



**Oak Lodge Water District Office
14496 SE River Road
Oak Grove, OR 97267
January 26, 2017 at 6:00 p.m.
RESCHEDULED**

Members of the public are welcome to testify for a maximum of three minutes on each agenda item.

1. Call to Order and Flag Salute
2. Public Comment
3. Approval of January 3, 2017 and January 9, 2017 OLWS Special Board Meeting Minutes
4. GO Bond Reissuance (Kieu-Oanh Nguyen, Western Financial Group)
5. Appointment of Budget Officer for FY 17/18 Budget
6. Final Review of Liaison Assignments
7. Resolution 2017- 4; Amending the Board Governance Rules
8. Resolution 2017-5; Adopting IGA with Clackamas County Service District #1
9. Update on Expenses and Savings from the Consolidation
10. Business from the Manager
11. Operation and Engineering Reports
12. Business from the Board

13. Public Comment

14. Executive Session, the Board will convene into executive session in accordance with ORS 192.660(2)(a) to consider the employment of a staff member and; 192.660(2)(f) to consider information that is exempt from disclosure by law.

15. Action from Executive Session

16. Adjourn

Oak Lodge Water Services District
Minutes of Board Meeting
January 3, 2017

Commissioners Present

Jim Martin, Chair
Susan Keil, Vice Chair
Kevin Williams, Commissioner
Nancy Gibson, Commissioner
Lynn Fisher, Commissioner

Staff Present

Dan Bradley, General Manager
Kelly Stacey, Finance Director
Jason Rice, Deputy General Manager

Visitors

Eric Hofeld, Representing Sunrise Water Authority
Ernie Platt, Commissioner of Sunrise Water Authority
Terry Gibson, Oak Lodge Sanitary District
Thelma Haggemiller, Local Resident
Tom Foeller, Local Resident

Special Meeting

(1) Call to Order/Pledge of Allegiance

Chair Martin called the special meeting to order at 3:00 p.m. and Board Member Keil led the flag salute.

(2) Public Comment (For non-agenda items)

None

(3) Approval of December 6, 2016 OLWSD Board Meeting Minutes

Board Member Gibson moved to approve the minutes as presented for the December 6, 2016 Oak Lodge Water Services Meeting. Board Member Keil seconded the motion.

Ayes: Fisher, Gibson, Keil, Martin, Williams

Nays: None

The motion carried 5-0.

(4) Resolution 2017-1; Approving the Public Records Policy

General Manager Dan Bradley stated that the policy is how OLWSD handles records requests. He anticipates the only changes would be to the timing of response.

Board Member Keil moved to approve Resolution 2017-1 accepting the public records policy. Board Member Gibson seconded the motion.

Ayes: Fisher, Gibson, Keil, Martin, Williams

Nays: None

The motion carried 5-0.

(5) Resolution 2017-2; Approving Credit Cards and Signatures

General Manager Dan Bradley stated that the bank requires a resolution from the Board as to who can sign checks which would include himself, Finance Director Stacey and Deputy General Manager Rice.

Board Member Fisher moved to approve Resolution 2017-2 authorizing the appropriate check signers and the receipt of credit cards. Board Member Williams seconded the motion.

Ayes: Fisher, Gibson, Keil, Martin, Williams

Nays: None

The motion carried 5-0.

(6) Establish Contract Review Board

General Manager Dan Bradley stated it was a formality but it was good to have a Resolution on file that showed approval to have the Board as the Contract Review Board to be able to formally convene.

Board Member Keil moved to establish the OLWSD Board to act as the local Contract Review Board. Board Member Gibson seconded the motion.

Ayes: Fisher, Gibson, Keil, Martin, Williams

Nays: None

The motion carried 5-0.

(7) Liaison Assignments

General Manager Dan Bradley stated that he listed out the current assignments and explained what assignments still needed to be filled in. The Board proceeded to choose the representatives for each opening.

(8) Board Member Reimbursements

General Manager Dan Bradley stated the current policy for reimbursements for meeting attendance depending on role as primary attendee as well as Board

meetings versus conferences, etc. It was decided that staff would write the policy based on recommendations of the Board to be voted on at a future meeting.

(9) Board Packet Configuration and Content

The Board reviewed and commented on what they would like to keep, change, and remove from future board packets. It was decided that staff would bring back a proposed board packet for approval.

(10) Approval to Purchase Portable Vacuum Unit

General Manager Dan Bradley stated that the current unit is 10 years old and used on a daily basis. It is on its last leg and parts are currently being manufactured for it. He is recommending the Board allow for replacement while keeping the original as an emergency backup rather than surplus.

Board Member Gibson moved to authorize the purchasing of a Ditch Witch Vacuum Trailer at a cost not to exceed \$60,000.00. Board Member Williams seconded the motion.

Ayes: Fisher, Gibson, Keil, Martin, Williams

Nays: None

The motion carried 5-0.

(11) Resolution 2017-3; Participation in PERS Program

General Manager Dan Bradley stated he had been in a discussion with PERS noting that he mentioned to them it had been approved and would be forming it into a resolution. Board Member Keil noted she didn't think a vote had been made regarding the coverage of sick leave. It was decided to table the topic for the regular meeting in a couple weeks.

Board Member Gibson moved to table Resolution 2017-3. Board Member Keil seconded the motion.

Ayes: Fisher, Gibson, Keil, Martin, Williams

Nays: None

The motion carried 5-0.

(12) Business from the Manager

General Manager Dan Bradley stated that OLWSD is official and a Federal ID number was obtained. He updated the Board on the IGA draft that needs to be approved by City of Gladstone to dissolve OLWD.

(13) Business from the Board

Board Member Keil stated that Board Member Gibson did a wonderful job in her tribute at the last OLWD meeting for the outgoing members.

(14) Public Comment

Tom Foeller stated his thanks to the prior OLSD and OLWD board members. He continued on to thank the new board for their continued work in the consolidation process.

(15) Executive Session, the Board will convene into executive session in accordance with ORS 192.660(2)(d) to conduct deliberations with persons that have been designated to carry on labor negotiations and ORS 192.660(2)(i) to review and evaluate the performance of the general manager.

The Board entered in to executive session.

(16) Action from Executive Session

None

(17) Adjourn

Chair Martin adjourned the meeting of January 3, 2017 at 6:55 p.m.

Respectfully submitted,

Dan Bradley, General Manager

Susan Keil, Vice Chair

Oak Lodge Water Services District
Minutes of Board Meeting
January 9, 2017

Directors Present

Jim Martin, Chair
Kevin Williams, Director
Nancy Gibson, Director

Directors Absent

Susan Keil, Vice Chair
Lynn Fisher, Director

Staff Present

Dan Bradley, General Manager
Kelly Stacey, Finance Director
Jason Rice, Deputy General Manager

Visitors

None

Special Meeting

(1) Call to Order/Pledge of Allegiance

Chair Martin called the special meeting to order at 3:00 p.m. and led the flag salute.

(2) Public Comment (For non-agenda items)

None.

(3) Resolution 2017-3; Approving Participation in PERS

General Manager Bradley stated he spoke with Peter Nielsen at PERS regarding the concern of having to pay for the sick leave benefit. He was advised that if you are in the pool, which OLWSD is, it is automatically paying for the sick leave benefit.

Director Gibson moved to accept the Resolution 2017-3 for participation in PERS. Director Williams seconded the motion.

Ayes: Gibson, Martin, Williams

Nays: None

The motion carried 3-0.

(4) Public Comment

None.

(5) Adjourn

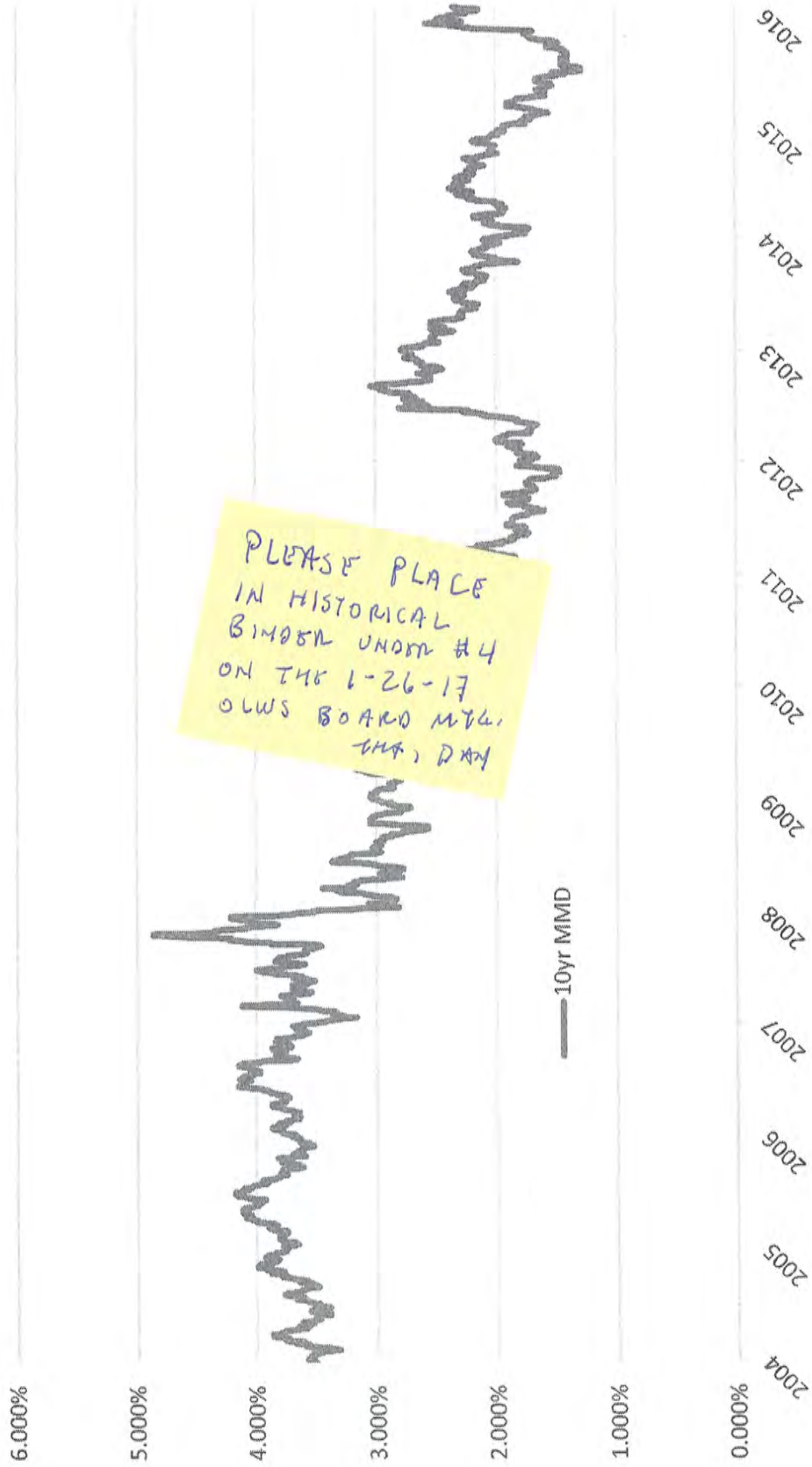
Chair Martin adjourned the meeting of January 9, 2017 at 3:25 p.m.

Respectfully submitted,

Dan Bradley, General Manager

Susan Keil, Vice Chair

Historical Municipal Market Data (MMD)



SOURCES AND USES OF FUNDS

General Obligation Bonds
2017 Refunding 2010 Bonds BP

Sources:

Bond Proceeds:	
Par Amount	10,000,000.00
Other Sources of Funds:	
Debt service fund	115,000.00
	<hr/>
	10,115,000.00

Uses:

Refunding Escrow Deposits:	
Cash Deposit	0.38
SLGS Purchases	10,049,576.00
	<hr/>
	10,049,576.38
Delivery Date Expenses:	
Cost of Issuance	55,000.00
Underwriter's Discount:	
Other Underwriter's Discount	10,000.00
Other Uses of Funds:	
Additional Proceeds	423.62
	<hr/>
	10,115,000.00

SAVINGS

General Obligation Bonds
2017 Refunding 2010 Bonds BP

Date	Prior Debt Service	Refunding Debt Service	Savings	Annual Savings	Present Value to 05/01/2017 @ 2.4500000%
11/01/2017	187,300.00	122,500.00	64,800.00		64,015.81
05/01/2018	187,300.00	122,500.00	64,800.00		63,241.10
06/30/2018				129,600.00	
11/01/2018	187,300.00	122,500.00	64,800.00		62,475.77
05/01/2019	187,300.00	247,500.00	-60,200.00		-57,338.37
06/30/2019				4,600.00	
11/01/2019	187,300.00	120,968.75	66,331.25		62,413.60
05/01/2020	187,300.00	245,968.75	-58,668.75		-54,535.60
06/30/2020				7,662.50	
11/01/2020	187,300.00	119,437.50	67,862.50		62,318.27
05/01/2021	187,300.00	249,437.50	-62,137.50		-56,370.45
06/30/2021				5,725.00	
11/01/2021	187,300.00	117,845.00	69,455.00		62,246.29
05/01/2022	187,300.00	252,845.00	-65,545.00		-58,031.22
06/30/2022				3,910.00	
11/01/2022	187,300.00	116,191.25	71,108.75		62,195.28
05/01/2023	187,300.00	251,191.25	-63,891.25		-55,206.21
06/30/2023				7,217.50	
11/01/2023	187,300.00	114,537.50	72,762.50		62,110.70
05/01/2024	187,300.00	254,537.50	-67,237.50		-56,699.94
06/30/2024				5,525.00	
11/01/2024	187,300.00	112,822.50	74,477.50		62,045.22
05/01/2025	1,562,300.00	1,607,822.50	-45,522.50		-37,464.64
06/30/2025				28,955.00	
11/01/2025	159,800.00	94,508.75	65,291.25		53,083.88
05/01/2026	1,604,800.00	1,644,508.75	-39,708.75		-31,893.79
06/30/2026				25,582.50	
11/01/2026	130,900.00	75,521.25	55,378.75		43,941.54
05/01/2027	1,650,900.00	1,675,521.25	-24,621.25		-19,299.87
06/30/2027				30,757.50	
11/01/2027	100,500.00	55,921.25	44,578.75		34,521.08
05/01/2028	1,695,500.00	1,710,921.25	-15,421.25		-11,797.45
06/30/2028				29,157.50	
11/01/2028	68,600.00	35,647.50	32,952.50		24,904.01
05/01/2029	1,743,600.00	1,745,647.50	-2,047.50		-1,528.68
06/30/2029				30,905.00	
11/01/2029	35,100.00	14,700.00	20,400.00		15,046.50
05/01/2030	1,790,100.00	1,214,700.00	575,400.00		419,263.87
06/30/2030				595,800.00	
	13,351,600.00	12,446,202.50	905,397.50	905,397.50	713,656.68

Savings Summary

PV of savings from cash flow	713,656.68
Less: Prior funds on hand	-115,000.00
Plus: Refunding funds on hand	423.62
Net PV Savings	599,080.30

SUMMARY OF REFUNDING RESULTS

General Obligation Bonds
2017 Refunding 2010 Bonds BP

Dated Date	05/01/2017
Delivery Date	05/01/2017
Arbitrage yield	2.450000%
Escrow yield	1.499033%
Value of Negative Arbitrage	267,181.22
Bond Par Amount	10,000,000.00
True Interest Cost	2.461424%
Net Interest Cost	2.460016%
Average Coupon	2.450000%
Average Life	9.985
Par amount of refunded bonds	9,365,000.00
Average coupon of refunded bonds	4.000000%
Average life of refunded bonds	10.642
PV of prior debt to 05/01/2017 @ 2.450000%	10,713,656.68
Net PV Savings	599,080.30
Percentage savings of refunded bonds	6.397013%
Percentage savings of refunding bonds	5.990803%

SUMMARY OF BONDS REFUNDED

General Obligation Bonds
2017 Refunding 2010 Bonds BP

Bond	Maturity Date	Interest Rate	Par Amount	Call Date	Call Price
Series 2010A Tax-exempt Final, 2010AF:					
SER	05/01/2025	4.000%	1,375,000.00	05/01/2020	100.000
	05/01/2026	4.000%	1,445,000.00	05/01/2020	100.000
	05/01/2027	4.000%	1,520,000.00	05/01/2020	100.000
TERM	05/01/2030	4.000%	5,025,000.00	05/01/2020	100.000
			9,365,000.00		

BOND DEBT SERVICE

General Obligation Bonds
2017 Refunding 2010 Bonds BP

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service
11/01/2017			122,500.00	122,500.00	
05/01/2018			122,500.00	122,500.00	
06/30/2018					245,000.00
11/01/2018			122,500.00	122,500.00	
05/01/2019	125,000	2.450%	122,500.00	247,500.00	
06/30/2019					370,000.00
11/01/2019			120,968.75	120,968.75	
05/01/2020	125,000	2.450%	120,968.75	245,968.75	
06/30/2020					366,937.50
11/01/2020			119,437.50	119,437.50	
05/01/2021	130,000	2.450%	119,437.50	249,437.50	
06/30/2021					368,875.00
11/01/2021			117,845.00	117,845.00	
05/01/2022	135,000	2.450%	117,845.00	252,845.00	
06/30/2022					370,690.00
11/01/2022			116,191.25	116,191.25	
05/01/2023	135,000	2.450%	116,191.25	251,191.25	
06/30/2023					367,382.50
11/01/2023			114,537.50	114,537.50	
05/01/2024	140,000	2.450%	114,537.50	254,537.50	
06/30/2024					369,075.00
11/01/2024			112,822.50	112,822.50	
05/01/2025	1,495,000	2.450%	112,822.50	1,607,822.50	
06/30/2025					1,720,645.00
11/01/2025			94,508.75	94,508.75	
05/01/2026	1,550,000	2.450%	94,508.75	1,644,508.75	
06/30/2026					1,739,017.50
11/01/2026			75,521.25	75,521.25	
05/01/2027	1,600,000	2.450%	75,521.25	1,675,521.25	
06/30/2027					1,751,042.50
11/01/2027			55,921.25	55,921.25	
05/01/2028	1,655,000	2.450%	55,921.25	1,710,921.25	
06/30/2028					1,766,842.50
11/01/2028			35,647.50	35,647.50	
05/01/2029	1,710,000	2.450%	35,647.50	1,745,647.50	
06/30/2029					1,781,295.00
11/01/2029			14,700.00	14,700.00	
05/01/2030	1,200,000	2.450%	14,700.00	1,214,700.00	
06/30/2030					1,229,400.00
	10,000,000		2,446,202.50	12,446,202.50	12,446,202.50

BOND SUMMARY STATISTICS

General Obligation Bonds
2017 Refunding 2010 Bonds BP

Dated Date	05/01/2017
Delivery Date	05/01/2017
Last Maturity	05/01/2030
Arbitrage Yield	2.450000%
True Interest Cost (TIC)	2.461424%
Net Interest Cost (NIC)	2.460016%
All-In TIC	2.524499%
Average Coupon	2.450000%
Average Life (years)	9.985
Duration of Issue (years)	8.865
Par Amount	10,000,000.00
Bond Proceeds	10,000,000.00
Total Interest	2,446,202.50
Net Interest	2,456,202.50
Total Debt Service	12,446,202.50
Maximum Annual Debt Service	1,781,295.00
Average Annual Debt Service	957,400.19
Underwriter's Fees (per \$1000)	
Average Takedown	
Other Fee	1.000000
Total Underwriter's Discount	1.000000
Bid Price	99.900000

Bond Component	Par Value	Price	Average Coupon	Average Life
Bond Component	10,000,000.00	100.000	2.450%	9.985
	10,000,000.00			9.985

	TIC	All-In TIC	Arbitrage Yield
Par Value	10,000,000.00	10,000,000.00	10,000,000.00
+ Accrued Interest			
+ Premium (Discount)			
- Underwriter's Discount	-10,000.00	-10,000.00	
- Cost of Issuance Expense		-55,000.00	
- Other Amounts			
Target Value	9,990,000.00	9,935,000.00	10,000,000.00
Target Date	05/01/2017	05/01/2017	05/01/2017
Yield	2.461424%	2.524499%	2.450000%

AGGREGATE DEBT SERVICE

General Obligation Bonds
2017 Refunding 2010 Bonds BP

Period Ending	2017 Refunding 2010 Bonds BP	Unrefunded Bonds	Aggregate Debt Service
06/30/2018	245,000.00	1,351,850	1,596,850.00
06/30/2019	370,000.00	1,365,800	1,735,800.00
06/30/2020	366,937.50	1,362,600	1,729,537.50
06/30/2021	368,875.00	1,362,800	1,731,675.00
06/30/2022	370,690.00	1,361,200	1,731,890.00
06/30/2023	367,382.50	1,362,800	1,730,182.50
06/30/2024	369,075.00	1,362,400	1,731,475.00
06/30/2025	1,720,645.00		1,720,645.00
06/30/2026	1,739,017.50		1,739,017.50
06/30/2027	1,751,042.50		1,751,042.50
06/30/2028	1,766,842.50		1,766,842.50
06/30/2029	1,781,295.00		1,781,295.00
06/30/2030	1,229,400.00		1,229,400.00
	12,446,202.50	9,529,450	21,975,652.50

ESCROW REQUIREMENTS

General Obligation Bonds
2017 Refunding 2010 Bonds BP

Period Ending	Interest	Principal Redeemed	Total
11/01/2017	187,300.00		187,300.00
05/01/2018	187,300.00		187,300.00
11/01/2018	187,300.00		187,300.00
05/01/2019	187,300.00		187,300.00
11/01/2019	187,300.00		187,300.00
05/01/2020	187,300.00	9,365,000.00	9,552,300.00
	1,123,800.00	9,365,000.00	10,488,800.00

ESCROW STATISTICS

General Obligation Bonds
2017 Refunding 2010 Bonds BP

Total Escrow Cost	Modified Duration (years)	Yield to Receipt Date	Yield to Disbursement Date	Perfect Escrow Cost	Value of Negative Arbitrage	Cost of Dead Time
Global Proceeds Escrow: 10,049,576.38	2.841	1.499033%	1.499033%	9,782,395.12	267,181.22	0.04
10,049,576.38				9,782,395.12	267,181.22	0.04

Delivery date 05/01/2017
Arbitrage yield 2.450000%

ESCROW DESCRIPTIONS

General Obligation Bonds
2017 Refunding 2010 Bonds BP

Type of Security	Type of SLGS	Maturity Date	First Int Pmt Date	Par Amount	Rate	Max Rate
May 1, 2017:						
SLGS	Certificate	11/01/2017	11/01/2017	113,309	0.600%	0.600%
SLGS	Certificate	05/01/2018	05/01/2018	112,737	0.810%	0.810%
SLGS	Note	11/01/2018	11/01/2017	113,652	1.020%	1.020%
SLGS	Note	05/01/2019	11/01/2017	114,230	1.220%	1.220%
SLGS	Note	11/01/2019	11/01/2017	114,928	1.380%	1.380%
SLGS	Note	05/01/2020	11/01/2017	9,480,720	1.510%	1.510%
				10,049,576		

SLGS Summary

SLGS Rates File	26JAN17
Total Certificates of Indebtedness	226,046.00
Total Notes	9,823,530.00
Total original SLGS	10,049,576.00

ESCROW CASH FLOW

General Obligation Bonds
2017 Refunding 2010 Bonds BP

Date	Principal	Interest	Net Escrow Receipts	Present Value to 05/01/2017 @ 1.4990331%
11/01/2017	113,309.00	73,991.59	187,300.59	185,907.18
05/01/2018	112,737.00	74,562.04	187,299.04	184,522.62
11/01/2018	113,652.00	73,648.87	187,300.87	183,151.67
05/01/2019	114,230.00	73,069.24	187,299.24	181,787.55
11/01/2019	114,928.00	72,372.44	187,300.44	180,436.31
05/01/2020	9,480,720.00	71,579.44	9,552,299.44	9,133,770.67
	10,049,576.00	439,223.62	10,488,799.62	10,049,576.00

Escrow Cost Summary

Purchase date	05/01/2017
Purchase cost of securities	10,049,576.00
Target for yield calculation	10,049,576.00



OAK LODGE WATER DISTRICT

Oak Lodge Water District
14496 SE River Road, Oak Grove, OR
January 17, 2017

Members of the public are welcome to testify for a maximum of three minutes on each agenda item.

5:45 p.m. [Ⓢ] Regular Meeting

1. Call to Order @ 5:52 BY JIM
2. Public Comment (For non-agenda items)
3. Approval of Minutes for the December 20, 2016 Board Meeting
4. NCCWC IGA Discussion
5. Consolidation Update
6. NCCWC Agenda
7. Business from the Board
8. Adjourn @ 6:00 5:59

For special assistance, due to disability, please call the Oak Lodge Water District 48 hours prior to the meeting date at 503-654-7765.

Oak Lodge Water District
Minutes of Regular Meeting
December 20, 2016

Commissioners Present

Nancy Gibson, Chair
Dick Jones, Treasurer
Jim Martin, Secretary
Dave Gray, Commissioner
Leonard Waldemar, Commissioner

Staff Present

Dan Bradley, General Manager
Kelly Stacey, Finance Director

Visitors

Lynn Fisher, Oak Lodge Sanitary District
Susan Keil, Oak Lodge Sanitary District
Terry Gibson, Oak Lodge Sanitary District
Ernie Platt, Sunrise Water Authority
Eric Hofeld, Sunrise Water Authority
Jane Civiletti, Local Resident

Regular Meeting

(1) Call to Order/Pledge of Allegiance

Chair Gibson called the regular meeting to order at 6:00 p.m. and Board Member Jones led the pledge of allegiance.

(2) Public Comment (For non-agenda items)

None.

(3) Approval of Oak Lodge Water District Minutes for the November 15, 2016 Regular Board Meeting

Board Member Martin moved to approve the minutes as presented for the November 15, 2016 Oak Lodge Water Board Regular Meeting. Board Member Jones seconded the motion.

Ayes: Gibson, Gray, Jones, Martin, Waldemar

Nays: None

The motion carried 5-0.

(4) Open Public Hearing/Close Public Hearing

*Dick MUD
Leonard 2-10 4-*

No public comment regarding the rate increase for 2017.

(5) Resolution 2016-10; Proposed Rate Increase for 2017

Board Member Jones moved to adopt Resolution 2016-10 increasing the service charge by 4% effective January 2017. Board Member Martin seconded the motion.

Ayes: Gibson, Gray, Jones, Martin, Waldemar

Nays: None

The motion carried 5-0.

(6) Resolution 2016-11; SDC Adjustment for 2017

General Manager Dan Bradley noted that last year there was no increase, and this year would be a 2% increase.

Board Member Jones moved to adopt Resolution 2016-11 increasing the SDC charge by 2% effective January 2017. Board Member Gray seconded the motion.

Ayes: Gibson, Gray, Jones, Martin, Waldemar

Nays: None

The motion carried 5-0.

(7) Resolution 2016-5; Dissolving the Oak Lodge Water District

General Manager Dan Bradley discussed the process of continuing into consolidation. He noted that they are currently waiting on the Federal IRS Employee Identification number which is anticipated to come in soon. Finance Director Kelly Stacey stated that the number was a necessity for processing payroll.

Board Member Jones moved to adopt Resolution 2016-5 dissolving the Oak Lodge Water District effective December 31, 2016 at 11:59pm.

Board Member Waldemar stated that he'd like to have the IGA modified in order to accept the dissolving of the District. He suggested delaying the process to avoid 'losing our water source'. General Manager Dan Bradley stated that City of Gladstone might make an issue in the situation. Board Member Waldemar stated that all should be finalized within a couple months. Discussion ensued among the Board about the next steps needed to have a successful transition in dissolving the OLWD and beginning as Oak Lodge Water Services District. General Manager Bradley stated he would be following up with the attorneys the next day to get clarification. It was decided the topic and dissolving of the District would be tabled until clarification of the situation was obtained and/or at a future special meeting.

(8) Resolution 2016-9; Authorizing Clackamas Federal Credit Union Signing Authority

Finance Director Kelly Stacey stated that an account was opened with Clackamas Federal Credit Union prior to General Manager Dan Bradley's employment at OLWD for the purpose of holding 125 medical reimbursement funds. In order to obtain access to the funds, Clackamas Federal Credit Union requires a resolution approved by the Board for signing authority.

Board Member Martin moved to adopt Resolution 2016-9 authorizing both General Manager Dan Bradley and Finance Director Kelly Stacey signing authority to the funds held at Clackamas Federal Credit Union. Board Member Waldemar seconded the motion.

Ayes: Gibson, Gray, Jones, Martin, Waldemar

Nays: None

The motion carried 5-0.

(9) Authorizing General Manager to Enter into a Contract with JW Fowler Company for Improvements at Valley View Reservoir

General Manager Dan Bradley stated they bid the reservoir improvements and explained that JW Fowler was the lowest bidder but still over budget. He explained the cost breakdown that caused it to go over budget and recommended the Board award the contract.

Board Member Martin moved to allow the General Manager to enter into a contract with JW Fowler at a cost not to exceed of 1.2 million. Board Member Waldemar seconded the motion.

Ayes: Gibson, Gray, Jones, Martin, Waldemar

Nays: None

The motion carried 5-0.

(10) Consolidation Update

General Manager Dan Bradley stated that OLWSD adopted new board rules, purchasing rules, an identity theft program and accepted all contracts, IGA's, etc. They also established a regular meeting schedule and a letter to the union was sent out to begin contract negotiations. He stated January 17th would be the first regular meeting held at 6pm.

(10a) Audit

Finance Director Kelly Stacey stated that this was an added agenda item to discuss that Pauly Rogers had audited OLWD.

Board Member Jones moved to accept FY15/16 audit and approve the report to forwarded to the Oregon Secretary of State. Board Member Waldemar seconded the motion.

Ayes: Gibson, Gray, Jones, Martin, Waldemar

Nays: None

The motion carried 5-0.

(11) NCCWC Agenda

The next meeting is held in January.

(12) Action Item List Review

General Manager Dan Bradley stated that all the parties involved in the Water Right Permit Extension committed their final briefs. He expects a ruling will be made within 4 weeks.

Bradley also stated that the Fire Flow project was on hold.

(13) Correspondence

None.

(14) Business from the Manager

None.

(15) Approval of Check Run for November, 2016 and Review of Financials for November, 2016

Finance Director Kelly Stacey stated that she transferred another \$150,000 to the LGIP.

Board Member Jones moved to approve check numbers 38600-38664 and all electronic bank drafts totaling \$559,426.05 for the month of November 2016 with no voided checks. Board Member Gray seconded the motion.

Ayes: Gibson, Gray, Jones, Martin, Waldemar

Nays: None

The motion carried 5-0.

(16) Business from the Board

Board Member Gray discussed his attendance at the Oak Grove Community Council, specifically the topic of whether the new crime rate data is tied into the new light rail.

Chair Gibson acknowledged and thanked both OLWD Board Members Leonard Waldemar and Dick Jones.

(17) Adjourn

Chair Gibson adjourned the meeting of December 20, 2016 at 7:15 p.m.

Respectfully submitted,

Dan Bradley, General Manager

Jim Martin, Secretary

For Board Meeting of: January 17, 2017

Agenda Item: Number 4

To: Chair Gibson and OLWD Board Members

From: Dan Bradley, General Manager *DB*

Issue

The issue is to update the Board on the progress of the changes to the NCCWC IGA.

Recommendation

None, this is for Board information.

Background

Staff has been working on revising the Intergovernmental Agreement with the North Clackamas County Water Commission.

Facts and Findings

Staff received a rough draft of a revised IGA from Board counsel making changes to the NCCWC IGA.

Staff from OLWD and Sunrise Water Authority also worked on revisions to the draft IGA.

Staff will be meeting with representatives from the City of Gladstone on January 17 and will report to the Board the outcome of the meeting.

THIRD AMENDED INTERGOVERNMENTAL AGREEMENT FOR THE
NORTH CLACKAMAS COUNTY WATER COMMISSION
(Working Draft)

This AGREEMENT is made by and between the Sunrise Water Authority (Sunrise), the Oak Lodge Water Services District (Oak Lodge) and the City of Gladstone (Gladstone), hereinafter collectively referred to as the Parties.

RECITALS:

WHEREAS, the Parties and their predecessors in interest formed the North Clackamas County Water Commission (NCCWC) to supply treated water for domestic use to the Parties from water rights assigned by the Parties to the NCCWC; and

WHEREAS, the consolidation of the Oak Lodge Water District with the Oak Lodge Sanitary District created a new entity known as the Oak Lodge Water Services District; and

WHEREAS, the Parties agree to allow the Oak Lodge Water Services District to replace the former membership held by the Oak Lodge Water District in the NCCWC; and

WHEREAS, the Parties recognize the former amendments to the Intergovernmental Agreement for the NCCWC require updating to recognize the present and future priorities for its member agencies; and

WHEREAS, the Parties desire to fully develop the resources of the NCCWC for their mutual benefit while operating its facilities to provide high quality, low cost drinking water for sale to and distribution by the Parties;

NOW THEREFORE, in consideration of the mutual covenants and agreements contained herein, the Parties agree as follows:

SECTION 1: GOVERNANCE

- 1.1 General Powers. The NCCWC shall be vested with all rights and duties authorized under Oregon Revised Statutes (ORS) Sections 190.003 through 190.250 and all applicable ordinances, resolutions, regulations, rules, orders, and state and federal laws which are necessary or desirable to efficiently and effectively develop, protect, preserve and enhance the water and water sources allocated to the NCCWC now or in the future.

The NCCWC shall perform such further duties as may be required of it by this Agreement and shall have all powers necessary and incidental to the execution of its specific duties and those authorities granted to it under law, including (but not limited to):

- (i) Sell, purchase or trade water and to set all relevant rates and charges in the execution of those activities.

- (ii) Construct, operate, maintain, repair, replace and enhance the treatment facilities, pipes, tanks, pumps, reservoirs and other assets needed to deliver the desired quantities of water to the Parties and to periodically monitor the quality of the water delivered.
- (iii) Purchase or lease of property, goods and services and to incur debt secured by revenues.
- (iv) Purchase, own, hold, appropriate, lease, and condemn land, facilities, and rights of way in the name of the NCCWC.
- (v) Receive, preserve, protect and hold water rights and to sell or transfer water rights in excess of those needed to fully serve the Parties.
- (vi) Issue, sell or otherwise dispose of bonds, securities and other forms of indebtedness subject to the limitation that no form of debt may encumber the real property identified as the Site, the water treatment works or any of the water rights held by the NCCWC for use at the treatment plant (Site) without the written expressed consent of the Parties except as otherwise provided in this Agreement
- (vii) Lease portions of land and other assets for the construction, maintenance and operation of communications antennas and facilities, the siting of energy transmission facilities and other similar public or private use
- (viii) Commence, defend, or participate as a party in legal proceedings, administrative proceedings and legislative proceedings related to the availability, quality and quantity of water for domestic municipal use, standards for the treatment of drinking water and proposed development that may affect the quality, quantity or availability of water to be treated by the NCCWC.

Notwithstanding, the NCCWC shall not have the power to sell or encumber any of its assets, including any real property that it may own, or to sell, lease or transfer water rights allocated to the NCCWC without the expressed written consent of the Parties to this Agreement or as otherwise provided in this Agreement.

1.2 Board of Directors. The NCCWC shall be governed by a five (5) member Board of Directors (Board) comprised of two (2) members from the Board of Commissioners of Oak Lodge and two (2) members of the Board of Commissioners of Sunrise, along with one (1) member of the Council of the City of Gladstone.

- (i) Directors shall be appointed annually to serve each fiscal year beginning July 1 of each calendar year and extending to June 30 of the following calendar year, unless they are removed or resign. Directors shall serve at the pleasure of the Party appointing them and may be removed by that Party at any time for any reason. Upon removal, incapacitation, or resignation, the Party who appointed the

Director shall immediately select a qualified replacement to serve the remainder of a given term.

- (ii) The Board shall select a Chair from among their members who shall preside over meetings. The normal term of office for the Chair shall be one year. The position of Chair shall be filled by Directors on an annual rotating basis and repeated in such manner to allow sequential representation by each Party every three years. The Board of Directors shall also select a Vice Chair from among its members to serve in the absence of the Chair. The position of Vice Chair shall be held by a Director who represents a member agency separate of the Chair. The two positions will be elected annually at the first meeting of NCCWC following July 1 of each year. In the event of the absence of the Chair and Vice Chair, the Directors present at a meeting shall select a Chair Pro Tem to preside at the meeting.
- (iii) The Board shall also select a Secretary from among their members to keep minutes of its meetings and a Treasurer from among their members to keep its financial records.

1.3 Meetings and Voting. Meetings of the NCCWC shall be conducted as required by the Oregon Public Meetings and Records Law. The requirements of the law may be supplemented by ordinance or resolution as the NCCWC finds necessary or convenient for the conduct of its business.

- (i) The time and place of meetings shall be proposed by the Chair or the presiding officer, provided the Board of Directors has not set a time and date to meet by resolution at a prior meeting. Meetings of the NCCWC may be held at its administrative office or at another location provided that the place must be open to the public without the payment of a fee or charge to enter and attend the meeting. Further, the locations selected for meetings shall be accessible to those with disabilities and shall not practice any form of discrimination prohibited by federal, state or local law.
- (ii) Each Director, including the Chair, the Vice Chair and any Chair Pro Tem shall have one (1) vote on any matter coming before the NCCWC. Three (3) Directors shall be present to meet the requirement for quorum in the conduct of the NCCWC.
- (iii) Unless established in writing otherwise, the Board of Directors may approve any motion, measure, resolution, or ordinance binding the NCCWC by an affirmative vote of a simple majority of the entire Board of Directors.
- (iv) Reports may be received and testimony taken in absence of a quorum but no vote or action may be taken in the absence of a quorum other than to open and close the meeting and to declare the absence of the quorum.
- (v) Minutes of all meetings shall be kept regardless of the presence of a quorum.

1.4 Manager and Other Employees. The Board of Directors shall hire a General Manager to administer the day to day operations of the NCCWC. The General Manager will serve at the pleasure of the Board and will organize meetings and other functions of the Board as directed.

- (i) The General Manager shall have the authority to purchase goods, services and capital equipment as approved by the Board.
- (ii) The General Manager may also hire, retain and fire other employees required (and approved) in the execution of the duties of the NCCWC. Prior to hiring any other employees, the General Manager shall develop employment rules and policies for adoption by the Board. All changes to those employment rules and policies must be approved by the Board.
- (iii) The administrative office of the NCCWC shall be located at xxx or at such other places as the Board of Directors shall approve.

1.5 Budgeting and Accounting. The NCCWC shall annually prepare and approve a budget for operating its facilities for the next fiscal year. It shall distribute the budget to each Party not later than one hundred twenty (120) days prior to the commencement of the next fiscal year.

- (i) Each Party's apportioned share of the cost of operation and maintenance of the facilities, together with prudent reserves for contingencies, repairs and replacements shall be estimated by the NCCWC and included in the rates and charges imposed on the Parties under Section 4.5 of this Agreement.
- (ii) The annual budgeted cost for operations and maintenance shall be used to establish a projected common unit price of water based on the estimated annual use of water by all Parties from the NCCWC. Following the close of each fiscal year, a "true-up" will be established to reconcile the projected and actual cost of water. Any resulting reimbursement (or surcharge) owed to the Parties shall be paid (or collected) within thirty (30) days of written notice to the Parties.
- (iii) The NCCWC shall maintain budget control procedures and provide budget reports monthly to each of the Parties. The NCCWC shall further cause an audit to be performed by a certified public accountant licensed and certified to do municipal auditing in the State of Oregon. The audit shall be performed subject to the provisions of the Oregon Municipal Audit Law, ORS 297.405 et seq. and shall be completed annually within six (6) months of the end of the fiscal year.
- (iv) The NCCWC's fiscal year shall commence on July 1 of each calendar year and extend to the end on June 30 of the following calendar year.

1.6 Amending This Agreement. This Agreement may be amended in writing upon approval of the governing bodies of each Party.

SECTION 2: ASSETS & FACILITIES

- 2.1 Assets of the Commission. The assets of the Commission include the river intake, headworks, slow sand and membrane treatment plants, pipes, pumps, and related equipment and machinery located at 14725 S Clackamas River Drive, Oregon City, Oregon, along with the land those facilities sit upon, namely Tax Lot ID 25 2E 16D TL 2400 (5.0 acres), Tax Lot ID 25 2E 16D TL 220 (9.7 acres) and all relevant rights of way and easements. This collective facility is also commonly referred to as the Site. The assets shall also include all vehicles, electronic devices, and other equipment
- (i) Every year, the General Manager shall conduct an inventory of the NCCWC's assets. This assessment shall produce a list of each item having a replacement value of one-thousand dollars (\$1000) or more. A copy of the inventory will be furnished to each of the Parties upon completion. The Parties shall thereafter have sixty (60) days in which to take exception to the inventory. If no exception is taken within the period allowed the property listed shall be conclusively presumed to be the property of the NCCWC. If exceptions are taken and the Parties cannot come to agreement upon the proper ownership of the item in question within thirty (30) days, the matter shall be dealt with under the disputes procedure.
- 2.2 Ownership of Assets. The Parties shall separately own a portion of the NCCWC's assets based on an assignment of the overall production capacity of the treatment plant. The treatment plant has an accepted overall production capacity of 20 million gallons per day. The City of Gladstone shall own rights to 2.5 million gallons per day of that capacity, Oak Lodge 7.5 million gallons per day, and Sunrise 10 million gallons per day. The Parties also agree their ownership shall remain in such proportion if the production capacity of the treatment plant and its facilities are diminished or curtailed for any reason.
- 2.3 Future Expansion of Capacity. Sunrise owns the right to purchase and install additional membrane modules in the existing treatment plant at its own expense. The addition of such modules would increase the overall production capacity of the plant and Sunrise's equivalent portion of ownership of assets in the NCCWC. Such expansion shall not add more than 5 million gallons per day in overall production capacity without express approval of the Parties. Any other expansion of the production capacity of the treatment plant shall be done at the expense of the Party (or Parties) making such expansion. Moreover, in no case shall the expansion of the treatment plant be allowed for the purpose of sale of water to parties outside the NCCWC without the express approval of each Party to this Agreement.
- 2.4 Facilities of Common Interest. The Parties agree there are various facilities of common interest owned by a respective Party that may be used by another Party in its respective delivery of water. These facilities include (but are not limited to) Oak Lodge's 24-inch transmission main and its Valley View Reservoir, the Oak Lodge pump station (from Clackamas River Water) and the Gladstone's 27-inch transmission main. The facilities of common interest may be used by any Party, as needed, subject to a fee (cost of service) being paid to the owner for its use. The owning Party, however, retains absolute ownership

and control over such facilities, including its maintenance and operation.

- (i) In case a facility or improvement of common interest is to be sold, retired, or transferred, the owning Party shall notify the NCCWC of its intent in writing at least sixty (60) days prior to being irrevocably committed to the sale, retirement or transfer.
- (ii) Unless established otherwise under this Agreement, the distribution systems, transmission lines, reservoirs and other appurtenances of each of the Parties are not of common interest and hence not subject to any terms or condition of this Agreement.

SECTION 3: WATER RIGHTS

3.1 Water Rights. Through prior agreement, Oak Lodge and Gladstone assigned water rights totaling 48.9 mgd to the NCCWC and Sunrise. A summary of those rights is outlined below:

- (i) Permit S-35297 (priority date 7/1/70): 62 cfs (40 mgd) with separate points of diversion at the NCCWC and CRW intakes. The NCCWC owns 25 mgd of this right and Sunrise the remaining 15 mgd.
- (ii) Certificate 79828 (priority date 3/15/51): 4 cfs (2.6 mgd). Transfer T-10080 authorizes use at NCCWC intake.
- (iii) Permit S-46120 (priority date 4/21/81): 8 cfs (5.2 mgd). Jointly owned by the NCCWC and Sunrise. Permit amendment T-7434 authorizes use at NCCWC intake.
- (iv) Permit S-43170 (priority date 3/28/78): 1.73 cfs (1.1 mgd). Permit amendment T-7434 authorizes use at NCCWC intake.

3.2 Ownership. The Parties agree that the NCCWC owns 30 mgd of the 48.9 mgd total, comprised of 25 mgd from Permit S-35297, 2.6 mgd from Certificate 79828, 1.1 mgd from Permit S-43170 and 1.3 mgd from Permit S-46120. Sunrise owns the remaining 18.9 mgd comprised of 15 mgd from Permit S-35297 and 3.9 mgd from Permit S-46120.

SECTION 4: OPERATIONS & MAINTENANCE

- 4.1 Generally. The NCCWC shall operate and maintain its assets and facilities in order to treat and supply potable domestic water to the Parties.
- 4.2 Water Production and Allocations. Each Party shall have a right to call upon the NCCWC to supply the Party with treated water up to its maximum allocation as prescribed in Section 2.2. This right shall be referred to as the Allocation of the Party. If for any reason the overall production capacity of the treatment plant is curtailed or diminished at any time, the Allocation to each Party shall be reduced on a pro rata basis (equal percentage).
- 4.3 Emergencies. In the event of emergencies or unforeseen conditions that prevent the facilities from producing sufficient water to meet the needs of the Parties, the NCCWC may purchase or obtain water from other sources to meet the immediate needs of the Parties, as allowed by law.
- 4.4 Allocation Sharing. The Parties agree to a common sharing of the overall production capacity of the treatment plant and that any excess or unused Allocation made available by the underutilization by one Party may in turn be used by another Party until such time as any portion of that excess Allocation is needed by the owning Party. The Parties further agree that no excess charges or fees will be levied among the Parties for such use other than the regular rate for established in Section 4.5. **If one of more Party desires use of excess capacity, any conflict over the use of that excess shall be resolved by apportioning that excess by the relative ownership among the disputing Parties.**
- 4.5 Rates and Charges. The Board of Directors shall set rates and charges for the sale of water among the Parties. The cost of water shall cover all approved direct and incidental operating expenses, including (but not limited to) personnel, electricity, chemicals, equipment, vehicles, laboratory services, regulatory compliance, reporting, legal services and any other approved cost for operations. The cost of water shall also be sufficient to cover any debt service, maintenance of facilities, capital improvements, renewal and replacement, reserves or other expenses approved by the Board. The cost of water shall be charged to the Parties based on a common unit price of production (set at the treatment plant's clearwell), as prescribed in Sections 1.5 (i) and (ii), plus any specific costs of delivery assigned to key points established by each Party,.

Rates will be examined annually and adjustments made as approved by the Board. If the annual examination shows that the revenue has exceeded the actual cost of service, the rates shall be adjusted and the operating reserve fund shall be funded until it reaches an established maximum, at which time the excess shall be refunded to the Parties pro rata based on the volume of water purchased. If the examination shows the rates have been insufficient to meet the approved cost, the rates may be adjusted and the Parties surcharged to make-up any shortfall. The Parties shall be billed monthly and shall pay each bill within thirty (30) day of receipt.

- 4.6 Separate Metering of Treated Water. The amount of water used by each Party shall be metered at the point of entry into the separate water system of each Party. Each Party shall provide, at its expense, a meter or meters of a type and pattern approved by the Commission. The meter shall be located on the transmission line of the Party as near as

practicable to its connection with the transmission facilities of the NCCWC.

- (i) Each Party shall in turn be responsible for maintaining its meters in good working condition and shall continuously measure the water provided to the Party by the NCCWC. Employees or agents of the NCCWC shall have access to the meters at all times for purposes of inspection and verification of operation and accuracy. In addition, each Party shall independently check and read its meters on a schedule prescribed by the NCCWC and shall furnish those readings as requested.

4.7 Sale of Water to Other Entities. A Party to this Agreement may sell any unused portion of its Allocation to a party outside this Agreement only if all the Parties to this Agreement approve.

- (i) The Board of Directors shall approve the price of water under such sales and may include any additional charges, including a rate of return, beyond those prescribed under Section 4.5.
- (ii) The delivery of such water may require the use of transmission lines, reservoirs or other improvements independently owned by a Party and may be subject to charges imposed by the owner of that improvement or facility. Such fees shall be established by the Party owning that improvement or facility.

SECTION 5: DISPUTE RESOLUTION

(Note: Much of this Section comes from earlier IGA language and may need revised)

5.1 Procedures Not Exclusive. The dispute resolution procedures prescribed in this Section are mandatory with limited exception. Additionally, the Parties may agree in writing to use a different method of dispute resolution, to alter the method of dispute resolution herein prescribed or to omit certain Steps.

5.2 Step One - Negotiation. In the event of a dispute concerning any matter pertaining to this Agreement, the Facilities, the Site or actions of the Parties or the NCCWC, the Parties involved shall attempt to adjust their differences by formal negotiation. The Party perceiving a dispute or disagreement persisting after informal attempts at resolution shall notify the other Party (or Parties) in writing of the general nature of the issues. The letter shall be identified as a formal request for negotiation and shall propose a date for representatives of each Party to meet.

- (i) The notified Party (or Parties) shall respond in writing within ten (10) business days. The response shall succinctly and directly set out the view of the issues or state that there is no disagreement. The notified Party (or Parties) shall accept the date to meet or shall propose an alternate meeting date not more than ten (10) business days later than the date proposed by the Party initiating dispute resolution.
- (ii) The representatives of each Party (or Parties) shall meet in an effort to resolve the dispute. If a resolution is reached, the resolution shall be memorialized in a memorandum signed by all Parties and distributed to the NCCWC. If a resolution

is not reached, the Parties shall proceed to mediation.

- 5.3 Steep Two - Mediation. If the dispute has not been resolved by negotiation within thirty (30) days of the initial letter proposing negotiation, any Party may demand mediation. The Mediator shall be chosen by agreement. If the disputing Parties are unable to agree they shall request a list of up to six (6) mediators from an entity that provides mediation services. If the Parties cannot agree to a name on the list, each Party (commencing with the initiating Party) shall strike a name in turn until only one name remains. The person whose name remains shall serve as mediator. In the event that the remaining person is removed for cause by one of the Parties or refuses the assignment, the Parties shall procure another list and proceed as in the first instance. If the mediation is not successful, the Parties may proceed to litigation under section 5.4.
- 5.4 Step Three - Litigation. Unless otherwise agreed by the disputing Parties in writing, Step One and Step Two must be exhausted as a condition precedent to filing of any administrative, quasi-judicial or judicial proceeding. A Party may initiate a proceeding without exhausting Steps One or Two if the statute of limitations is about to expire and the disputing Parties cannot reach a tolling agreement, or if either Party determines the public health, safety, or welfare is threatened.
- (i) The venue for any litigation between the Parties shall be in the Courts of the State of Oregon for Clackamas County or in the court of the United States having appropriate jurisdiction located most proximately to Clackamas County, Oregon.
 - (ii) The law of the State of Oregon shall apply to any litigation between the Parties subject to this Agreement.
 - (iii) In any action to interpret this Agreement, to enforce the terms of this Agreement or to seek a remedy for the breach of this Agreement the prevailing Party (**shall or shall not??**) be entitled to its reasonable attorney fees, costs of litigation and disbursements.

SECTION 6: TERMINATION

- 6.1 Forfeiture by a Terminating Party. The Parties have each spent significant time and money in the formation and execution of the NCCWC. Moreover, each Party is in essence bound to the other Parties through this Agreement and the physical assets of the NCCWC. Those assets are not divisible by individual Party ownership nor separable from the NCCWC. Termination by one Party, without creating injury to another Party, shall require the Terminating Party to forfeit its entire ownership and interest in the NCCWC. The forfeited assets of the Terminating Party shall be divided among the remaining Parties subject to their relative ownership, as defined in Section 2.2.
- (i) The Terminating Party may establish a wholesale arrangement for water from the NCCWC, as may be approved by the remaining Parties subject to the conditions outlined in Section 4.7.
 - (ii) The Terminating Party shall also continue to be responsible for repayment of its

portion of any debt or other contractual obligations created while a member of the NCCWC until such time as all such debt or obligations are retired or repaid by the NCCWC.

- 6.2 Dissolution of the NCCWC. The NCCWC can only be dissolved by the approval of each of the governing bodies of the Parties. The remainder of this item needs further discussion. Options include requiring the Board to establish a plan? Or specifying how to dispose or allocate the remaining assets?

SECTION 7: TRANSITION & CONTINUITY

- 7.1 Status of Prior Intergovernmental Agreements. Prior intergovernmental agreements between the Parties creating the North Clackamas County Water Commission are superceded by this Agreement. However, any obligations to transfer or assign property or water rights under prior agreements are still effective.
- 7.2 Prior Contracts and Obligations. Any and all contracts, leases, options, applications, permits, notes, bonds, intergovernmental agreements and obligations of any kind undertaken by the NCCWC prior to the effective date of this Agreement, shall remain in full force and effect and be undisturbed by the substitution of this Agreement for prior Agreements concerning the creation and governance of the NCCWC.
- 7.3 Effective Date. This Agreement shall be effective on the day of , 2017.

SECTION 8: GENERAL PROVISIONS

- 8.1 Prior Agreements. This document contains the entire agreement of the Parties on the subject matter embraced in it. This Agreement supercedes all prior agreements and understandings of the Parties relating to the subject matter. All prior agreements, discussions and understandings are merged in the terms of this document and no Party has relied upon representations of another Party or the NCCWC except as expressly set out in this Agreement or documents referred to in it.
- 8.2 Severability and Reformation. Should one or more provisions of the Agreement be invalid, illegal or unenforceable in any way, the remaining provisions shall not be affected or impaired.
- 8.3 Assignment, Sale and New Members. The interest of a Party in this Agreement and rights created under the Agreement, including but not limited to the right to the payment of money, are not assignable. New Parties may be added to this Agreement upon such terms as the Parties may jointly agree. A Party may sell its interest with the expressed written consent of all other Parties to the Agreement. Consent is discretionary and no reason for withholding consent need be given. In case of a sale, the Party selling shall sell its entire interest and right to participate and shall thereafter not be a Party to the Agreement. (**This is again is old language that needs review.)

8.4 Notices. Any notice to be given shall be given in writing. Notice shall be effective when received. Notice may be given by hand delivery, by electronic facsimile, by electronic transmission, by messenger service or United States mail. Conclusive proof of receipt shall be facsimile confirmation, messenger service receipt, electronic message delivery confirmation, or postal delivery confirmation, except that notice sent by first class mail with postage paid to the address below shall be deemed received three (3) business days after being placed in the mail.

All such notices shall be sent to:

Oak Lodge Water Services	Sunrise Water Authority	City of Gladstone
14496 SE River Rd.	10602 SE 129 th Ave.	525 Portland Avenue
Oak Grove, OR 97267	Happy Valley, OR 97086	Gladstone, OR 97027

8.5 Execution of Counterparts and Duplicate Originals. This Agreement may be executed in counterparts and by the Parties on separate counterparts. The Agreement shall be made when each Party has executed a counterpart. There shall be at least three (3) duplicate originals containing the signatures of the representatives of all Parties. One original shall be retained by each Party and one original shall be kept in the files of the NCCWC.

SECTION 9: LIABILITY & INSURANCE

9.1 Liability for Debts of the Commission. The Parties shall be jointly and severally liable with the NCCWC and one another for debts, liabilities and obligations of the NCCWC incurred prior to the making of this Third Amended IGA, unless such debts, liabilities or obligations specifically provide otherwise. The Parties shall not be liable for debts of the NCCWC incurred after the date of the Agreement except as they shall by resolution provide. No Party shall be liable for the torts of the NCCWC or its officers, employees or agents. No Party shall be liable for acts or omissions of another Party.

- (i) The NCCWC shall obtain such insurance or reinsurance as is necessary.
- (ii) If there are debt obligations outstanding, the NCCWC will charge rates and fees under Section 4.5 to the Parties and the Parties will pay such rates and fees in connection with the operation of the System which, when combined with other revenues of the System are adequate to generate revenue in an amount that at least meets the debt service on any outstanding debt obligations and payment of operating and maintenance expenses, renewals and replacements, and reserves.

IN WITNESS WHEREOF, the Parties have, pursuant to the official action of their governing bodies, duly authorizing the same, caused their respective officers to execute this instrument.

OAK LODGE WATER SERVICES

By: _____

Attest: _____

SUNRISE WATER AUTHORITY

By: _____

Attest: _____

CITY OF GLADSTONE

By: _____

Attest: _____

For Board Meeting of: January 17, 2017
Agenda Item: Number 5

To: Chair Martin and OLWS Board Members

From: Dan Bradley, General Manager



Issue

The issue is to appoint the Budget Officer for Fiscal Year 2017/18.

Recommendation

It is recommended the Board appoint the Finance Director to serve as the Budget Officer for Fiscal Year 2006/07.

Background

Oak Lodge Water District is required to adhere to Oregon Budget Law.

Oregon Budget Law requires the appointment of a Budget Officer to prepare and explain the proposed budget.

Facts and Findings

The Finance Director prepares the budget and should serve as the Budget Officer.

Suggested Motion

I move to appoint the General Manager as Budget Officer for Fiscal Year 2006/07.

For Board Meeting of: January 17, 2017

Agenda Item: Number 6

To: Chair Martin and OLWS Board Members

From: Dan Bradley, General Manager



Issue

The issue is to review the Liaison Assignments and give final approval or make any necessary changes.

Recommendation

It is recommended the Board review and approve the liaison list.

Background

At the January 3, 2017 OLWS Board meeting the Board reviewed the liaison list and assigned Board Members to specific groups.

Facts and Findings

Staff was requested to finalize the assignments and return to the January 17, 2017 Board meeting with a completed list for approval.

Suggested Motion

I move to approve the Liaison Assignments for 2017.

Oak Lodge Water Services Board Member Liaison Assignments 2017

Board/Committee	Current Primary	Current Alternate
Clackamas River Water	Jim Martin	Lynn Fisher
Sunrise Water Authority	Jim Martin	Kevin Williams
C-4	Nancy Gibson	Sue Keil
Consortium	Nancy Gibson	Kevin Williams
Oak Grove CPO	Lynn Fisher	Jim Martin
CRBC	Nancy Gibson	Sue Keil
SDAO	All	
MPAC	Nancy Gibson	Kevin Williams
AWWA	All	
Jennings Lodge CPO	Kevin Williams	Nancy Gibson
NCCWC	Dick Jones/Nancy Gibson/Leonard Waldemar	Jim Martin/Dave Gray
Chamber Commerce	Sue Keil	
NCPRD	Lynn Fisher	
Urban Water Sheds	Marcus Mead	
Mater Planning CAC	Lynn Fisher	

For Board Meeting of: January 17, 2017

Agenda Item: Number 7

To: Chair Martin and OLWS Board Members

From: Dan Bradley, General Manager



Issue

The issue is to adopt Resolution 2017-4; approving a Revision to the Board Governance Rules.

Recommendation

It is recommended the Board adopt Resolution 2017-4.

Background

The Board approved the Governance Rules at the November 1, 2016 Board meeting.

At the January 3, 2017 OLWS Board meeting the Board held a discussion on how Board Members should be reimbursed for expenses. Staff was requested to return to the Board with a revised section on Board Member reimbursement for meeting attendance and expenses.

Facts and Findings

Since the Board reimbursement was addressed in the Board Governance Rules staff modified the rules to reflect the guidance from the January 3, 2017 Board discussion.

The modifications are underlined in the attached excerpt from the Governance Rules.

Suggested Motion

I move to adopt Resolution 2017-4; amending the Board Governance Rules.

RESOLUTION 2017- 4

**A RESOLUTION OF THE OAL LODGE WATER SERVICES BOARD OF DIRECTORS
AMENDING THE BOARD GOVERNANCE POLICY**

WHEREAS; the Oak Lodge Water Services Board adopted the Board Governance Policy on December 6, 2016; and

WHEREAS; upon further discussion of the Board the issue of compensation for Board Members to attend various meetings they have been assigned as liaisons; and

WHEREAS; the Oak Lodge Water Services Board feels it is necessary to compensate Board Members for their efforts while considering costs to the Districts ratepayers the Board Governance Policy is amended to reflect the amount of compensation a Board Member may claim for expenses.

NOW, THEREFORE, BE IT RESOLVED by the Oak Lodge Water Services Board of Directors the Board Governance Policy is hereby amended.

Duly adopted this 26th day of January, 2017.

By _____
Jim Martin, Chair

Attest this 26th day of January, 2017

Dan Bradley, General Manager

For Board Meeting of: January 26, 2017

Agenda Item: Number 8

To: Chair Martin and OLWS Board Members

From: Dan Bradley, General Manager



Issue

The issue is to approve resolution 2017-5; adopting an IGA with CCSD #1.

Recommendation

It is recommended the Board approve Resolution 2017-5.

Background

The boundary of the Oak Lodge Water District overlaid a substantial amount of the Clackamas County Service District #1 (CCSD#1). This overlap occurs on the easterly side of the District along the Oatfield Ridge.

Facts and Findings

The Clackamas County Board of Commissioners approved the formation of the Oak Lodge Water Services District with a caveat that OLWS commit to an intergovernmental agreement with Clackamas County Service District #1 to resolve the service area and provider.

The attached IGA addresses the concern of CCSD #1 regarding the service provider for sanitary and surface water management. The adoption of Resolution 2017-5 fulfills all the requirements of Oak Lodge Sanitary District to become Oak Lodge Water Services District.

Suggested Motion

I move to approve Resolution 2017-5; adopting an intergovernmental agreement with CCSD #1.

RESOLUTION 2017-5

A RESOLUTION OF THE OAK LODGE WATER SERVICES BOARD OF DIRECTORS ADOPTING AN INTERGOVERNMENTAL AGREEMENT WITH CLACKAMAS COUNTY SERVICES DISTRICT #1 REGARDING THE PROVISION OF SANITARY AND SURFACE WATER SERVICE TERRITORIES

WHEREAS, the Oak Lodge Water Services District overlaps the Clackamas County Services District #1 service area; and

WHEREAS, the Clackamas County Board of Commissioners conditioned the formation of the Oak Lodge Water Services District approval on the adoption of an Intergovernmental Agreement to define the service provider of the overlap area as being CCSD #1; and

WHEREAS; the Oak Lodge Water Services District is unable to serve the CCSD #1 area the OLWS Board wishes to fulfill the requirements of the County Commission to complete the formation of OLWS.

NOW, THEREFORE, BE IT RESOLVED the Oak Lodge Water Services District hereby adopts the Intergovernmental Agreement with Clackamas County Services District #1.

Duly adopted this 26th day of January, 2017.

By _____
Jim Martin, Chair

Attest this 26th day of January, 2017

Dan Bradley, General Manager

INTERGOVERNMENTAL AGREEMENT
RELATING TO PROVISION OF SANITARY SEWER AND
SURFACE WATER MANAGEMENT SERVICES

This Intergovernmental Agreement ("Agreement") is hereby entered into by and between Clackamas County Service District No. 1 ("CCSD"), a County Service District formed under ORS Chapter 451, and Oak Lodge Water Services District ("OLWSD"), successor in interest to Oak Lodge Sanitary District ("OLSD"), a sanitary district formed under ORS Chapter 450 [collectively, "the Parties"].

RECITALS

A. The Parties have the authority to enter this Agreement pursuant to their respective Principal Acts, ORS 195.060 to 195.085 and ORS 190.003 through 190.030;

B. The Parties desire to enter into an agreement with regard to the provision of sanitary sewer service and surface water management services ("services") in their respective service territories as of the date of this Agreement as part of formation of Oak Lodge Water Services District, a consolidated entity of OLSD and the Oak Lodge Water District, and Water Environment Services, a consolidated entity of CCSD and the Tri-City Service District. The Parties agree that setting forth the intention of the Parties with regard to the provision of service is in the best interest of the citizens and customers served by the respective entities;

C. The Parties have a common interest in coordinating the planning, permitting, construction, operation and maintenance of necessary infrastructure within their respective service territories. The Parties further recognize the need to establish coordinated service to prevent overlapping jurisdictional boundaries and to assign service areas where the boundary of Oak Lodge Water Services District may span across the Parties.

D. CCSD and the Tri-City Service District ("TCSD") entered into a 190 partnership agreement to form Water Environment Services ("WES"), with the intent of those parties for WES to ultimately become the regional sanitary sewer and surface water service provider in those areas;

E. CCSD and OLWSD have sufficient resources and facilities, either currently in place or that may be constructed, to provide urban level of service within their current boundaries, consistent with the County's Comprehensive Plan and land use regulations;

F. The Parties desire to enter into this Agreement to establish an urban services agreement under ORS 195.060 to 195.085 for the provision of services between them and as an obligation assumed by Oak Lodge Water Services Districts provided by ORS 198.890 and assumed by WES as provided for by ORS 190.080;

G. The Parties have considered the factors of ORS 195.070 and are satisfied that those requirements are met by this Agreement;

NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL COVENANTS AND AGREEMENTS CONTAINED HEREIN, THE PARTIES AGREE AS FOLLOWS:

1. **SERVICES PROVIDED.** Except as otherwise noted, during the term of this Agreement, the Parties intend and agree that CCSD and OLWSD shall be the exclusive providers of sanitary sewer and surface water management services within the boundaries as set forth on Exhibit A, attached hereto and incorporated by reference. The Parties further intend that all services will be provided to properties within their boundaries subject to the respective Rules and Regulations for Service adopted by either CCSD or OLWSD; moreover, such rules may be amended from time to time by the respective governing Boards. Furthermore, the Parties agree that each party shall be wholly responsible for the construction, operation, repair and maintenance of all related infrastructure and facilities within their ownership or control, including any labor and materials, which are required to provide service under this Agreement.

2. **OAK LODGE WATER SERVICES DISTRICT.** The consolidation to create Oak Lodge Water Services District includes the combined boundaries of Oak Lodge Water District and OLSD. A portion of the Oak Lodge Water District is providing services as defined in this Agreement by CCSD. In as much as the Oak Lodge Water Services boundary crosses into portions of CCSD's or OLSD's service area set forth on Exhibit A, all sanitary sewer and surface water services located within the boundaries of CCSD shall be provided by CCSD and subject to CCSD's rules and regulations, as amended, unless otherwise agreed to in writing. However, in no instance will the creation of Oak Lodge Water Services District force withdrawal of existing service to any property by CCSD unless mutually agreed in writing by all Parties. Moreover, in no instance, shall one of the providers under this Agreement serve any customers within the boundaries of the other provider, unless agreed to in writing. Notwithstanding anything to the contrary, nothing in this Agreement shall impair or alter any existing agreements the parties may have related to provision of services.

3. **WATER ENVIRONMENT SERVICES.** On November 3, 2016, CCSD and TCSD entered into a 190 partnership agreement to form WES, who will ultimately become the regional provider of sanitary sewer and surface water services within the boundaries of CCSD and TCSD collectively, including managing the assets and operations of all facilities for the service districts. The transition of these assets and responsibilities will occur gradually over an 18 month period, with a full implementation date of July 1, 2018.

4. **FINANCIAL IMPACT.** The execution of this Agreement shall not require any financial remuneration among the Parties, and CCSD and OLWSD may assess and collect all legally permissible fees and charges for services provided to any existing or future property within their boundaries.

5. **COORDINATION.** The Parties hereby establish a cooperative, coordinated approach to infrastructure planning, land use permitting, building permitting, development review, and capital planning, especially as those activities relate to existing and future service or associated utility development. CCSD and OLWSD are responsible for the ongoing operation, development and amendment of any needed facilities to ensure continued service within their boundaries. CCSD and OLWSD will consult with each other and provide opportunity for review and comment on any plans or amendments to such facilities that would affect services provided.

The Parties further agree to share data and information relevant to such planning, including but not limited to economic growth; demographics, housing and building details, land use and zoning; planned annexations, building activity and planned transportation improvements; major capital improvements,

opportunities for joint development of sites; and other information that may be relevant to conduct or complete the necessary planning by all Parties.

6. **APPROVAL; AMENDMENT.** This Agreement, and any amendments thereto, must be approved by Resolution of the governing body of each Party, and signed by an authorized representative of each Party. This Agreement shall be reviewed by the Parties within 30 days of each anniversary hereof to determine any need for modification.

7. **TERM OF AGREEMENT.** This Agreement shall continue in full force and effect indefinitely, unless terminated under mutual agreement in writing by all Parties or superseded by an Urban Services Agreement as set forth in paragraph 9 of this Agreement.

8. **DISPUTE RESOLUTION.** The Parties hereby agree that resolution of any and all disputes arising out of the terms of this Agreement or interpretation thereof shall follow a prescribed process beginning with negotiation and subsequently moving to mediation, provided the dispute remains unresolved. Within thirty (30) days following receipt of written notice regarding a dispute, the Disputing Parties shall assign a representative to participate in good faith negotiations for a period not to exceed sixty (60) days.

If after the sixty (60) day period of negotiation (or a period not to exceed ninety (90) days following the original date of receipt of notice regarding the dispute), the dispute(s) cannot be resolved, the Disputing Parties agree to submit the matter to non-binding mediation. The Disputing Parties shall attempt to agree on a mediator in a period not to exceed thirty (30) days (or a period not to exceed one hundred twenty (120) days following the original date of receipt of notice regarding the dispute) and proceed accordingly.

After exhaustion of the preceding processes, the Disputing Parties or any Disputing Party may initiate litigation in the Circuit Court of the State of Oregon for Clackamas County. Moreover, each Disputing Party shall bear its own legal and expert witness fees at all stages of the dispute resolution process, including at trial or on any appeals. In addition, nothing shall prevent the Disputing Parties from waiving any of the steps by mutual consent.

9. **ADDITIONAL PROVISIONS.**

9.1 **Other Necessary Acts.** Each Party shall execute and deliver to the others all such further instruments and documents as may be reasonably necessary to carry out this Agreement.

9.2 **Severability.** If one or more of the provisions contained in this Agreement is determined by a court of competent jurisdiction to be invalid, illegal, or unenforceable in any respect, the validity, legality, and enforceability of the remaining provisions contained herein shall continue in full force and effect.

9.3 **Notices.** Any notice herein required or permitted to be given shall be given in writing, shall be effective when actually received, and may be given by hand delivery or by United States mail, first class postage prepaid, addressed to the parties as follows:

General Manager
Oak Lodge Water Services District

District Director
Clackamas County Service District No. 1

14496 SE River Road
Oak Grove, Or. 97267

150 Beaver Creek Road
Oregon City, Or 97045

These addresses may be changed by written notice to the other Parties.

9.4 No Third-Party Beneficiaries. The Parties to this Agreement are the only Parties entitled to enforce its terms. Nothing in this Agreement gives, is intended to give, or shall be construed to give or provide, any benefit or right, whether directly or indirectly or otherwise, to third persons. However, Water Environment Services shall be a beneficiary

9.5 Nonwaiver. Failure by any Party at any time to require performance by any other Party or Parties of any of the provisions of this Agreement shall in no way affect such Party's rights hereunder to enforce the same, nor shall any waiver by any Party or Parties of the breach of this Agreement be held to be a waiver of any succeeding breach or a waiver of this nonwaiver clause.

9.6 Applicable Law. The Agreement shall be governed by and construed in accordance with the laws of the State of Oregon.

9.7 Compliance with Laws. In connection with their activities under this Agreement, all Parties shall comply with all federal, state, and local laws, comprehensive plans and ordinances applicable to this Agreement, or any work performed pursuant to this Agreement.

9.8 Indemnification. To the maximum extent permitted by law and subject to the limitations of the Constitution and laws of the State of Oregon regarding units of local government, the Parties shall hold harmless, defend, and indemnify each other, its governing bodies, officers and employees, from any claims for damages to property or injury to persons or for any penalties or fines, which may be occasioned in whole or in part by the indemnitor's performance or failure to perform under this Agreement.

9.9 Assignment. No Party shall assign this Agreement, in whole or in part, or any right or obligation hereunder, without written approval of the other Party, which shall not be unreasonably withheld. CCSD will assign responsibilities related to this Agreement to WES throughout the transition period as the internal infrastructure is developed to support it, which shall be deemed assigned without need of written approval by OLWSD.

9.10 Binding Effect. The covenants, conditions, and terms of this agreement shall extend to and be binding upon and inure to the benefit of the successors of the parties hereto and specifically upon Oak Lodge Water Services District and Water Environment Services.

10. URBAN SERVICES AGREEMENT.

Notwithstanding any other provision of this Agreement, the Parties recognize and agree that the terms of this Agreement may be superseded by a subsequent Urban Services Agreement entered into pursuant to ORS 195.060 to 195.085 if Clackamas County and/or Metro initiate the process to create such a multi-party Urban Services Agreement. In such case, the Parties shall only take positions in negotiations for such an agreement that are consistent with this Agreement.

IN WITNESS WHEREOF, the parties have, pursuant to official action, duly authorized their respective officers to execute this Agreement on their behalf.

Dated this ____ day of _____, 2017.

Clackamas County Service District No. 1

**Oak Lodge Water Services District
As Successor to Oak Lodge
Sanitary District**

Chair

Chair

Attest: _____

Attest: _____
General Manager

APPROVED AS TO FORM

APPROVED AS TO FORM

County Counsel

Legal Counsel



Oak Lodge Water District MONTHLY FINANCIAL REPORT

To: Oak Lodge Water District Commissioners
Dan Bradley, General Manager

From: Kelly Stacey, Finance Director

Subject: December 2016 Financial Report

Reports:

- Monthly Overview
- Retail Water Sales Fiscal Year Comparison (Graph)
- Detailed Monthly Finance Report
- Monthly Checks and Electronic Withdrawals
- Bank Reconciliation - Wells Fargo Checking Account
- Bank Reconciliation – LGIP
- Cash and Investments Account Balances
- Field Crew Monthly Activity

**Oak Lodge Water District
Monthly Overview
December 2016**

Included in this report are the month-to-date for December 2016 and the year-to-date revenues and expenditures with comparison to the annual budget of FY 2016-2017. Also incorporated in this report are account balance reconciliations, including all cash and investment activity as well as checks and withdrawals.

The District's total liquid cash and investment assets equal \$3,254,214.12 as of December 31, 2016; consisting of \$349,749.29 in checking, and \$2,904,464.83 in the Local Government State Investment Pool (LGIP).

A list of the checks, electronic withdrawals and bank drafts for December 2016, total \$170,240.44 and include checks 38665 through 38729.

The field crew's replacements, installations and service leaks fiscal year-to-date total 616 as of November 30, 2016.

Attached you will find the District's comparison for one month (Dec 2015 vs. Dec 2016) service charge and consumption on the graph (page 2A). The retail water sales graph monthly comparison (page 2B) is provided. Operating expenditures have been added (page 2B) as a general reference.

There were 0 SDCs in the month of December 2016 (compared to 0 for November 2015) for a total of 22 SDCs for the 2016/2017 FY. SDC revenue for fiscal year 2016/17 is 228% of budget as of December 31, 2016.

The monthly budgeted amount is calculated by taking the annual amount and dividing it by twelve (around 50% as of Dec 31).

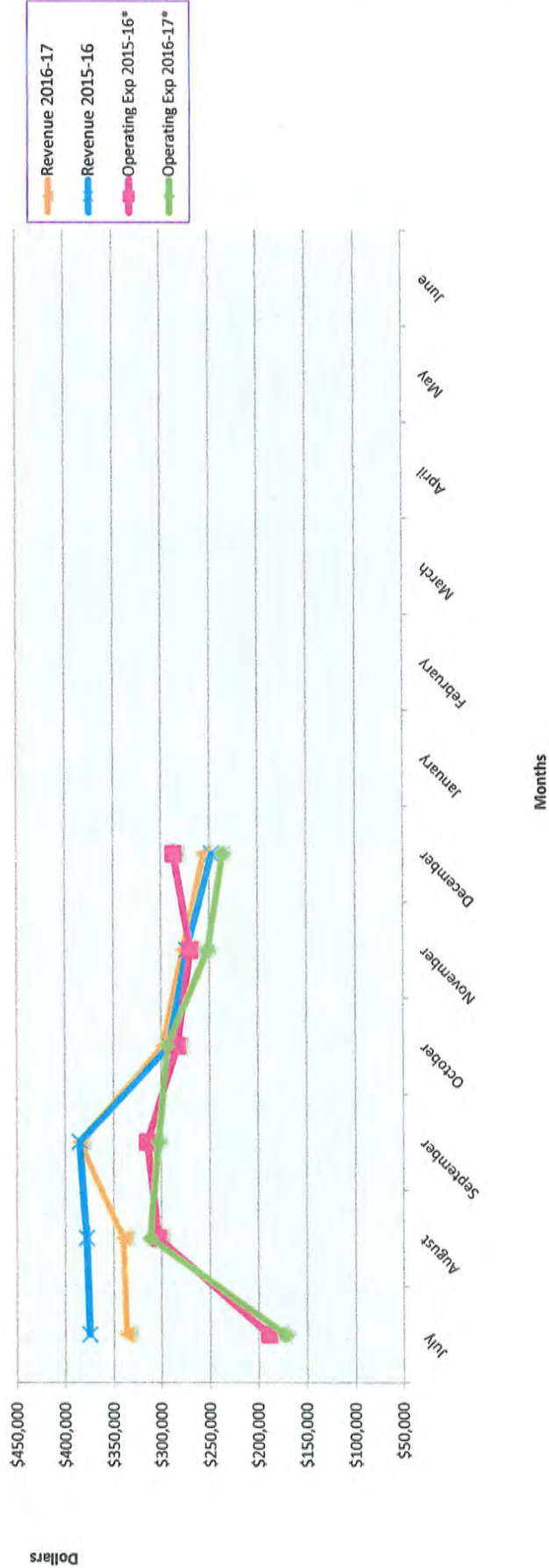
Oak Lodge Water District

Retail Water Sales Fiscal Year

	July	August	September	October	November	December	January	February	March	April	May	June	Total
Revenue 2015-16	\$ 375,067	\$ 378,354	\$ 385,271	\$ 291,814	\$ 273,716	\$ 247,986							\$ 1,952,208
Revenue 2016-17	\$ 337,145	\$ 340,493	\$ 385,163	\$ 298,482	\$ 277,148	\$ 256,086							\$ 1,894,516
Operating Exp 2015-16*	\$ 189,322	\$ 303,029	\$ 314,480	\$ 282,916	\$ 269,527	\$ 286,733							\$ 1,646,007
Operating Exp 2016-17*	\$ 173,076	\$ 311,766	\$ 303,105	\$ 293,445	\$ 251,829	\$ 236,333							\$ 1,569,554

*Does not include capital or debt service

Retail Water Sales/Operating Expenses



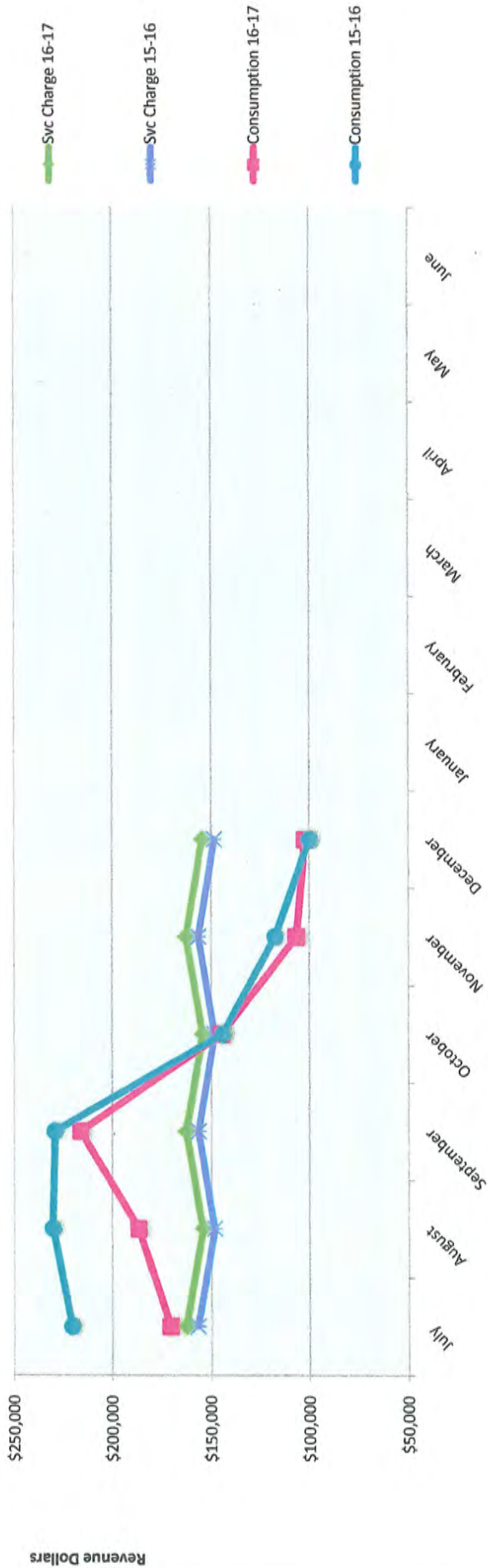
Oak Lodge Water District

Retail Water Sales Fiscal Year with Service Base and Consumption

	<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>
Svc Charge 15-16	\$ 156,854	\$ 148,351	\$ 156,535	\$ 148,272	\$ 156,480	\$ 148,401							\$ 914,893
Svc Charge 16-17	\$ 162,724	\$ 154,362	\$ 162,714	\$ 154,449	\$ 162,807	\$ 154,565							\$ 951,621
Consumption 15-16	\$ 220,470	\$ 230,241	\$ 229,209	\$ 144,092	\$ 117,480	\$ 99,854							\$ 1,041,346
Consumption 16-17	\$ 170,420	\$ 186,670	\$ 216,040	\$ 144,702	\$ 106,560	\$ 102,046							\$ 926,437

GRAPH:

**Base rate vs. Consumption
with New Service Base and Consumption**





		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 10 - General							
Revenue							
Category: 000 - No Category							
10.3999	Beginning Working Capital	1,257,282.00	1,257,282.00	0.00	0.00	-1,257,282.00	0.00%
10.4000	Water Sales	3,000,000.00	3,000,000.00	256,086.20	1,874,325.21	-1,125,674.79	62.48%
10.4001	CRW Water Sales	25,000.00	25,000.00	0.00	20,190.83	-4,809.17	80.76%
10.4005	Penalty Charges	35,000.00	35,000.00	1,367.00	14,400.00	-20,600.00	41.14%
10.4006	Service Installations	15,000.00	15,000.00	0.00	13,658.50	-1,341.50	91.06%
10.4100	Interest	500.00	500.00	837.20	2,833.55	2,333.55	566.71%
10.4110	Delinquent Taxes	0.00	0.00	2.98	134.78	134.78	0.00%
10.4200	Rents and Leases	235,000.00	235,000.00	6,884.19	101,969.92	-133,030.08	43.39%
10.4300	Contract Services	40,000.00	40,000.00	0.00	24,507.35	-15,492.65	61.27%
10.4400	Miscellaneous Income	15,000.00	15,000.00	213.34	16,282.77	1,282.77	108.55%
	Category: 000 - No Category Total:	4,622,782.00	4,622,782.00	265,390.91	2,068,302.91	-2,554,479.09	44.74 %
	Revenue Total:	4,622,782.00	4,622,782.00	265,390.91	2,068,302.91	-2,554,479.09	44.74 %
Expense							
Category: 460 - Personnel							
10.5600	Salary & Wages - Office	510,000.00	510,000.00	35,904.96	214,832.63	295,167.37	42.12%
10.5621	Temporary / Summer	20,000.00	20,000.00	165.00	29,605.00	-9,605.00	148.03%
10.5700	Salary & Wages - Field	612,000.00	612,000.00	45,385.65	269,270.12	342,729.88	44.00%
10.5780	Overtime & Standby	35,000.00	35,000.00	1,684.46	13,021.30	21,978.70	37.20%
	Category: 460 - Personnel Total:	1,177,000.00	1,177,000.00	83,140.07	526,729.05	650,270.95	44.75 %
Category: 470 - Payroll Expenses							
10.5800	Public Retirement (PERS)	225,000.00	225,000.00	16,740.69	100,344.66	124,655.34	44.60%
10.5810	Social Security	65,000.00	65,000.00	4,349.68	30,350.26	34,649.74	46.69%
10.5820	Medicare	18,000.00	18,000.00	1,205.52	7,637.57	10,362.43	42.43%
10.5830	TriMet Tax	9,000.00	9,000.00	610.00	3,864.62	5,135.38	42.94%
10.5840	Workers Compensation	40,000.00	40,000.00	30.96	10,374.18	29,625.82	25.94%
10.5850	Unemployment	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00%
10.5860	Medical Insurance	225,000.00	225,000.00	13,889.52	83,337.12	141,662.88	37.04%
10.5870	Dental Insurance	25,000.00	25,000.00	895.03	5,370.18	19,629.82	21.48%
10.5880	Other Personal Services	30,000.00	30,000.00	1,988.74	11,932.44	18,067.56	39.77%
	Category: 470 - Payroll Expenses Total:	657,000.00	657,000.00	39,710.14	253,211.03	403,788.97	38.54 %
Category: 550 - Materials and Services							
10.6000	Uniforms	4,000.00	4,000.00	0.00	295.88	3,704.12	7.40%
10.6005	Training and Travel	33,000.00	33,000.00	734.60	7,114.00	25,886.00	21.56%
10.6010	Safety Program	12,000.00	12,000.00	1,151.57	3,994.34	8,005.66	33.29%
10.6015	Board Training & Travel	25,400.00	25,400.00	127.47	469.06	24,930.94	1.85%
10.6020	Board Compensation	12,000.00	12,000.00	750.00	2,642.43	9,357.57	22.02%
10.6025	Telephone	14,000.00	14,000.00	745.94	4,459.99	9,540.01	31.86%
10.6030	Office Supplies	15,000.00	15,000.00	534.89	5,115.18	9,884.82	34.10%
10.6035	Postage	2,000.00	2,000.00	268.00	868.00	1,132.00	43.40%
10.6040	Dues & Subscriptions	36,700.00	36,700.00	0.00	23,676.25	13,023.75	64.51%
10.6045	Audit	17,000.00	17,000.00	0.00	8,730.00	8,270.00	51.35%
10.6050	Technical Services	10,000.00	10,000.00	0.00	1,800.00	8,200.00	18.00%
10.6055	Legal	25,000.00	25,000.00	528.00	8,622.88	16,377.12	34.49%
10.6065	Elections Expense	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00%
10.6075	Administrative Fees & Taxes	42,800.00	42,800.00	2,816.79	25,152.60	17,647.40	58.77%
10.6080	Computer and Technology	25,000.00	25,000.00	2,135.53	18,130.23	6,869.77	72.52%
085	Service & Maintenance Contract	95,400.00	95,400.00	3,106.46	44,747.44	50,652.56	46.91%
090	Water Purchases	750,000.00	750,000.00	65,195.00	480,673.49	269,326.51	64.09%

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
10.95	PGE	42,000.00	42,000.00	1,635.94	17,625.59	24,374.41	41.97%
10.96	NW Natural	4,000.00	4,000.00	0.00	226.93	3,773.07	5.67%
10.6097	Other Utilities	10,000.00	10,000.00	366.80	3,187.96	6,812.04	31.88%
10.6100	Fuel and Oils	20,000.00	20,000.00	785.02	5,148.02	14,851.98	25.74%
10.6101	Vehicle Equipment Maintenance	24,000.00	24,000.00	60.06	4,142.28	19,857.72	17.26%
10.6111	Distribution System Maint.	200,000.00	200,000.00	22,383.61	82,189.79	117,810.21	41.09%
10.6120	Building and Grounds	10,000.00	10,000.00	340.78	1,686.35	8,313.65	16.86%
10.6130	Water Quality Program	13,000.00	13,000.00	1,105.00	4,601.79	8,398.21	35.40%
10.6135	Public Information	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00%
10.6145	Contractual Services	10,000.00	10,000.00	0.00	1,518.00	8,482.00	15.18%
10.6146	Contract Meter Reading	36,000.00	36,000.00	2,245.90	16,554.54	19,445.46	45.98%
10.6150	Insurance	52,000.00	52,000.00	0.00	838.00	51,162.00	1.61%
10.6155	Consolidation	40,000.00	40,000.00	6,465.22	15,066.41	24,933.59	37.67%
10.6900	Miscellaneous	4,000.00	4,000.00	0.00	335.99	3,664.01	8.40%
Category: 550 - Materials and Services Total:		1,595,300.00	1,595,300.00	113,482.58	789,613.42	805,686.58	49.50 %
Category: 650 - Capital Outlay							
10.6500	Water System Capital Outlay	200,000.00	200,000.00	888.00	128,816.58	71,183.42	64.41%
10.6505	Operational Maint. & Equipment	17,000.00	17,000.00	0.00	20,046.45	-3,046.45	117.92%
10.6510	Vehicle & Equipment	65,000.00	65,000.00	0.00	13,667.00	51,333.00	21.03%
10.6515	Building & Sites	2,000.00	2,000.00	190.00	1,590.00	410.00	79.50%
10.6525	Office Equipment/Furniture	165,000.00	165,000.00	395.00	395.00	164,605.00	0.24%
Category: 650 - Capital Outlay Total:		449,000.00	449,000.00	1,473.00	164,515.03	284,484.97	36.64 %
Category: 700 - Transfers							
10.7005	Transfer Out	500,000.00	500,000.00	0.00	0.00	500,000.00	0.00%
Category: 700 - Transfers Total:		500,000.00	500,000.00	0.00	0.00	500,000.00	0.00 %
Category: 800 - Contingency							
10.8000	Contingency	244,482.00	244,482.00	0.00	0.00	244,482.00	0.00%
Category: 800 - Contingency Total:		244,482.00	244,482.00	0.00	0.00	244,482.00	0.00 %
Category: 900 - Depreciation Expense							
10.9000	Depreciation Expense	0.00	0.00	35,214.71	35,214.71	-35,214.71	0.00%
Category: 900 - Depreciation Expense Total:		0.00	0.00	35,214.71	35,214.71	-35,214.71	0.00 %
Expense Total:		4,622,782.00	4,622,782.00	273,020.50	1,769,283.24	2,853,498.76	38.27 %
Fund: 10 - General Surplus (Deficit):		0.00	0.00	-7,629.59	299,019.67	299,019.67	0.00 %
Fund: 40 - System Development							
Revenue							
Category: 000 - No Category							
40.3999	Beginning Working Capital	129,354.00	129,354.00	0.00	0.00	-129,354.00	0.00%
40.4040	SDC Reimbursement	50,000.00	50,000.00	0.00	114,005.00	64,005.00	228.01%
40.4100	Interest	500.00	500.00	73.71	414.45	-85.55	82.89%
Category: 000 - No Category Total:		179,854.00	179,854.00	73.71	114,419.45	-65,434.55	63.62 %
Revenue Total:		179,854.00	179,854.00	73.71	114,419.45	-65,434.55	63.62 %
Expense							
Category: 700 - Transfers							
40.7006	Transfer Out	170,000.00	170,000.00	0.00	0.00	170,000.00	0.00%
Category: 700 - Transfers Total:		170,000.00	170,000.00	0.00	0.00	170,000.00	0.00 %
Category: 800 - Contingency							
40.8000	Contingency	9,854.00	9,854.00	0.00	0.00	9,854.00	0.00%
Category: 800 - Contingency Total:		9,854.00	9,854.00	0.00	0.00	9,854.00	0.00 %
Expense Total:		179,854.00	179,854.00	0.00	0.00	179,854.00	0.00 %
Fund: 40 - System Development Surplus (Deficit):		0.00	0.00	73.71	114,419.45	114,419.45	0.00 %
Fund: 50 - CIP							
Revenue							
Category: 000 - No Category							
50.999	Beginning Working Capital	581,861.00	581,861.00	0.00	0.00	-581,861.00	0.00%

My Budget Report

For Fiscal: 2016-2017 Period Ending: 12/31/2016

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
.00	Interest	0.00	0.00	1,060.16	5,961.04	5,961.04	0.00%
-900	Fund Transfer	670,000.00	670,000.00	0.00	0.00	-670,000.00	0.00%
	Category: 000 - No Category Total:	1,251,861.00	1,251,861.00	1,060.16	5,961.04	-1,245,899.96	0.48 %
	Revenue Total:	1,251,861.00	1,251,861.00	1,060.16	5,961.04	-1,245,899.96	0.48 %
Expense							
Category: 650 - Capital Outlay							
50.5100	Replacement & Renewal	1,000,000.00	1,000,000.00	6,874.04	34,756.98	965,243.02	3.48%
	Category: 650 - Capital Outlay Total:	1,000,000.00	1,000,000.00	6,874.04	34,756.98	965,243.02	3.48 %
Category: 800 - Contingency							
50.8000	Contingency	251,861.00	251,861.00	0.00	0.00	251,861.00	0.00%
	Category: 800 - Contingency Total:	251,861.00	251,861.00	0.00	0.00	251,861.00	0.00 %
	Expense Total:	1,251,861.00	1,251,861.00	6,874.04	34,756.98	1,217,104.02	2.78 %
	Fund: 50 - CIP Surplus (Deficit):	0.00	0.00	-5,813.88	-28,795.94	-28,795.94	0.00 %
Fund: 70 - Reserve							
Revenue							
Category: 000 - No Category							
70.3999	Beginning Working Capital	629,783.00	629,783.00	0.00	0.00	-629,783.00	0.00%
70.4100	Interest	4,000.00	4,000.00	549.79	3,091.35	-908.65	77.28%
	Category: 000 - No Category Total:	633,783.00	633,783.00	549.79	3,091.35	-630,691.65	0.49 %
	Revenue Total:	633,783.00	633,783.00	549.79	3,091.35	-630,691.65	0.49 %
Expense							
Category: 800 - Contingency							
70.8000	Contingency	576,283.00	576,283.00	0.00	0.00	576,283.00	0.00%
	Category: 800 - Contingency Total:	576,283.00	576,283.00	0.00	0.00	576,283.00	0.00 %
	Expense Total:	576,283.00	576,283.00	0.00	0.00	576,283.00	0.00 %
	Fund: 70 - Reserve Surplus (Deficit):	57,500.00	57,500.00	549.79	3,091.35	-54,408.65	5.38 %
	Report Surplus (Deficit):	57,500.00	57,500.00	-12,819.97	387,734.53	330,234.53	674.32 %



Oak Lodge Water District

Bank Transaction Report

Transaction Detail

Issued Date Range: 12/01/2016 - 12/31/2016
 Cleared Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
Bank Account: 2908192046 - OAK LODGE WATER DISTRICT							
12/04/2016	12/31/2016	38665	Ace Hardware #11075	Accounts Payable	Cleared	Check	-21.48
12/04/2016	12/31/2016	38666	Afiac	Accounts Payable	Cleared	Check	-399.84
12/04/2016	12/31/2016	38667	AnswerNet Portland	Accounts Payable	Cleared	Check	-363.97
12/04/2016	12/31/2016	38668	BTL NW	Accounts Payable	Cleared	Check	-191.18
12/04/2016	12/31/2016	38669	Cintas Corporation	Accounts Payable	Cleared	Check	-151.98
12/04/2016	12/31/2016	38670	Cintas Corporation - 463	Accounts Payable	Cleared	Check	-73.37
12/04/2016	12/31/2016	38671	Clackamas Comm. Federal CU	Accounts Payable	Cleared	Check	-178.00
12/04/2016	12/31/2016	38672	Ditch Witch Northwest Exchange	Accounts Payable	Cleared	Check	-23.87
12/04/2016	12/31/2016	38673	Government Ethics Commission	Accounts Payable	Cleared	Check	-396.10
12/04/2016	12/31/2016	38674	Maverick Welding Supplies, Inc	Accounts Payable	Cleared	Check	-21.03
12/04/2016	12/31/2016	38675	McFarlane's Bark Inc.	Accounts Payable	Cleared	Check	-16.65
12/04/2016	12/31/2016	38676	Metereaders, LLC	Accounts Payable	Cleared	Check	-3,102.82
12/04/2016	12/31/2016	38677	NW Natural	Accounts Payable	Cleared	Check	-355.61
12/04/2016	12/31/2016	38678	One Call Concepts	Accounts Payable	Cleared	Check	-286.44
12/04/2016	12/31/2016	38679	Oregon Dept of Revenue	Accounts Payable	Cleared	Check	-3,125.97
12/04/2016	12/31/2016	38680	Oregon Dept of Revenue	Accounts Payable	Cleared	Check	-27.69
12/04/2016	12/31/2016	38681	Oregon Health Authority	Accounts Payable	Cleared	Check	-200.00
12/04/2016	12/31/2016	38682	Pacific Power Group, LLC	Accounts Payable	Cleared	Check	-2,118.00
12/04/2016	12/31/2016	38683	Pape' Machinery Exchange	Accounts Payable	Cleared	Check	-69.27
12/04/2016	12/31/2016	38684	Pauly, Rogers and Co., P.C.	Accounts Payable	Cleared	Check	-8,730.00
12/04/2016	12/31/2016	38685	Portland General Electric	Accounts Payable	Cleared	Check	-2,464.36
12/04/2016	12/31/2016	38686	Secretary of State	Accounts Payable	Cleared	Check	-250.00
12/04/2016	12/31/2016	38687	Special Districts Health Insurance Sv	Accounts Payable	Cleared	Check	-838.00
12/04/2016	12/31/2016	38688	Traver's Cleaning Service Inc.	Accounts Payable	Cleared	Check	-340.00
12/04/2016	12/31/2016	38689	Waste Management	Accounts Payable	Cleared	Check	-132.87
12/04/2016	12/31/2016	38690	Webert, Loyd J.	Accounts Payable	Cleared	Check	-220.00
12/04/2016	12/31/2016	38691	Wright Imaging	Accounts Payable	Cleared	Check	-2,522.76
12/06/2016	12/31/2016	38692	Metro	Accounts Payable	Cleared	Check	-400.00
12/15/2016	12/31/2016	38693	Sexton, Timothy J	Payroll	Cleared	Check	-845.97
12/15/2016	12/31/2016	38694	Yohn, Clay B	Payroll	Cleared	Check	-652.21
12/16/2016	12/31/2016	38695	A Worksafe Service, Inc.	Accounts Payable	Cleared	Check	-675.00
12/16/2016	12/31/2016	38696	Ace Hardware #11075	Accounts Payable	Cleared	Check	-212.81
12/16/2016	12/31/2016	38697	Afiac	Accounts Payable	Cleared	Check	-399.84
12/16/2016	12/31/2016	38698	aha Consulting	Accounts Payable	Cleared	Check	-5,950.00
12/16/2016	12/31/2016	38699	Alexin Analytical Laboratories	Accounts Payable	Cleared	Check	-1,105.00
12/16/2016	12/31/2016	38700	Assured Technology Solutions, LLC	Accounts Payable	Cleared	Check	-289.00

Bank Transaction Report

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
12/16/2016	12/31/2016	38701	Bachman Paving Company	Accounts Payable	Cleared	Check	-2,406.00
12/16/2016	12/31/2016	38702	Cessco, Inc	Accounts Payable	Cleared	Check	-3,813.00
12/16/2016	12/31/2016	38703	Cintas Corporation - 463	Accounts Payable	Cleared	Check	-146.74
12/16/2016	12/31/2016	38704	Clackamas Comm. Federal CU	Accounts Payable	Cleared	Check	-178.00
12/16/2016	12/31/2016	38705	Clackamas Landscape	Accounts Payable	Cleared	Check	-110.00
12/16/2016	12/31/2016	38706	Coastal Farm & Home Supply	Accounts Payable	Cleared	Check	-207.99
12/16/2016	12/31/2016	38707	Comcast Cable	Accounts Payable	Cleared	Check	-212.51
12/16/2016	12/31/2016	38708	Ed's Mower & Saw Shoppe	Accounts Payable	Outstanding	Check	-38.95
12/16/2016	12/31/2016	38709	J. Thayer Company	Accounts Payable	Cleared	Check	-478.27
12/16/2016	12/31/2016	38710	JUSTIN CLAXTON	Accounts Payable	Cleared	Check	-95.00
12/16/2016	12/31/2016	38711	Law Office of Eileen Eakins, LLC	Accounts Payable	Cleared	Check	-528.00
12/16/2016	12/31/2016	38712	McFarlane's Bank Inc.	Accounts Payable	Cleared	Check	-126.25
12/16/2016	12/31/2016	38713	Milwaukie Lumber Co.	Accounts Payable	Cleared	Check	-47.09
12/16/2016	12/31/2016	38714	Nancy Gibson Comp	Accounts Payable	Cleared	Check	-250.00
12/16/2016	12/31/2016	38715	Napa Auto Parts - Store #07078	Accounts Payable	Cleared	Check	-4.95
12/16/2016	12/31/2016	38716	Oak Lodge Sanitary District	Accounts Payable	Cleared	Check	-366.80
12/16/2016	12/31/2016	38717	Olson Bros Service Inc	Accounts Payable	Cleared	Check	-785.02
12/16/2016	12/31/2016	38718	Oregon Dept of Revenue	Accounts Payable	Cleared	Check	-3,070.47
12/16/2016	12/31/2016	38719	Portland Engineering Inc	Accounts Payable	Cleared	Check	-120.00
12/16/2016	12/31/2016	38720	Special Districts Health Insurance Sv	Accounts Payable	Cleared	Check	-15,559.75
12/16/2016	12/31/2016	38721	Team Electric	Accounts Payable	Cleared	Check	-190.00
12/16/2016	12/31/2016	38722	The Oregonian	Accounts Payable	Outstanding	Check	-115.22
12/16/2016	12/31/2016	38723	Total Building Maintenance	Accounts Payable	Cleared	Check	-348.00
12/16/2016	12/31/2016	38724	Tyler Technologies, Inc.	Accounts Payable	Cleared	Check	-260.00
12/16/2016	12/31/2016	38725	US BANK EQUIPMENT FINANCE	Accounts Payable	Cleared	Check	-220.00
12/16/2016	12/31/2016	38726	Verizon Wireless	Accounts Payable	Cleared	Check	-533.43
12/16/2016	12/31/2016	38727	Wright Imaging	Accounts Payable	Cleared	Check	-539.35
12/30/2016	12/31/2016	38728	Sexton, Timothy J	Payroll	Cleared	Check	-1,195.33
12/30/2016	12/31/2016	38729	Yohn, Clay B	Payroll	Outstanding	Check	-459.48
12/30/2016	12/31/2016	DFT0000237	Payroll EFT	Payroll	Cleared	EFT	-25,170.93
12/30/2016	12/31/2016	DFT0000238	Wells Fargo Remittance Center	Accounts Payable	Outstanding	Bank Draft	-3,382.00
12/30/2016	12/31/2016	DFT0000239	Wells Fargo Remittance Center	Accounts Payable	Outstanding	Bank Draft Reversal	20.00
12/30/2016	12/31/2016	DFT0000240	Payroll EFT	Payroll	Cleared	EFT	-24,446.96
12/15/2016	12/31/2016	EFT0000849	12/15/16 PAYROLL TAXES	General Ledger	Cleared	EFT	-10,900.87
12/28/2016	12/31/2016	EFT0000850	12/28/16 PERS PAYMENT	General Ledger	Cleared	EFT	-21,226.57
12/30/2016	12/31/2016	EFT0000851	12/30/16 PAYROLL TAXES	General Ledger	Cleared	EFT	-10,384.80
12/30/2016	12/31/2016	EFT0000852	12/30/16 VALIC DEF COMP	General Ledger	Outstanding	EFT	-2,445.81
12/30/2016	12/31/2016	EFT0000853	12/30/16 NATIONWIDE DEF COMP	General Ledger	Outstanding	EFT	-150.00
12/15/2016	12/31/2016	EFT0000855	12/15/16 VALIC DEF COMP	General Ledger	Cleared	EFT	-2,445.81
12/15/2016	12/31/2016	EFT0000856	12/15/16 NATIONWIDE LEASE PAYMENT	General Ledger	Cleared	EFT	-150.00
Bank Account 2908192046 Total: (76)							-170,240.44
Report Total: (76)							-170,240.44



Oak Lodge Water District

Bank Statement Register

OAK LODGE WATER DISTRICT

Period 12/1/2016 - 12/31/2016

Bank Statement *KAS Yalio*

Beginning Balance	252,094.37
Plus Debits	281,167.96
Less Credits	183,513.10
Adjustments	0.06
Ending Balance	349,749.29

General Ledger

Account Balance	354,843.92
Less Outstanding Debits	11,742.13
Plus Outstanding Credits	6,647.44
Adjustments	0.06
Adjusted Account Balance	349,749.29

Statement Ending Balance	349,749.29
Bank Difference	0.00
General Ledger Difference	0.00

Oak Lodge Water District
 LGIP RECONCILIATION
 As of DECEMBER 31, 2016 *CAS 1/2/16*

Fund Type: 5289	General	SDC Improv	Capital	Reserve	Totals
Fund And G/L #:	10.1005	40.1005	50.1005	70.1005	
As of NOVEMBER 30, 2016	963,756.15	84,853.61	1,220,427.78	632,903.45	2,901,940.99
Deposits	2.98	-	-	-	2.98
Interest/Fees	837.20	73.71	1,060.16	549.79	2,520.86
Transfer of Funds					-
Transfer to WF Savings	-	-	-	-	-
Rounding Adjustment	-	-	-	-	-
As of DECEMBER 31, 2016	964,596.33	84,927.32	1,221,487.94	633,453.24	2,904,464.83
LGIP Statements	#5289				
LGIP Stmt Beginning Balance					2,901,940.99
Deposits					2.98
Interest/Fees					2,520.86
Transfer from Checking	-				-
Transfer Funds - SDC's	-				-
Ending Statement Bal.	-				2,904,464.83
DIFF IN G/L & BANK BALANCE					-

Oak Lodge Water District

Account Balances As of:

December 31, 2016

Interest Rate

Account

Wells Fargo Bank Checking	0.00%	\$349,749.29
Local Government Investment Pool	0.92%	\$2,904,464.83
Total		<u>\$ 3,254,214.12</u>

Field Crew Monthly Activity

For the month of

December 31, 2016

FY - YTD

New service & meter installation	3	22
Replacement meter installation	10	572
Service replacement old iron maintenance	1	1
Service replacement plastic maintenance	1	5
Service Leaks Repaired – day or night	0	10
Main Leaks Repaired – day or night	4	6
		616



OAK LODGE SANITARY DISTRICT STAFF REPORT

To: Board of Directors
From: Jason Rice, Interim General Manager
Agenda Item: General Manager Reports
Item No.: FY 2017 Budget Status
Date: December 12, 2016

Background:

The Board has requested a status report on the OLSD FY 2017 budget.

Revenue:

As of November 30, 2016, Sanitary Sewer General Fund year-to-date rate revenue was at 41.34% of the budgeted amount; Surface Water Management rate revenue was 41.99%; SDC revenue was 140.00%. Total overall revenue, which includes rate revenue, sundry revenues; transfers from the capital funds; interest on investments; IFA interest subsidy; transfers from the SDC fund; and transfers from the General Fund to the capital funds stood at 46.02%. November 30 represented 41.67% of the year completed.

Expenditures:

General Fund:

As of November 30, 2016, 47.27% of the District's General Fund was expended or encumbered. However, when Operational Contingencies and Debt Service and CIF Transfers are removed from the calculation, 48.51% of the budget was expended or encumbered. This adjustment is appropriate since it is the District's intent to not use any contingency and transfers and debt service are not linear in terms of time. November 30 represented 41.67% of the year completed.

Capital Fund:

Sanitary Sewer System Capital Improvement Fund

As of November 30, 2016, the Expenditure Status Report shows that 1.45% of the OLSD SSS Capital Improvement Fund (CIF) was expended or encumbered. YTD expenditure was \$9,059 which is 0.74% of the Budget appropriation. The remainder is encumbered but unspent. November 30 represented 41.67% of the year completed.

Surface Water Management Capital Improvement Fund

As of November 30, 2016, 63.02% of the OLSD SWM CIF was expended or encumbered. This figure includes encumbrances that are on the books for project expenses. Actual YTD was \$54,528 which is 5.79% of the appropriation. The remainder is encumbered but unspent. November 30 represented 41.67% of the year completed.

Recommendation: This is an informational item. No Board action is required at this time.

OAK LODGE SANITARY DISTRICT
Board of Directors' Cash Disbursement Approval Report
For the Month of November 2016

CASH DISBURSEMENT ACTIVITY SUMMARY	
Expenditures:	
Capital Items	1,595.00
Materials & Services	145,362.84
Subtotal	146,957.84
Personnel Services	207,881.88
Debt Service	360,650.00
Total Expenditures	715,489.72
Other:	
Transfers & Investments	775,263.54
Certified Collections Transferred to Clackamas County	-
Unclaimed Property	-
Customer Refunds	2,029.54
Customer Returned Items	1,707.70
Total Cash Disbursements	1,494,490.50
Checkbook Register Control	1,494,490.50
Variance	-

ACCOUNTS PAYABLE CASH DISBURSEMENT ACTIVITY RECONCILIATION

Grand Total A/P Cash Disbursements Per A/P Check History Listing	511,616.19
Less:	
Void Checks	1,855.11
Customer Refunds	(358.12)
Debt Service	(360,650.00)
Payroll Expenses Processed through Accounts Payable	(3,144.74)
Temp Hires Processed through Accounts Payable	(2,360.60)
Adjusted Grand Total A/P Cash Disbursements	146,957.84
Cash Disbursement Activity Summary Control	146,957.84
Variance	-

PERSONNEL SERVICES CASH DISBURSEMENT ACTIVITY RECONCILIATION

Employees' Net Salaries	99,284.85
Board of Director's Net Stipend Compensation	175.40
Temporary Staffing Net Salaries	2,360.60
Federal & State Payroll Taxes	52,131.45
Medical, Dental, & Life Insurance	30,708.08
Public Employee Retirement System (P.E.R.S.)	14,958.25
Credit Union	100.00
Deferred Compensation	3,756.42
Uniforms & Safety Footwear	3,051.27
Board Meeting Meal Expenses & Other Items	19.00
Summer Picnic	74.47
Afscme Union Dues	1,262.09
Less:	
Car Allowances Processed through Payroll	-
Cell Phone Allowances Processed through Payroll	-
Total Personnel Services Cash Disbursements	207,881.88
Cash Disbursement Activity Summary Control	207,881.88
Variance	-

Invoice History Browse
Oak Lodge Sanitary District

Fiscal Year	Vendor #	Vendor Name	Invoice #	Invoice Date	Check Transfer Date	Check Transfer #	Description	Total Amount
2017	000026	A & E IMAGING, INC.	76278	10/26/2016	11/8/2016	117108	HP PLOTTER EVALUATION	100.00
2017	002095	ALPHA	1372805	10/18/2016	11/8/2016	117109	SERVICE BLDG AND PLANT PEST CONTROL	168.00
2017	002095	ALPHA	1333166	8/18/2016	11/18/2016	117122	SERVICE BLDG AND PLANT PEST CONTROL	168.00
2017	002095	ALPHA	1374227	10/18/2016	11/8/2016	117109	ADMIN BLDG PEST CONTROL	83.00
2017	001907	AMERICAN AIRLINES	0010261277681	10/13/2016	11/4/2016	984	WEFTEC CONFERENCE CHECK BAGGAGE FEE	25.00
2017	001907	AMERICAN AIRLINES	0067885132653	10/11/2016	11/4/2016	984	WEFTEC CONFERENCE CHECK BAGGAGE FEE	25.00
2017	000046	AMERICAN SECURITY ALARMS, INC.	90104	10/27/2016	11/8/2016	117110	REMOTE CONNECT & REPORT	25.00
2017	000046	AMERICAN SECURITY ALARMS, INC.	90103	10/27/2016	11/8/2016	117110	REMOTE CONNECT & REPORT	25.00
2017	002210	ANSWERNET	068-70398	9/21/2016	11/4/2016	985	TELEPHONE ANSWERING SERVICE	82.00
2017	002210	ANSWERNET	068-71913	10/21/2016	11/18/2016	993	TELEPHONE ANSWERING SERVICE	82.00
2017	002279	APEX LABS	16K0455	11/10/2016	11/18/2016	117123	NPDES LAB TESTING	2,200.00
2017	002279	APEX LABS	16K0461	11/10/2016	11/18/2016	117123	1200Z LAB TESTING	614.00
2017	002279	APEX LABS	16K0456	11/10/2016	11/18/2016	117123	MS4 LAB TESTING	498.00
2017	000066	APPLIED INDUSTRIAL TECHNOLOGIE	7009031655	10/19/2016	11/8/2016	117088	WRF MATERIALS AND SUPPLIES	2,782.06
2017	000066	APPLIED INDUSTRIAL TECHNOLOGIE	7009013300	10/17/2016	11/8/2016	117088	BEARINGS	170.37
2017	000096	AT&T	030 477 5253 001	10/13/2016	11/1/2016	117070	TELEPHONE SERVICE 030 477 5253 001	228.55
2017	002687	AUTHORIZE.NET	2016-11-30 ANEC	11/30/2016	11/30/2016	1001	WELLS FARGO E-CHECK WEB FEE	79.97
2017	002687	AUTHORIZE.NET	2016-10-31 ANEC	10/31/2016	11/2/2016	979	WELLS FARGO E-CHECK WEB FEE	1.95
2017	002914	BBP ONLINE TRAINING & CERTIFIC	2010-09-26	9/26/2016	11/4/2016	981	BBP CERTIFICATIONS	21.90
2017	002924	BLATCH, FREDRICK AND MARY	Ref000054379	11/2/2016	11/2/2016	117086	UB ON-ACCOUNT BALANCE REFUND	45.48

Count: 21

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Invoice History Browse
Oak Lodge Sanitary District

Fiscal Year	Vendor #	Vendor Name	Invoice #	Invoice Date	Invoice #	Check Transfer Date	Check Transfer #	Description	Total Amount
2017	000202	CABLE HUSTON BENEDICT ET AL	371819	10/19/2016	371819	11/8/2016	117111	LEGAL SERVICES - EMPLOYMENT MATTERS	12,100.00
2017	000202	CABLE HUSTON BENEDICT ET AL	371818	10/19/2016	371818	11/8/2016	117111	LEGAL SERVICES - GENERAL	75.00
2017	001319	CENTURY LINK	503-T02-0800 883B	10/17/2016	503-T02-0800 883B	11/1/2016	117071	COMMUNICATION SERVICES	333.39
2017	001319	CENTURY LINK	503-653-1654 664B	10/14/2016	503-653-1654 664B	11/1/2016	117071	FAX LINE (ADMIN) 503-653-1654 664B	208.40
2017	001319	CENTURY LINK	503-654-1356 965B	10/13/2016	503-654-1356 965B	11/1/2016	117071	SCADA ALARM LINE 503-654-1356-965B	104.14
2017	001319	CENTURY LINK	503-353-4200 410B	10/13/2016	503-353-4200 410B	11/1/2016	117071	COMMUNICATION SERVICES	88.77
2017	001319	CENTURY LINK	503-654-8169 760B	10/13/2016	503-654-8169 760B	11/1/2016	117071	FAX LINE (OPS) 503-654-8169 760B	49.83
2017	000219	CHEVRON U.S.A. INC.	48884417	11/6/2016	48884417	11/7/2016	987	FUEL FOR VEHICLES	126.70
2017	002861	CHRISTENSEN, LARA	2016-10-27	10/27/2016	2016-10-27	11/1/2016	117072	BUSINESS MILEAGE EXPENSE REIMBURSEMENT	76.14
2017	000532	CITY OF GLADSTONE	2016-10-28	10/28/2016	2016-10-28	11/1/2016	117073	RIGHT OF WAGE USAGE LICENSE (CH12.27)	50.00
2017	000800	CITY OF MILWAUKIE	32-12140-00	10/31/2016	32-12140-00	11/8/2016	117112	SERVICE CHARGES TO OTHERS	1,322.25
2017	001048	CITY OF PORTLAND	10228425	10/12/2016	10228425	11/1/2016	117074	NPDES PERMIT LAB TESTING SERVICES -	792.00
2017	000242	CLACKAMAS COMMUNITY COLLEGE	5531020N0D17E P4N	11/17/2016	5531020N0D17E P4N	11/30/2016	998	CROSS CONNECTION CONTROL TESTER RETRAIN/RECERTIFICATION CLASS	170.00
2017	000257	CLACKAMAS COUNTY	110	11/15/2016	110	11/18/2016	117124	STREET LIGHTING SERVICES	1,412.95
2017	000251	CLACKAMAS COUNTY	31595/E24351	9/30/2016	31595/E24351	11/8/2016	117089	VEH14 2004 STERLING DUMP TRUCK MAINTENANCE	696.23
2017	000251	CLACKAMAS COUNTY	31426	8/31/2016	31426	11/8/2016	117089	CUSTOM SIGNS	64.68
2017	000251	CLACKAMAS COUNTY	31566	9/23/2016	31566	11/8/2016	117089	CUSTOM SIGNS	52.00
2017	001854	COMCAST CABLE	8778 10 899 0000634	11/9/2016	8778 10 899 0000634	11/16/2016	991	DATA LINES (INTERNET)	524.25
2017	001854	COMCAST CABLE	8778 10 899 0000634	11/9/2016	8778 10 899 0000634	11/16/2016	991	DATA LINES (INTERNET)	189.85

Count: 21

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Invoice History Browse
Oak Lodge Sanitary District

Fiscal Year	Vendor #	Vendor Name	Invoice #	Invoice Date	Check Transfer Date	Check Transfer #	Description	Total Amount
2017	001374	CORPORATE TRUST SERVICES	OAKLODSAG010	9/13/2016	11/2/2016	978	GENERAL OBLIGATION BOND DEBT SERVICE	360,650.00
2017	002847	CRYSTAL GREENS LANDSCAPE, INC.	69208	10/25/2016	11/8/2016	117113	ADMIN LANDSCAPING	342.00
2017	002847	CRYSTAL GREENS LANDSCAPE, INC.	69210	10/18/2016	11/8/2016	117113	DEBRI REMOVAL	150.00
2017	001765	DETEMPLE COMPANY, INC.	SV00011656	11/1/2016	11/18/2016	117125	SHOP HEATER REPAIRS	448.35
2017	001765	DETEMPLE COMPANY, INC.	SV00011739	10/28/2016	11/8/2016	117090	HVAC QUARTERLY MAINTENANCE	716.50
2017	001765	DETEMPLE COMPANY, INC.	SV00011738	10/28/2016	11/8/2016	117090	HVAC QUARTERLY MAINTENANCE	284.50
2017	002147	EXPRESS EMPLOYMENT	17935149-9	10/5/2016	11/1/2016	117075	OPERATOR SUPPORT	1,180.30
2017	002147	EXPRESS EMPLOYMENT	17967189-6	10/12/2016	11/1/2016	117075	OPERATOR SUPPORT	669.90
2017	002147	EXPRESS EMPLOYMENT	18001138-9	10/19/2016	11/1/2016	117075	OPERATOR SUPPORT	510.40
2017	000454	FERGUSON ENTERPRISES, INC.	4675305	10/12/2016	11/8/2016	117091	IBR PARTS	404.39
2017	000454	FERGUSON ENTERPRISES, INC.	4675305-1	10/12/2016	11/8/2016	117091	IBR PARTS	110.13
2017	002650	FERGUSON WATERWORKS	PO#008676	10/27/2016	11/30/2016	994	SUMP PUMP PS 5 REPLACE	335.96
2017	000485	FRED MEYER	00469G	11/4/2016	11/30/2016	996	SCREW PRESS MAINTENANCE MATERIALS	17.95
2017	002799	GALCO INDUSTRIAL ELECTRONICS	W93075801	10/24/2016	11/30/2016	994	ELECTRONICS COOLING FAN,	497.04
2017	002799	GALCO INDUSTRIAL ELECTRONICS	W93358401	10/24/2016	11/30/2016	994	VFD REPLACEMENT FAN, PS3	303.90
2017	002918	GEOSPATIAL TRAINING SERVICES	1-1UXLKHVEFC 9Y	10/6/2016	11/4/2016	984	ANNUAL GIS TRAINING LICENSE (1 YEAR)	549.00
2017	002917	GETRAMSEY.COM	1227	10/4/2016	11/4/2016	986	PULL SWITCH	419.00
2017	000540	GFOA	5553607MZG6P7 DHOJ	10/28/2016	11/18/2016	993	GFOA DISTINGUISHED BUDGET PRESENTATION	280.00
2017	000560	H.D. FOWLER COMPANY	14360504	10/18/2016	11/8/2016	117092	MARKING PAINT	244.80
2017	001619	H.R. ANSWERS	39175	9/14/2016	11/18/2016	117126	LEGAL SERVICES - EMPLOYMENT MATTERS	7,566.30
2017	000561	HACH COMPANY	10121506	9/22/2016	11/8/2016	117107	LAB SUPPLIES	158.17
2017	002177	HILTON NEW ORLEANS RIVERSIDE	3277163556	10/1/2016	11/4/2016	984	WEFTEC CONFERENCE LODGING EXPENSE	1,260.90

Count: 21:

<Filter is Empty>

Invoice History Browse
Oak Lodge Sanitary District

Fiscal Year	Vendor #	Vendor Name	Invoice #	Invoice Date	Check Transfer Date	Check Transfer #	Description	Total Amount
2017	001598	IDEXX LABORATORIES	3008443719	10/19/2016	11/8/2016	117093	LAB SUPPLIES	806.52
2017	002358	IMAGE PRESSWORKS	458104-4	10/19/2016	11/18/2016	117127	STORM DRAIN CLEANING DISCOUNT POSTCARD - SECOND MAILING	299.50
2017	000693	KRAMERS METRO MAILING SERVICE	945717A	11/4/2016	11/18/2016	117128	BILLING STATEMENT PREP & DELIVERY TO USPS	339.62
2017	001852	LEVEL 3 COMMUNICATIONS LLC	47970475	10/24/2016	11/1/2016	117076	DATA LINE (T-1)	334.14
2017	002920	LOU'S GLOVES	015493	11/4/2016	11/18/2016	117129	GLOVES	324.00
2017	001751	LOWES	1824 5037942503	9/21/2016	11/4/2016	986	SANDBAGS	506.00
2017	001751	LOWES	01821	11/4/2016	11/30/2016	1000	SANDBAGS	59.64
2017	002923	LUCAS, STEPHANIE	Re000054376	11/2/2016	11/2/2016	117087	UB ON-ACCOUNT BALANCE REFUND	312.64
2017	002528	LUUDLOW, RICH	Ludlow 11/10/2016	11/10/2016	11/18/2016	117130	LUCITY USER GROUP MILEAGE EXPENSE	24.30
2017	002528	LUUDLOW, RICH	2016-10-19	10/19/2016	11/1/2016	117077	PNCWA CONFERENCE MILEAGE EXPENSE REIMBURSEMENT	171.72
2017	002069	MADISON BIOSOLIDS, INC.	0000374-IN	11/8/2016	11/18/2016	117131	BIOSOLID SPREADING - OVER LAND	2,653.74
2017	002069	MADISON BIOSOLIDS, INC.	0000370-IN	10/20/2016	11/1/2016	117078	BIOSOLID SPREADING - OVER LAND	2,507.74
2017	002913	MAIL BOSS	14655	9/21/2016	11/4/2016	986	PACKAGE MASTER BRONZE	264.00
2017	000776	MCFARLANE'S BARK, INC.	139559	10/18/2016	11/8/2016	117094	PS#2 STORM DEBRIS CLEAN-UP & DISPOSAL	20.00
2017	002708	MICHAELS STORE #9805	5543286n60050V YWA	11/4/2016	11/30/2016	996	GOLD AWARD FRAMING	98.59
2017	002856	MY ELECTRICAL CEU.COM	2016-10-20	10/20/2016	11/4/2016	982	MANDATORY TRAINING	45.00
2017	000085	NACWA	48901	9/15/2016	11/18/2016	117132	NACWA MEMBERSHIP DUES	2,840.00
2017	002694	NATIONAL STORMWATER CENTER	5544641MYSSDI GE4D	10/27/2016	11/18/2016	993	STORMWATER INPSECTION TRAINING - TREVOR LIERMAN	824.00
2017	002744	NET ASSETS CORPORATION	86-201610	11/1/2016	11/18/2016	117133	ELECTRONIC LIEN DOCKET REPORTING SERVICE	605.00
2017	002394	NORTHSTAR CHEMICAL, INC.	92421	9/22/2016	11/18/2016	117134	SODIUM HYPOCHLORITE	545.34
2017	002394	NORTHSTAR CHEMICAL, INC.	93510	10/14/2016	11/8/2016	117095	SODIUM HYPOCHLORITE	414.20
2017	002394	NORTHSTAR CHEMICAL, INC.	94380	11/3/2016	11/8/2016	117095	SODIUM HYPOCHLORITE	398.40

Count: 21.

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Invoice History Browse
Oak Lodge Sanitary District

Fiscal Year	Vendor #	Vendor Name	Invoice #	Invoice Date	Check Transfer Date	Check Transfer #	Description	Total Amount
2017	000868	NORTHWEST NATURAL	47365-2	10/26/2016	11/8/2016	117114	ADMIN NATURAL GAS SERVICE 47365-2	59.19
2017	000868	NORTHWEST NATURAL	48898-1	10/26/2016	11/8/2016	117114	PLANT NATURAL GAS SERVICE 48898-1	27.82
2017	000895	OAK LODGE WATER DISTRICT	99-00079-000	10/31/2016	11/8/2016	117115	PLANT FIRE LINE SERVICE 99-00079-000	201.30
2017	000895	OAK LODGE WATER DISTRICT	99-00997-000	10/31/2016	11/8/2016	117115	PLANT WATER SERVICE 99-00997-000	198.37
2017	000895	OAK LODGE WATER DISTRICT	99-00063-002	10/31/2016	11/8/2016	117115	PLANT/SRVC BLDG WATER SERVICE 99-00063-002	175.57
2017	000895	OAK LODGE WATER DISTRICT	06-00980-001	10/31/2016	11/8/2016	117115	PS #2 WATER SERVICE 06-00980-001	150.93
2017	000895	OAK LODGE WATER DISTRICT	99-00061-001	10/31/2016	11/8/2016	117115	HYDRO WATER SERVICE 99-00061-001	118.56
2017	000895	OAK LODGE WATER DISTRICT	99-00060-001	10/31/2016	11/8/2016	117115	FIRE LINE WATER SERVICE 99-00060-001	107.87
2017	000895	OAK LODGE WATER DISTRICT	21-00080-001	10/31/2016	11/8/2016	117115	PS #3 WATER SERVICE 21-00080-001	77.88
2017	000895	OAK LODGE WATER DISTRICT	99-00071-001	10/31/2016	11/8/2016	117115	ADMIN WATER SERVICE 99-00071-001	43.84
2017	000895	OAK LODGE WATER DISTRICT	99-00062-001	10/31/2016	11/8/2016	117115	VACTOR WATER SERVICE 99-00062-001	4.56
2017	002548	OCD AUTOMATION, INC.	1727	10/27/2016	11/8/2016	117106	SCADA SUPPORT	360.00
2017	000150	OFFICEMAX INCORPORATED	375895	11/3/2016	11/18/2016	117135	OFFICE SUPPLIES	249.29
2017	000150	OFFICEMAX INCORPORATED	410682	11/9/2016	11/18/2016	117135	OFFICE SUPPLIES	50.79
2017	000150	OFFICEMAX INCORPORATED	129898	10/4/2016	11/18/2016	117135	OFFICE EQUIPMENT (ADMIN)	30.59
2017	000150	OFFICEMAX INCORPORATED	129033	10/3/2016	11/18/2016	117135	OFFICE EQUIPMENT (ADMIN)	24.89
2017	000150	OFFICEMAX INCORPORATED	128221	10/3/2016	11/18/2016	117135	OFFICE EQUIPMENT (ADMIN)	24.89
2017	000150	OFFICEMAX INCORPORATED	128094	10/3/2016	11/18/2016	117135	OFFICE SUPPLIES (ADMIN)	15.76
2017	000150	OFFICEMAX INCORPORATED	163822	10/19/2016	11/18/2016	117135	OFFICE EQUIPMENT (ADMIN)	30.59
2017	000150	OFFICEMAX INCORPORATED	151958	10/19/2016	11/18/2016	117135	OFFICE EQUIPMENT/SUPPLIES (ADMIN)	40.65
2017	000150	OFFICEMAX INCORPORATED	205671	10/12/2016	11/1/2016	117079	JANITORIAL SUPPLIES (ADMIN)	45.44
2017	000150	OFFICEMAX INCORPORATED	068490	9/23/2016	11/8/2016	117096	OFFICE SUPPLIES	61.38
2017	000150	OFFICEMAX INCORPORATED	997292	9/15/2016	11/8/2016	117096	OFFICE EQUIPMENT (ADMINISTRATION)	41.60
2017	000150	OFFICEMAX INCORPORATED	135423	10/6/2016	11/8/2016	117096	OFFICE SUPPLIES	22.48

Count: 21.

<Filter is Empty>

Invoice History Browse
Oak Lodge Sanitary District

Fiscal Year	Vendor #	Vendor Name	Invoice Date	Invoice #	Check Transfer Date	Check Transfer #	Description	Total Amount
2017	000150	OFFICEMAX INCORPORATED	10/25/2016	184240	11/8/2016	117096	OFFICE EQUIPMENT (ADMINISTRATION)	41.60
2017	000150	OFFICEMAX INCORPORATED	10/4/2016	138282	11/8/2016	117096	OFFICE SUPPLIES	61.38
2017	000150	OFFICEMAX INCORPORATED	11/10/2016	0543684NQEHS 5D8K	11/30/2016	998	OFFICE SUPPLIES (ADMIN)	62.37
2017	000932	OGFOA	10/22/2016	172073	11/18/2016	993	OGFOA GFOA GASB UPDATE REGISTRATION	130.00
2017	002892	OLDCASTLE PRECAST	9/1/2016	020170207	11/1/2016	117080	REPLACEMENT TOPS FOR ROADWAY UTILITY VAULTS	3,485.00
2017	000914	OLSON BROS. SERVICE, INC.	10/31/2016	2016-10-31	11/8/2016	117097	FUEL FOR VEHICLES	316.02
2017	000914	OLSON BROS. SERVICE, INC.	10/6/2016	1083842	11/8/2016	117097	PRESSURE WASHER REPAIR	31.06
2017	000914	OLSON BROS. SERVICE, INC.	10/3/2016	1083605	11/8/2016	117097	VEH15 2006 CHEVROLET SILVERADO WIPER BLADE REPLACEMENT	25.90
2017	000914	OLSON BROS. SERVICE, INC.	11/7/2016	1087587	11/18/2016	117136	VEH02 2011 CHEVROLET COLORADO BATTERY REPLACEMENT	156.75
2017	000914	OLSON BROS. SERVICE, INC.	10/19/2016	1084592	11/8/2016	117097	VEH14 2005 STERLING DUMP TRUCK TIRE	701.01
2017	002686	OPENEDGE	10/31/2016	2016-10-31 OE	11/3/2016	980	OPENEDGE MERCHANT FEES	797.83
2017	000356	OREGON DEQ	11/15/2016	II-12359	11/18/2016	117137	WASTEWATER SYSTEM OPERATOR RENEWAL	160.00
2017	000356	OREGON DEQ	10/5/2016	WQ17DOM-0884	11/1/2016	117081	SANITARY SEWER NPDES	14,834.00
2017	000356	OREGON DEQ	10/18/2016	IV-11710/IV-1124 2	11/1/2016	117082	WASTEWATER SYSTEM OPERATOR CERTIFICATE RENEWAL	160.00
2017	000930	OREGONIAN PUBLISHING COMPANY	10/24/2016	8302778	11/18/2016	117138	OREGONIAN - 8 WEEK SUBSCRIPTION -	17.60
2017	000950	OSBEELS	11/7/2016	5541734N84PXE OKV3	11/30/2016	998	ENGINEER LICENSE RENEWAL	150.00
2017	000130	OWEN EQUIPMENT	10/11/2016	00175040	11/1/2016	117083	HEARING PROTECTION WITH WIRELESS INTERCOM	5,612.18
2017	002874	PAMPLIN MEDIA GROUP	10/31/2016	270631	11/18/2016	117139	PUBLIC NOTICE - OLSD & OLWSD BOARD MEETINGS	52.62
2017	002874	PAMPLIN MEDIA GROUP	11/2/2016	15765608	11/18/2016	117139	PUBLIC NOTICE - OLSD BOARD MEETING	23.68

Count: 21:

<Filter is Empty>

Invoice History Browse
Oak Lodge Sanitary District

Fiscal Year	Vendor #	Vendor Name	Invoice Date	Invoice #	Check Transfer Date	Check Transfer #	Description	Total Amount
2017	002768	PAPE MATERIAL HANDLING	10/26/2016	4645491	11/30/2016	999	FORK LIFT MAINTENANCE	141.99
2017	002601	PECK RUBANOFF & HATFIELD PC	11/7/2016	02879	11/18/2016	117140	LEGAL SERVICES - GENERAL ADVICE	900.00
2017	001039	PORTLAND GENERAL ELECTRIC	10/25/2016	0008 45162-908025 7	11/8/2016	117116	PLANT ELECTRICITY SERVICE 45162-908025-7	20,182.65
2017	001039	PORTLAND GENERAL ELECTRIC	10/24/2016	0008 41581-346975 5	11/8/2016	117116	PS #3 ELECTRIC SERVICE 41581-346975-5	1,556.51
2017	001039	PORTLAND GENERAL ELECTRIC	10/25/2016	0004 24643-43400 1	11/8/2016	117116	PS #2 ELECTRIC SERVICE 24643-43400-1	1,254.15
2017	001039	PORTLAND GENERAL ELECTRIC	10/26/2016	0008 45162-641007 7	11/8/2016	117116	ADMIN ELECTRICITY SERVICE 45162-641007-7	493.20
2017	001039	PORTLAND GENERAL ELECTRIC	10/26/2016	0008 45162-174425 6	11/8/2016	117116	PS #5 ELECTRIC SERVICE 45162-174425-6	214.60
2017	001039	PORTLAND GENERAL ELECTRIC	10/21/2016	0008 45162-283746 3	11/8/2016	117116	PS #6 ELECTRIC SERVICE 45162-283746-3	125.03
2017	001039	PORTLAND GENERAL ELECTRIC	10/26/2016	0008 45162-173445 5	11/8/2016	117116	PS #4 ELECTRIC SERVICE 45162-173445-5	42.02
2017	001875	PORTLAND HABILITATION CENTER	9/30/2016	1069786	11/8/2016	117117	DOCUMENT STORAGE/ARCHIVE	265.20
2017	001875	PORTLAND HABILITATION CENTER	9/30/2016	91543	11/18/2016	117141	PLANT LANDSCAPING	2,850.48
2017	001875	PORTLAND HABILITATION CENTER	10/31/2016	91722	11/18/2016	117141	PLANT LANDSCAPING	2,771.30
2017	001875	PORTLAND HABILITATION CENTER	10/31/2016	91656	11/18/2016	117141	JANITORIAL SERVICES ADMIN AND PLANT FY 16-17	1,090.21
2017	001875	PORTLAND HABILITATION CENTER	7/31/2016	90997	11/18/2016	117141	JANITORIAL SERVICES ADMIN AND PLANT FY 16-17	1,090.21
2017	001875	PORTLAND HABILITATION CENTER	8/31/2016	91213	11/18/2016	117141	JANITORIAL SERVICES ADMIN AND PLANT FY 16-17	1,090.21
2017	001875	PORTLAND HABILITATION CENTER	6/30/2016	90732	11/18/2016	117141	JANITORIAL SERVICES ADMIN AND PLANT FY 16-17	1,090.21
2017	001875	PORTLAND HABILITATION CENTER	7/29/2016	1069069	11/18/2016	117141	DOCUMENT STORAGE/ARCHIVE	487.78

Count: 21.

<Filter is Empty>

Invoice History Browse
Oak Lodge Sanitary District

Fiscal Year/Vendor #	Vendor Name	Invoice #	Invoice Date	Invoice #	Check Transfer Date	Check Transfer #	Description	Total Amount
2017 002671	PORTLINE, INC	46946	11/2/2016		11/30/2016	999	WEBSITE PAYMENT GATEWAY MAINTENANCE	525.00
2017 002826	PROJECT MANAGEMENT INSTITUTE	98911489	11/30/2016		11/30/2016	998	PROJECT MANAGEMENT INSTITUTE (PMI) MEMBERSHIP	154.00
2017 001669	RED WING SHOE STORE	10280	10/9/2016		11/4/2016	983	SAFETY BOOTS FOR MONICA STONE	283.48
2017 001112	REECE, REBECCA	2016-10-31 Recce	10/31/2016		11/1/2016	117084	BUSINESS MILEAGE EXPENSE REIMBURSEMENT	19.98
2017 002803	RICE, JASON	Rice 10/01/2016	10/1/2016		11/18/2016	117142	WEFTEC CONFERENCE EXPENSE REIMBURSEMENT	95.40
2017 002103	RICOH AMERICAS CORPORATION	5045100580	10/18/2016		11/8/2016	117118	RICOH AFICIO MP C6501SP NETWORK COPIER SUPPLIES	458.92
2017 001586	ROSE CITY STAMP, INC.	R24604	10/24/2016		11/18/2016	993	NOTARY STAMP AND JOURNAL	51.95
2017 002626	RYAN HERCO FLOW SOLUTIONS	8503323	10/7/2016		11/4/2016	982	SODIUM HYPOCHLORITE REPAIR PARTS	295.82
2017 002626	RYAN HERCO FLOW SOLUTIONS	8515312	10/13/2016		11/18/2016	993	PARTS & SUPPLIES	23.94
2017 002626	RYAN HERCO FLOW SOLUTIONS	8515311	10/12/2016		11/18/2016	993	PARTS & SUPPLIES	23.14
2017 001896	SAFEWAY	189727	10/3/2016		11/4/2016	984	OLSD STAFF PICNIC - SUPPLIES	74.47
2017 001896	SAFEWAY	9098999	11/4/2016		11/4/2016	986	KITCHEN SUPPLIES - PLANT	62.96
2017 001896	SAFEWAY	0541019N14605S3 3	11/16/2016		11/30/2016	1000	PLANT KITCHEN SUPPLIES	128.58
2017 000193	SEATTLE ACE, LLC	011231/m	10/30/2016		11/8/2016	117098	MATERIALS & SUPPLIES	104.84
2017 000193	SEATTLE ACE, LLC	011215/m	10/26/2016		11/8/2016	117098	TOOLS & SUPPLIES	71.14
2017 000193	SEATTLE ACE, LLC	011173/m	10/12/2016		11/8/2016	117098	PARTS & SUPPLIES	67.27
2017 000193	SEATTLE ACE, LLC	011204/m	10/22/2016		11/8/2016	117098	TOOLS & SUPPLIES	61.36
2017 000193	SEATTLE ACE, LLC	011185/m	10/17/2016		11/8/2016	117098	SUPPLIES	35.95
2017 000193	SEATTLE ACE, LLC	011239/m	10/31/2016		11/8/2016	117098	MATERIALS & SUPPLIES	29.54
2017 000193	SEATTLE ACE, LLC	011196/m	10/19/2016		11/8/2016	117098	TOOLS & SUPPLIES	24.95
2017 000193	SEATTLE ACE, LLC	011223/m	10/27/2016		11/8/2016	117098	MATERIALS & SUPPLIES	19.00
2017 000193	SEATTLE ACE, LLC	011236/m	10/31/2016		11/8/2016	117098	MATERIALS & SUPPLIES	17.13
2017 000193	SEATTLE ACE, LLC	011186/m	10/18/2016		11/8/2016	117098	SUPPLIES	15.98
2017 000193	SEATTLE ACE, LLC	0112478/m	11/2/2016		11/18/2016	117143	TOOLS	67.27

Count: 21

<Filter is Empty>

Invoice History Browse
Oak Lodge Sanitary District

Fiscal Year	Vendor #	Vendor Name	Invoice #	Invoice Date	Invoice #	Check Transfer Date	Check Transfer #	Description	Total Amount
2017	000193	SEATTLE ACE, LLC	011279/m	11/10/2016	011279/m	11/18/2016	117143	MATERIALS & SUPPLIES	31.81
2017	000193	SEATTLE ACE, LLC	011295/m	11/14/2016	011295/m	11/18/2016	117143	SUPPLIES	27.99
2017	000193	SEATTLE ACE, LLC	011271/m	11/8/2016	011271/m	11/18/2016	117143	MATERIALS & SUPPLIES	23.03
2017	000193	SEATTLE ACE, LLC	011053/m	9/9/2016	011053/m	11/18/2016	117143	SUPPLIES	11.99
2017	000193	SEATTLE ACE, LLC	011295/m	11/14/2016	011295/m	11/18/2016	117143	SUPPLIES	3.58
2017	002076	SES ENGINEERING, LLC	2016-10-04	10/4/2016	2016-10-04	11/8/2016	117119	SECONDARY CLARIFIER MIXED LIQUOR	480.00
2017	002922	SHOE BUY	109290386	11/1/2016	109290386	11/30/2016	997	BOGS RANCHER STEEL TOE RUBBER MUCK BOOTS	434.85
2017	002925	SQUARE	02373G	10/12/2016	02373G	11/4/2016	984	WEFTEC CONFERENCE TAXI SERVICE	50.20
2017	002833	STAPLES ADVANTAGE	8041384935	10/14/2016	8041384935	11/8/2016	117099	PORCELAIN WHITEBOARD AND SUPPLIES	300.01
2017	002833	STAPLES ADVANTAGE	8041790602	11/11/2016	8041790602	11/18/2016	117144	DEODORIZER	106.18
2017	001164	STATE OF OREGON	ONE2469970	11/9/2016	ONE2469970	11/16/2016	117121	NOTARY DUES INITIAL APPLICATION (CHRISTENSEN)	40.00
2017	001218	STEIN OIL CO INC	CL18349	10/15/2016	CL18349	11/4/2016	985	DIESEL FUEL FOR VEHICLES	671.41
2017	001218	STEIN OIL CO INC	CL18593	10/31/2016	CL18593	11/16/2016	992	DIESEL FUEL FOR VEHICLES	1,233.36
2017	001218	STEIN OIL CO INC	CL18835	11/15/2016	CL18835	11/30/2016	999	DIESEL FUEL FOR VEHICLES	874.97
2017	002926	T T & L SHEET METAL INC	101349	10/27/2016	101349	11/18/2016	117145	INSURANCE REPAIRS TO VEHICLE STORAGE BARN	8,976.00
2017	002908	THAI SUSHI RESTAURANT	00000003	10/10/2016	00000003	11/4/2016	984	LUNCH MEETING MEAL EXPENSE (CHAIRS)	19.00
2017	002278	THE RIVERHOUSE HOTEL	102769	10/19/2016	102769	11/4/2016	986	LODGING FOR PNCWA CONFERENCE - RICH LUDDLOW	614.80
2017	001924	THE UPS STORE #3134	7209	11/3/2016	7209	11/30/2016	995	GAMMA JET SHIPPING	77.94
2017	001267	TIMBERLINE DEVELOPMENT CO.	2169	11/7/2016	2169	11/18/2016	117146	STORMWATER SPOILS HAULING	1,300.00
2017	001268	TMG SERVICES, INC.	0040020-IN	10/31/2016	0040020-IN	11/8/2016	117100	3W HYPO SYSTEM DISINFECTION	1,257.94
2017	001504	UNIFIRST CORPORATION	335 2422527	10/31/2016	335 2422527	11/8/2016	117101	UNIFORMS & JANITORIAL SERVICES	463.88
2017	001504	UNIFIRST CORPORATION	335 2420398	10/24/2016	335 2420398	11/8/2016	117101	UNIFORMS & JANITORIAL SERVICES	371.00
2017	001504	UNIFIRST CORPORATION	335 2418277	10/17/2016	335 2418277	11/8/2016	117101	UNIFORMS & JANITORIAL SERVICES	352.56
2017	001504	UNIFIRST CORPORATION	335 2416149	10/10/2016	335 2416149	11/8/2016	117101	UNIFORMS & JANITORIAL SERVICES	316.96

Count: 21.

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Invoice History Browse
Oak Lodge Sanitary District

Fiscal Year	Vendor #	Vendor Name	Invoice Date	Invoice #	Check Transfer Date	Check Transfer #	Description	Total Amount
2017	001504	UNIFIRST CORPORATION	11/7/2016	335 2424646	11/8/2016	117101	UNIFORMS & JANITORIAL SERVICES	282.46
2017	001504	UNIFIRST CORPORATION	10/31/2016	335 2422532	11/8/2016	117101	JANITORIAL SERVICES (ADMIN)	62.50
2017	001504	UNIFIRST CORPORATION	10/17/2016	335 2418282	11/8/2016	117101	JANITORIAL SERVICES (ADMIN)	60.15
2017	001504	UNIFIRST CORPORATION	8/8/2016	335 2397146	11/8/2016	117101	JANITORIAL SERVICES (ADMIN)	52.20
2017	001504	UNIFIRST CORPORATION	7/25/2016	335 2392980	11/8/2016	117101	JANITORIAL SERVICES (ADMIN)	49.68
2017	001504	UNIFIRST CORPORATION	11/14/2016	335 2426822	11/18/2016	117147	UNIFORMS & JANITORIAL SERVICES	1,002.32
2017	001504	UNIFIRST CORPORATION	11/11/2016	335 2426827	11/18/2016	117147	JANITORIAL SERVICES (ADMIN)	60.15
2017	002374	VERIZON WIRELESS	10/15/2016	9773756636	11/1/2016	117085	CELLULAR TELEPHONE SERVICES	815.35
2017	002706	WALMART	10/11/2016	5561660-098299	11/4/2016	983	LAB SAMPLE COOLER	30.41
2017	002507	WASTE MANAGEMENT OF OREGON	11/1/2016	8590044-1574-0	11/8/2016	117120	ADMIN SOLID WASTE DISPOSAL 582-1026491-1574-2	39.80
2017	002507	WASTE MANAGEMENT OF OREGON	11/1/2016	8588588-1574-0	11/8/2016	117102	SOLID WASTE DISPOSAL 582-1026756-1574-8	1,952.52
2017	002507	WASTE MANAGEMENT OF OREGON	11/1/2016	8590045-1574-7	11/18/2016	117148	SOLID WASTE DISPOSAL PLANT 582-1026150-1574	124.72
2017	000261	WATER ENVIRONMENT SERVICES	10/1/2016	03-08238-01	11/8/2016	117103	SERVICE CHARGES TO OTHERS	135.00
2017	002277	WELLS FARGO BANK	10/31/2016	2016-10-31 WFWEB	11/11/2016	988	WEB PAYMENT MERCHANT VOLUME FEES	2,092.72
2017	002277	WELLS FARGO BANK	9/30/2016	2016-10-31 WFWeb	11/11/2016	988	WEB PAYMENT MERCHANT VOLUME FEES	1,855.11
2017	002277	WELLS FARGO BANK	10/31/2016	2016-10-31 WFOnsite	11/11/2016	989	ON-SITE PAYMENT MERCHANT VOLUME FEES	139.66
2017	002276	WELLS FARGO BANK, N.A. (182)	10/31/2016	2016-10-31 WFCCA	11/14/2016	990	COMMERCIAL CHECKING ANALYSIS SERVICE FEE	1,190.44
2017	001398	WSU CONFERENCES AND INSTITUTES	11/9/2016	5531020NA8AT7L J9G	11/18/2016	993	SCIENCE TALK NW REGISTRATON	150.00
2017	002680	WW MACHINE SHOP INC	9/30/2016	9281	11/8/2016	117104	PS3 PUMP PARTS	1,184.00
2017	001400	XEROX CORPORATION	11/1/2016	086858742	11/18/2016	117149	PRINTER COPIES	61.78
2017	002720	XYLEM WATER SOLUTIONS USA INC	10/5/2016	3556924247	11/8/2016	117105	REPLACEMENT PUMP PS6	1,115.00

Count: 21

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Invoice History Browse
Oak Lodge Sanitary District

Fiscal Year	Vendor #	Vendor Name	Invoice Date	Invoice #	Check Transfer Date	Check Transfer #	Description	Total Amount
2017	002720	XYLEM WATER SOLUTIONS USA INC	10/27/2016	3556927656	11/18/2016	117150	FLYGT PUMP ANNUAL SERVICE	602.20
Count: 21.								
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OAK LODGE SANITARY DISTRICT
Program Cash & Investment Summary
November 2016

Sanitary Sewer Service Program:		
Capital Improvement Fund:		
1 Financial Institution: Local Government Investment Pool	Average Daily Investment:	\$2,282,331.42
Type of Instrument: Various	Average Daily Earnings:	\$64.02
Initial Investment Date: November 1, 2016	Average Rate of Return:	1.00977%
Investment Maturity Date: Daily	Total Earnings this Report:	\$1,920.53
	Month End Book Balance:	\$2,585,123.05
System Development Charge Fund:		
1 Financial Institution: Local Government Investment Pool	Average Daily Investment:	\$226,607.26
Type of Instrument: Various	Average Daily Earnings:	\$6.05
Initial Investment Date: November 1, 2016	Average Rate of Return:	0.96076%
Investment Maturity Date: Daily	Total Earnings this Report:	\$181.43
	Month End Book Balance:	\$229,831.97
Debt Service Fund(s):		
1 Financial Institution: Local Government Investment Pool	Average Daily Investment:	\$1,488,705.11
Type of Instrument: Various	Average Daily Earnings:	\$41.30
Initial Investment Date: November 1, 2016	Average Rate of Return:	0.99876%
Investment Maturity Date: Daily	Total Earnings this Report:	\$1,239.05
	Month End Book Balance:	\$1,342,980.27
2 Financial Institution: Local Government Investment Pool	Average Daily Investment:	\$825,308.74
Type of Instrument: Various	Average Daily Earnings:	\$22.82
Initial Investment Date: November 1, 2016	Average Rate of Return:	0.99544%
Investment Maturity Date: Daily	Total Earnings this Report:	\$684.62
	Month End Book Balance:	\$786,080.91

Average Daily Investment:	\$4,822,952.53
Average Daily Earnings:	\$134.19
Average Rate of Return:	1.00162%
Total Earnings this Month:	\$4,025.63
Month End Book Balance:	\$4,944,016.20

Surface Water Management Program:		
Capital Improvement Fund Investment Summary		
1 Financial Institution: Local Government Investment Pool	Average Daily Investment:	\$1,905,715.61
Type of Instrument: Various	Average Daily Earnings:	\$53.32
Initial Investment Date: November 1, 2016	Average Rate of Return:	1.00715%
Investment Maturity Date: Daily	Total Earnings this Report:	\$1,599.45
	Month End Book Balance:	\$1,918,283.55

Average Daily Investment:	\$1,905,715.61
Average Daily Earnings:	\$53.32
Average Rate of Return:	1.00715%
Total Earnings this Month:	\$1,599.45
Month End Book Balance:	\$1,918,283.55

Note: Monies are not actually earned until maturity.

Revenue Status Report
 Oak Lodge Sanitary District
 11/1/2016 through 11/30/2016

100	GENERAL FUND	Account Number	Adjusted Estimate	Revenues	Year-to-date Revenues	Balance	Prct Rcvd
		100-100 ADMINISTRATION					
		100-100-4002 ADMIN MONTHLY SERVICE CHARGES	29,175.00	300.00	2,375.00	26,800.00	8.14
		100-100-4003 INTEREST ON DEPOSITS & EARNINGS CREDITS	1,250.00	291.38	1,280.94	-30.94	102.48
		100-100-4004 INSURANCE PROCEEDS	0.00	0.00	5,000.00	-5,000.00	0.00
		100-100-4005 SUNDRY REVENUES	16,900.00	1,225.00	6,650.00	10,250.00	39.35
		100-100-4020 SURPLUS PROPERTY DISPOSAL	3,000.00	0.00	653.18	2,346.82	21.77
		Total ADMINISTRATION	50,325.00	1,816.38	15,959.12	34,365.88	31.71
		100-200 SANITARY SEWER SERVICE OPERATIONS					
		100-200-4002 SSS MONTHLY SERVICE CHARGES	7,603,265.00	643,895.95	3,143,047.01	4,460,217.99	41.34
		100-200-4005 SSS SUNDRY REVENUES	10,830.00	972.70	15,655.07	-4,825.07	144.55
		Total SANITARY SEWER SERVICE OPERATIONS	7,614,095.00	644,868.65	3,158,702.08	4,455,392.92	41.48
		100-300 SURFACE WATER MANAGEMENT OPERATIONS					
		100-300-4002 SWM MONTHLY SERVICE CHARGES	1,298,914.00	118,131.89	545,377.61	753,536.39	41.99
		100-300-4005 SWM SUNDRY REVENUES	16,000.00	572.70	7,048.60	8,951.40	44.05
		100-300-4019 RENTAL INCOME	0.00	0.00	5,000.00	-5,000.00	0.00
		Total SURFACE WATER MANAGEMENT OPERATIONS	1,314,914.00	118,704.59	557,426.21	757,487.79	42.39
		Total GENERAL FUND	8,979,334.00	765,389.62	3,732,087.41	5,247,246.59	41.56

200	Account Number	Adjusted Estimate	Revenues	Year-to-date Revenues	Balance	Prct Rcvd
	SSS CAPITAL IMPROVEMENT FUND					
	200-200 SANITARY SEWER SERVICE OPERATIONS					
	200-200-4003 INTEREST ON INVESTMENTS	9,712.00	1,920.53	8,735.99	976.01	89.95
	200-200-4140 TRANSFER FROM GENERAL FUND	475,550.00	347,588.42	475,550.00	0.00	100.00
	Total SSS CAPITAL IMPROVEMENT FUND	485,262.00	349,508.95	484,285.99	976.01	99.80

Oak Lodge Sanitary District
11/1/2016 through 11/30/2016

201 SYSTEM DEVELOPMENT CHARGE FUND (SSS)

<u>Account Number</u>	<u>Adjusted Estimate</u>	<u>Revenues</u>	<u>Year-to-date Revenues</u>	<u>Balance</u>	<u>Prct Rcvd</u>
201-200 SANITARY SEWER SERVICE OPERATIONS					
201-200-4003 INTEREST ON INVESTMENTS	314.00	181.43	797.52	-483.52	253.99
201-200-4012 SYSTEM DEVELOPMENT CHARGES	77,475.00	46,485.00	108,465.00	-30,990.00	140.00
Total SYSTEM DEVELOPMENT CHARGE FUND (SSS)	77,789.00	46,666.43	109,262.52	-31,473.52	140.46

Revenue Status Report
 Oak Lodge Sanitary District
 11/1/2016 through 11/30/2016

202	Account Number	Adjusted Estimate	Revenues	Year-to-date Revenues	Balance	Prct Rcvd
	SANITARY SEWER SERVICE OPERATIONS					
	202-200-4003 INTEREST ON INVESTMENTS	6,309.00	1,239.05	5,972.69	336.31	94.67
	202-200-4025 IFA INTEREST FEDERAL SUBSIDY	131,191.00	131,757.29	131,757.29	-566.29	100.43
	202-200-4150 TRANSFER FROM GENERAL FUND	1,526,925.00	254,487.50	636,218.75	890,706.25	41.67
	202-200-4151 TRANSFER FROM SDC FUND	250,000.00	0.00	250,000.00	0.00	100.00
	Total STATE LOANS DEBT SERVICE FUND (SSS)	1,914,425.00	387,483.84	1,023,948.73	890,476.27	53.49

Oak Lodge Sanitary District
 11/1/2016 through 11/30/2016

203 GO BOND DEBT SERVICE FUND (SSS)

<u>Account Number</u>	<u>Adjusted Estimate</u>	<u>Revenues</u>	<u>Year-to-date Revenues</u>	<u>Balance</u>	<u>Prct Rcvd</u>
203-200 SANITARY SEWER SERVICE OPERATIONS					
203-200-4003 INTEREST ON INVESTMENTS	3,804.00	684.62	2,750.12	1,053.88	72.30
203-200-4150 TRANSFER FROM GENERAL FUND	1,714,885.00	285,814.16	714,535.40	1,000,349.60	41.67
Total GO BOND DEBT SERVICE FUND (SSS)	1,718,689.00	286,498.78	717,285.52	1,001,403.48	41.73

300	SWM CAPITAL IMPROVEMENT FUND	Account Number	Adjusted Estimate	Revenues	Year-to-date Revenues	Balance	Prct Rcvd
		300-300 SURFACE WATER MANAGEMENT OPERATIONS					
		300-300-4003 INTEREST ON INVESTMENTS	8,338.00	1,599.45	7,505.14	832.86	90.01
		300-300-4140 TRANSFER FROM GENERAL FUND	164,975.00	20,565.92	69,201.84	95,773.16	41.95
		Total SWM CAPITAL IMPROVEMENT FUND	173,313.00	22,165.37	76,706.98	96,606.02	44.26
		Grand Total	13,348,812.00	1,857,712.99	6,143,577.15	7,205,234.85	46.02

Expenditure Status Report
 Oak Lodge Sanitary District
 11/1/2016 through 11/30/2016

100 GENERAL FUND

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prc't Used
100-100 ADMINISTRATION						
100-100-5101 BOARD OF DIRECTORS EXPENSE	30,000.00	200.00	1,602.61	0.00	28,397.39	5.34
100-100-5102 ADMINISTRATIVE SALARIES	574,354.00	34,177.34	175,015.83	0.00	399,338.17	30.47
100-100-5103 EMPLOYEE BENEFITS	194,992.00	9,668.26	53,437.28	0.00	141,554.72	27.40
100-100-5104 PAYROLL TAXES & INSURANCE	59,293.00	3,073.40	14,699.68	0.00	44,593.32	24.79
100-100-5105 PC&L INSURANCE	5,593.00	0.00	0.00	5,326.50	266.50	95.24
100-100-5201 LEGAL AND AUDIT	81,500.00	0.00	33,210.04	10,725.00	37,564.96	53.91
100-100-5202 ENGINEERING/PROFESSIONAL FEES	70,000.00	720.00	14,621.52	13,733.69	41,644.79	40.51
100-100-5203 GOVERNMENT TAXES & FEES	300.00	0.00	10.00	300.00	-10.00	103.33
100-100-5204 BOARD ELECTION EXPENSE	3,150.00	0.00	0.00	0.00	3,150.00	0.00
100-100-5301 MATERIALS AND SUPPLIES	51,000.00	696.71	9,219.61	27,873.00	13,907.39	72.73
100-100-5302 DUES AND PUBLICATIONS	6,366.00	531.26	6,081.11	47.85	237.04	96.28
100-100-5303 PUBLIC INFORMATION/PUBLIC RELATIONS	27,011.00	473.68	2,919.96	6,010.74	18,080.30	33.06
100-100-5304 CONFERENCE AND TRAINING	23,547.00	150.00	1,333.86	1,301.00	20,912.14	11.19
100-100-5305 BANKING SERVICES	60,108.00	2,491.92	22,034.94	21,100.54	16,972.52	71.76
100-100-5306 TELECOMMUNICATION SERVICES	21,332.00	1,489.98	8,212.73	10,319.61	2,799.66	86.88
100-100-5502 OFFICE SYSTEMS MAINTENANCE	93,428.00	3,168.25	15,356.69	75,823.33	2,247.98	97.59
100-100-5502 ADMINISTRATION VEHICLE EXPENSE	7,000.00	28.08	817.17	0.00	6,182.83	11.67
100-100-6504 UTILITIES	11,500.00	876.67	4,446.32	5,721.39	1,332.29	88.41
100-100-6505 SMALL TOOLS/EQUIPMENT	12,200.00	99.00	807.34	759.19	10,633.47	12.84
100-100-6506 REPAIR AND MAINTENANCE	25,792.00	991.26	6,288.61	6,722.35	12,781.04	50.45
100-100-6509 CONTRACTUAL SERVICES	14,671.00	835.62	7,155.36	9,754.29	-2,238.65	115.26
100-100-6799 OPERATING CONTINGENCIES	68,657.00	0.00	0.00	0.00	68,657.00	0.00
Total ADMINISTRATION	1,441,794.00	59,671.43	377,270.66	195,518.48	869,004.86	39.73
100-200 SANITARY SEWER SERVICE OPERATIONS						
100-200-5102 OPERATIONS SALARIES	1,198,488.00	92,622.01	507,997.67	0.00	690,490.33	42.39
100-200-5103 EMPLOYEE BENEFITS	398,622.00	28,588.45	147,580.85	6,768.84	244,272.31	38.72
100-200-5104 PAYROLL TAXES & INSURANCE	138,571.00	10,448.94	54,234.90	0.00	84,336.10	39.14
100-200-5105 PC&L INSURANCE	105,124.00	0.00	0.00	103,862.31	1,261.69	98.80
100-200-5201 LEGAL & AUDIT SERVICES	15,000.00	0.00	1,531.07	0.00	13,468.93	10.21
100-200-5202 ENGINEERING/PROFESSIONAL FEES	175,000.00	6,413.04	66,474.44	37,258.12	71,267.44	59.28

Expenditure Status Report

Oak Lodge Sanitary District
 11/1/2016 through 11/30/2016

100 GENERAL FUND

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
100-200-5203	16,430.00	120.00	17,539.00	0.00	-1,109.00	106.75
100-200-5301	62,000.00	6,181.91	31,069.38	16,754.53	14,176.09	77.14
100-200-5302	8,676.00	325.20	3,866.43	26.40	4,783.17	44.87
100-200-5303	3,200.00	0.00	90.79	0.00	3,109.21	2.84
100-200-5304	50,375.00	170.00	7,927.35	13.40	42,434.25	15.76
100-200-5306	26,200.00	1,328.54	8,609.81	10,032.52	7,557.67	71.15
100-200-5307	58,225.00	1,965.93	20,789.69	19,010.94	18,424.37	68.36
100-200-5310	17,094.00	1,457.25	7,286.25	10,200.75	-393.00	102.30
100-200-5502	25,320.00	958.44	5,083.62	0.00	20,236.38	20.08
100-200-6503	83,500.00	3,946.88	41,582.72	1,354.19	40,563.09	51.42
100-200-6504	301,300.00	53,917.75	156,009.39	133,755.04	11,535.57	96.17
100-200-6505	9,000.00	98.64	8,264.64	-2.18	737.54	91.81
100-200-6506	109,500.00	5,328.58	89,303.44	34,476.06	-14,279.50	113.04
100-200-6507	55,000.00	0.00	1,745.15	0.00	53,254.85	3.17
100-200-6508	28,000.00	0.00	14,691.00	11,039.00	2,270.00	91.89
100-200-6509	137,800.00	9,719.60	74,709.12	22,130.60	40,960.28	70.28
100-200-6799	151,121.00	0.00	0.00	0.00	151,121.00	0.00
100-200-6800	475,550.00	347,588.42	475,550.00	0.00	0.00	100.00
100-200-6901	1,714,885.00	285,814.16	714,535.40	0.00	1,000,349.60	41.67
100-200-6902	1,526,925.00	254,487.50	636,218.75	0.00	890,706.25	41.67
Total	6,890,906.00	1,111,481.24	3,092,690.86	406,680.52	3,391,534.62	50.78
100-300						
100-300-5102	455,283.00	28,204.56	176,491.69	0.00	278,791.31	38.77
100-300-5103	144,701.00	8,113.14	48,683.62	1,424.25	94,593.13	34.63
100-300-5104	53,805.00	3,083.31	19,869.95	0.00	33,935.05	36.93
100-300-5105	14,796.00	0.00	0.00	14,608.45	187.55	98.73
100-300-5201	10,000.00	0.00	2,781.11	0.00	7,218.89	27.81
100-300-5202	74,500.00	0.00	2,056.72	23,637.79	48,805.49	34.49
100-300-5203	479.00	0.00	0.00	478.88	0.12	99.97
100-300-5301	12,750.00	128.82	1,745.15	778.41	10,226.44	19.79
100-300-5302	1,284.00	156.40	1,034.97	8.80	240.23	81.29
100-300-5303	32,000.00	0.00	697.83	368.06	30,934.11	3.33
100-300-5304	7,525.00	50.00	3,131.44	0.00	4,393.56	41.61

Expenditure Status Report

Oak Lodge Sanitary District
11/1/2016 through 11/30/2016

100 GENERAL FUND

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
100-300-5306 TELECOMMUNICATION SERVICES	5,207.00	181.82	982.50	1,343.97	2,880.53	44.68
100-300-5307 OFFICE SYSTEMS MAINTENANCE	12,685.00	655.32	5,791.55	3,155.31	3,738.14	70.53
100-300-5502 VEHICLE OPERATION	7,180.00	-1,655.04	1,366.65	0.00	5,813.35	19.03
100-300-6504 UTILITIES	10,000.00	598.29	2,714.84	3,164.67	4,120.49	58.80
100-300-6505 SMALL TOOLS/EQUIPMENT	5,500.00	0.00	3,928.53	0.00	1,571.47	71.43
100-300-6506 REPAIR & MAINTENANCE	3,700.00	0.00	0.00	0.00	3,700.00	0.00
100-300-6507 SYSTEM CORRECTION	61,500.00	0.00	0.00	0.00	61,500.00	0.00
100-300-6508 CONTRACT LABORATORY SVCS	25,000.00	0.00	1,830.00	23,166.00	4.00	99.98
100-300-6509 CONTRACTUAL SERVICES	8,200.00	0.00	0.00	0.00	8,200.00	0.00
100-300-6799 OPERATING CONTINGENCIES	47,305.00	0.00	0.00	0.00	47,305.00	0.00
100-300-6800 GF TRANSFER TO SWM CIF	164,975.00	20,565.92	69,201.84	0.00	95,773.16	41.95
Total SURFACE WATER MANAGEMENT OPERATIONS	1,158,375.00	60,082.54	342,308.39	72,134.59	743,932.02	35.78
Total GENERAL FUND	9,491,075.00	1,231,235.21	3,812,268.91	674,333.59	5,004,471.50	47.27

Expenditure Status Report
 Oak Lodge Sanitary District
 11/1/2016 through 11/30/2016

200 SSS CAPITAL IMPROVEMENT FUND

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
200-100 ADMINISTRATION						
200-100-6520 OFFICE EQUIPMENT	165,000.00	0.00	0.00	0.00	165,000.00	0.00
200-100-6533 FACILITY IMPROVEMENT	112,500.00	0.00	1,387.94	0.00	111,112.06	1.23
Total ADMINISTRATION	277,500.00	0.00	1,387.94	0.00	276,112.06	0.50
200-200 SANITARY SEWER SERVICE OPERATIONS						
200-200-6532 SSS FACILITY EQUIPMENT	75,000.00	0.00	6,018.54	0.00	68,981.46	8.02
200-200-6533 SSS FACILITY IMPROVEMENT	30,000.00	0.00	537.66	9.93	29,462.41	1.83
200-200-6534 SSS FACILITY MODIFICATION/EXPANSION	485,000.00	0.00	1,115.00	8,863.77	475,021.23	2.06
200-200-6540 SSS LINE EXTENSION/REPLACEMENT	365,000.00	0.00	0.00	0.00	365,000.00	0.00
Total SANITARY SEWER SERVICE OPERATIONS	955,000.00	0.00	7,671.20	8,873.70	938,455.10	1.73
Total SSS CAPITAL IMPROVEMENT FUND	1,232,500.00	0.00	9,059.14	8,873.70	1,214,567.16	1.45

Expenditure Status Report

Oak Lodge Sanitary District
 11/1/2016 through 11/30/2016

201 SYSTEM DEVELOPMENT CHARGE FUND (SSS)

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
201-200 SANITARY SEWER SERVICE OPERATIONS						
201-200-6800 TRANSFER TO SSS DSF STATE LOANS	250,000.00	0.00	250,000.00	0.00	0.00	100.00
Total SYSTEM DEVELOPMENT CHARGE FUND (SSS)	250,000.00	0.00	250,000.00	0.00	0.00	100.00

Expenditure Status Report

Oak Lodge Sanitary District
 11/1/2016 through 11/30/2016

202 STATE LOANS DEBT SERVICE FUND (SSS)

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
202-200						
SANITARY SEWER SERVICE OPERATIONS						
202-200-8000	844,529.00	0.00	420,308.00	0.00	424,221.00	49.77
PRINCIPAL PAYMENTS - SRF LOAN						
202-200-8025	347,308.00	0.00	0.00	0.00	347,308.00	0.00
PRINCIPAL PAYMENTS - IFA LOAN						
202-200-9000	411,517.00	0.00	166,690.00	0.00	244,827.00	40.51
INTEREST PAYMENTS - SRF LOAN						
202-200-9025	314,494.00	0.00	0.00	0.00	314,494.00	0.00
INTEREST PAYMENTS - IFA LOAN						
Total STATE LOANS DEBT SERVICE FUND (SSS)	1,917,848.00	0.00	586,998.00	0.00	1,330,850.00	30.61

Expenditure Status Report
 Oak Lodge Sanitary District
 11/1/2016 through 11/30/2016

203 GO BOND DEBT SERVICE FUND (SSS)

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
203-200 SANITARY SEWER SERVICE OPERATIONS						
203-200-8050 PRINCIPAL PAYMENTS - GO BONDS	995,000.00	0.00	0.00	0.00	995,000.00	0.00
203-200-9050 INTEREST PAYMENTS - GO BONDS	721,300.00	360,650.00	360,650.00	0.00	360,650.00	50.00
Total GO BOND DEBT SERVICE FUND (SSS)	1,716,300.00	360,650.00	360,650.00	0.00	1,355,650.00	21.01

Expenditure Status Report

Oak Lodge Sanitary District
 11/1/2016 through 11/30/2016

300 SWM CAPITAL IMPROVEMENT FUND

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
300-100 ADMINISTRATION						
300-100-6620 OFFICE EQUIPMENT	55,000.00	0.00	0.00	0.00	55,000.00	0.00
300-100-6533 FACILITY IMPROVEMENT	37,500.00	0.00	462.65	0.00	37,037.35	1.23
Total ADMINISTRATION	92,500.00	0.00	462.65	0.00	92,037.35	0.50
300-300 SURFACE WATER MANAGEMENT OPERATIONS						
300-300-6540 SWM LINE EXTENSION/REPLACEMENT	850,000.00	0.00	54,065.53	539,425.47	256,509.00	69.82
Total SURFACE WATER MANAGEMENT OPERATIONS	850,000.00	0.00	54,065.53	539,425.47	256,509.00	69.82
Total SWM CAPITAL IMPROVEMENT FUND	942,500.00	0.00	54,528.18	539,425.47	348,546.35	63.02
Grand Total	15,550,223.00	1,591,885.21	5,073,505.23	1,222,632.76	9,254,085.01	40.49

OAK LODGE SANITARY DISTRICT
ALL FUNDS
FUND BALANCE STATUS REPORT - BUDGET TO ACTUAL
November 2016

Fund	Budgeted Ending Fund Balance	Current Actual Fund Balance	\$ Difference	% Year-to-Date	\$ Remaining	% Remaining
General Fund	\$ 1,483,697	\$ 1,477,688	\$ (6,009)	99.59%	\$ 6,009	0.41%
Sanitary Sewer						
Capital Improvement Fund	2,118,638	2,543,110	424,473	120.04%	0	0.00%
System Development Charge Fund	140,651	224,150	83,500	159.37%	0	0.00%
Debt Service Fund - State Loans	1,563,633	2,004,782	441,149	128.21%	0	0.00%
Debt Service Fund - GO Bonds	431,613	786,081	354,468	182.13%	0	0.00%
Surface Water Management						
Capital Improvement Fund	898,379	1,325,193	426,814	147.51%	0	0.00%
Subtotal	<u>\$ 6,636,610</u>	<u>\$ 8,361,004</u>	<u>\$ 1,724,394</u>	<u>125.98%</u>	<u>\$ 0</u>	<u>0.00%</u>

- * The Current Actual Fund Balance reflects current working capital resources.
- * The \$ Difference reflects the difference between Budgeted Ending Fund Balance and Current Actual Fund Balance.
- * The \$ Remaining reflects amounts remaining between Current Actual Fund Balance and the estimated Budgeted Ending Fund Balance.
- * The amounts will change throughout the year as the District earns additional revenue and incurs on-going expenditures.

Financial Position	GF	SSS CIF	SSS SDCE	SSS SL DSE	SSS GO DSE	SWM CIF	Subtotal
Assets							
Cash and cash equivalents*	\$ 1,087,190	\$ 2,551,984	\$ 209,172	\$ 1,414,299	\$ 786,081	\$ 1,918,284	\$ 7,967,009
Cash and cash equivalents - restricted*	-	-	-	590,483	-	-	\$ 590,483
Accounts Receivable	1,139,820	-	14,979	-	-	-	\$ 1,154,798
Accrued Receivables	362,654	-	-	-	-	-	\$ 362,654
Liabilities							
Accounts Payable	235,953	-	-	-	-	53,666	\$ 289,618
Accrued Payroll Liabilities	201,689	-	-	-	-	-	\$ 201,689
Encumbrances	674,334	8,874	-	-	-	539,425	\$ 1,222,633
Debt Service	-	-	-	-	-	-	\$ -
Fund Balance/Net Working Capital	<u>\$ 1,477,688</u>	<u>\$ 2,543,110</u>	<u>\$ 224,150</u>	<u>\$ 2,004,782</u>	<u>\$ 786,081</u>	<u>\$ 1,325,193</u>	<u>\$ 8,361,004</u>

**Cash and cash equivalents comprise funds in bank accounts at financial institutions and deposits in the State of Oregon Local Government Investment Pool. Restricted amounts reflect actual dollar reserve requirements stated within debt covenants and/or loan agreements.*

OAK LODGE SANITARY DISTRICT
GENERAL FUND
BUDGET STATUS REPORT SUMMARY - BUDGET TO ACTUAL
November 2016

	Original Budget	Final Budget	Year-to-Date	% Year-to-Date	\$ Remaining	% Remaining
Revenue						
Service charges	\$ 8,931,355	\$ 8,931,355	\$ 3,690,800	41.32%	\$ 5,240,555	58.68%
Sundry income	43,730	43,730	29,354	67.13%	14,376	32.87%
Rental income	0	0	5,000	n/a	0	0.00%
Insurance Proceeds	0	0	5,000	n/a	0	0.00%
Surplus property disposal	3,000	3,000	653	21.77%	2,347	78.23%
Interest	1,250	1,250	1,281	102.48%	0	0.00%
Subtotal revenues	8,979,334	8,979,334	3,732,087	41.56%	5,247,247	58.44%
Expenditure						
Personnel services*	3,248,109	3,248,109	1,207,807	37.18%	2,040,302	62.82%
Materials & services*	2,093,548	2,093,548	1,383,290	66.07%	710,258	33.93%
Subtotal expenditure	5,341,657	5,341,657	2,591,098	48.51%	2,750,559	51.49%
Operating contingencies*	267,083	267,083	0	0.00%	267,083	100.00%
Other financing sources						
Transfers in	0	0	0	n/a	0	0.00%
Other financing uses						
Transfers out*	3,882,335	3,882,335	1,895,506	48.82%	1,986,829	51.18%
Net change in fund balance	(511,741)	(511,741)	(754,516)	147.44%	242,775	0.00%
Beginning working capital	1,995,438	1,995,438	2,232,204	111.87%	0	0.00%
Ending fund balance	\$ 1,483,697	\$ 1,483,697	\$ 1,477,688	99.59%	\$ (6,009)	0.41%

*Legally adopted appropriation level

Ending fund balance detail:	Amount
Assets	
Cash and cash equivalents	\$ 1,087,190
Cash and cash equivalents - restricted	0
Accounts receivable	1,139,820
Accrued receivable	362,654
Subtotal assets	\$ 2,589,663
Liabilities	
Accounts payable	\$ 235,953
Accrued payroll liabilities	201,689
Encumbrances	674,334
Debt service	0
Subtotal liabilities	\$ 1,111,975
Net position	\$ 1,477,688

<u>Operating Reserve Information:</u>	<u>Percentage</u>	<u>Basis</u>	<u>Reserve</u>
Contingency Reserve	5.00%	5,341,657	267,083
Rate Stabilization / Countercyclical Reserve	10.00%	5,341,657	534,166
Subtotal Reserve Requirement			801,249
Fund Balance - General Fund			1,477,688
Difference - Resources Available/(Required)			676,439

OAK LODGE SANITARY DISTRICT
 SANITARY SEWER SERVICE CAPITAL IMPROVEMENT FUND
 BUDGET STATUS REPORT SUMMARY - BUDGET TO ACTUAL
 November 2016

	Original Budget	Final Budget	Year-to-Date	% Year-to-Date	\$ Remaining	% Remaining
Revenue						
Interest	\$ 9,712	\$ 9,712	\$ 8,736	89.95%	\$ 976	10.05%
Miscellaneous	0	0	0	n/a	0	0.00%
Subtotal	9,712	9,712	8,736	89.95%	976	10.05%
Expenditure						
Capital Outlay*	1,232,500	586,375	17,933	3.06%	568,442	96.94%
Other financing sources						
Debt Proceeds	0	0	0	n/a	0	0.00%
Transfers in	475,550	475,550	475,550	100.00%	0	0.00%
Subtotal	475,550	475,550	475,550	100.00%	0	0.00%
Other financing uses						
Transfers out*	0	0	0	n/a	0	0.00%
Net change in fund balance	(747,238)	(101,113)	466,353	-461.22%	0	561.22%
Beginning working capital	1,942,344	2,219,751	2,076,757	93.56%	(142,994)	6.44%
Ending fund balance	\$ 1,195,106	\$ 2,118,638	\$ 2,543,110	120.04%	\$ 0	0.00%

*Legally adopted appropriation level

Ending fund balance detail:	Amount
Assets	
Cash and cash equivalents	\$ 2,551,984
Cash and cash equivalents - restricted	0
Accounts receivable	0
Accrued receivable	0
Subtotal assets	\$ 2,551,984
Liabilities	
Accounts payable	\$ 0
Construction retainage payable	0
Accrued payroll liabilities	0
Encumbrances	8,874
Debt service	0
Subtotal liabilities	\$ 8,874
Net position	\$ 2,543,110

<u>Capital Reserve Information:</u>	<u>Percentage</u>	<u>Basis</u>	<u>Reserve</u>
Renewal & Replacement Reserve	2.50%	61,000,000	1,525,000
Capital Funding Reserve	5.00%	20,000,000	1,000,000
Subtotal Reserve Requirement			2,525,000
Fund Balance - Sanitary Sewer Service Capital Improvement Fund			2,543,110
Fund Balance - Surface Water Management Capital Improvement Fund			1,325,193
Subtotal			3,868,303
Difference - Resources Available/(Required)			1,343,303

OAK LODGE SANITARY DISTRICT
 SANITARY SEWER SERVICE SYSTEM DEVELOPMENT CHARGE FUND
 BUDGET STATUS REPORT SUMMARY - BUDGET TO ACTUAL
 November 2016

	Original Budget	Final Budget	Year-to-Date	% Year-to-Date	\$ Remaining	% Remaining
Revenue						
System Development Fees	\$ 77,475	\$ 77,475	\$ 108,465	140.00%	\$ 0	0.00%
SDC Penalties	0	0	0	n/a	\$ 0	0.00%
Interest	314	314	798	253.74%	0	0.00%
Subtotal revenues	77,789	77,789	109,263	140.46%	0	0.00%
Other financing uses						
Transfers out*	250,000	250,000	250,000	100.00%	0	0.00%
Net change in fund balance	(172,211)	(172,211)	(140,737)	81.72%	0	18.28%
Beginning working capital	312,861	312,861	364,888	116.63%	0	0.00%
Ending fund balance	\$ 140,651	\$ 140,651	\$ 224,150	159.37%	\$ 0	0.00%

*Legally adopted appropriation level

Ending fund balance detail:

	Amount
Assets	
Cash and cash equivalents	\$ 209,172
Cash and cash equivalents - restricted	0
Accounts receivable	14,979
Accrued receivable	0
Subtotal assets	\$ 224,150
Liabilities	
Accounts payable	\$ 0
Construction retainage payable	0
Accrued payroll liabilities	0
Encumbrances	0
Debt service	0
Subtotal liabilities	\$ 0
Net position	\$ 224,150

Capital Reserve Information:

	Percentage	Basis	Reserve
Ratepayer Protection Reserve			
Non-GO Debt Service	100.00%	1,786,657	1,786,657
(FY2016 Debt Service for CWSRF and IFA Loans Minus Subsidy)			
Fund Balance - Sanitary Sewer System Development Charge Fund			209,172
Fund Balance - Sanitary Sewer State Loans Debt Service Fund			2,004,782
Fund Balance - Sanitary Sewer General Obligation Bond Debt Service Fund			786,081
Subtotal			3,000,035
Difference - Resources Available/(Required)			1,213,378

OAK LODGE SANITARY DISTRICT
SANITARY SEWER SERVICE DEBT SERVICE FUND FOR STATE LOANS
BUDGET STATUS REPORT SUMMARY - BUDGET TO ACTUAL
November 2016

	Original Budget	Final Budget	Year-to-Date	% Year-to-Date	\$ Remaining	% Remaining
Revenue						
Interest	\$ 6,309	\$ 6,309	\$ 5,973	94.68%	\$ 336	5.32%
Subsidy	131,191	131,191	131,757	100.43%	0	0.00%
Subtotal revenue	137,500	137,500	137,730	100.17%	0	0.00%
Expenditure						
Principal	1,191,837	1,191,837	420,308	35.27%	771,529	64.73%
Interest	726,011	726,011	166,690	22.96%	559,321	77.04%
Subtotal expenditure*	1,917,848	1,917,848	586,998	30.61%	1,330,850	69.39%
Other financing sources						
Transfers in	1,776,925	1,776,925	886,219	49.87%	890,706	50.13%
Other financing uses						
Transfers out*	0	0	0	n/a	0	0.00%
Net change in fund balance	(3,424)	(3,424)	436,951	-12762.75%	0	12862.75%
Beginning working capital	1,567,057	1,567,057	1,567,832	100.05%	0	0.00%
Ending fund balance	\$ 1,563,633	\$ 1,563,633	\$ 2,004,782	128.21%	\$ 0	0.00%

*Legally adopted appropriation level

Ending fund balance detail:	Amount
Assets	
Cash and cash equivalents	\$ 1,414,299
Cash and cash equivalents - restricted	590,483
Accounts receivable	0
Accrued receivable	0
Subtotal assets	\$ 2,004,782
Liabilities	
Accounts payable	\$ 0
Construction retainage payable	0
Accrued payroll liabilities	0
Encumbrances	0
Debt service	0
Subtotal liabilities	\$ 0
Net position	\$ 2,004,782

<u>Capital Reserve Information:</u>	<u>Percentage</u>	<u>Basis</u>	<u>Reserve</u>
Ratepayer Protection Reserve			
Non-GO Debt Service	100.00%	1,786,657	1,786,657
(FY2016 Debt Service for CWSRF and IFA Loans Minus Subsidy)			
Fund Balance - Sanitary Sewer System Development Charge Fund			209,172
Fund Balance - Sanitary Sewer State Loans Debt Service Fund			2,004,782
Fund Balance - Sanitary Sewer General Obligation Bond Debt Service Fund			786,081
Subtotal			3,000,035
Difference - Resources Available/(Required)			1,213,378

OAK LODGE SANITARY DISTRICT
SANITARY SEWER SERVICE DEBT SERVICE FUND FOR GENERAL OBLIGATION BONDS
BUDGET STATUS REPORT SUMMARY - BUDGET TO ACTUAL
November 2016

	Original Budget	Final Budget	Year-to-Date	% Year-to-Date	\$ Remaining	% Remaining
Revenue						
Interest	\$ 3,804	\$ 3,804	\$ 2,750	72.30%	\$ 1,053	27.70%
Expenditure						
Principal	995,000	995,000	0	0.00%	995,000	100.00%
Interest	721,300	721,300	360,650	50.00%	360,650	50.00%
Subtotal expenditure*	1,716,300	1,716,300	360,650	21.01%	1,355,650	78.99%
Other financing sources						
Transfers in	1,714,885	1,714,885	714,535	41.67%	1,000,349	58.33%
Other financing uses						
Transfers out*	0	0	0	n/a	0	0.00%
Net change in fund balance	2,388	2,388	356,636	14932.16%	0	0.00%
Beginning working capital	429,224	429,224	429,445	100.05%	0	0.00%
Ending fund balance	\$ 431,613	\$ 431,613	\$ 786,081	182.13%	\$ 0	0.00%

*Legally adopted appropriation level

Ending fund balance detail:	Amount
Assets	
Cash and cash equivalents	\$ 786,081
Cash and cash equivalents - restricted	0
Accounts receivable	0
Accrued receivable	0
Subtotal assets	\$ 786,081
Liabilities	
Accounts payable	\$ 0
Construction retainage payable	0
Accrued payroll liabilities	0
Encumbrances	0
Debt service	0
Subtotal liabilities	\$ 0
Net position	\$ 786,081

Capital Reserve Information:	Percentage	Basis	Reserve
Ratepayer Protection Reserve			
Non-GO Debt Service	100.00%	1,786,657	1,786,657
(FY2016 Debt Service for CWSRF and IFA Loans Minus Subsidy)			
Fund Balance - Sanitary Sewer System Development Charge Fund			209,172
Fund Balance - Sanitary Sewer State Loans Debt Service Fund			2,004,782
Fund Balance - Sanitary Sewer General Obligation Bond Debt Service Fund			786,081
Subtotal			3,000,035
Difference - Resources Available/(Required)			1,213,378

OAK LODGE SANITARY DISTRICT
 SURFACE WATER MANAGEMENT CAPITAL IMPROVEMENT FUND
 BUDGET STATUS REPORT SUMMARY - BUDGET TO ACTUAL
 November 2016

	Original Budget	Final Budget	Year-to-Date	% Year-to-Date	\$ Remaining	% Remaining
Revenue						
Interest	\$ 8,338	\$ 8,338	\$ 7,505	90.01%	\$ 833	9.99%
Miscellaneous	0	0	0	n/a	0	0.00%
Subtotal	8,338	8,338	7,505	90.01%	833	9.99%
Expenditure						
Capital Outlay*	942,500	942,500	593,954	63.02%	348,546	36.98%
Deficiency of Revenues						
Other financing sources						
Debt Proceeds	0	0	0	n/a	0	0.00%
Transfers in	164,975	164,975	69,202	41.95%	95,774	58.05%
Subtotal	164,975	164,975	69,202	41.95%	95,774	58.05%
Other financing uses						
Transfers out*	0	0	0	n/a	0	0.00%
Net change in fund balance	(769,187)	(769,187)	(517,247)	67.25%	0	32.75%
Beginning working capital	1,667,565	1,667,565	1,842,439	110.49%	0	0.00%
Ending fund balance	\$ 898,379	\$ 898,379	\$ 1,325,193	147.51%	\$ 0	0.00%

*Legally adopted appropriation level

Ending fund balance detail:	Amount
Assets	
Cash and cash equivalents	\$ 1,918,284
Cash and cash equivalents - restricted	0
Accounts receivable	0
Accrued receivable	0
Subtotal assets	\$ 1,918,284
Liabilities	
Accounts payable	\$ 53,666
Construction retainage payable	0
Accrued payroll liabilities	0
Encumbrances	539,425
Debt service	0
Subtotal liabilities	\$ 593,091
Net position	\$ 1,325,193

<u>Capital Reserve Information:</u>	<u>Percentage</u>	<u>Basis</u>	<u>Reserve</u>
Renewal & Replacement Reserve	2.50%	61,000,000	1,525,000
Capital Funding Reserve	5.00%	20,000,000	1,000,000
Subtotal Reserve Requirement			2,525,000
Fund Balance - Sanitary Sewer Service Capital Improvement Fund			2,543,110
Fund Balance - Surface Water Management Capital Improvement Fund			1,325,193
Subtotal			3,868,303
Difference - Resources Available/(Required)			1,343,303

Business from the Manager
Snow Event January 11, 2017

MEMORANDUM

To: Chair Martin and OLWS Board Members

From: Dan Bradley, General Manager



Date: January 17, 2017

Subject: Manager Activity Report

- SDAO Legislative Day
- Meetings with Sanitary Division Staff
- SDAO Franchise Fee Legislative Proposal
- Gladstone Representatives on NCCWC IGA

Oak Lodge Water District Action Item Status List

Priority	Action Item Description	Origin Date	Due Date	Status	Progress Notes
	Water right permit extension	April, 2003			Rebuttal to WaterWatch Complaint submitted
	Reservoir Seismic Upgrades	June, 2011	April, 2014		Negotiating with Contractor
	16" Fire Flow Transmission Line	May, 2014	June, 2015		contract signed, preliminary design work underway
	Consolidation Study	June, 2016	Jan. 2017		COMPLETE!



**MEETING AGENDA
TECHNICAL COMMITTEE**
of the
REGIONAL WATER PROVIDERS CONSORTIUM
January 4, 2017 – 1:30 p.m. to 3:30 p.m.
Portland Building, 1120 SW 5th Avenue, Portland
5th Floor, Bull Run Conference Room

1. **Introductions**
2. **Approval of September 7 and November 2, 2016 Meeting Minutes**
3. **Project Manager Report** – Rebecca Geisen, Consortium Project Manager
Desired Outcome: Update on on-going projects, DWA tool, and staffing update.
4. **Interconnections Update** – Rebecca Geisen, Consortium Project Manager
Desired Outcome: Discuss and identify criteria for ranking and evaluating interconnections (with MSA).
5. **Conservation Program Update** – Bonny Cushman, Consortium Program Specialist
Desired Outcome: To discuss project and steps for moving forward.
6. **Strategic Plan Update** – Rebecca Geisen, Consortium Project Manager
Desired Outcome: Discuss status of current strategic plan goals and scope of update.
7. **FY 2017/18 Budget and Work Plan** - Rebecca Geisen, Consortium Project Manager
Desired Outcome: Discuss and finalize budget option recommendations to present to the Executive Committee.
8. **February Consortium Board Meeting Draft Agenda** – Rebecca Geisen, Consortium Program Manager
Desired Outcome: Discuss format for February Board meeting and review draft agenda. Recommend draft agenda to Executive Committee.
9. **State and Local Updates** - All

Next Meeting Date/Location:
March 1, 2017
5th floor, Bull Run Conference Room



OAK LODGE SANITARY DISTRICT STAFF REPORT

To: Board of Directors
From: Rich Ludlow, Interim Operations Manager
Agenda Item: Operations Report for December 2016
Item No.: 5c.iii
Date: January 9, 2016

Background

The Board has requested updates at the Regular Meetings of the Board on the status of the District's Operations.

Administration

Rich Ludlow continues in the role of Interim Operations Manager and management of treatment plant processes pending posting of a permanent position.

Consolidation efforts are underway with efforts including IT support contracts, policy updates, payroll modifications and other adjustments to bring the two organizations together as one.

Consulting services from HDR Engineering have been put on hold as plant stability has increased and treatment plant operators are fine tuning the new process. HDR will be called as needed to solve problems that may arise and for evaluation of data after plant operations have significant data to compare.

Treatment Plant Operations:

All NPDES effluent permit limits were met for the month of December 2016.

Conversion of plant operations to traditional activated sludge configuration have stabilized with improvements in solids reduction in the digestion process. Operational parameter targets have been established with the expectation of minor adjustments for fine tuning and seasonal changes ongoing. Preliminary results look promising with extended aeration and digestion performing well for solids reduction. WRF Operators continue to adjust for optimized treatment and solids reduction within the plant. December solids reduction only required hauling on three days for the month.

Field Operations Monthly Report for November, 2016

Staff Availability:

Working Hours in Month	Leave/Training/Paid Breaks	Actual Attendance/Available Hours (working hours minus leave/training)
672	129.25	542.75

Accomplishments:

	Goal	Actual	% Goal Met	Field Crew Hours
Sewer Cleaning (linear feet)	9450	2188.25	23%	26
TV Inspections (linear feet)	9450	7255	77%	87.75
Grease Line Cleaning		3893.17	100%	30.5
Sewer Line/Manhole Repair/Inspect/Install				5
Utility Locates		160		48.25
SWM Work by Line Maintenance Techs				27.25
Fleet Support Work				13.75
Plant/PS Equipment Work Orders				22
Customer Service/Investigations				38.5
Program Support				48.5
			Total Work Order Hours	347.5
			Staff Time Utilized on Work Orders	64%

Experienced challenges with moving trucks and working in sewers during freezing and inclement weather.

Meeting/training/other details:

Total staff hours

Hearing Tests	1.5 hours
Setup for SAC meeting @ plant	3 hours
Staff meetings	30 hours

WRF Maintenance Monthly Report, December 2016

Staff Availability:

Working Hours in Month	Leave and Paid Breaks	Actual Attendance/Available Hours (working hours minus leave/breaks)
328	67.5	260.5

Accomplishments:

	Count	
Number of Preventive Work Orders Completed	24	
Number of Repair Work Orders Completed	34	
		Hours charged in Month
Time Charged to Preventive Works Order Count/Time		90.25
Time Charged to Repair Work Orders Count/Time		84.5
	Hours charged to Work Orders in month	174.75
	Staff Time Utilized on W/O	67%
	Utilization Toward PM Work	35%

Meeting/training summary:

Staff Hours

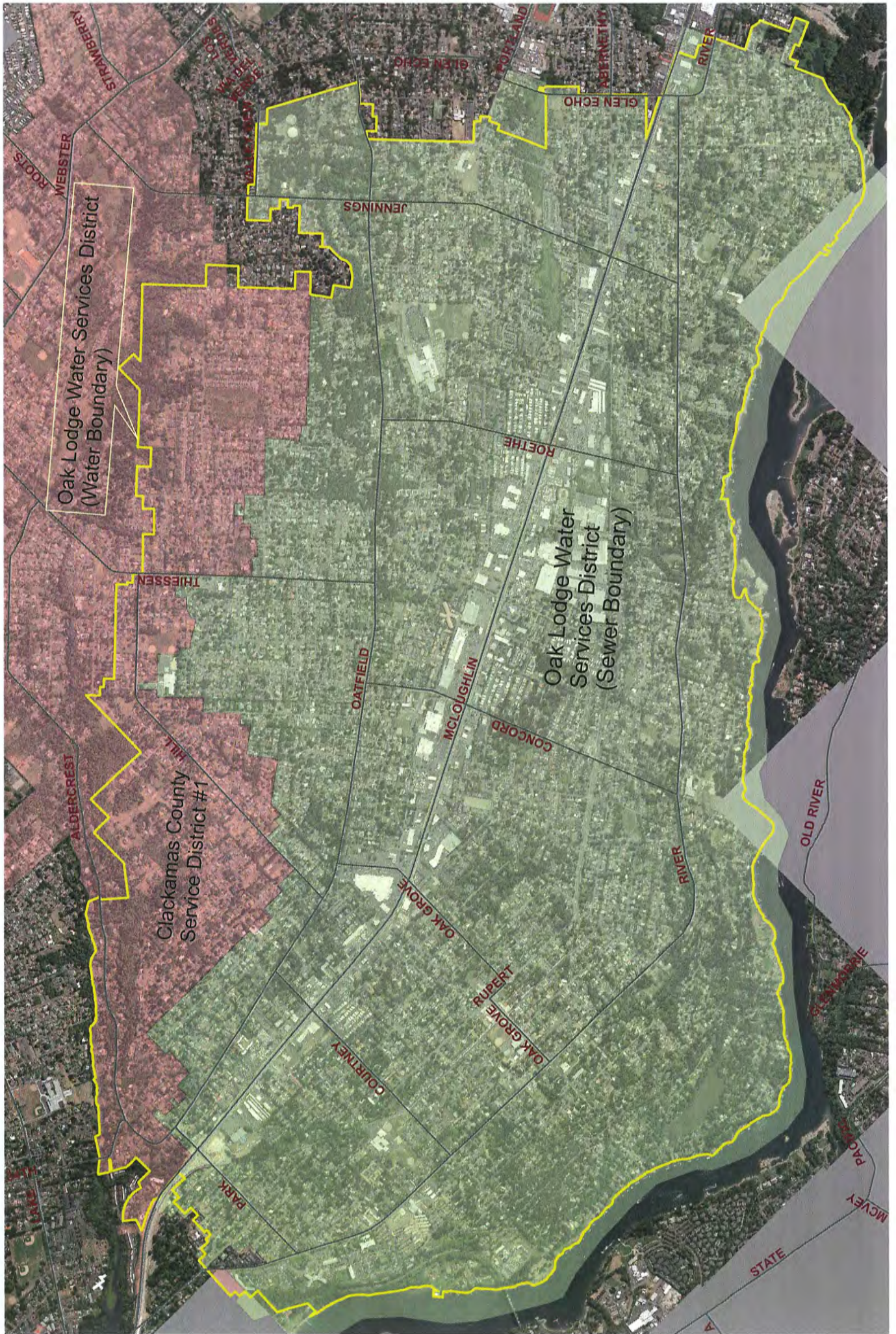
Maintenance and Staff Meetings

15 hours

Maintenance work highlights for the month:

- Performed preventive maintenance on:
 - Electrical switchgear and transfer switches; WAS/Scum Pump; All Fire Extinguishers; Mixed Liquor Drum Screen; Screw Press
- Installed new discharge check valve at PS6
- Installed filter modifications on GBT and BFP hydraulic systems
- Completed repairs on East RAS Pump #2 electrical
- Completed troubleshooting and repair of outdoor lighting at Admin Building
- Troubleshoot and finalized repairs to outdoor lighting at Admin Building
- Troubleshoot and arranged repairs for failed Neuros blower (3-month lead time)
- Replaced obsolete Comcast modems at pump stations 4 & 5
- Repaired overhead door controls and electric heaters in truck barn
- Unplugged pumps at various pump stations as needed (6)

EXHIBIT A





**MEETING AGENDA
REGIONAL WATER PROVIDERS CONSORTIUM BOARD
Wednesday, February 1, 2017
6:30 p.m. to 8:30 p.m.
Metro Council Chambers
600 N.E. Grand Avenue Portland, Oregon**

DRAFT

1. Introductions (3 minutes)
2. Approval of Consortium Board Minutes for October 5, 2016 (2 minutes)
3. Public Comment* (5 minutes)
4. Project Manager Report – Rebecca Geisen, Consortium Project Manager (20 minutes)
Desired Outcome: Update on Consortium programs and projects.
5. FY 2017/18 Consortium Budget and Work Plan – Rebecca Geisen, Consortium Project Manager (30 minutes)
Desired Outcome: To discuss budget proposal and adopt the FY 2017/18 Consortium Work Plan and Budget.
6. Placeholder Discussion – possible topics: (60 minutes)
 - * • Washington Park Reservoir Improvement Project Update
 - * • IRWS Update
 - Weather Update – NOAA — JUNE
 - Communications Network Committee – how to better communicate about the work of the Consortium and get our story out there
 - Other?
7. Wrap-up and Adjourn

GROUND WATER

Next Meeting Dates/Location:
June 7, 2017/Metro

* Agenda Item #3 is a public comment period for items not on the agenda. Additional public comments will be invited on agenda items as they are discussed.

we have seen ~~some~~ interconnections ¹⁹² identify
regions

REGIONAL WATER PROVIDERS CONSORTIUM PROPOSED BUDGET & WORK PLAN—FISCAL YEAR 2017 - 2018 (Page 2)

	FY 17/18	FY 16/17
1. Summer Marketing Campaign	\$111,100	\$117,100
2. Indoor Marketing Campaign	\$12,500	\$12,500
3. Youth Education/School Assembly Programs	\$10,245	\$12,245
4. Weekly Watering Number	\$4,725	\$12,000
5. Events and Workshops	\$2,250	\$2,250
6. Videos	\$2,000	
7. Printing and Devices	\$12,000	\$5,210
Total Materials and Services	\$154,820	\$163,900
Staff and Material and Services	FTE	Hours
Conservation Program Coordinator		975
Program Specialist		950
Total Staff Time	1.13	
	\$145,525	\$224,674
	\$154,820	\$163,900
Total Materials and Services		
Total Conservation	\$300,345	\$390,574

REGIONAL WATER PROVIDERS CONSORTIUM PROPOSED BUDGET & WORK PLAN—FISCAL YEAR 2017 - 2018

	FTE	Cost
Administration and PI	1.1	\$156,768
Emergency Preparedness	0.7	\$72,457
Regional Coordination	0.4	\$69,604
Conservation	1.1	\$145,525
Total	3.3	\$476,741
Administration and Public Involvement		\$40,750
Emergency Preparedness		\$45,600
Regional Coordination		\$19,300
Conservation Programs		\$154,820
Travel & Training		\$4,000
Total M & S		\$264,470
May be allocated to activities listed above with 29.5% applied to personnel costs		\$5,000
		\$140,639
		\$886,849
		(\$58,500)
TOTAL CONSORTIUM BUDGET FOR DUES PURPOSES		\$828,349

Contingency Funding
Overhead for Fund Administration under Staffing IGA @ 29.5%
TOTAL CONSORTIUM BUDGET FOR EXPENDITURE PURPOSES
 Minus Carryover for FY 15/16
TOTAL CONSORTIUM BUDGET FOR DUES PURPOSES

Notes:
 1) For purposes of consistency with the Regional Water Providers Consortium authorizing Intergovernmental Agreement, the official work plan and budget is comprised of key activities, materials and services, and associated staff resources and costs, as indicated in bold type on the table above. Activities, materials and services, along with associated staff resources and costs listed on any attached page(s) shall be construed as guidance only, to be managed by Consortium staff as directed by the Consortium Technical Committee and the Executive Committee of the Board.
 2) The Board may amend the official work plan and budget elements within the bolded amounts described in Note 1 above, so long as such amendment does not increase dues-based funding requirements. The Board may expand the work plan and budget so long as proposed expansions are associated with other identified non-dues-based funds (e.g., voluntary contributions, grants).
 3) Activities, and materials and services may be contracted out by the Consortium through the Consortium staff as allowed under the Staffing Intergovernmental Agreement signed between the City of Portland and the Consortium Board. Administration of the work program shall be under the direction of the Consortium Technical Committee or as otherwise directed by the Board or delegated by the Board to the Executive Committee.
 4) The carryover amount for FY 15/16 is \$58,500.

REGIONAL WATER PROVIDERS CONSORTIUM PROPOSED BUDGET & WORK PLAN—FISCAL YEAR 2017 - 2018

		FY 17/18		FY 16/17	
Administration and Public Involvement		Staff and Material and Services	Hours	Cost	
Work program & budget development, contracting, fiscal management & reporting, personnel management, business logistics, Consortium Board, Executive Committee, Consortium Technical Committee meetings and topic development, and other advisory bodies of the Consortium. Public inquiry support, public meeting set up, review of public involvement strategy, and website support. Materials and services includes meeting support, meeting room rental, public outreach, postage, etc. Administration staff to provide support to all program areas.		Administration	0.7	\$91,525	\$102,815
		Program Specialist	450	\$30,600	\$19,758
		Project Manager	320	\$34,643	\$37,534
		Materials & Services		\$16,000	\$14,000
		Graphic Designer		\$10,000	
		Websites (hosting and maintenance)		\$14,750	\$4,000
		Total Materials and Services		\$40,750	\$18,000
		Total Staff Time	1.1	\$156,768	\$160,107
		Total for Administration and PI		\$197,518	\$178,107
Emergency Preparedness Program					
Continue work in emergency preparedness as outlined in the strategic plan goals. Includes staff support to the Consortium's Emergency Planning Committee and participation in the Regional Disaster Preparedness Organization. Includes emergency training and exercises, grant application and equipment support, update and development of emergency coordination and communication resources, update and continued development of emergency preparedness modules, maintenance of the regional interconnections geodatabase and public outreach and education. Support implementation of Oregon Resilience Plan.		Project Manager	320	\$34,643	\$34,853
		Program Coordinator	600	\$49,800	\$33,588
		Program Specialist	300	\$20,400	\$4,016
		Materials & Services		\$2,000	\$2,000
How to Videos for website and social media that cover water-related emergency preparedness topics (treatment, sources, etc.)		How-to Videos for website		\$2,000	\$3,000
Sinking Fund (year 1 of 5) - Reinstated funds for interconnections study update		Trimet Bus Side on Emer Prep		\$22,000	\$25,000
Trimet Bus Sides - Continue three-month bus side campaign with water-related tips on preparedness		Sinking Fund (Interconnections Update)		\$3,000	\$0
Exercise and Training - Regional exercise and Consortium-sponsored trainings (e.g. TEEEX Homeland Security training)		Exercise and Training		\$2,000	\$0
TV preparedness campaign - ads and stories promoting and incorporating the Consortium's water-focused emergency preparedness messaging via a television campaign		TV preparedness campaign		\$14,600	\$14,600 (equipment)
		Total Materials and Services		\$45,600	\$57,000
		Total Staff Time	0.7	\$104,843	\$72,457
		Total for Emergency Preparedness		\$150,443	\$131,457
Regional Coordination					
Intergovernmental Coordination - Staff participation on major federal, state and regional issues that affect water providers, with emphasis on the Oregon Water Resources Department programs and activities, Oregon Resilience Plan, Oregon legislative session and coordination with other regional stakeholders. Share climate change research and application with Consortium members.		Economist	40	\$4,182	\$4,136
		GIS Tech Support	100	\$6,330	\$6,132
		Project Manager	450	\$48,717	\$47,186
		Program Coordinator	125	\$10,375	\$7,903
Drinking Water Advisory (DWA) Look-Up Tool - Continue work with Portland's Bureau of Technology Services to maintain a web-based application on www.PublicAlerts.org as a way for the general public to determine if they are affected by a DWA.		Drinking Water Advisory look-up		\$5,000	\$5,000
Five-Year Strategic Plan Update - Update strategic plan		Strategic Plan Update		\$5,000	
Population and Household Estimates - The Population Research Center at Portland State University will update the population and household estimates and forecasts for water providers.		PSU Population Forecast Project		\$9,300	\$8,900
		Total Materials and Services		\$19,300	\$13,900
		Total Staff Time	0.4	\$69,604	\$65,356
		Total Regional Collaboration		\$88,904	\$79,266



Memorandum

Date: December 21, 2016
To: Consortium Technical and Executive Committees
From: Rebecca Geisen – Consortium Project Manager
Subject: FY 2017/18 Proposed Budget

Since our last meeting, the City of Portland has provided Consortium staffing costs for FY 17/18. When previously crafting the proposed budget, I assumed that staff costs would increase 5%, however the increase was lower, resulting in lower staffing costs than projected. Staffing changes have also resulted in reduced staff costs. These reduced staff costs also reduced the amount of overhead charged to the Consortium. As a result of the savings, I was able to restore the materials and services cuts that would have been necessary to keep dues increases down. The updated proposed budget presented here reflects the direction of the Board to hold a dues increase to around 2%-3%. (Actually, the dues based budget is flat*, but the dues will be spread out over 20 members vs. 21 which will result in slightly higher dues for the remaining members).

The proposed work plan and budget is attached and is also summarized below.

Staff would like direction as to whether the proposed budget meets the Board's direction and reflects the priorities of the Consortium for FY 17/18.

Budget Carryover from FY 15/16

The carryover amount from FY 15/16 is **\$58,500**. Approximately **\$25,000** of the carryover is in personnel services and overhead. Approximately **\$29,000** was under expended in materials and services. Of the \$5,000 contingency, **\$4,312** was unspent (\$688.00 was expended to help cover Wilsonville dues).

Traditionally the carryover amount is used to off-set future dues, however, the Board has discretion as to how to spend the carryover. The Board will need to make a recommendation for how to disperse the carryover amount of \$58,500 from FY15/16 at the February 2017 meeting. If no action is taken by the Board for the carryover amount, the carryover will be credited to the participant dues for FY17/18.

Proposed Budget Summary

Total Dues Based Budget: \$828,349

Total Budget: \$886,849

↓ 6% decrease in total budget

- 0% increase in dues based budget

↑ 2.5% increase in member dues from FY 16/17 (because of Metro withdrawal – there are fewer members to share dues)

Administration and Public Involvement

- Web costs consolidated between Admin and Conservation budget
- ↑ Includes updates to web platform & the Water House (on conserveh2o.org)

Regional Conservation Program

- Maintains current service level
- ↑ \$2,000 Produce one conservation how-to video
- ↑ \$7,000 Update and print outdated material

Emergency Preparedness

- ↑ \$14,600 TV campaign
- ↑ \$3,000 Restart sinking funds for interconnections study update
- ↑ \$2,000 Consortium-sponsored exercises and trainings

KGW IS DOING PROPOSAL
of what THEY CAN DO
NEWS SPOT & INTERVIEW
w/ NATIONAL PREPAREDNESS
MONTH

Regional Coordination

- Update of Five-Year Strategic Plan
- Sets aside \$5000 for strategic planning support/facilitation -

Contingency:

- ↓ Decreases current contingency to \$5,000 FROM \$10K

Materials and Services

- ↑ \$7,670 (from 16/17)

Staffing Costs

- ↓ \$59,378 (from 16/17) includes overhead

FY 16/17

Total Budget: \$943,559

Carryover: (\$115,500)

Dues Based Budget: \$828,059

FY 17/18

Total Budget: \$886,849

Carryover: (\$58,500)

Dues Based Budget: \$828,349

*Dues based budget is the total budget after the subtraction of the carryover and is the amount used to calculate member dues.



**MEETING AGENDA
REGIONAL WATER PROVIDERS CONSORTIUM
EXECUTIVE COMMITTEE**

**Wednesday, January 4, 2017
5:30 p.m.**

**Meeting Location:
Bull Run Conference Room, 5th Floor,
Portland Building, 1120 SW 5th Avenue
Portland, Oregon**

VICTORIA LOWE
DID NOT RE GET
RE-ELECTED IN
ELECTIONS SO
AT LARGE NEW
(2018)
(NATURAL
THAN)

(GEISEN
RUSS)

POTENTIAL VACANCY
DEPENDS ON
CRIS - AT LARGE
Deferred to June

1. **Introductions**
2. **Approval of September 7, 2016 Meeting Minutes**
3. **Board Member Elections** – Rebecca Geisen, Project Manager
Desired Outcome: To discuss Board member changes and Chair and Vice-Chair elections in June.
4. **Project Manager Report** – Rebecca Geisen, Consortium Project Manager
Desired Outcome: Update on activities including emergency planning, conservation, and other on-going projects.
5. **FY 2017/18 Budget and Work Plan Discussion** – Rebecca Geisen, Consortium Project Manager
Desired Outcome: Finalize 2017/18 Consortium work plan and budget and make recommendations to the Consortium Board.
6. **February Consortium Board Meeting Draft Agenda** – Rebecca Geisen, Consortium Project Manager
Desired Outcome: Review draft agenda and make any necessary revisions.
7. **State and Local Updates**

Next Meeting Date/Location:
April 5, 2017 Bull Run Conference Room
5th Floor, Portland Building

ERNEST C METRO

TIM O'BRIEN

PUT
TALKING POINT

Shirley

ERNEST

TOM O'BRIEN

Rebecca

WITH MARTHA BENNETT

Shirley KRAVICK

11/8/2016 WORK SESSION

Members:

RUSS AND I WILL BE MEETING WITH TAMMY STEMPEL
REGARDING CONSORTIUM

FAIRVIEW

WOOD VILLAGE

TROUTDALE — CITY MGR STEVE SITS ON SUNMSE
AND IS IN FAVOR. ISSUE IS
THEIR COUNCIL.

GLANSTONE

WILSONVILLE

SOUTH FALC. MOBILE WATER SYSTEM IS ON A GRANT
GREGGAM FOR OVERLAND PIPING emergency system.

CONTINUING —

— FIX A LEAK —

MAKE SURE TO LIKE THE CONSORTIUM PAGE ON
FACEBOOK. YOUTUBE.

— TALK WITH JASON ABOUT LINKING ON OUR
NEW WEBSITE.

— Intern will be contacting all agencies for social
media connections



Clackamas
County
Coordinating
Committee

Promoting partnership among the County, its Cities and Special Districts

**CLACKAMAS COUNTY COORDINATING COMMITTEE (C4)
Agenda**

**Thursday, January 05, 2017
6:45 PM – 8:30 PM**

Development Service Building
Main Floor Auditorium, Room 115
150 Beaver Creek Road, Oregon City, OR 97045

6:45 p.m. ✓ **Pledge of Allegiance**

✓ **Welcome & Introductions**

✓ *Commissioner Paul Savas & Mayor Brian Hodson, Co-Chairs*

✓ **Housekeeping**

- ✓ • Approval of December 01, 2016 C4 Minutes
- ✓ • C4 Appointments by Cities and County due by February 20, 2016

Page 02

6:50 p.m. ✓ **Final Approval of Technical Changes to C4 Bylaws**

- ✓ • Track Changes of "technical fixes" to C4 Bylaws
- Existing C4 Bylaws

Page 04

Page 09

7:10 p.m. **What is the role and future of C4?**

- Facilitated by Clackamas County Resolution Services
- Precursor to fuller discussion about C4 Bylaws "Policy Recommendations"

8:10 p.m. **Next Steps for C4 Bylaws Discussion**

- Updated list of "Policy Recommendations" to C4 Bylaws

Page 13

8:30 p.m. **Adjourn**

Amy Herman

Overview of Submitted Recommendations to C4 Bylaws

Trent Wilson indicated that back in September he had asked for recommendations and feedback on the C4 Bylaws and the original timeline had discussion occurring at the November meeting. Due to the Regional Flexible Fund Allocation (RFFA) process, this discussion was delayed. Included in the packet are recommendations for Technical and Policy level changes as well as feedback letters from Oregon City, Wilsonville and Commissioner Savas which were reviewed with the committee.

C4 Members acknowledged the large work load ahead, and Terry Gibson proposed postponing the discussion until the retreat, when members would have more time to vet the proposals. C4 members agreed to move forward with the evening's agenda and to reassess given the progress made.

Discussion of Technical Recommendations to C4 Bylaws

Each recommendation was reviewed and suggestions noted.

- Format for Membership – break out into Rural versus metro or use asterisks to flag or add a column for UBG and Non UBG. Add Portland and Gresham and remove Damascus
- Voting members – Notify the Secretary of C4 when membership changes and define who the secretary is and who appoints. *When voting each jurisdiction gets one vote – approved.*
- Executive CommitteeAt or before the March meeting. Include language, at a minimum and/or any city has the right to change representation and/or at the desire of each individual city.
- Management Advisory Subcommittee – move to policy recommendations
- Technical Advisory Subcommittees -consist of a representative of each of the agencies. Depending on the topic, voting limited to 1 vote per jurisdiction.
- Definitions -cities within or any portion thereof.

Terry Gibson motioned staff to make the suggested changes and forward to members of C4 to take back to their jurisdictions for 30 day notice. Seconded by Markley Drake and approved.

Discussion of Policy Recommendations to C4 Bylaws

To be held at a future meeting. Include in policy recommendation the number of BCC members and decisions on 6a and b.

Next Steps for C4 Bylaws Discussion

Discussion held regarding when to hold a meeting for Policy Recommendations. C4 members agreed that a doodle poll should be taken to survey everyone's availability and that a longer, set aside meeting would be ideal for moving the discussion forward. Pending agreement of the doodle poll, C4 members general spoke in consensus that the ensuing meetings could be used to tackle the issues in piecemeal until fully resolved.

Meeting adjourned at 8:42 p.m.

DRAFT CLACKAMAS COUNTY COORDINATING COMMITTEE BY-LAWS DRAFT

The RED notations in this document reflect the “technical fix” recommendations in an “accepted form” as discussed by C4 Members at the December 1, 2016 meeting.

1. PURPOSE

The Clackamas County Coordinating Committee (C-4) was founded by the County to promote a partnership between the County, its Cities, Special Districts, Hamlets, Villages and Community Planning Organizations (CPOs).

C-4’s primary functions are to:

- Enhance coordination and cooperation between the jurisdictions
- Establish unified positions on land use and transportation plans
- Provide a forum for issues of mutual benefit and interest
- Promote unified positions in discussions at the state and regional levels

2. MEMBERSHIP POLICY BODY

Committee membership shall consist of representatives from the following jurisdictions, communities, and districts:

Voting Body		Members	Votes
<i>* = Urban Jurisdiction</i>			
County	Board of County Commissioners	2	2
Cities	Barlow	1	1
	Canby	1	1
	Estacada	1	1
	Gladstone*	1	1
	Happy Valley*	1	1
	Johnson City*	1	1
	Lake Oswego*	1	1
	Milwaukie*	1	1
	Molalla	1	1
	Oregon City*	1	1
	Portland*	1	1
	Rivergrove*	1	1
	Sandy	1	1
	Tualatin*	1	1
	West Linn*	1	1
	Wilsonville*	1	1
Communities	CPOs*	1	1
	Hamlets	1	1
	Villages	1	1
Districts	Fire*	1	1
	Sanitary*	1	1
	Water*	1	1
Total		24	24

Non-Voting Body		Members
Regional	Metro*	1
	Clackamas Citizen from MPAC	1
Transit	Rural	1
	Urban*	1
Other	Port of Portland*	1
Total		5

At a minimum, Clackamas County Board of Commissioners will select its two (2) elected representatives in February of odd-numbered years and notify the Secretary of C-4 by letter signed by the Chair or a designee appointed by the Chair.

At a minimum, the cities shall provide the names of their elected C-4 representatives and alternates by letter signed by the Mayor or their designee in February of each odd-numbered year to the Secretary of C-4.

The special districts/authorities representatives shall be designated by agreement among districts/authorities represented. The Hamlet and Village representatives shall be designated by agreement among the County's Hamlets and Villages, represented. The process for designating the representatives shall be established by agreement among each of the groups of Districts/Authorities, Hamlets, and Villages. Each of these entities shall submit the names of their elected C-4 representative and alternate to the Secretary of C-4 by letter signed by the Chairs of the Boards represented in February of every even-numbered year.

The CPO representative and alternate shall be determined in a process that is guided by the County and includes the opportunity for input of each of the County's recognized CPOs and the County's Committee for Citizen Involvement (CCI). That selection process shall be completed by February of each even-numbered year and the name of the representative and alternate shall be submitted to the C-4 Secretary.

Each jurisdiction with a voting membership shall have one (1) vote, with the exception of the County which has two (2) votes. The cities, special districts, and Clackamas County representatives to JPACT and MPAC are encouraged but not required to have their representative as a voting member or alternate on C-4.

The Metro Council shall provide the name of their C-4 representative and alternate by letter signed by the Metro President or his/her designee in February of each odd-numbered year.

The representatives from the Port of Portland, the transit agencies, and the Clackamas Citizen from MPAC are not elected officials, and their membership is determined by appointment from their respective organizations.

3. EXECUTIVE COMMITTEE

The Executive Committee shall be comprised of a representative of: (a) the board of county commissioners, (b) an urban city, (c) a rural city, (d) water and sewer districts, (e) fire districts, and f) Hamlets, Villages and CPOs. This committee shall set the agendas for meetings of C-4 and to make recommendations to the C-4 body on action items as appropriate. C-4 Metro Jurisdiction cities and Rural Cities shall elect their respective Executive Committee representatives annually at the March C-4 Regular meeting. Special Districts shall annually determine their own Executive Committee representative selection process and shall submit the name of the appointment by a letter signed by the chairs of the special district boards to the Secretary of C-4 at or before the March C-4 meeting.

4. OFFICERS

The co-chairs of the Executive Committee will also serve as the co-chairs of C-4 and shall be elected annually at their March meeting by members of the Executive Committee from among its members. The County member will co-chair the Executive Committee and C-4. The secretary of the Executive Committee and C-4 shall be a county staff member designated by the Board of County Commissioners.

5. PROCEDURES

A. Meetings

Meetings will be held monthly on a day to be determined by C-4 or called as needed by the co-chairs or by a vote of C-4. The secretary is responsible for notifying members of the meeting time and place and for preparing the agenda.

B. Quorum

A quorum of C-4 shall consist of a majority of the participating jurisdictions' voting members.

C. Voting

Votes in C-4 shall carry by a simple majority of those present, provided that no action shall be taken unless a quorum is present. Only members or their designated alternate shall have voting rights.

D. Alternates

A designated alternate will sit in the absence of a member and shall have full voting rights. Alternates will be appointed by the member jurisdiction.

E. Records

All C-4 actions shall be documented in the form of minutes, memoranda and special reports. The secretary will be responsible for such documentation and distribution of such minutes, memoranda and reports.

F. Rules

Meetings shall be conducted in accordance with Roberts' Rules newly revised.

G. Agenda Items

Before presentation to C-4 for action, agenda items shall be sent to the member jurisdictions and to all fire districts, water districts/authorities and sanitary sewer districts/authorities for discussion by the governing body. Compliance with this requirement may be waived where circumstances warrant faster action by a majority vote of C-4.

6. ADVISORY SUBCOMMITTEES:

A. Metro Subcommittee

C-4 members who are within the Metro jurisdiction shall be a subcommittee of C-4 named Metro subcommittee. This subcommittee shall at a minimum be the body which nominates and elects cities' representatives to: Joint Policy Advisory Committee on Transportation (JPACT); Metro Policy Advisory Committee (MPAC) and associated technical committees: Transportation Policy Advisory Committee (TPAC); and Metro Technical Advisory Committee (MTAC) respectively. These nominations and elections shall occur in November of each even numbered year in accordance with Metro Charter requirements.

B. Rural Cities Subcommittee

C-4 members who are outside of the Metro jurisdiction shall be a subcommittee of C-4 named Rural Cities subcommittee. This subcommittee shall at a minimum develop positions relative to transportation issues and related funding for presentations to the ODOT Region 1 Area Commission on Transportation (RIACT). The Rural Cities subcommittee shall also consider coordination with the County, State, and other jurisdictions as appropriate, on land use, planning, or other issues that may uniquely affect these cities located outside of the Metro boundaries.

C. Management Advisory Subcommittee

The administrator of each city, district, authority and county shall serve as a Management Advisory Subcommittee. This subcommittee will provide overview and advice to C-4 and support the work of the Technical Subcommittees. The subcommittee shall also have the responsibility, as directed by C-4, of constituting any ad hoc subcommittees or other groups established for information and advice on specific issues. The Management Advisory Subcommittee shall meet as needed.

D. Technical Advisory Subcommittees

C-4 shall be informed and advised by the following standing Technical Advisory Committees, as well as other ad hoc subcommittees established and chartered at the direction of the co-chairs for information and advice on specific issues, plans or projects of interest to C-4.

1. Clackamas Transportation Advisory Committee (CTAC)

The membership of CTAC shall consist of staff representatives of all agencies on the policy body and is to review transportation plans, projects, and funding issues, and make recommendations to C-4. CTAC shall operate under the same

procedures as the policy body, and will meet as needed to be determined by committee members. Member cities will have only one vote when votes are required.

2. Land Use Advisory Subcommittee

The membership of this subcommittee shall consist of the planning directors or the staff persons with lead planning responsibility for all agencies on the policy body. The subcommittee is to focus on land use issues and transportation issues that may have an impact on land use. The subcommittee shall operate under the same procedures as the policy body, and will meet as needed to be determined by subcommittee members or when scheduled by the chairman or by a vote of the subcommittee.

7. DEFINITIONS

Urban cities are those incorporated cities located, either fully or partially, within Clackamas County and also located within Metro's Urban Growth Boundary.

Rural Cities are those incorporated cities located within Clackamas County and also located outside Metro's Urban Growth Boundary.

The Hamlets of Clackamas County include: Beaver Creek, Molalla Prairie, Mulino and Stafford; and one Village: the Villages at Mt Hood (collectively Brightwood, Rhododendron, Welches, Wemme and Zig Zag).

Community Planning Organizations (CPOs) are officially recognized by the County and statutorily defined public bodies that consist of citizen volunteers who represent their neighborhoods on issues of importance to local communities and make decisions and recommendations to the County.

8. AMENDMENTS

These by-laws may be amended from time to time by a majority of the members of C-4, provided that all voting members of C-4 and all fire districts, water districts/authorities and sanitary sewer districts/authorities have been sent copies of the proposed amendments thirty (30) days prior to the meeting where action on the rules is scheduled.

Adopted on September 26, 2001
Amended on March 3, 2005
Amended on February 5, 2009
Amended on January 7, 2010
Amended on November 3, 2011
Amended on April 4, 2013
Amended on December 5, 2013

CLACKAMAS COUNTY COORDINATING COMMITTEE BY-LAWS

1. PURPOSE

The Clackamas County Coordinating Committee (C-4) was founded by the County to promote a partnership between the County, its Cities, Special Districts, Hamlets, Villages and Community Planning Organizations (CPOs).

C-4's primary functions are to:

- Enhance coordination and cooperation between the jurisdictions
- Establish unified positions on land use and transportation plans
- Provide a forum for issues of mutual benefit and interest
- Promote unified positions in discussions at the state and regional levels

2. MEMBERSHIP POLICY BODY

The voting membership shall consist of one (1) elected representative and an elected alternate appointed by the City Council of the Metro Jurisdiction Cities of: Damascus, Gladstone, Happy Valley, Johnson City, Lake Oswego, Milwaukie, Oregon City, Rivergrove, Tualatin, West Linn and Wilsonville; and the non-Metro/Rural Cities of: Barlow, Canby, Estacada, Molalla and Sandy. The Clackamas County Board of Commissioners shall be represented by two (2) voting members. The voting membership shall also include one (1) elected representative of fire districts, one (1) elected representative of water districts/authorities, one (1) elected representative of sanitary sewer districts/authorities, one (1) representative of Villages, one (1) representative of Hamlets and one (1) representative of CPOs. A Metro councilor, one (1) representative from the Port of Portland, one (1) representative from a rural transit agency and one (1) representative from an urban transit agency are included as non-voting members. The representatives of the Port of Portland and the transit agencies do not have to be elected officials to serve in this non-voting capacity.

The cities shall provide the names of their elected C-4 representatives and alternates by letter signed by the Mayor or his/her designee in December of each even numbered year to the Secretary of C-4.

The special districts/authorities representatives shall be designated by agreement among districts/authorities represented. The Hamlet and Village representatives shall be designated by agreement among the County's Hamlets and Villages, represented. The process for designating the representatives shall be established by agreement among each of the groups of Districts/Authorities, Hamlets, and Villages. Each of these entities shall submit the names of their elected C-4 representative and alternate to the Secretary of C-4 by letter signed by the Chairs of the Boards represented in December of every odd-numbered year.

The CPO representative and alternate shall be determined in a process that is guided by the County and includes the opportunity for input of each of the County's recognized CPOs and the County's Committee for Citizen Involvement (CCI). That selection process shall be completed by December of each odd-numbered year and the name of the representative and alternate shall be submitted to the C-4 Secretary in January of the following year.

Each jurisdiction with a voting membership shall have one vote, with the exception of the County which has two (2) votes. The cities, special districts, and Clackamas County representatives to JPACT and MPAC will be on the policy body but shall not have an additional vote.

3. EXECUTIVE COMMITTEE

The Executive Committee shall be comprised of a representative of: (a) the board of county commissioners, (b) an urban city, (c) a rural city, (d) water and sewer districts, (e) fire districts, and f) Hamlets, Villages and CPOs. This committee shall set the agendas for meetings of C-4 and to make recommendations to the C-4 body on action items as appropriate. C-4 Metro Jurisdiction cities and Rural Cities shall elect their respective Executive Committee representatives annually at the January C-4 Regular meeting. Special Districts shall annually determine their own Executive Committee representative selection process and shall submit the name of the appointment by a letter signed by the chairs of the special district boards to the Secretary of C-4 at or before the January C-4 meeting.

4. OFFICERS

The co-chairs of the Executive Committee will also serve as the co-chairs of C-4 and shall be elected annually at their February meeting by members of the Executive Committee from among its members. The County member will co-chair the Executive Committee and C-4. The secretary of the Executive Committee and C-4 shall be a county staff member designated by the Board of County Commissioners.

5. PROCEDURES

A. Meetings

Meetings will be held monthly on a day to be determined by C-4 or called as needed by the co-chairs or by a vote of C-4. The secretary is responsible for notifying members of the meeting time and place and for preparing the agenda.

B. Quorum

A quorum of C-4 shall consist of a majority of the participating jurisdictions' voting members.

C. Voting

Votes in C-4 shall carry by a simple majority of those present, provided that no action shall be taken unless a quorum is present.

D. Alternates

A designated alternate will sit in the absence of a member and shall have full voting rights. Alternates will be appointed by the member jurisdiction.

E. Records

All C-4 actions shall be documented in the form of minutes, memoranda and special reports. The secretary will be responsible for such documentation and distribution of such minutes, memoranda and reports.

F. Rules
Meetings shall be conducted in accordance with Roberts' Rules newly revised.

G. Agenda Items
Before presentation to C-4 for action, agenda items shall be sent to the member jurisdictions and to all fire districts, water districts/authorities and sanitary sewer districts/authorities for discussion by the governing body. Compliance with this requirement may be waived where circumstances warrant faster action by a majority vote of C-4.

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The membership of this subcommittee shall consist of the planning directors or the staff persons with lead planning responsibility for all agencies on the policy body. The subcommittee is to focus on land use issues and transportation issues that may have an impact on land use. The subcommittee shall operate under the same procedures as the policy body, and will meet as needed to be determined by subcommittee members or when scheduled by the chairman or by a vote of the subcommittee.

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Amended on February 5, 2009

Amended on January 7, 2010

Amended on November 3, 2011

Amended on April 4, 2013

Amended on December 5, 2013

Clackamas County Coordinating Committee (C4)

Updated for Jan 5, 2017: Recommendations for updating the C4 Bylaws

Process to date:

Sept – Oct: Submit feedback and recommendations to C4 Executive Committee or Staff

December: C4 discusses proposed technical recommendations, recommends polling for availability of when C4 members can have the remainder of the discussion

January: Proposed adoption of technical changes to bylaws, continued discussion on C4 bylaws

Policy Recommendations (by subject):

Membership Questions

- Staff recommendation for C4 to consider the Clackamas Citizen from MPAC as a non-voting member.
 - This position has had honorary status for several years, including a seat at the members table, but has not been memorialized in the bylaws.
 - ***Found in: Section 2***
 - ***Submitted by: County Staff***

- Clarify that special districts are included in the C4 Metro Subcommittee
 - Clarify if they want to be involved
 - ***Found in: Section 6, Subsection A***
 - ***Submitted by: Commissioner Savas***

Agenda Setting Questions

- Create agenda and notification transparency
 - Identify a cutoff for when agenda items are recommended
 - ***Found in: Section 5, Subsection G***
 - ***Submitted by: Combination of C4 discussion, members recommendations and County Staff seeking clarity***

- Clarify how C4 members and [C4 Metro] Subcommittee members are able to “contribute to” the creation of monthly agendas
 - ***Found in: Section 5, Subsection G***
 - ***Submitted by: Mayor Knapp***

- Clarify that voting, whether at C4 or any subcommittee (pending on whether or not subcommittees vote), be noticed in the agenda
 - If notice will be required in bylaws, clarity is needed to address how far in advance notice is required
 - ***Found in: Section 5, Subsection C***
 - ***Submitted by: Commissioner Savas***

Last updated on 12-22-2016

Executive Committee Questions

- Enable C4 members to elect a new chair and vice-chair each February from amongst the C4 voting members. County staff to continue as the support for C4
 - Propose there to be no requirements for a County Commissioner be a co-chair
 - **Found in: Section 4**
 - **Submitted by: Mayor Gamba**

C4 Metro Subcommittee Questions

- Clarify the purpose of the C4 Metro Subcommittee within the bylaws
 - They currently have an "at a minimum" scope
 - Should the new scope clarify the "Pre-MPAC/JPACT meeting" role?
 - **Found in: Section 6, Subsection A**
 - **Submitted by: Discussion at August C4 meeting and C4 Metro Subcommittee meetings post August discussion**
- Enable the C4 Metro Subcommittee members to decide on who serves as co-chair
 - **Found in: Could occur in Section 3; Section 5, Subsection A; or Section 6, Subsection A**
 - **Submitted by: Mark Ottenad on behalf of Mayor Knapp**
- Clarify the decision making protocol for C4 subcommittees
 - How should subcommittees reach decisions?
 - Current practice for decision making in subcommittees is a "consensus model"
 - Would be ideal to make this consistent protocol across all potential subcommittees (staff recommendation)
 - **Found in: Could occur in Section 5 as a new subsection or in Section 6, Subsection A**
 - **Submitted by: C4 Discussion in August, County Staff seeking clarity**

Additional Recommendation from the December 1, 2016 meeting

- Clarifying use of Robert's Rules of Order as method for conducting business/setting agendas
 - **Found in: Section 5, Subsection F**
 - **Submitted by Wilsonville Memo distributed at December 1, 2016 C4 meeting**

— DIGITAL DIVIDE ←

Tina Kotek
Speaker of the House



Peter Courtney
President of the Senate

Oregon State Legislature

TO: State Legislators of the 79th Legislative Assembly

FROM: Senate President Peter Courtney
House Speaker Tina Kotek

DATE: December 7, 2016

RE: 2017 Legislative Session Calendar

The attached calendar includes the dates and deadlines that will be submitted for adoption at the beginning of the 2017 Legislative Session. The deadlines align closely with the calendar that was used during the 2015 Legislative Session. The following narrative explains important deadlines within the calendar:

Important Session Dates

January 9-11 – Organizational Days

The Legislature will convene for three days to formally organize and prepare for the session. Activities will include opening ceremonies, swearing-in of members, First Reading of pre-session filed measures, and mandatory trainings for members and staff. No committee meetings will be held.

January 13 – Deadline to Request Measures from Legislative Counsel

The deadline for requesting an unlimited number of bill drafts from Legislative Counsel is Friday, January 13, 2017 at 5 p.m. After this deadline, each legislator may introduce a limited number of bills.

Wednesday, February 1– Legislative Session Convenes

Pursuant to ORS 171.010, the 2017 Legislative Session convenes on Wednesday, February 1, 2017.

February 24 – Legislative Counsel Returns Measures

Legislative Counsel will return measures that were requested by January 13. After this date, Legislative Counsel will prioritize drafting amendments, followed by other measures that may be requested under each chamber's rules.

February 28 – Deadline to file bills with the Secretary of the Senate or the Chief Clerk

Measures that were requested by the January 13 deadline must be filed with the Secretary of the Senate or the Chief Clerk by 5 p.m. on February 28 in order to be introduced without counting against introduction limits.

April 7 – Deadline for Chairs to Schedule Work Sessions for First Chamber Measures

Policy committees must post agendas that schedule any remaining first chamber measures (House bills in the House, Senate bills in the Senate) for which they intend to hold work sessions by April 7. The scheduled work sessions must occur by the April 18 deadline below. This will not apply to Ways & Means, Revenue, Rules, and other joint committees. Bills in a policy committee that are not *scheduled* for a work session by this deadline cannot receive further action.

April 18 – Deadline for Committees to Hold Work Sessions on First Chamber Measures

This is the last day for policy committees to move measures introduced in their chamber (i.e. Senate bills in the Senate, House bills in the House) out of committee. The deadline does not apply to Ways & Means, Revenue, Rules, and other joint committees.

April 19-May 5 – Additional Floor Sessions

It is anticipated that additional floor sessions will be needed during this time in order to move measures off the floor of the first chamber to the opposite chamber and allow time for consideration in the second chamber.

May 19 – Deadline for Chairs to Schedule Work Sessions for Second Chamber Measures

Policy committees must post agendas that schedule any remaining second chamber measures (Senate bills in the House, House bills in the Senate) for which they intend to hold work sessions by May 19. The scheduled work sessions must occur by the June 2 deadline below. This will not apply to Ways & Means, Revenue, Rules, and other joint committees. Bills in a policy committee that are not *scheduled* for a work session by this deadline cannot receive further action.

June 2 – Deadline for Committees to Hold Work Sessions on Second Chamber Measures

This is the last day for policy committees to move measures that originated in the opposite chamber out of committee. The deadline does not apply to Ways & Means, Revenue, Rules and other joint committees.

June 23, 2017 – Target Adjournment of Session *sine die*

July 10, 2017 – Constitutional Deadline for Adjournment of Session *sine die*

Please do not hesitate to contact the Senate President's Office at (503) 986-1600 or the House Speaker's Office at (503) 986-1200 if you have any questions about the deadlines or any other portion of the calendar.

cc: Secretary of the Senate
Chief Clerk of the House

OREGON HOUSE

Legislative Session Quick Reference



OREGON SENATE

Legislative Session Quick Reference



Member (Party-District)	Room Number	Phone
Alfonso Leon, Teresa (D-22)	H-283	503-986-1422
Barker, Jeff (D-28)	H-480	503-986-1428
Barnhart, Phil (D-11)	H-279	503-986-1411
Barreto, Greg (R-58)	H-384	503-986-1458
Bentz, Cliff (R-60)	H-475	503-986-1460
Boone, Deborah (D-32)	H-481	503-986-1432
Buehler, Knute (R-54)	H-389	503-986-1454
Bynum, Janelle (D-51)	H-284	503-986-1451
Clem, Brian (D-21)	H-478	503-986-1421
Doherty, Margaret (D-35)	H-282	503-986-1435
Esquivel, Sal (R-06)	H-382	503-986-1406
Evans, Paul (D-20)	H-281	503-986-1420
Fahey, Julie (D-14)	H-474	503-986-1414
Gilliam, Vic (R-18)	H-479	503-986-1418
Gomberg, David (D-10)	H-471	503-986-1410
Gorsek, Chris (D-49)	H-486	503-986-1449
Greenlick, Mitch (D-33)	H-493	503-986-1433
Hack, Jodi (R-19)	H-385	503-986-1419
Hayden, Cedric (R-07)	H-492	503-986-1407
Heard, Dallas (R-02)	H-386	503-986-1402
Helm, Ken (D-34)	H-490	503-986-1434
Hernandez, Diego (D-47)	H-373	503-986-1447
Holvey, Paul (D-08)	H-277	503-986-1408
Huffman, John (R-59)	H-483	503-986-1459
Johnson, Mark (R-52)	H-489	503-986-1452
Kennemer, Bill (R-39)	H-380	503-986-1439
Keny-Guyer, Alissa (D-46)	H-272	503-986-1446
Kotek, Tina (D-44)	269	503-986-1200
Levininger, Ann (D-38)	H-485	503-986-1438
Levey, John (D-12)	H-488	503-986-1412
Malstrom, Sheri (D-27)	H-280	503-986-1427
Marsh, Pam (D-05)	H-375	503-986-1405
McKeown, Caddy (D-09)	H-476	503-986-1409
McLain, Susan (D-29)	H-477	503-986-1429
McLane, Mike (R-55)	H-395	503-986-1400
Meek, Mark (D-40)	H-285	503-986-1440
Nathanson, Nancy (D-13)	H-276	503-986-1413
Nearman, Mike (R-23)	H-378	503-986-1423
Noble, Ron (R-24)	H-376	503-986-1424
Nosse, Rob (D-42)	H-472	503-986-1442
Olson, Andy (R-15)	H-381	503-986-1415
Parrish, Julie (R-37)	H-371	503-986-1437
Piluso, Carla (D-50)	H-491	503-986-1450
Post, Bill (R-25)	H-387	503-986-1425
Power, Karin (D-41)	H-274	503-986-1441
Rayfield, Dan (D-16)	H-286	503-986-1416
Reardon, Jeff (D-48)	H-473	503-986-1448
Reschke, E. Werner (R-56)	H-377	503-986-1456
Sanchez, Tawna (D-43)	H-273	503-986-1443
Smith, D. Brock (R-01)	H-379	503-986-1401
Smith, Greg (R-57)	H-482	503-986-1457
Smith Warner, Barbara (D-45)	H-275	503-986-1445
Sollman, Janeen (D-30)	H-487	503-986-1430
Sprenger, Sherrie (R-17)	H-388	503-986-1417
Stark, Duane (R-04)	H-372	503-986-1404
Vial, A. Richard (R-26)	H-484	503-986-1426
Whisnant, Gene (R-53)	H-383	503-986-1453
Williamson, Jennifer (D-36)	H-295	503-986-1900
Wilson, Carl (R-03)	H-390	503-986-1403
Witt, Brad (D-31)	H-374	503-986-1431

Member (Party-District)	Room Number	Phone
Baertschiger, Jr., Herman (R-02)	S-403	503-986-1702
Beyer, Lee (D-06)	S-411	503-986-1706
Boquist, Brian (R-12)	S-311	503-986-1712
Burdick, Ginny (D-18)	S-223	503-986-1700
Courtney, Peter (D-11)	S-201	503-986-1600
DeBoer, Alan (R-03)	S-421	503-986-1703
Dembrow, Michael (D-23)	S-407	503-986-1723
Devlin, Richard (D-19)	S-213	503-986-1719
Ferrioli, Ted (R-30)	S-323	503-986-1950
Frederick, Lew (D-22)	S-419	503-986-1722
Gelser, Sara (D-08)	S-405	503-986-1708
Girod, Fred (R-09)	S-401	503-986-1709
Hansell, Bill (R-29)	S-415	503-986-1729
Hass, Mark (D-14)	S-207	503-986-1714
Johnson, Betsy (D-16)	S-209	503-986-1716
Knopp, Tim (R-27)	S-309	503-986-1727
Kruse, Jeff (R-01)	S-315	503-986-1701
Linthicum, Dennis (R-28)	S-305	503-986-1728
Manning Jr., James (D-07)	S-205	503-986-1707
Monnes Anderson, Laurie (D-25)	S-211	503-986-1725
Monroe, Rod (D-24)	S-409	503-986-1724
Olsen, Alan (R-20)	S-425	503-986-1720
Prozanski, Floyd (D-04)	S-413	503-986-1704
Riley, Chuck (D-15)	S-303	503-986-1715
Roblan, Arnie (D-05)	S-417	503-986-1705
Steiner Hayward, Elizabeth (D-17)	S-215	503-986-1717
Taylor, Kathleen (D-21)	S-423	503-986-1721
Thatcher, Kim (R-13)	S-307	503-986-1713
Thomsen, Chuck (R-26)	S-316	503-986-1726
Winters, Jackie (R-10)	S-301	503-986-1710

State Capitol Address/Phone:
 900 Court St. NE, Salem OR 97301 1-800-332-2313
 Legislative Web Site..... <http://www.oregonlegislature.gov>

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OFFICE OF THE HOUSE SPEAKER

900 Court St., N.E., Room H-269
Salem OR 97301
<http://www.oregonlegislature.gov/kotek>

NEWS RELEASE

December 21, 2016

Lindsey O'Brien, 503-986-1204
Lindsey.obrien@oregonlegislature.gov

Speaker Kotek Announces 2017 House Committee Assignments

SALEM – Oregon House Speaker Tina Kotek (D – N/NE Portland) today announced House committee assignments for the 2017 Legislative Session.

Before making these assignments, Speaker Kotek met with every returning and incoming member of the House of Representatives to discuss their priorities, experience, and interests.

"The session ahead presents many challenges and opportunities for Oregon," Speaker Kotek said. "Each legislator brings a unique perspective to this process, and I am looking forward to working with every member to deliver on the priorities of the people we serve."

The House will convene January 9, 2017 for an organizational session, which will include the swearing-in of all House members, the official election of the constitutional officers, and the introduction of the first set of bills.

The 2017 Legislative Session will officially begin February 1.

A list of the House committees and House appointments to Legislative Joint Committees is below.

###

Tina Kotek
Speaker of the House



Oregon State Capitol
900 Court Street
Salem, Oregon 97301

Oregon Legislative Assembly

TO: Timothy G. Sekerak, Chief Clerk of the House
FROM: Tina Kotek, Speaker of the House
RE: House Appointments to 2017 Legislative Session Committees
DATE: December 21, 2016

Under House Rule 8.05 and Effective January 9, 2017, I am making the following committee appointments for the 2017 Legislative Session:

2017 House Standing Committees

Agriculture and Natural Resources Committee

Brian Clem, Chair
Susan McLain, Vice Chair
Sherrie Sprenger, Vice Chair
Greg Barreto
Sal Esquivel
Caddy McKeown
Karin Power
David Brock Smith
Brad Witt

Business and Labor Committee

Paul Holvey, Chair
Greg Barreto, Vice Chair
Janelle Bynum, Vice Chair
Margaret Doherty
Paul Evans
Julie Fahey
Jodi Hack
Dallas Heard
Bill Kennemer

Early Childhood and Family Supports Committee

John Lively, Chair
Jodi Hack, Vice Chair
Carla Piluso, Vice Chair
Janelle Bynum
Cedric Hayden
John Huffman
Alissa Keny-Guyer
Sheri Malstrom
David Brock Smith

Economic Development and Trade Committee

Ann Lininger, Chair
Pam Marsh, Vice Chair
David Brock Smith, Vice Chair
Brian Clem
David Gomborg
Ken Helm
Andy Olson
Bill Post
Werner Reschke

Education Committee

Margaret Doherty, Chair
Diego Hernandez, Vice Chair
Carl Wilson, Vice Chair
Paul Evans
Susan McLain
Julie Parrish
Janeen Sollman
Sherrie Sprenger
Richard Vial

Energy and Environment Committee

Ken Helm, Chair
Mark Johnson, Vice Chair
Karin Power, Vice Chair
Phil Barnhart
Cliff Bentz
Deborah Boone
Paul Holvey
Werner Reschke
David Brock Smith

Health Care Committee

Mitch Greenlick, Chair
Cedric Hayden, Vice Chair
Rob Nosse, Vice Chair
Teresa Alonso Leon
Knut Buehler
Jodi Hack
Bill Kennemer
Alissa Keny-Guyer
Sheri Malstrom

**Higher Education and
Workforce Development Committee**

Jeff Reardon, Chair
Teresa Alonso Leon, Vice Chair
Gene Whisnant, Vice Chair
Janelle Bynum
Brian Clem
Dallas Heard
Mark Johnson
Werner Reschke
Janeen Sollman

Human Services and Housing Committee

Alissa Keny-Guyer, Chair
Tawna Sanchez, Vice Chair
Duane Stark, Vice Chair
Chris Gorsek
Dallas Heard
Mark Meek
Mike Nearman
Ron Noble
Carla Piluso

Judiciary Committee

Jeff Barker, Chair
Andy Olson, Vice Chair
Jennifer Williamson, Vice Chair
Mitch Greenlick
Chris Gorsek
Ann Lininger
Bill Post
Tawna Sanchez
Sherrie Sprenger
Duane Stark
Richard Vial

Revenue Committee

Phil Barnhart, Chair
Cliff Bentz, Vice Chair
Barbara Smith Warner, Vice Chair
Knut Buehler
Diego Hernandez
Mark Johnson
Pam Marsh
Rob Nosse
Greg Smith

Rules Committee

Jennifer Williamson, Chair
Mike McLane, Vice Chair
Dan Rayfield, Vice Chair
Greg Barreto
Jodi Hack
Paul Holvey
Bill Kennemer
Rob Nosse
Barbara Smith Warner

Transportation Policy Committee

Caddy McKeown, Chair
Mark Meek, Vice Chair
Richard Vial, Vice Chair
Greg Barreto
Paul Evans
Susan McLain
Ron Noble
Carl Wilson
Brad Witt

**Veterans and Emergency Preparedness
Committee**

Paul Evans, Chair
Deborah Boone, Vice Chair
Sal Esquivel, Vice Chair
John Lively
Mark Meek
Julie Parrish
Bill Post

Committee on Conduct

Mitch Greenlick, Chair
Nancy Nathanson
Andy Olson
Sherrie Sprenger

2017 Joint Committees

Joint Ways and Means Committee

Nancy Nathanson, Co-Chair
Dan Rayfield, Co-Vice Chair
Greg Smith, Co-Vice Chair
David Gomberg
Paul Holvey
John Huffman
Mike McLane
Barbara Smith Warner
Duane Stark
Gene Whisnant
Jennifer Williamson

Ways and Means - Capital Construction Subcommittee

Paul Holvey, Co-Chair
John Huffman
Tina Kotek
Greg Smith
Jennifer Williamson

Ways and Means - Education Subcommittee

Barbara Smith Warner, Co-Chair
Diego Hernandez
John Lively
Julie Parrish
Gene Whisnant

Ways and Means - General Government Subcommittee

Greg Smith, Co-Chair
Julie Fahey
David Gomberg
Pam Marsh
Mike Nearman

Ways and Means - Human Services Subcommittee

Dan Rayfield, Co-Chair
Teresa Alonso Leon
Knut Buehler
Cedric Hayden
Sheri Malstrom

Ways and Means - Natural Resources Subcommittee

Brad Witt, Co-Chair
Sal Esquivel
Vic Gilliam
Ken Helm
Karin Power

Ways and Means - Public Safety Subcommittee

Duane Stark, Co-Chair
Jeff Barker
John Huffman
Carla Piluso
Tawna Sanchez

Ways and Means - Transportation and Economic Development Subcommittee

David Gomberg, Co-Chair
Mark Meek
Mike Nearman
Ron Noble
Jeff Reardon

Joint Tax Credits Committee

Phil Barnhart, Co-Chair
Cliff Bentz, Co-Vice Chair
Barbara Smith Warner, Co-Vice Chair
Knut Buehler
Diego Hernandez
Mark Johnson
Pam Marsh
Rob Nosse
Greg Smith

Joint Marijuana Regulation Committee

Ann Lininger, Co-Chair
Carl Wilson, Co-Vice Chair
Julie Fahey, Co-Vice Chair
Ken Helm
Andy Olson

Joint Transportation Preservation and Modernization Committee

Caddy McKeown, Co-Chair
Cliff Bentz, Co-Vice Chair
John Lively
Susan McLain
Andy Olson
Greg Smith
Barbara Smith Warner

Statutory Committees

Joint Legislative Information Management & Technology Committee

Nancy Nathanson, Co-Chair
Brian Clem
Mike Nearman

Joint Legislative Audit Committee

Susan McLain, Co-Chair
Nancy Nathanson
Gene Whisnant

Legislative Administration Committee

Tina Kotek, Co-Chair
Phil Barnhart
John Huffman
Mike McLane
Greg Smith
Jennifer Williamson
Nancy Nathanson (*Alternate*)

Legislative Counsel Committee

Tina Kotek, Co-Chair
Phil Barnhart
Cliff Bentz
Mike McLane
Jennifer Williamson

Legislative Policy and Research Committee

Tina Kotek, Co-Chair
Cliff Bentz
Mitch Greenlick
Bill Kennemer
Nancy Nathanson
Sherrie Sprenger

CC: State Representatives
State Senators
Legislative Policy and Research Office
Legislative Fiscal Office
Legislative Revenue Office
Legislative Counsel
Legislative Administration



Office of the Senate President

MEMORANDUM

TO: Lori Brocker, Secretary of the Senate

FROM: Peter Courtney, Senate President

Peter Courtney

DATE: December 21, 2016

RE: Standing Committee Appointments

Pursuant to Senate Rule 8.05, I am making the following appointments for the 2017 legislative session:

Business and Transportation

Sen. Lee Beyer, Chair
Sen. Chuck Thomsen, Vice Chair
Sen. Fred Girod
Sen. Rod Monroe
Sen. Chuck Riley

Education

Sen. Arnie Roblan, Chair
Sen. Dennis Linthicum, Vice Chair
Sen. Sara Gelser
Sen. Mark Hass
Sen. Jeff Kruse

Environment and Natural Resources

Sen. Michael Dembrow, Chair
Sen. Alan Olsen, Vice Chair
Sen. Herman Baertschiger Jr.
Sen. Floyd Prozanski
Sen. Arnie Roblan

Finance and Revenue

Sen. Mark Hass, Chair
Sen. Brian Boquist, Vice Chair
Sen. Herman Baertschiger Jr.
Sen. Chuck Riley
Sen. Kathleen Taylor

General Government and Accountability

Sen. Chuck Riley, Chair
Sen. Alan DeBoer, Vice Chair
Sen. Mark Hass
Sen. Floyd Prozanski
Sen. Kim Thatcher

Health Care

Sen. Laurie Monnes Anderson, Chair
Sen. Jeff Kruse, Vice Chair
Sen. Lee Beyer
Sen. Tim Knopp
Sen. Elizabeth Steiner Hayward

Human Services

Sen. Sara Gelser, Chair
Sen. Alan Olsen, Vice Chair
Sen. Tim Knopp
Sen. Michael Dembrow
Sen. Laurie Monnes Anderson

Judiciary

Sen. Floyd Prozanski, Chair
Sen. Kim Thatcher, Vice Chair
Sen. Michael Dembrow
Sen. Dennis Linthicum
Sen. James Manning Jr.

Rules

Sen. Ginny Burdick, Chair
Sen. Ted Ferrioli, Vice Chair
Sen. Lee Beyer
Sen. Brian Boquist
Sen. Arnie Roblan

Veterans and Emergency Preparedness

Sen. Brian Boquist, Chair
Sen. Laurie Monnes Anderson, Vice Chair
Sen. Peter Courtney
Sen. Alan Olsen

Workforce

Sen. Kathleen Taylor, Chair
Sen. Tim Knopp, Vice Chair
Sen. Sara Gelser
Sen. Bill Hansell
Sen. Laurie Monnes Anderson

Special Committee on Conduct

Sen. Richard Devlin, Chair
Sen. Sara Gelser
Sen. Bill Hansell
Sen. Jackie Winters

JOINT COMMITTEES

Joint Committee on Ways and Means

Sen. Richard Devlin, Co-Chair
Sen. Betsy Johnson, Co-Vice Chair
Sen. Jackie Winters, Co-Vice Chair
Sen. Alan DeBoer
Sen. Lew Frederick
Sen. Fred Girod
Sen. Bill Hansell
Sen. James Manning Jr.
Sen. Rod Monroe
Sen. Arnie Roblan
Sen. Elizabeth Steiner Hayward
Sen. Chuck Thomsen

Capital Construction Subcommittee

Sen. Fred Girod, Co-Chair
Sen. Peter Courtney
Sen. Richard Devlin

Education Subcommittee

Sen. Rod Monroe, Co-Chair
Sen. Arnie Roblan
Sen. Chuck Thomsen

General Government Subcommittee

Sen. James Manning Jr., Co-Chair
Sen. Alan DeBoer
Sen. Betsy Johnson

Human Services Subcommittee

Sen. Elizabeth Steiner Hayward, Co-Chair
Sen. Sara Gelser
Sen. Jackie Winters

Natural Resources Subcommittee

Sen. Lew Frederick, Co-Chair
Sen. Fred Girod
Sen. Kathleen Taylor

Public Safety Subcommittee

Sen. Jackie Winters, Co-Chair
Sen. Lew Frederick
Sen. Elizabeth Steiner Hayward

Transportation and Economic Development Subcommittee

Sen. Betsy Johnson, Co-Chair
Sen. Bill Hansell
Sen. Rod Monroe

Joint Committee on Tax Credits

Sen. Mark Hass, Co-Chair
Sen. Brian Boquist, Co-Vice Chair
Sen. Herman Baertschiger Jr.
Sen. Chuck Riley
Sen. Kathleen Taylor

Joint Committee on Transportation Preservation and Modernization

Sen. Lee Beyer, Co-Chair
Sen. Brian Boquist, Co-Vice Chair
Sen. Fred Girod
Sen. Betsy Johnson
Sen. Rod Monroe
Sen. Kathleen Taylor
Sen. Jackie Winters

Joint Legislative Committee on Information Management and Technology

Sen. Chuck Riley, Co-Chair
Sen. Alan DeBoer
Sen. Dennis Linthicum

Joint Committee on Marijuana Regulation

Sen. Ginny Burdick, Co-Chair
Sen. Floyd Prozanski, Co-Vice Chair
Sen. Ted Ferrioli, Co-Vice Chair
Sen. Lee Beyer
Sen. Jeff Kruse

Joint Legislative Audits Committee

Sen. Richard Devlin, Co-Chair
Sen. Chuck Riley
Sen. Kim Thatcher

Legislative Administration Committee

Sen. Peter Courtney, Co-Chair
Sen. Ginny Burdick
Sen. Ted Ferrioli
Sen. Fred Girod
Sen. Bill Hansell

Legislative Counsel Committee

Sen. Peter Courtney, Co-Chair
Sen. Brian Boquist
Sen. Ginny Burdick
Sen. Ted Ferrioli
Sen. Floyd Prozanski

Legislative Policy and Research Committee

Sen. Peter Courtney, Co-Chair
Sen. Brian Boquist
Sen. Michael Dembrow
Sen. Betsy Johnson
Sen. Kim Thatcher
Sen. Chuck Thomsen

If you have any questions, please contact Anna Braun in my office at (503) 986-1602.

cc: Secretary of the Senate's Office
Chief Clerk's Office
Capitol Club

PERS Update

SDAO Legislative Day

Steven Patrick Rodeman
PERS Executive Director

January 6, 2017



The PERS Funding Equation

At the end of each calendar year, the PERS actuaries calculate the system's funded status using the following basic equation:

$$B = C + E$$

BENEFITS = CONTRIBUTIONS + EARNINGS

present value of
earned benefits

employer funds to pay
pension benefits

future returns on
invested funds

Set by:
Oregon Legislature

Set by:
PERS Board

Managed by:
Oregon Investment Council

Every two years, the PERS Board adjusts contributions so that, over time, those contributions will be sufficient to fund the benefits earned, if earnings follow assumptions.

Employer Contribution Rate Setting Cycle

Actuarial valuations are conducted annually, but alternate between “advisory” and “rate setting”: e.g., the December 31, 2014, valuation results were used to project employer rates, but the December 31, 2015, valuation was used to set actual rates for the 2017-2019 biennium.

Once employer rates are adopted by the PERS Board (in the fall of the even-numbered year), they become effective the following July 1 of the odd-numbered year (18 months after the valuation date).

Valuation Date	Employer Contribution Rates
December 31, 2013	→ July 2015 - June 2017
December 31, 2015	→ July 2017 - June 2019
December 31, 2017	→ July 2019 - June 2021

Solving the Equation . . .

When setting employer contribution rates, the PERS Board considers the following objectives and principles:

- Transparent process and inputs
- Predictable and stable employer contribution rates
- Protect funded status to secure future benefit payments
- Equitable across generations of taxpayers funding the system
- Actuarially sound – fully fund the system if assumptions are met
- GASB compliant

Some of the objectives can conflict, particularly in periods with significant volatility in investment return or projected benefit levels. Overall system funding policies should seek an appropriate balance between conflicting objectives.

Funded Status and Unfunded Actuarial Liability (UAL) (\$ billions)

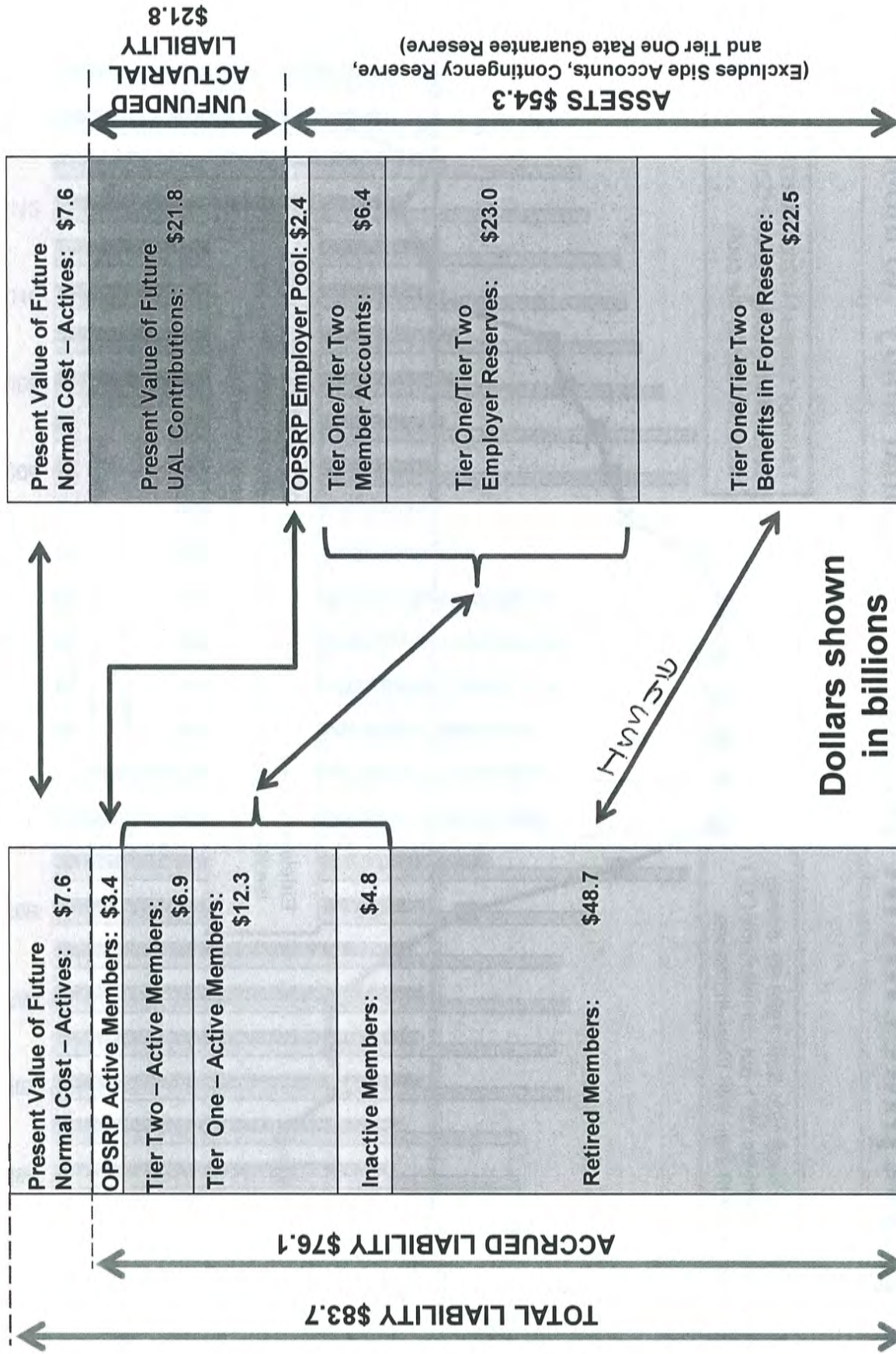
System-total Pension Funded Status (\$ billions)			
<i>Reflects:</i>	12/31/2013	12/31/2014	12/31/2015
<i>Moro decision?</i>	No	Yes	Yes
<i>2014 Experience Study assumptions?</i>	No	Yes	Yes
Actuarial liability	\$62.6	\$73.5	\$76.2
Assets (excluding side accounts)	<u>\$54.1</u>	<u>\$55.5</u>	<u>\$54.4</u>
UAL (excluding side accounts)	\$8.5	\$18.0	\$21.8
Funded status (excluding side accounts)	86%	76%	71%
Side account assets	<u>\$5.9</u>	<u>\$5.9</u>	<u>\$5.6</u>
UAL (including side accounts)	\$2.6	\$12.1	\$16.2
Funded status (including side accounts)	96%	84%	79%

Sources of 2014-2015 UAL Increase (\$ billions)

2014	UAL Increase
Expected UAL increase during 2014	\$0.2
2014 actual investment returns below assumption	\$0.2
<i>Moro</i> adjustment to projected benefits	\$5.1
Decrease in assumed rate of return to 7.50%	\$1.7
Update to mortality assumptions	\$1.8
All other assumption changes and actual experience	\$0.5
Total	\$9.5 billion

2015	UAL Increase
Expected UAL increase during 2015	\$0.9
2015 actual investment returns below assumption	\$2.6
Actual demographic experience different than assumed	\$0.5
Total	\$3.8 billion

Problem: the "B" and "C+E" Don't Align



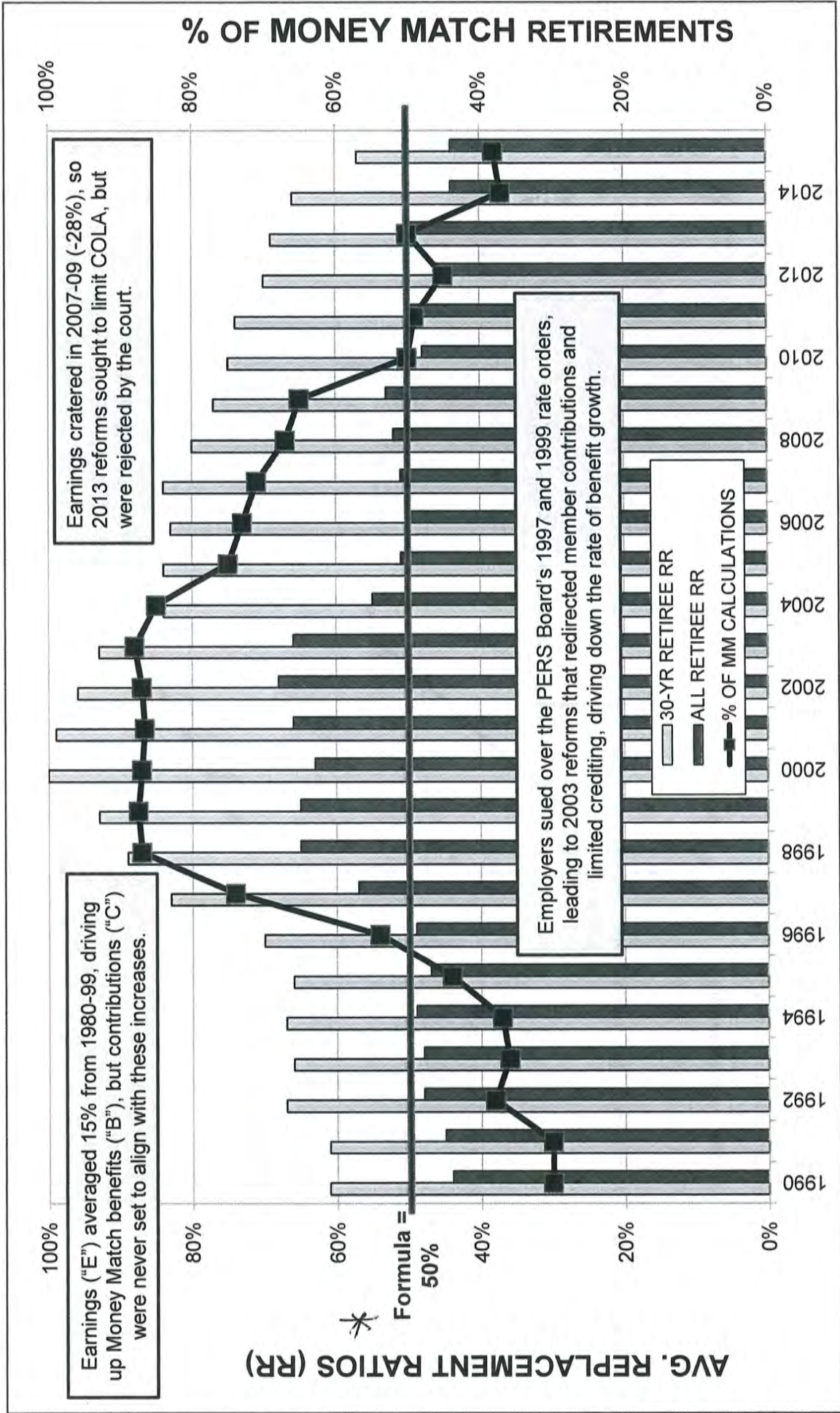
Dollars shown in billions

As of 12-31-15

Obligations ("B")

Resources ("C+E")

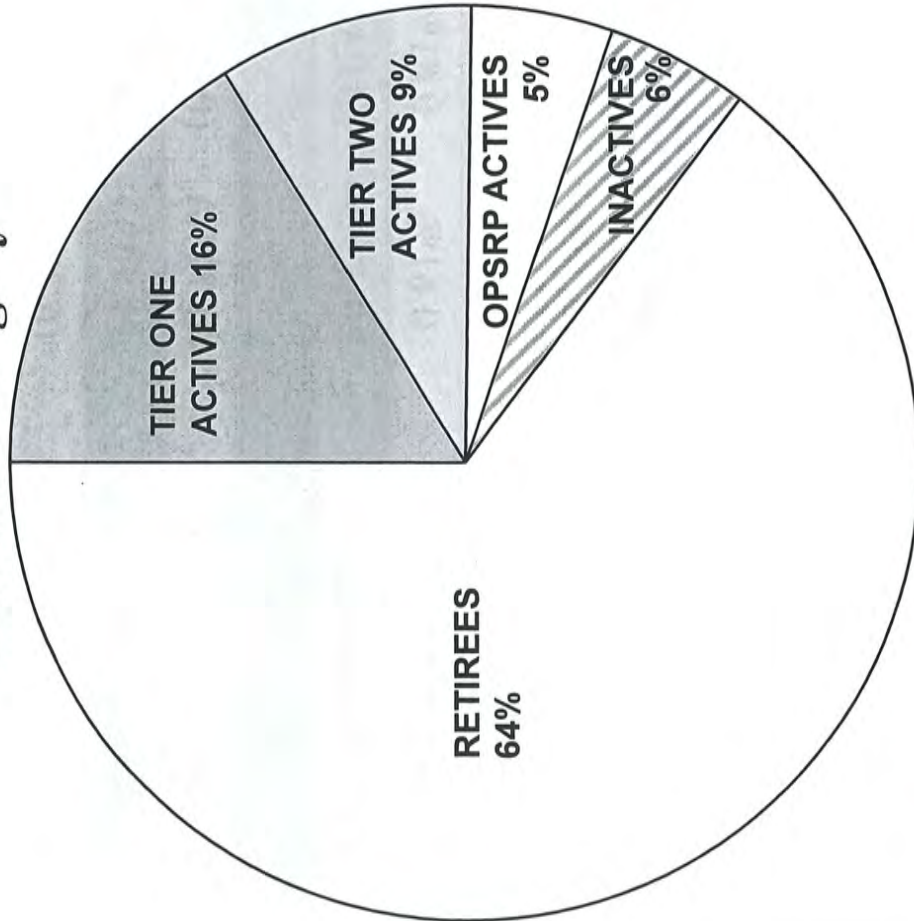
Where the Funding Balance Got Away – Avg. Replacement Ratios (% of “final salary” to monthly benefit)



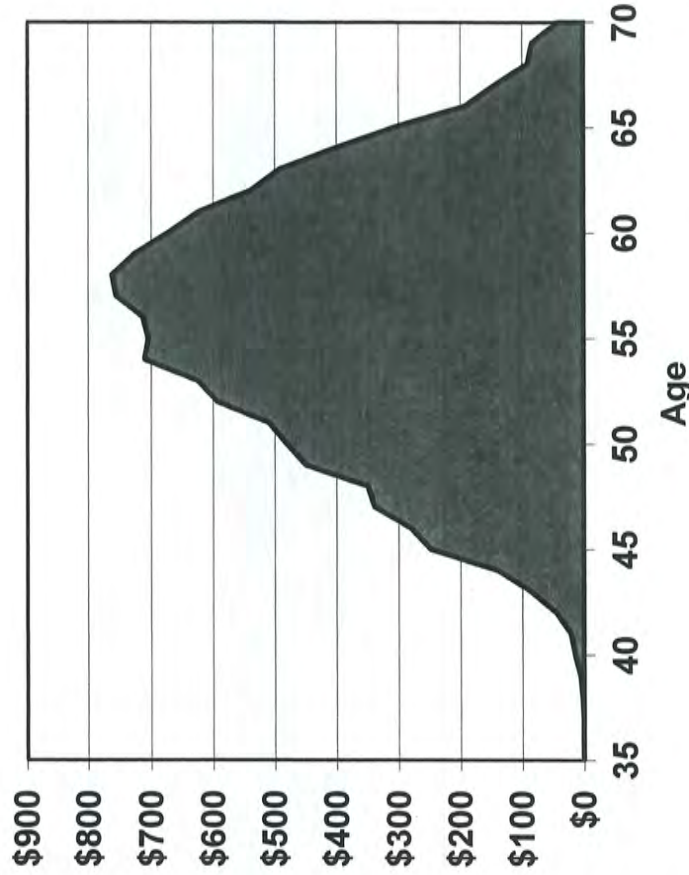
*50% of salary and employer contribution based on 50% of salary

Actuarial Liability by Benefit Program (Tier One/Two and OPSRP as of 12-31-15)

Actuarial Liability by Member Category



Age Distribution of Tier One Actives' Liability (\$ millions)



System Wide Pension Rates (% of Payroll)

Excludes Retiree Health Care and IAP Contributions

	2015 - 17 Rates		2017 - 19 Rates			
	Tier One/Two	OPSRP	Weighted Average ¹	Tier One/Two	OPSRP	Weighted Average ¹
Normal Cost	13.18%	7.79%	10.94%	15.07%	8.56%	11.79%
Tier 1/Tier 2 UAL	6.63%	6.63%	6.63%	16.02%	16.02%	16.02%
OPSRP UAL	0.61%	0.61%	0.61%	1.27%	1.27%	1.27%
Uncollared Rate²	20.42%	15.03%	18.18%	32.36%	25.85%	29.08%
Increase				11.94%	10.82%	10.90%
Collar Limitation	(0.72%)	(0.72%)	(0.72%)	(8.23%)	(8.23%)	(8.23%)
Collared Base Rate*	19.70%	14.31%	17.46%	24.13%	17.62%	20.85%
Side Account (Offset)	(6.38%)	(6.38%)	(6.38%)	(6.14%)	(6.14%)	(6.14%)
SLGRP Charge/(Offset)	(0.47%)	(0.47%)	(0.47%)	(0.48%)	(0.48%)	(0.48%)
Collared Net Rate	12.85%	7.46%	10.61%	17.51%	11.00%	14.23%
Increase				4.66%	3.54%	3.62%

¹ Weighting based on the membership distribution (Tier 1/Tier 2, OPSRP) as of the valuation date.

² Does not include side accounts

2017-19 Contribution Increase Estimates

(\$ millions)	Projected 2015-17 Payroll*	(A) Projected 2015-17 Contribution	Projected 2017-19 Payroll*	(B) Projected 2017-19 Contribution	(B) - (A) Projected Contribution Increase
State Agencies	\$5,620	\$575	\$6,020	\$835	\$260
School Districts	\$6,120	\$575	\$6,560	\$910	\$335
All Others	<u>\$7,350</u>	<u>\$875</u>	<u>\$7,880</u>	<u>\$1,165</u>	<u>\$290</u>
Total	\$19,090	\$2,025	\$20,460	\$2,910	\$885

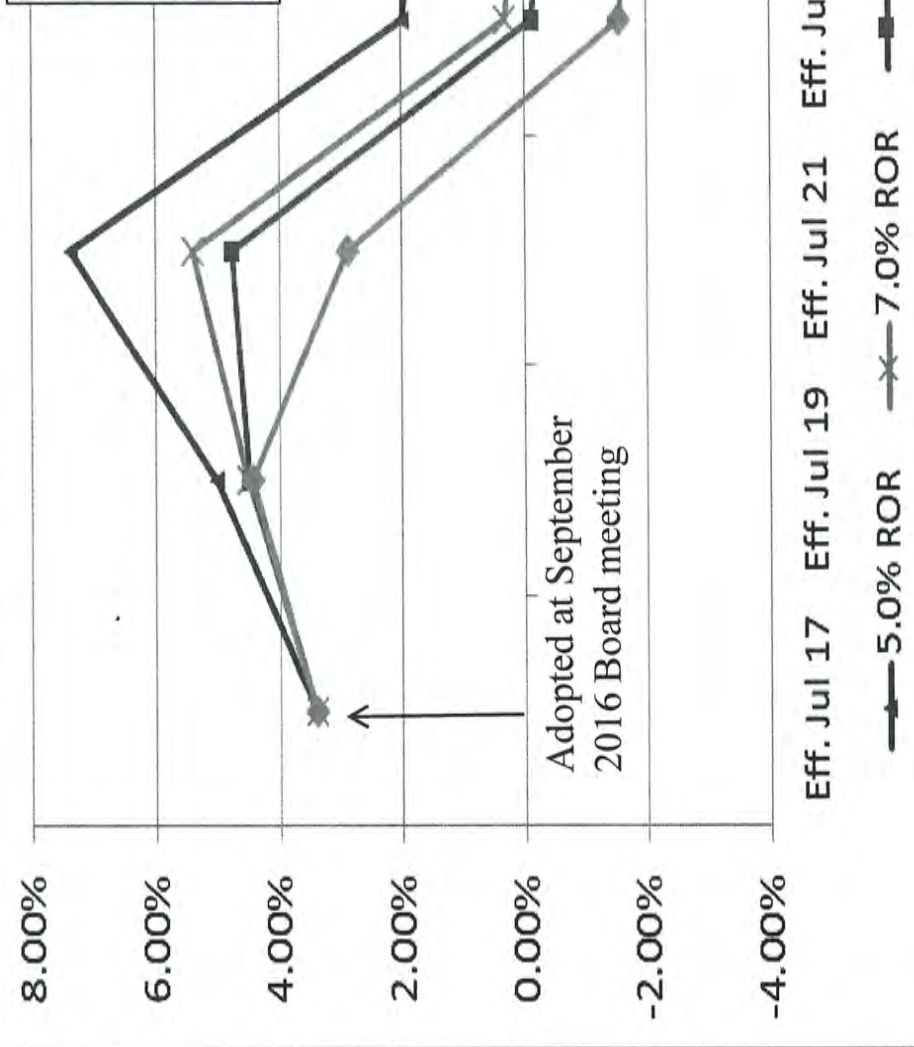
* Assumes payroll grows at 3.50% annually based on 12/31/2015 active member census, reflecting proportional payroll composition (Tier One/Tier Two vs. OPSRP) as of 12/31/2015

- Collared net rates are used to project 2017-2019 contributions
- The advisory valuation had a projected contribution increase of \$800 million; the change from that estimate was caused primarily by 2015 investment underperformance and the leveraged effects that side accounts had on net rates

Biennial Collared Base Rate Changes (November 2016 Financial Modeling)

Change in System Average Collared Base Pension Rates

If actual investment returns are near assumption, base contribution increases of around 4% of payroll occur in each of the next three biennia, with those increases being necessary to position the system to return to 100% funded status over 20 years if future experience follows assumptions.



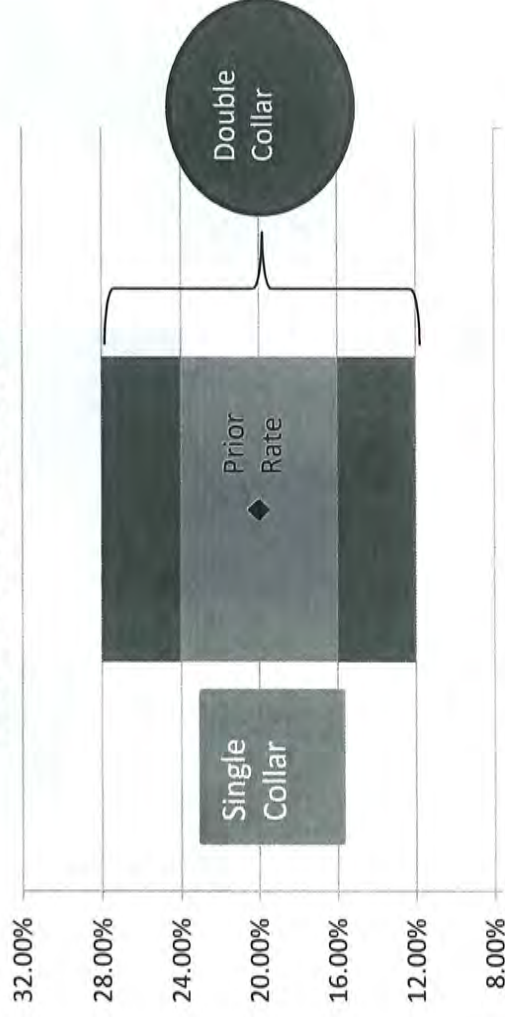
Shows biennium-to-biennium changes under steady return projections

Milliman presentation; November 18, 2016 Board meeting

Current Design of Rate Collar

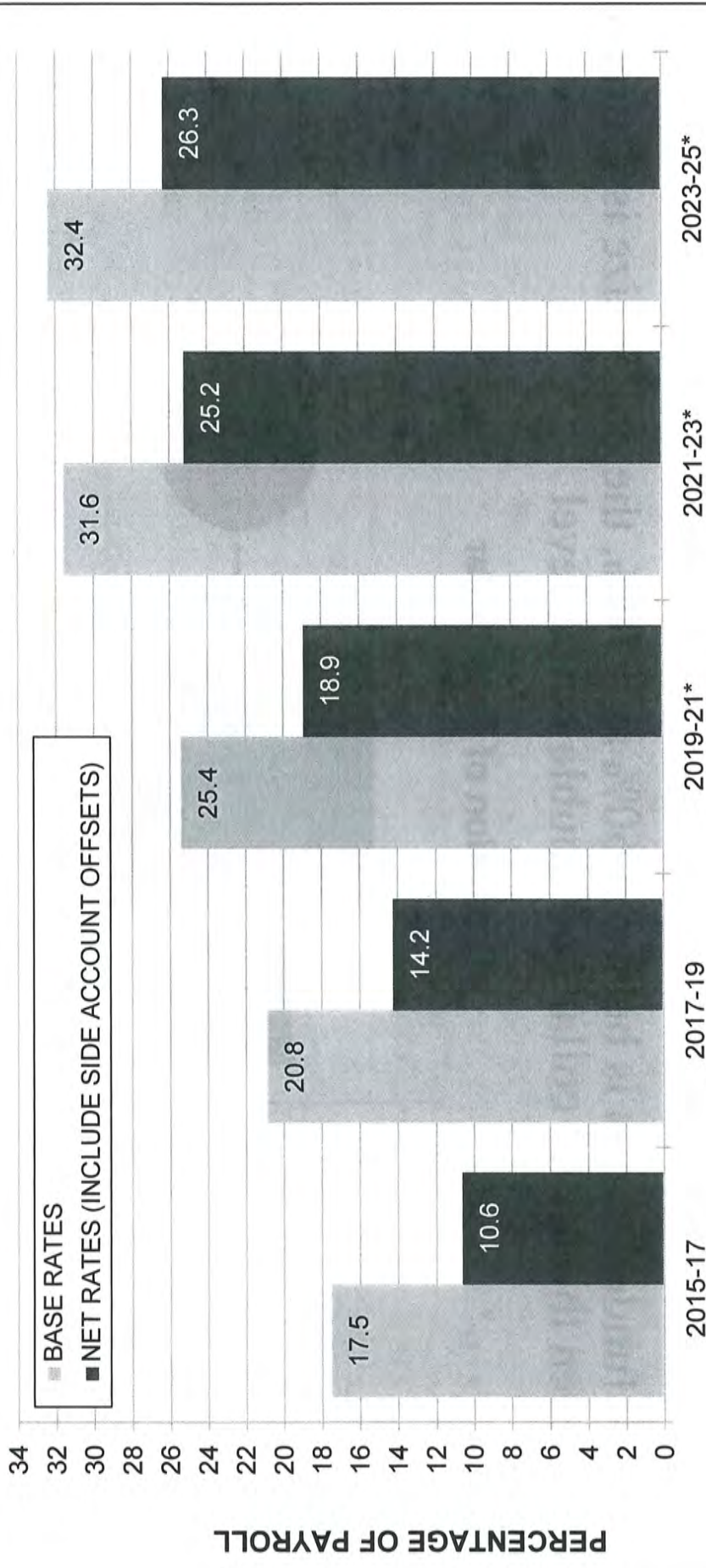
- The maximum change typically permitted by the collar is 20% of the rate currently in effect (3% of payroll minimum collar width)
- If funded status is 60% or lower, the width of the collar doubles to 40% of rate currently in effect (6% of payroll minimum collar width)
- If the funded status is between 60% and 70%, the collar size is prorated between the initial collar and double collar level

Illustration of Rate Collar



- Rate collars are calculated at a rate pool level and limit the biennium to biennium increase in the UAL rate for a given rate pool

Actual and Projected System Wide Employer Rates (2015 -2025)

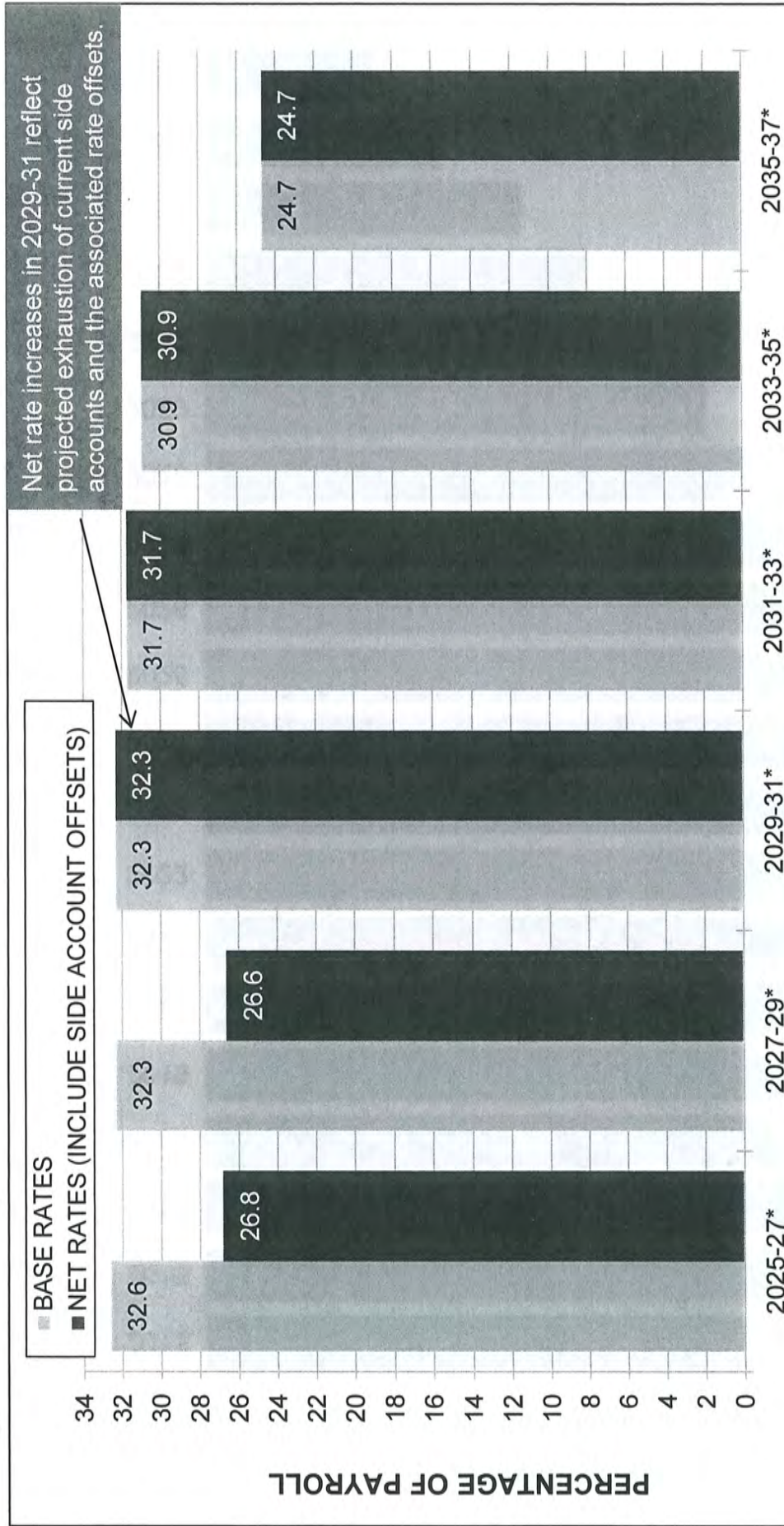


BIENNIA

- RATES ARE COLLARED; THIS LIMITS THE MAXIMUM ALLOWABLE BIENNIIUM-TO-BIENNIIUM CHANGE IN RATES. THE WIDTH OF THE RATE COLLAR IS DETERMINED BY AN EMPLOYER'S CURRENT CONTRIBUTION RATE AND FUNDED STATUS
- EXCLUDES 6% MEMBER IAP CONTRIBUTIONS AND PENSION OBLIGATION BOND DEBT SERVICE PAYMENTS
- INCLUDES TIER ONE, TIER TWO, AND OPSRP
- DOES NOT INCLUDE RHIA/RHIPA

* PROJECTED BASED ON NOVEMBER 2016 MILLIMAN FINANCIAL MODELING PRESENTATION

Projected System Wide Employer Rates (2025-2037)

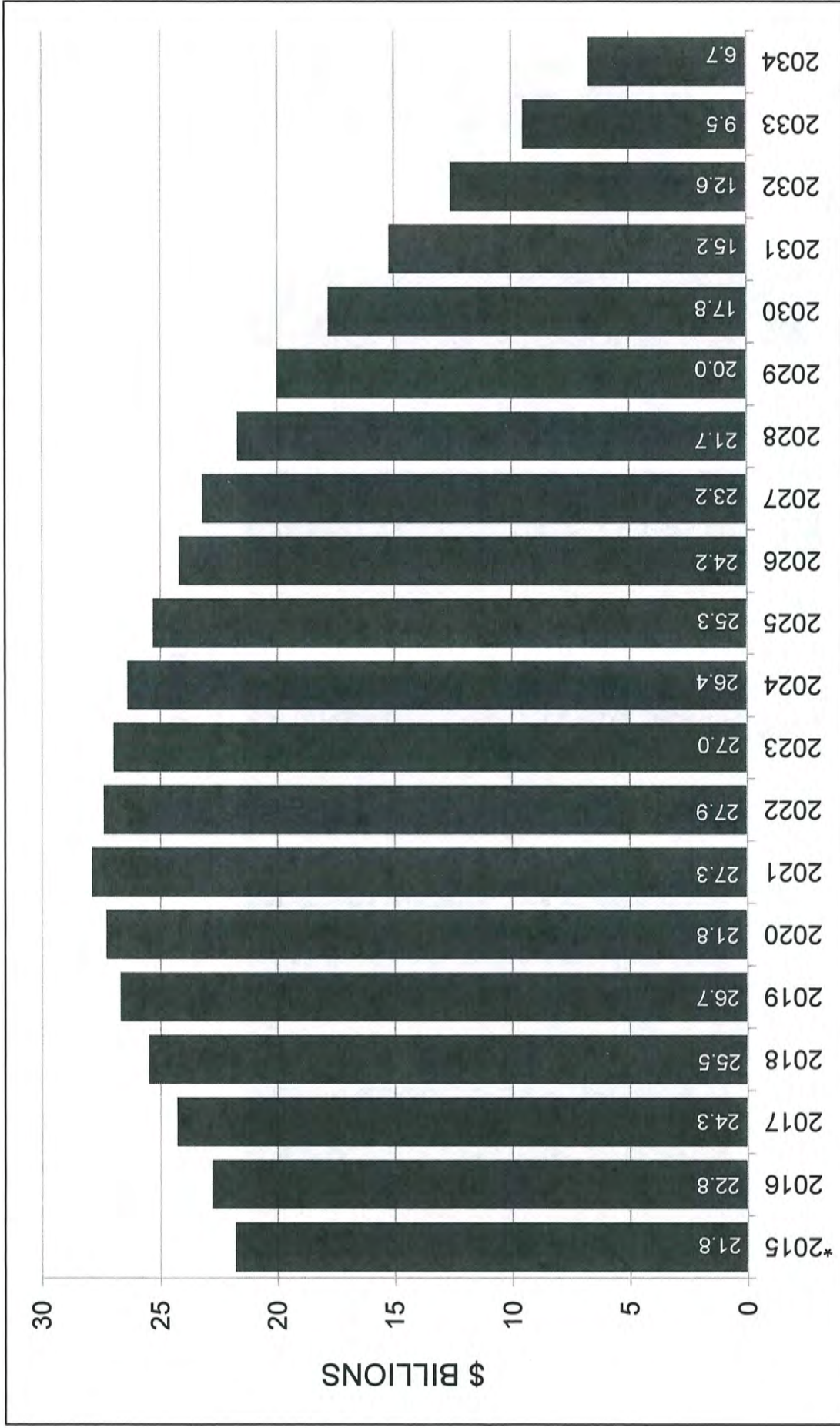


BIENNIA

- RATES ARE COLLARED; THIS LIMITS THE MAXIMUM ALLOWABLE BIENNIMUM-TO-BIENNIMUM CHANGE IN RATES. THE WIDTH OF THE RATE COLLAR IS DETERMINED BY AN EMPLOYER'S CURRENT CONTRIBUTION RATE AND FUNDED STATUS
- EXCLUDES 6% MEMBER IAP CONTRIBUTIONS AND PENSION OBLIGATION BOND DEBT SERVICE PAYMENTS
- INCLUDES TIER ONE, TIER TWO, AND OPSRP
- DOES NOT INCLUDE RHIA/RHIPA

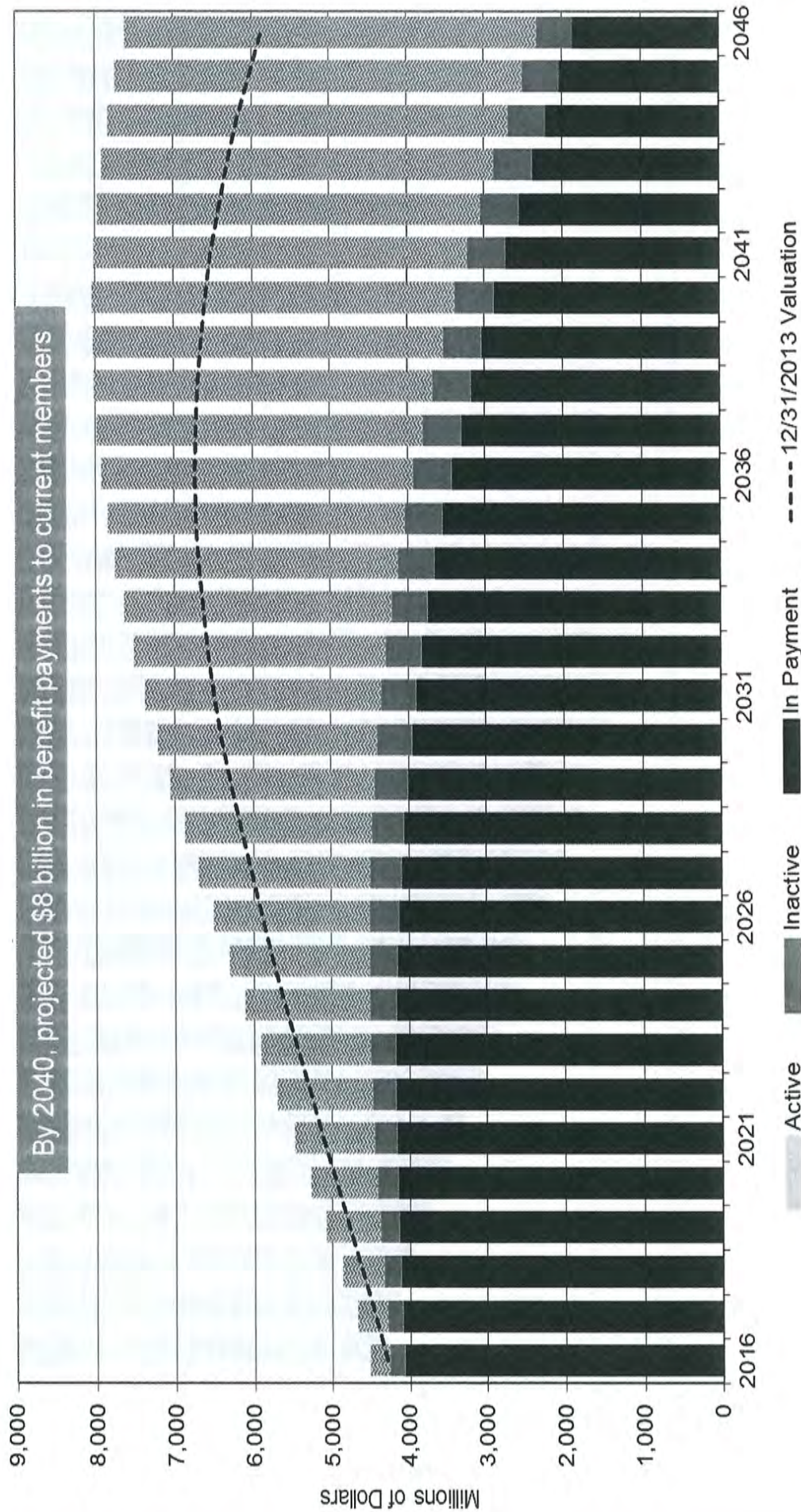
* PROJECTED BASED ON NOVEMBER 2016 MILLIMAN FINANCIAL MODELING PRESENTATION

Current and Projected UAL (Excluding Side Accounts)



* 2015 IS ACTUAL; OTHER YEARS ARE PROJECTED BASED ON NOVEMBER 2016 MILLIMAN PRESENTATION

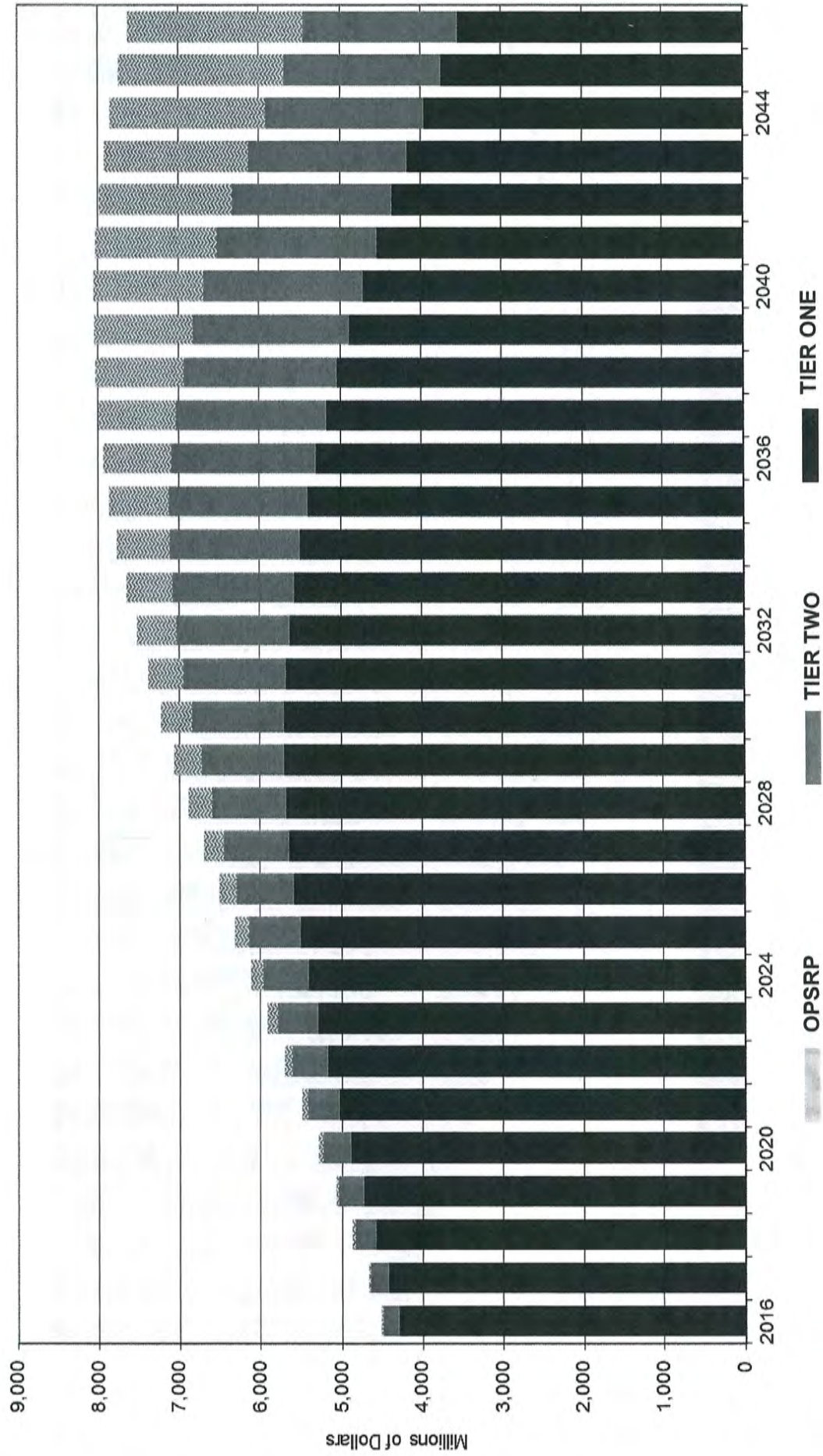
Projected Benefit Payments by Status (as of 12-31-15)



Dotted line depicts the projected payments from the 12/31/2013 rate-setting valuation, which did not reflect the *Moro* decision

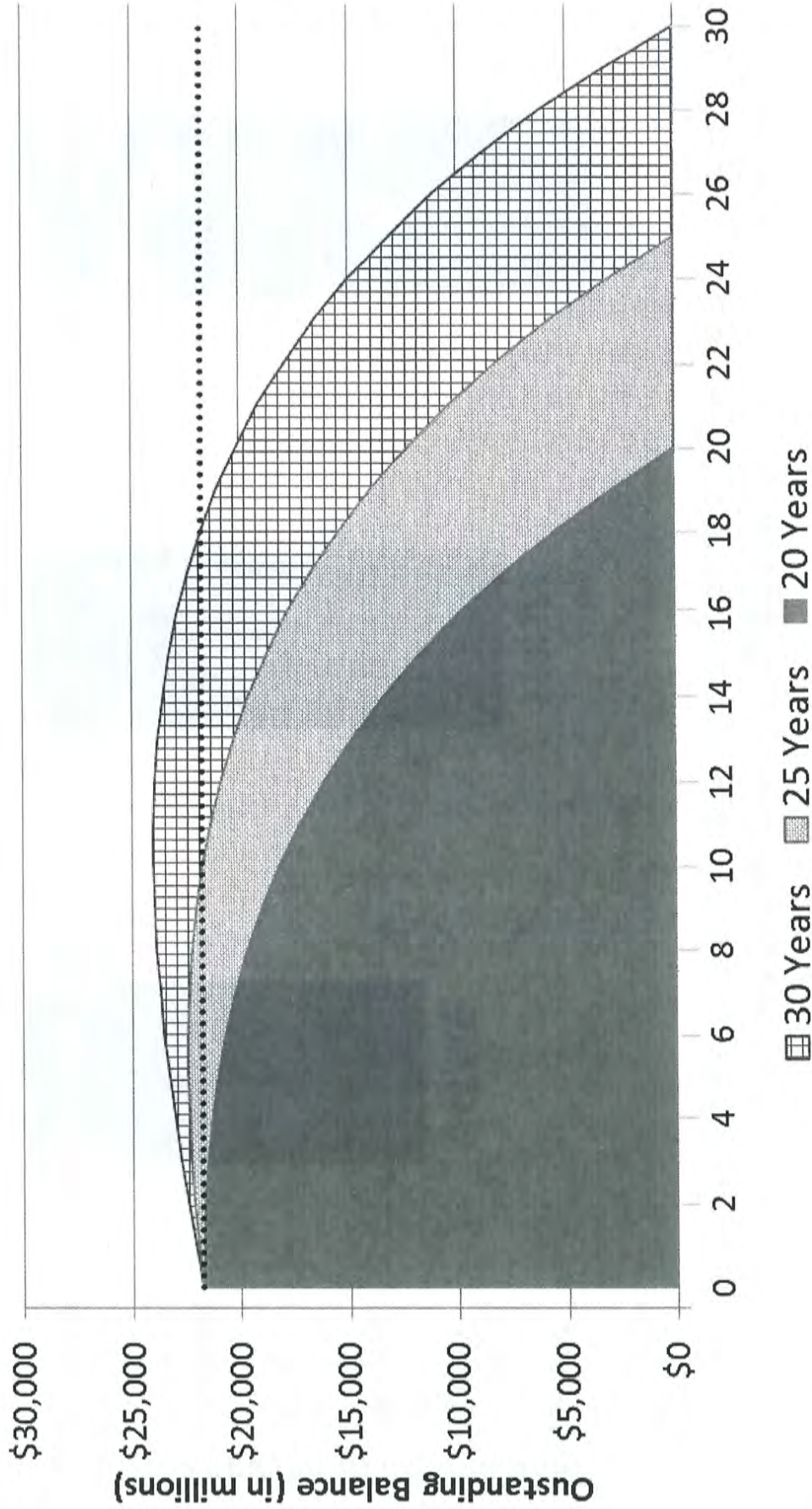
Milliman presentation; July 29, 2016 Board meeting

Projected Benefit Payments by Program (as of 12-31-15)



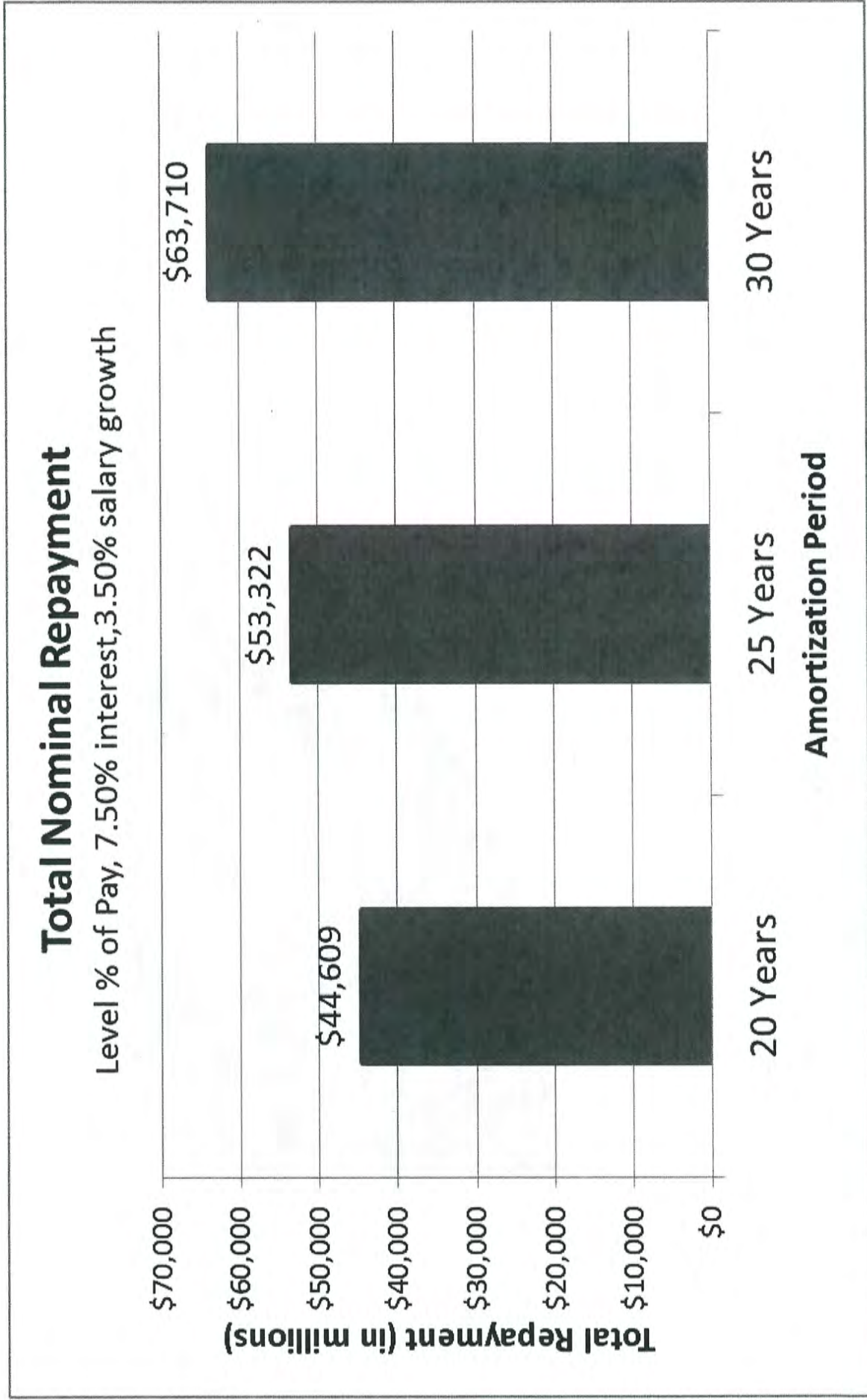
UAL Balance Amortization Patterns

UAL Balance by Amortization Period
 Level % of Pay, 7.50% interest, 3.50% salary growth



Milliman presentation; September 30, 2016 – joint meeting of OIC/PERS Board

Total UAL Amortization Payments



Potential Legislative Concepts Analyses

(calculated with a 1-1-18 effective date)

- 1. \$100,000 limit on final average salary (FAS):** would apply prospectively for all OPSRP and Tier One/Tier Two Full Formula and Formula + Annuity benefits.
- 2. 5-year FAS:** would apply prospectively for all OPSRP and Tier One/Tier Two Full Formula and Formula + Annuity benefits. Money Match would not be affected.
- 3. 1.00%/1.20% multiplier and 0.25%/0.30% multiplier:** would change the pension multiplier to 1.00% of FAS per year of service for general service members and 1.20% for police & fire members for service after January 1, 2018. Service earned before January 1, 2018 would continue to receive the current pension multiplier in benefit calculations.
- 4. Change Money Match interest rate:** used to convert account balances to monthly lifetime annuities from the PERS Board's current long-term investment return assumption of 7.50% to an illustrative interest rate of 3.5%. The rate would be independent of the PERS Board's long-term investment return assumption.

Potential Legislative Concepts Analyses

(calculated with a 1-1-18 effective date) (continued)

- 5. Reduce sick leave and vacation payments:** would impact a Tier One/Tier Two member's FAS calculation. A specific proposal was not analyzed; instead the estimated financial impact of:
- **Halving Sick Leave and Vacation Payments** that are included in a Tier One/Tier Two member's FAS calculation.
 - **Eliminating Sick Leave and Vacation Payments** that are included in a Tier One/Tier Two member's FAS calculation.
- 6. Redirect member contributions:** the 6% member contribution would no longer go into member's Individual Account Program (IAP) accounts but would be redirected to fund Tier One/Tier Two and OPSRP defined benefit programs. Redirected contribution would not add to a Money Match-eligible account balance.

Estimated Effect of Potential Legislative Concepts

Concepts (if concepts are implemented together, the resulting effect would not be the cumulative amount of each concept because interactions between the various benefit modifications would produce a reduction in liability and uncollared contribution rate of smaller magnitude than the sum of the reductions)	12-31-15 Total Liability (\$B)	12-31-15 Accrued Liability (\$B)	2017-19 Uncollared Base Pension Employer Contribution Rates (% of Payroll)		
			Normal Cost (%)	UAL (%)	Total (%)
12-31-15 Pension Valuation Results	83.8	76.2	11.79	17.29	29.08
\$100,000 Limit on Final Average Salary	(3.3)	(2.0)	(1.30)	(1.55)	(2.85)
5-Year Final Average Salary	(0.7)	(0.5)	(0.25)	(0.40)	(0.65)
1.00%/1.20% Multipliers	(2.8)	(1.8)	(1.20)	(1.35)	(2.55)
0.25%/0.30% Multipliers	(6.5)	(4.0)	(2.85)	(3.0)	(5.85)
Change in Money Match Interest Rate	(0.9)	(0.8)	(0.20)	(0.60)	(0.80)
Halving Sick Leave & Vacation Payouts	(0.35)	(0.3)	(0.08)	(0.22)	(0.30)
Eliminate Sick Leave & Vacation Payouts	(0.7)	(0.6)	(0.15)	(0.45)	(0.60)
Redirecting Member Contributions	(0.0)	(0.0)	(6.00)	(0.0)	(6.00)



Agenda

10 a.m. State Budget Forecast/Shortfall, SDAO Legislative Staff

10:30 a.m. PERS Update, Steve Rodeman, Executive Director, PERS

11:30 a.m. Tobias Read, Oregon State Treasurer - Elect

Noon Lunch

1 p.m. 2017 Legislative Session - Hot Topics, Issues Affecting Districts, and SDAO Priorities

Steve Rodeman, Executive Director, PERS

Steve Rodeman was appointed the Executive Director of the Public Employees Retirement System effective November 1, 2014. He is responsible for administration of the statewide retirement system serving more than 330,000 members, retirees and beneficiaries. Rodeman has served as the PERS Deputy Director since June 2008 and joined the agency in November 2001. Before becoming Deputy Director, he ran the agency's Policy, Planning & Legislative Analysis Division, providing policy development, strategic planning, government relations, and legal services management. Rodeman has an undergraduate degree from Humboldt State University and a law degree from Willamette University College of Law.



Hasina Squires, SDAO

Hasina Squires is a graduate of Willamette University. Prior to joining SDAO, her work experience included working as a legal clerk for a large law firm, Victim Advocate for the Marion County District Attorney's office, Legislative Assistant for the League of Oregon Cities, serving as the City Administrator of Falls City, Oregon, and Vice President of Western Advocates Incorporated. Hasina has advocated on behalf of SDAO since 1995. Her portfolio includes issues related to finance and taxation, emergency communications, PERS, collective bargaining, workers' compensation, insurance, elections, and general government issues. Hasina has represented the needs and interests of various groups including SDAO before the Oregon Legislature for more than 12 legislative sessions.



Speakers



Tobias Read, Oregon State Treasurer - Elect

Tobias Read is the Oregon Treasurer-Elect and most recently was a Democratic member of the Oregon House of Representatives, representing District 27. He was first elected to the chamber in 2006. He has served as House Speaker Pro Tempore and Majority Whip.



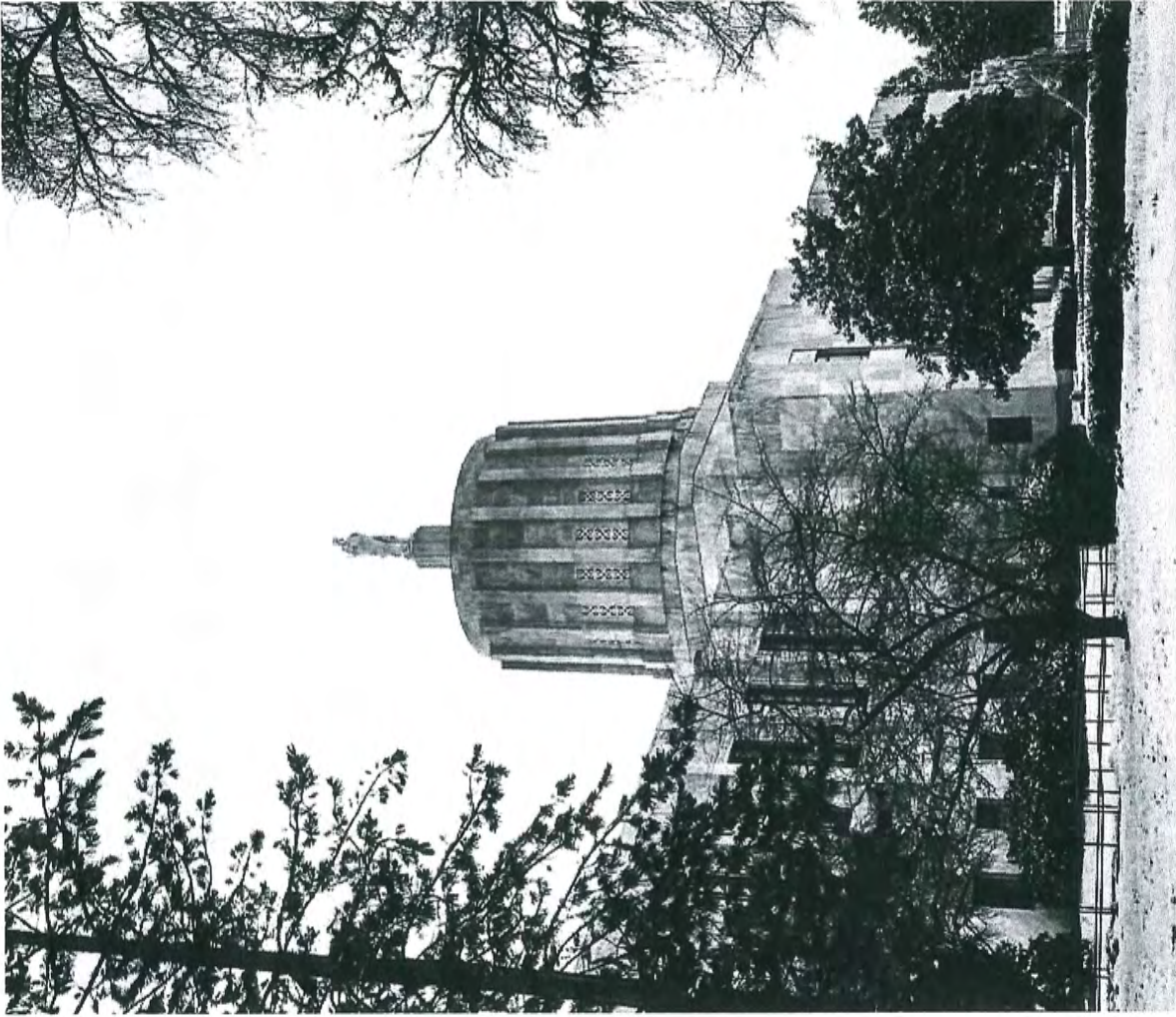
Read has been a legislative aide to Oregon State Representative Bryan Johnson and Development Officer for U.S. Treasury Secretary Lawrence H. Summers, Willamette University.

Read earned his bachelor's in politics and economics at Willamette University and his MBA from the University of Washington. His professional experience includes being a product developer for Nike, a founding board member of Hoopla and serving on the Advisory Board for Willamette University Athletic Department.

Mark Landauer, SDAO

Mark Landauer is a graduate from Whitman College in Walla Walla, Washington. He lived and worked on Capitol Hill in Washington D.C. for eight years and served as a Legislative Assistant to U.S. Senator Mark O. Hatfield for 4 1/2 years covering a variety of issue portfolios for the Senator. In 1998, he became a lobbyist for the City of Portland covering housing, economic development, criminal law, fire, emergency communications, public contracting, urban renewal, transportation, finance and taxation among other issues. Mark also served as the interim director for the City of Portland's Office of Government Relations from September 2005 to February 2006. Since 2008, he has represented SDAO focusing on water and wastewater issues among others.





2017 Legislative Day

January 6, 2017

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**Director Report for Oak Lodge Water Services for Regular Board
Meeting on January 17, 2017
Director, Nancy Gibson**

The first week of the new year was a busy one. Then the winter storms moved in.

January 4, 2017 - Executive Committee (EC) Meeting for Regional Water Providers Consortium

Please see attached materials for details. In general, the EC reviewed the Draft Budget for the 2017 year. The Consortium will be able to old dues increased to 2.5% and keep all current programs. This is good news especially since Metro has decided to pull out of the Consortium for the 2017 year. A major benefit for this budget cycle was lower personnel costs from the City of Portland who provides our staff. The Consortium will be adding Disaster Preparedness media to the suite of media offers for this budget year. The EC team has committed to regaining Metro as a partner and to growing the number of dues paying partners agencies.

Action Items: Russ Axlerod (West Linn) and Nancy Gibson (OLWS) will be reaching out to the new mayor of Gladstone for a meeting on the benefits of the Consortium to small cities. All EC members will continue to reach out to Metro councilors for regaining their membership to the Consortium.

See notes in Board Packet.

January 5, 2017 - C-4 Regular Meeting

This was a facilitated meeting for the purposes of discussing Bylaw changes. Meeting was facilitated by Amy Herman. See attached materials for details. The Executive Committee meeting for C-4 will be on January 23, 2017. The purpose of the EC meeting is to set the agenda for the next months meeting.

January 6, 2017 - SDAO Legislative Day in Salem

Documentation from meeting attached. Below are some highlighted notes.

Budget Update:

Total discretionary budget spending for this biennium is \$20.8B. This breaks down for revenue as follows:

\$17.8B from personal income tax
\$ 1.0B from corporate income tax
\$ 1.0B from lottery funds

Current budget allocations are:

3/5th of the budget to healthcare

1/5th of the budget to PERS

1/5th of the budget to new spending from initiatives passed in November (veterans, education, outdoor school)

There is almost \$2B in deficit from being able to balance the budget.

Some solutions that the legislature may look at are:

- New taxes
- Sunsetting tax exemptions
- Repealing tax exemptions

If Measure 97 had passed it would have raised \$6B in this biennium.

Currently Budget Committee is consider 15% cuts across the board.

State Treasurer Tobias Read spoke. He had three main points:

- Invest for the long run to maintain and improvement infrastructure and plan for climate change.
- Make it easier to invest.
- Do business the right way.

Steve Rodeman, Executive Director, PERS presented on the math, current status, and future of PERS. This was an excellent presentation. **See documentation attached.**

Mark Landauer, SDAO - What to expect in the legislature and what concerns SDAO members

Recreational Immunity - provides for immunity from liability for agencies who provide access to areas such as levies for walking/biking trails. Proposal to add employers and Board members to immunity. SDAO will be providing agencies and model Resolution for Board to pass. This is included in the current SDAO newsletter.

Public Records - there is legislation that will had timelines and deadlines for agencies to produce records once they've received a public records request. SDAO is focusing on making sure that "speed of delivery" be one that is reasonable. Currently proposed is that there is 5-days to acknowledge the request and 10-days to produce the requested records for a total of 15-days. However, if there is a question on the records request by the agency or the costs exceed \$25 the clock stops on the 10-days to produce.

A proposal for a new office of Public Records Ombudsman has been proposed there is no decision on if that will be in the Secretary of State or with Administrative Services.

Franchise Fees - This goes back to the City of Phoenix and Rouge Valley Sanitary case and the Gresham case where the City expanded the percentage fee charged over the statued limit for investor owned utilities. The issue is one government agency charging another government agency and what is a tax versus what is a fee. Investor owned utilities want to see a cap at 5%, cities want to have a "blank check" to charge investor owned utilities whatever they want. Concerns include Urban Services utilities for having stranded assets/persons outside of newly annexed areas.

Public Service Contracts - There is a group that wants to make it almost impossible for agencies to complete our own work by requiring bids and a qualified contractor designated for \$100,000. This would require agencies such as OLWS to prove that our own workers can do the required work for less than an outside contractor.

Elimination of Public Notices in Newspapers - Agencies can post their notices to their website and/or to association websites. Newspaper industry against this measure.

Transportation Funding - Issues facing passage of this funding include the Republicans wanting to change the clean fuels act. It is preferable that this is not referred to voters.

There will be a detailed session on legislation at the SDAO conference coming up in February where our SDAO lobbying team will know more as the session will have started.

See notes in Board Packet.

Monday, January 9, 2017

Attended the Board of County Commissioners Swearing-In Ceremony

Wednesday, January 11, 2017

MPAC Meeting cancelled due to inclement weather

Friday, January 13, 2017

Made connection with Tammy Stempel the new mayor of Gladstone. Tammy is very interested in water infrastructure and wants to schedule a tour of the NCCWC plant. We are currently working on dates for a face-to-face meeting over coffee with Russ Axelrod, the mayor of West Linn to discuss NCCWC and representation from Gladstone, role of the Consortium, sewer IGA. Tammy is interested in repairing relationships and working towards solutions. She also advised will be moving the City Council back to a one time per month meeting.

Next scheduled meetings for January:

C-4 Executive Committee Meeting on Monday January 23, 2017



Tuesday, January 24, 2017

Church of the Nazarene, 4180 S.E. Jennings Ave.

- 7:00 p.m. *Call to Order*
- Approval of December meeting minutes
 - Treasurer's Report
- 7:05 p.m. **Dealing with Crime and Livability Issues in Jennings Lodge**
Clackamas County Sheriff's Officer Crime Prevention Officer Sara McClurg
- 7:55 p.m. **McLoughlin Area Plan Implementation Team (MAP-IT) Sidewalk Project Proposals**
- 8:10 p.m. **JLCPO Business Announcements:**
- Slate of Nominees of JLCPO Officers & Board members for 2017-19. (Elections at February meeting.)
 - Planning Commission hearing on Feb. 6, 6:30 p.m. (JLCPO, MAP-IT & CPO Summit proposals.)
 - Jennings Lodge MAP-IT rep. needed to fill vacated position
- 8:15 p.m. **Land Use:**
- ZO640-16 3-lot partition application at Manewal Ln. & Cottonwood (with shadow plot plan for further partition later)
 - ZO621-16 - approval of application would allow dog boarding in all C-2 (community commercial) zones
 - ZO628-16 - verifying designated nonconforming use at 17601 SE River Rd.
 - ERC Update
 - Application to demolish Phil Oatfield house on County's historic register, 14928 SE Oatfield Rd.; public hearing scheduled for March 9.
- 8:25 p.m. **Community Announcements, Reports:**
- Concord Partnership
 - Other
- 8:30 p.m. **Adjourn**
-

The next Jennings Lodge CPO meeting will be February 28 2017.

For more information, email jenningslodgcpo@gmail.com

Board report for Jennings Lodge C.P.O. meeting January 24,2017

Neighborhood Livability Project

Officer Sarah McClurg began her presentation telling the group about the Neighborhood Livability Project.(See attached report) The project involves several agencies in the county getting together monthly and sharing information on problem properties and potential solutions to address the issues.It seems to be working with 39 houses to date closed up or the problems resolved.

Officer McClurg went on to present some crime statistics for the Jennings Lodge neighborhood bounded by Naef Rd. to Glen Echo and Oatfield Rd. to River Road. She had to hand parse the data since their software program is not generating the reports they had originally anticipated. The the dates were June 1 to the present. There were 11 burglaries, 11 Criminal mischiefs and many bicycle thefts.

Officer McClurg also alerted the group that there is a scam call problem where people are contacted and told that they owe fines for missing jury duty. She reported that oddly the calls have gone to people that have requested deferment of their terms in writing to the county. In turn the scammers are using the name of a Lieutenant in the Sheriffs office when they call asking for you to pay your fines.

Map It Sidewalk infill project

Terry Gibson made a presentation regarding a project to identify missing sections of sidewalks on the McLoughlin Corridor and neighborhood streets adjacent to McLoughlin Blvd. There are grant dollars becoming available in the near future that could fund some of these projects.Terry can provide you with the current list if interested.

Concord School Reuse plan

There are meetings coming up in early February through early March where the North Clackamas School board will be discussing the reuse proposals for the vacant Concord School building. Concord Partnership provide the CPO with information about the plans that are being considered along with the names of potential owners

1. Arts center- This would be a proposal where artists could come to the building and engage in various art forms along with teaching others.
2. Learning Center- This proposal would include siting the Clackamas County library in the building along with venues for adult and child learning programs.
3. Community Center- This proposal would also include siting of the County library along with other multi use rooms/

Potential owners discussed included Clackamas County, Marylhurst University and Venerable Development. Venerable was the lead on the re-development of the Washington High school campus in SE Portland.

More information can be found at the Concord Partnership website.

It is my intent to forward the minutes of the meeting to each of you when I receive them each month but I will give you this brief report to ensure that you are aware of any time sensitive issues.

Respectfully submitted,

Kevin Williams

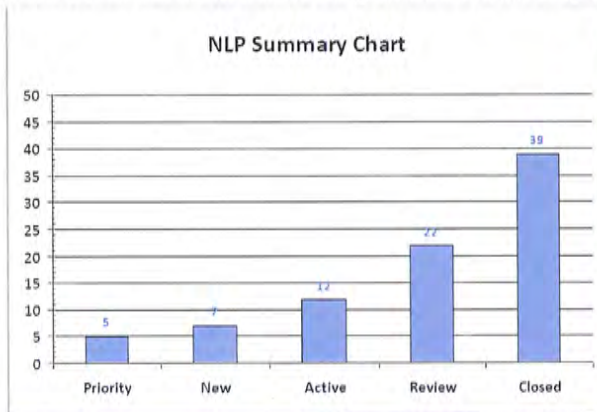
OAK GROVE - JENNINGS LODGE TOWN HALL REPORT

Clackamas County DA and Clackamas County Sheriff's Office

November 2016

Neighborhood Livability Project

The Neighborhood Livability Project (NLP) has been busy since our last update! To date, 39 houses have been declared closed. That means that either the individuals causing the neighborhood problems have left the site or the problems identified have been cured. That is 13 additional problem houses closed since June! 22 houses have been put on review status, meaning the problems have been significantly reduced but we still have concerns that they may return. Finally, we have 24 houses that we are actively working on and they are identified as new (added within the last month), active, or priority.



The NLP is only as strong as the community representing it! Remember, you can submit a tip to the Sheriff's Office if you believe there is something law enforcement should be aware of. Submit a tip by filling out an online tip form, or by calling in to the tip phone number (503-723-4949). If you choose, you may make an anonymous tip.

Web Tip Sheet <https://web3.clackamas.us/contact/tip.jsp>

Check out this video put out by the Clackamas County Sheriff's Office regarding the Neighborhood Livability Project:

[The Neighborhood Livability Project \(Clackamas County Sheriff's Office\)](#)



A Before and After of one of the Many Houses on the NLP List

Thank you to all who attended our town hall meeting on November 2, 2016 at Riverside Elementary. Our next town hall will occur in April! See you there!

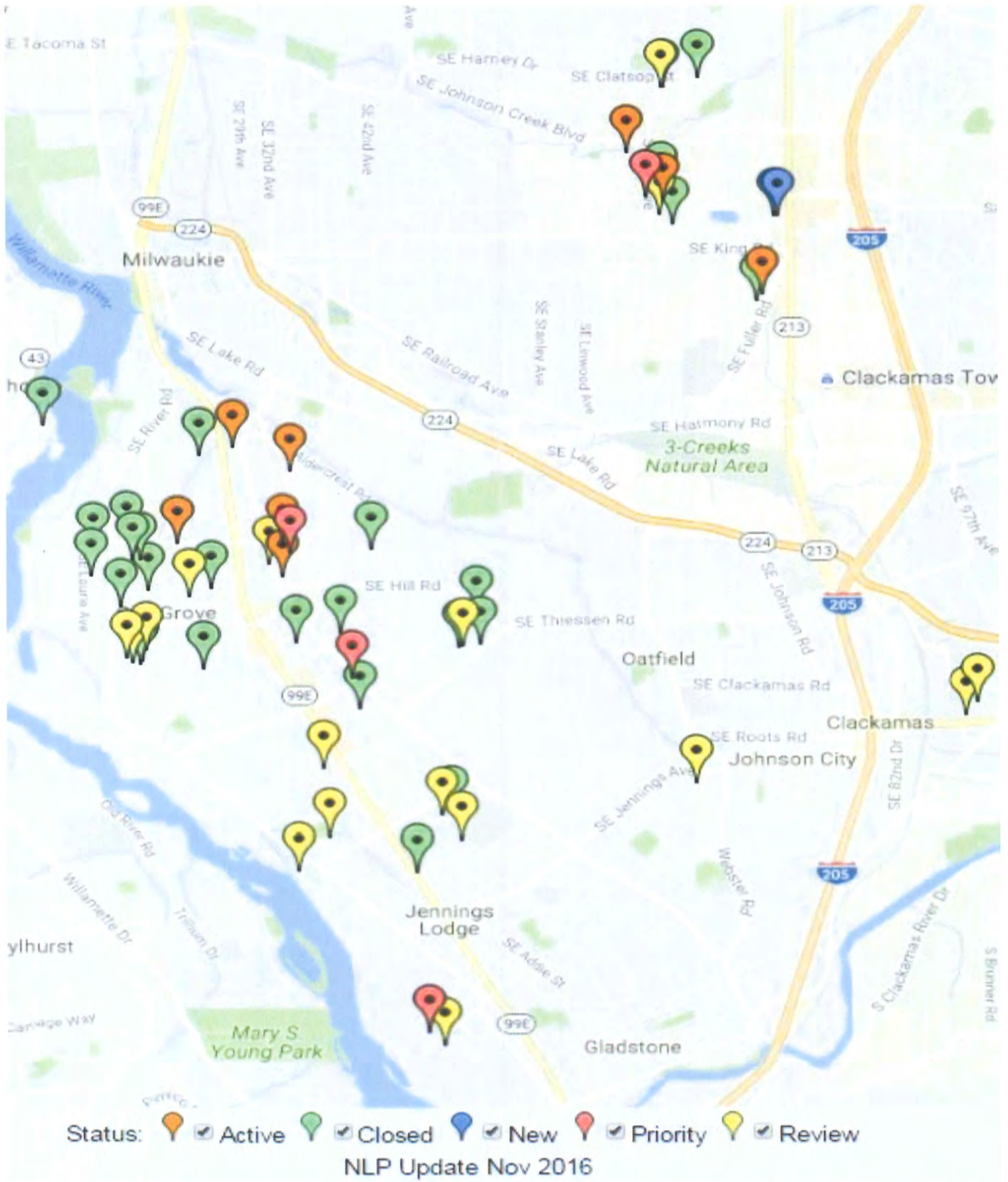
Calendar

Jan 10, 2017: Steering Committee Mtg
6:30pm Oak Lodge Water District.

April 2017: Next Town Hall

In This Issue

- NLP Updates
- NLP Map
- Town Hall Concerns
- Town Hall Resolutions
- Community Contacts



Oak Grove / Jennings Lodge map showing all the houses addressed in the last year and their respective status

Last Town Hall Issue: Homelessness

Issues of Concern

At the last Town Hall Meeting, we focused on the issue of Homelessness. Attendance was close to 80 people, so we broke up in to smaller groups in order to communicate better. Each group was asked to list their concerns and then every-one in attendance voted for an issue they felt was important. We ended up with 3 categories:

- **General Concerns/Observations/Questions**

- * This category contained issues such as how to deal with the mentally ill and understanding the plight of a homeless individual.

- **Specific Trolley Trail/Stringfield Park Issues**

- * Many people had concerns about the Trolley Trail and Stringfield Park. Concerns focused on unlawful camping and improper use of public facilities.

- **Other Specific Concerns**

- * Finally, there were many concerns about individual issues that didn't focus on one area. Many of these referenced specific areas of homeless use and drug use. There was also mention of unlawful RV use.

We have attached a list of all of the issues brought up for your convenience, as well as the possible solutions Town Hall Participants came up with.

Community Response

Next, we asked each group to think of possible solutions to these issues. Many participants simply wanted a resource or service to contact once an issue is identified. As such, please find a list of Community Services and their contact numbers on the last page of this report.

Another popular suggestion was an increase in patrols and police presence. Since there were specific concerns about the Trolley Trail and Stringfield Park, we wanted to highlight some of the efforts that are being made in that area. Recently, a new bike patrol has been commenced on the Trolley Trail. Deputy Wilhaber of the Clackamas County Sheriff's office will be watching the area via bike and the community is reporting that they are already noticing a difference. Thank you for your hard work Deputy Wilhaber!



Deputy Wilhaber prepares to patrol the Trolley Trail.

Another promising development is the opening of a new Clackamas County Sheriff's Office Sub-Station at Stringfield Park. The Station is just about complete, and Deputies have already begun to utilize it! With more eyes on the area, future incidents should be less prevalent.

Contacts:

Officer Sara McClurg
Clackamas County Sheriff
503-785-5077
saramcc@co.clackamas.or.us

Bill Stewart
Community Prosecutor
503 722-2786
billste@co.clackamas.or.us

Oak Grove/Jennings Lodge Town Hall Community Concerns about Homelessness

<i>General Concerns/Observations/Questions</i>	
Issue	Votes
Unpredictability of homeless and lack of services	41
There are mentally ill on the streets	34
Where are the homeless coming from? Are they from out of state, or other areas of Portland Metro?	9
What happens to possessions of homeless when they are arrested?	3
Subtotal of votes received	87

<i>Specific Trolley Trail/Stringfield Park Issues</i>	
Issue	Votes
There are campers along the Trolley Trail from Boardman to Vineyard and between Boardman and Paradise	27
Homeless camping at Stringfield Park	14
Loss of use of Stringfield and Risley Parks due to homeless sleeping there and using the tables and restrooms	14
Garbage, discarded clothes left along the Trolley Trail south of Vineyard	13
There are discarded needles and trash on the industrial side of Stringfield Park near Naef Road	7
Subtotal of votes received	75

<i>Other Specific Concerns</i>	
Issue	Votes
There is a squatter house at 15150 Arista	10
There is evidence of homeless on the Evangelical Church grounds	9
Homeless are loitering, sometime staying overnight in the entrance alcove of the Oak Grove Library	8
Break-ins, drug use, and other crimes committed by homeless	7
Homeless rifling through garbage cans	6
Olson Brothers has homeless trashing their restrooms. A solution might be to require users of the restrooms to request a key.	5
There were people who were high and one who had a gun along River Drive	5
There are homeless loitering at businesses near Oak Grove and McLoughlin, and also near Naef and McLoughlin	4
There has been mail theft along Boardman	4
Homeless are living along the Willamette River and try to access private property	4
There are homeless behind Creature Comforts	3
Homeless congregate around donation box on East Ave	3
An older woman smokes dope in front of the liquor store next to Fred Meyer	2
Campers are along Clackamas River Walk up river of the lagoon	2
Homeless are along the bike path near Hwy 205 in Gladstone	1
There are RV's on Oatfield and Park and near 31 st . They seem to have power.	1
People are staying in RV's near Oak Grove Blvd and River Road	1
Homeless hang out and do drugs near Dotty's by the old Safeway	1
There are homeless staying on Elk Rock Island	0
Gray Gables has had thefts that were probably committed by homeless	0
There is car camping on private property near the Trolley Trail at Vineyard	0
Subtotal of votes received	106

Oak Grove Jennings Lodge Town Hall

- How would you like the criminal justice system to respond to homelessness?

- More Services and outreach needed. Bring them to where the homeless population is located.
 - Shelter that doesn't limit stay
 - Assistance to veterans
 - Tiny houses
- Real data about homelessness in our neighborhoods needed
- All-inclusive facility that offers many services
 - Incorporate homeless into our community
- Address root causes of homelessness – mental health and drug addiction
- A single public number to call to get help
- No local shelter
- Build affordable housing
- Provide a bus ticket to homeless who have family/support in other states
- Identify gaps in existing homeless services
- Where are they to go?
- Understand homeless point of view and demographics
 - Where did they come from?
 - How did they get here?
- How does Community Court address homeless defendants?
- Provide relocation help – one time assistance
- Get them out of my neighborhood
- Learn from other jurisdictions who have been successful in dealing with homelessness
- Publicize 211 system
- Make existing homeless services more visible
 - Provide at parks, libraries, shelters and other places they may frequent
- Need to be proactive so our area doesn't become another Springwater Corridor
- Develop a coalition of services similar to what the NLP project did for drug houses
- Provide disposal boxes for used needles
- Don't advertise empty houses
- Provide local mental health services
- Set up PO boxes for homeless to get mail
- Provide assistance for homeless to get IDs
- Provide a place for homeless to get food, showers and counseling in Oak Grove
- Be able to print out and hand out a list of services for homeless

Mental Health Awareness Course

The Clackamas County Sheriff's Office is looking in to putting on an 8 hour course on interacting with the mentally ill and possible steps that could be taken to help an mentally ill person.

If interested please contact Officer Sara McClurg at 503-785-5077 or saramcc@co.clackamas.or.us. Please note that there is not a set time for this training yet. Class times and instructions will be listed once we have gauged the interest of the community in taking such a course.

What should I do if I find evidence of Homeless activity in a park?

In Clackamas County, it would be best to report any campsite or trash to the North Clackamas Parks and Recreation District. The NCPRD is most likely aware of the situation, but more input regarding these issues doesn't hurt. Please call 503-794-8030 or email kevinc@clackamas.us to alert the NCPRD.

COMMUNITY SERVICES CONTACT LIST

Clackamas Service Center (Variety of Services)

8800 SE 80th Portland, OR 97206

Phone: (503) 771-7914 Website: www.cscoregon.org

Father's Heart (Homeless Day Services, Showers)

603 12th St. Oregon City, OR 97045

Phone: (503) 722-9780 Website: www.tfhstreetministry.com

JOIN (Homeless Day Services, Showers, Storage Lockers)

1435 NE 81st Ave, Suite 100 Portland, OR 97213

Phone: (503) 232-2031 Website: www.joinpdx.org

Transition Projects (Showers, Bus Passes, ID Assistance, Veterans)

650 NW Irving St Portland, OR 97209

Phone: (503) 280-4700 Website: www.tprojects.org

Centerstone Clinic (Mental Health Crisis and Urgent Care)

11211 SE 82nd Ave, Happy Valley, OR 97086

Phone: (503) 655-8585 Website: www.clackamas.us/behavioralhealth/centerstone.html

Clackamas County Social Services (Variety of Services)

2051 Kaen Road, Oregon City, OR 97045

Phone: 503-655-8640 Website: www.clackamas.us/socialservices/

**80% OF HEALTH
TO DO WITH HEALTH CARE.**



Are you having trouble paying the energy bills?



Are you homeless or need rent assistance?



Are you out of a job or under-employed?



Are you struggling to put food on the table?



Are you uninsured or in need of health care?

211info is the easiest way to connect with nonprofit and public services that can help.



**HEALTH
FOR YOUR
WHOLE LIFE.**

Keeping people and communities healthy means more than access to medical care. At the nonprofit 211info, we promote **Health for Your Whole Life** by easily connecting people to nonprofit and public services in Oregon and Southwest Washington.



Dial 211 toll-free to speak with a resource specialist.



Visit 211info.org to search thousands of services.



Text your zip code to 898211 for quick resources.



Email help@211info.org for guidance and information.

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