<b>Interest</b>	50,000		
-	27,940	-		<b>4060</b>	<b>Miscellaneous Income</b>	-		
<b>600,000</b>	<b>1,200,000</b>	<b>1,500,000</b>	<b>1,500,000</b>	<b>4100</b>	<b>TRANSFERS IN</b>	<b>1,200,000</b>		
600,000	1,200,000	1,500,000	1,500,000	-10	General Fund	1,200,000		
<b>\$ 5,408,336</b>	<b>\$ 6,430,804</b>	<b>\$ 6,488,999</b>	<b>\$ 6,736,222</b>		<b>TOTAL RESOURCES</b>	<b>\$ 5,806,222</b>	<b>\$ -</b>	<b>\$ -</b>
<b>349,647</b>	<b>1,244,582</b>	<b>3,340,000</b>	<b>2,180,000</b>	<b>7000</b>	<b>CAPITAL OUTLAY</b>	<b>995,000</b>		
-	-	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	-	<b>9000</b>	<b>Fund Contingency</b>	<b>300,000</b>		
349,647	1,244,582	4,040,000	2,180,000		<b>TOTAL CAPITAL OUTLAY &amp; OTHER EXP.</b>	<b>1,295,000</b>	<b>-</b>	<b>-</b>
<b>349,647</b>	<b>1,244,582</b>	<b>4,040,000</b>	<b>2,180,000</b>		<b>TOTAL APPROPRIATIONS</b>	<b>1,295,000</b>	<b>-</b>	<b>-</b>
<b>\$ 5,058,689</b>	<b>\$ 5,186,222</b>	<b>\$ 2,448,999</b>	<b>\$ 4,556,222</b>		<b>PLANT RESERVE BALANCE</b>	<b>\$ 4,511,222</b>	<b>\$ -</b>	<b>\$ -</b>
<b>\$ 5,408,336</b>	<b>\$ 6,430,804</b>	<b>\$ 6,488,999</b>	<b>\$ 6,736,222</b>		<b>TOTAL REQUIREMENTS</b>	<b>\$ 5,806,222</b>	<b>\$ -</b>	<b>\$ -</b>

**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
<b>17 REVENUE BOND DEBT SERVICE RESERVE</b>								
102,321	102,902	-	-	3000	Beginning Fund Balance	-		
581	-	-	-	4010	Interest	-		
-	-	-	-	4100	TRANSFERS IN	-		
-	-	-	-	-10	General Fund	-		
<b>\$ 102,902</b>	<b>\$ 102,902</b>	<b>\$ -</b>	<b>\$ -</b>		<b>TOTAL RESOURCES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
-	<b>102,902</b>	-	-	4100	TRANSFERS OUT	-	-	-
-	102,902	-	-	-10	General Fund	-		
-	-	-	-	9000	Fund Contingency	-		
<b>\$ -</b>	<b>\$ 102,902</b>	<b>\$ -</b>	<b>\$ -</b>		<b>TOTAL APPROPRIATIONS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>\$ 102,902</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>BOND RESERVE BALANCE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>\$ 102,902</b>	<b>\$ 102,902</b>	<b>\$ -</b>	<b>\$ -</b>		<b>TOTAL REQUIREMENTS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**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
<b>19 REVENUE BOND REDEMPTION FUND</b>								
314	3,302	-	-	3000	Beginning Fund Balance	-		
13		-	-	4010	Interest	-		
<b>80,000</b>	-	-	-	4100	TRANSFERS IN	-	-	-
80,000		-	-	-10	General Fund	-		
<b>\$ 80,327</b>	<b>\$ 3,302</b>	<b>\$ -</b>	<b>\$ -</b>		<b>TOTAL RESOURCES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>\$ 77,025</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	5390	<b>DEBT SERVICE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
75,000	-	-	-	-20	Principal Payment	-		
2,025	-	-	-	-25	Interest Payment	-		
-	-	-	-	-50	Fiscal Agent Fees, Misc.	-		
					<b>TOTAL DEBT SERVICE</b>			
-	<b>3,302</b>	-	-	7300	<b>TRANSFERS OUT</b>	-	-	-
-	3,302	-	-	-10	General Fund	-		
-	-	-	-	9000	Fund Contingency	-		
<b>\$ 77,025</b>	<b>\$ 3,302</b>	<b>\$ -</b>	<b>\$ -</b>		<b>TOTAL APPROPRIATIONS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>\$ 3,302</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>REDEMPTION FUND BALANCE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>\$ 80,327</b>	<b>\$ 3,302</b>	<b>\$ -</b>	<b>\$ -</b>		<b>TOTAL REQUIREMENTS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## Descriptions - Materials & Services

Account #	Description	Budget
<b>5204</b>	<b>Wholesale Water Purchase</b>	1,400,000
	Cost of purchasing water from other sources in the event that current production cannot meet demands.	
<b>5206</b>	<b>Contracted Services</b>	146,000
	Charges for services contracted for operations and management necessary for water production.	
<b>5208</b>	<b>General Office Expense</b>	9,000
	Supplies, postage, forms, stationery, office reproductions supplies, and other miscellaneous office supplies. Does not include subscriptions, books, and publications.	
<b>5210</b>	<b>Permits/Licensing Fees</b>	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.	
<b>5212</b>	<b>Insurance</b>	99,000
	Cost of insurance premiums to include but not limited to property, liability, and auto coverage.	
<b>5215</b>	<b>Computers/Technology</b>	15,000
	Costs associated with computer technology including hardware, software, licensing, associated peripherals and accessories.	
<b>5230</b>	<b>Professional Services</b>	264,000
	Covers legal counsel, auditing service, consulting engineering services, source water protection and conservation program.	
<b>5236</b>	<b>Water Treatment</b>	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.	
<b>5238</b>	<b>Telemetry</b>	17,500
	Cost of collection and transmission of measurements and other data for monitoring. Includes costs of Supervisory and Data Acquisition (SCADA) system.	
<b>5240</b>	<b>Electricity</b>	650,000
	Electric utility costs associated with production operations and facilities.	
<b>5244</b>	<b>Education/Travel/Training/Dues</b>	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**

<b>Account #</b>	<b>Description</b>	<b>Budget</b>
<b>5245</b>	<b>Telephone</b>	10,000
	Cost associated with telephony, including phone, fax, and mobile devices.	
<b>5246</b>	<b>Mileage</b>	500
	Reimbursement for the cost of private mileage incurred by an employee when traveling for business purposes.	
<b>5247</b>	<b>Books and Publications</b>	1,000
	Cost of reference material used in the normal course of business, such as books, magazines, periodicals, leaflets, pamphlets, etc.	
<b>5248</b>	<b>Public Notices</b>	1,000
	Cost of published required public notifications in accordance with public law.	
<b>5250</b>	<b>Other Utilities</b>	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.	
<b>5252</b>	<b>Miscellaneous</b>	5,000
	Cost of incidental expenses arising during the year not classified in other accounts.	
<b>5256</b>	<b>Commissioner Expense</b>	1,200
	Reimburse of costs to Board Members for associated meeting costs.	
<b>5300</b>	<b>Vehicle and Equipment Maintenance</b>	32,500
	Costs of maintaining vehicle and equipment including fuel, repairs, tires, oil and other cost to maintain in good working condition.	
<b>5305</b>	<b>Building and Grounds</b>	139,000
	Cost of maintaining buildings and grounds, including landscaping services, janitorial, wiring, plumbing, carpentry, painting, etc.	
<b>5310</b>	<b>Small Tools &amp; Equipment</b>	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.	
	<b>Total</b>	<b>3,020,900</b>

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

<b># Attending</b>	<b>Sponsor</b>	<b>Dates</b>	<b>Registration Fees</b>	<b>Transport Costs</b>	<b>Lodging Expense</b>	<b>Meal Expense</b>	<b>Total Cost</b>
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**

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

<b>Capital Project Summary Overview</b>			
<b>Account #</b>	<b>Account Description</b>	<b>Project Name</b>	<b>Budget</b>
-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
<b>Subtotal</b>			<b>995,000</b>

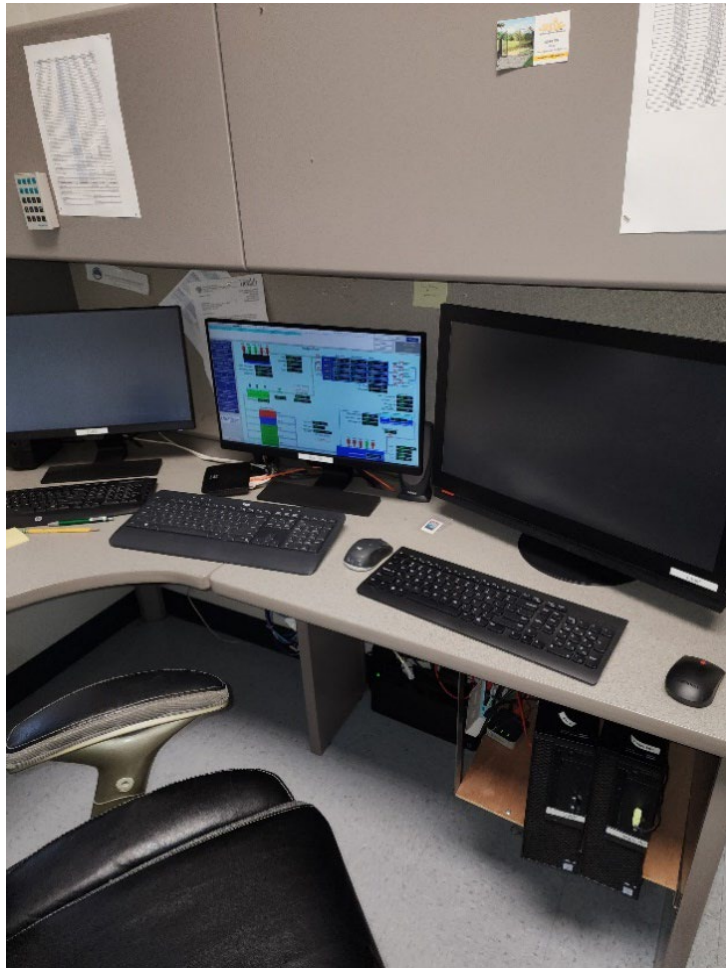
**North Clackamas County Water Commission  
2024-2025 Budget  
Capital Outlay Justification**

**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.



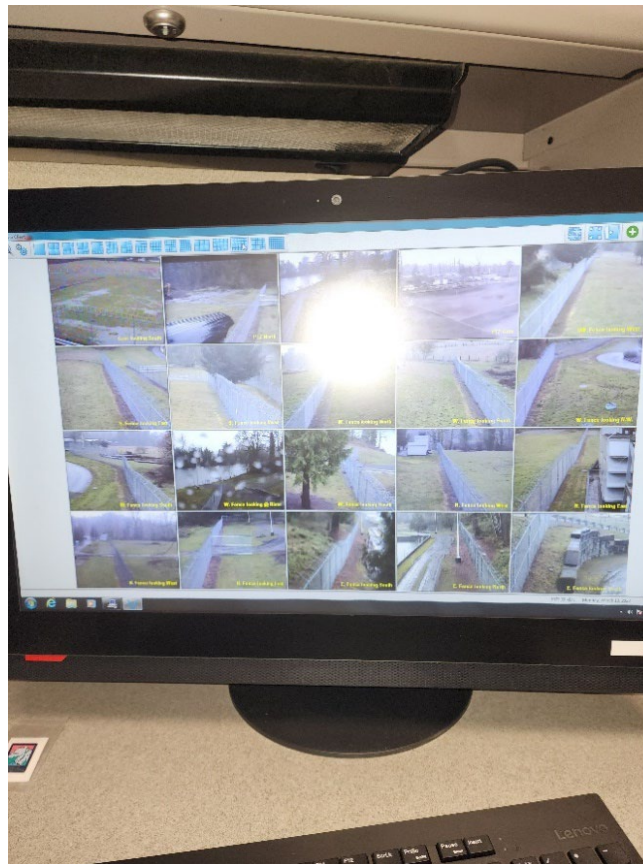
**North Clackamas County Water Commission  
2024-2025 Budget  
Capital Outlay Justification**

**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.



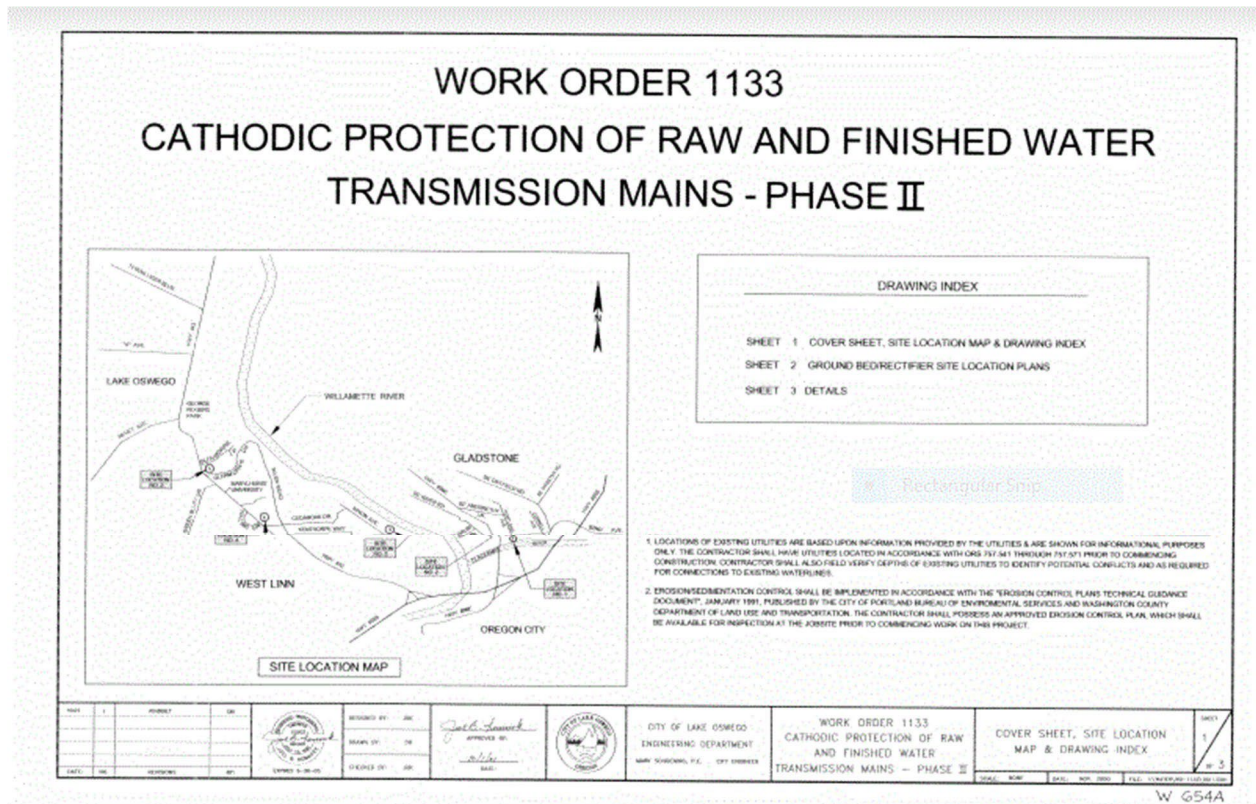
**North Clackamas County Water Commission  
2023-2024 Budget  
Capital Outlay Justification**

**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.



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