

OAK LODGE

WATER SERVICES

**Oak Lodge Water District Office
14496 SE River Road
Oak Grove, OR 97267
March 21, 2017 at 6:00 p.m.**

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. Consent Calendar
 - Approval of February 21, 2017 Minutes
 - Approval of Check Run and Financials
4. Approval of FY 17/18 Budget Schedule
5. Resolution 2017-8; Agreement with North Clackamas Park District
6. Appointment of NCCWC Board Members
7. Update on Expenses and Savings from the Consolidation
8. Operations and Engineering Report
9. Business from the Manager
10. Business from the Board
11. Public Comment
12. Adjourn

Oak Lodge Water Services District
Minutes of Regular Meeting
February 21, 2017

Directors Present

Jim Martin, Chair
Susan Keil, Vice Chair (via phone)
Lynn Fisher, Director
Kevin Williams, Director
Nancy Gibson, Director

Staff Present

Dan Bradley, General Manager
Jason Rice, Deputy General Manager
Kelly Stacey, Finance Director
Todd Knapp, Supervisor
Rich Ludlow, Interim Operations Manager

Visitors

Ron Blake, Sunrise Water Authority
Ernie Platt, Sunrise Water Authority
Eric Hofeld, Sunrise Water Authority
Wade Hatthorn, Sunrise Water Authority
Randy Leniger, Oak Lodge Sanitary District
Ron Kriens, Local Resident
Myron Martwick, Local Resident
Andrew Collins-Anderson, North Clackamas Urban Watersheds Council
Tonia, North Clackamas Parks and Recreation

Regular Meeting

(1) Call to Order/Pledge of Allegiance

Chair Martin called the regular meeting to order at 6 p.m. and Director Gibson led the pledge of allegiance.

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

Andrew Collins-Anderson introduced himself to the OLWSD Board and explained his program with North Clackamas Urban Watersheds Council. He also submitted a copy of their annual report to the Directors.

(3) Consent Calendar

- **Approval of January 27, 2017 Minutes**

- **Approval of Check Run and Financials**

Director Gibson commented about a formula error in the financials that she discussed with Finance Director Kelly Stacey. A few other numbers were reviewed for accuracy as well as the field crew report among the Directors.

Director Gibson moved to approve the minutes for January 27, 2017 as amended. Director Fisher seconded the motion.

Ayes: Fisher, Gibson, Keil, Martin, Williams

Nays: None

The motion carried 5-0.

(4) Acceptance of FY 15/16 OLSD Audit

Finance Director Kelly Stacey asked that the Board formally accept the audit.

Director Fisher moved to approve the FY 15/16 OLSD Audit. Director Williams seconded the motion.

Ayes: Fisher, Gibson, Keil, Martin, Williams

Nays: None

The motion carried 5-0.

(5) Approval for Board Members to Attend National Conferences

The Board of Directors discussed having approval of attendance be a case by case basis on how many are attending and/or whom wants to attend rather than have a blanket approval.

Director Gibson moved to approve a Board Member (Lynn Fisher) attending the AWWA Conference in Philadelphia. Director Fisher seconded the motion.

Ayes: Fisher, Gibson, Keil, Martin, Williams

Nays: None

The motion carried 5-0.

(6) Resolution 2017-6; Approving Addendum to the NCCWC IGA

Clark Balfour of Cable Huston discussed a handout he presented the Board regarding a specific provision addressing the consolidating entity wanting out of the NCCWC. He stated there is a consent to the transfer of the Oak Lodge Water District's interest to Oak Lodge Water Services District and would need approval.

Director Williams moved the OLWS Board support and participate in the IGA of the NCCWC following approval of the name change addendum in particular rates based on cost of service. Director Gibson seconded the motion.

Ayes: Fisher, Gibson, Keil, Martin, Williams

Nays: None
The motion carried 5-0.

Director Gibson moved to adopt Resolution 2017-6 amending the 2nd amended IGA for the NCCWC. Director Keil seconded the motion.

Ayes: Fisher, Gibson, Keil, Martin, Williams

Nays: None
The motion carried 5-0.

(7) Resolution 2017-7; Adopting SDIS Workers Compensation Coverage

General Manager Dan Bradley discussed with the Board that this Resolution retro dates back to January 1st and is a joining of the SDIS Compensation Pool.

Director Keil moved to approve Resolution 2017-7 entering in to the SDIS Compensation Pool. Director Williams seconded the motion.

Ayes: Fisher, Gibson, Keil, Martin, Williams

Nays: None
The motion carried 5-0.

(8) Boardman Wetland Project Update

Deputy General Manager Jason Rice updated the Board on the project including the construction schedule as well as a possible addition. He presented a column table to show the Board varying scenarios. A property on site was discussed in regards to whether it should be torn down.

Director Gibson made a motion to work with NCPRD to develop the Eddie Street Project and obtaining grants. Director Williams seconded the motion.

Ayes: Fisher, Gibson, Keil, Martin, Williams

Nays: None
The motion carried 5-0.

(9) Update on Expenses and Savings from the Consolidation

Finance Director Kelly Stacey stated that around \$8,000 was saved in Liability Insurance which would be an ongoing savings. She presented the Board with a summary of various savings that are one time as well as ongoing.

(10) Business from the Manager

General Manager Dan Bradley stated he got re-elected to be the water representative with SDAO for his final term for 2 years. He also stated he is waiting to hear from the Administrative Law judge regarding the water rights permit case. Bradley further gave an update on the Valley View Reservoir bidding. He

expressed that he wants to update both the water and wastewater master plans in FY 17/18.

(11) Operation and Engineering Reports

Deputy General Manager Jason Rice discussed the beaver situation and coordinating the needed removal of dams and debris.

(12) Business from the Board

General Manager Dan Bradley discussed a response he gave to a customer's concern in a letter sent in and reported the customer was happy. He further discussed other positive correspondence sent in.

Chair Martin commented on his attendance at the SDAO Conference stating it was the best one he has attended of theirs. He felt all the meetings were good and General Manager Dan Bradley did a great job in the caucus. Bradley noted next conference is in Seaside.

Director Gibson discussed the C-4 meeting she attended and their focus on the funding of roads. She also attended the Regional Water Providers Consortium and budget was approved and noted a membership dues increase as well for all members.

(13) Public Comment

None additional.

The Board went to recess at 7:09 p.m. The Board reconvened at 7:23 p.m.

(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

The Board exited Executive Session at 8:35 p.m.

(15) Action from Executive Session

Director Gibson moved to increase the General Manager's salary to 180k including the deferred comp and PERS as they stand, effective January 1, 2017. Director Williams seconded the motion.

Ayes: Fisher, Gibson, Keil, Martin, Williams

Nays: None

The motion carried 5-0.

The Board stated they will look to have the contract finalized by end of March, 2017.

(16) Adjourn

Director Martin adjourned the meeting of February 21, 2017 at 8:38 p.m.

Respectfully submitted,

Dan Bradley, General Manager

Lynn Fisher, Secretary



MONTHLY FINANCIAL REPORT Water Division

To: Oak Lodge Water Services Directors
Dan Bradley, General Manager

From: Kelly Stacey, Finance Director *KAS*

Subject: February 2017 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 Services
Water Division
Monthly Overview
February 2017**

Included in this report are the month-to-date for February 2017 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 \$3,168,759.15 as of February 28, 2017; consisting of \$258,884.45 in checking, and \$2,909,874.70 in the Local Government State Investment Pool (LGIP).

Checks, electronic withdrawals and bank drafts for February 2017, total \$381,879.12 and include checks 38801 through 38878.

The field crew's replacements, installations and service leaks fiscal year-to-date total 665 as of February 28, 2017.

Attached you will find the District's comparison for one month (Feb 2016 vs. Feb 2017) 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 February 2017 (compared to 1 for February 2016) for a total of 30 SDCs for the 2016/2017 FY. SDC revenue for fiscal year 2016/17 is 281% of budget as of February 28, 2017.

The monthly budgeted amount is calculated by taking the annual amount and dividing it by twelve (around 67% as of Feb 28).

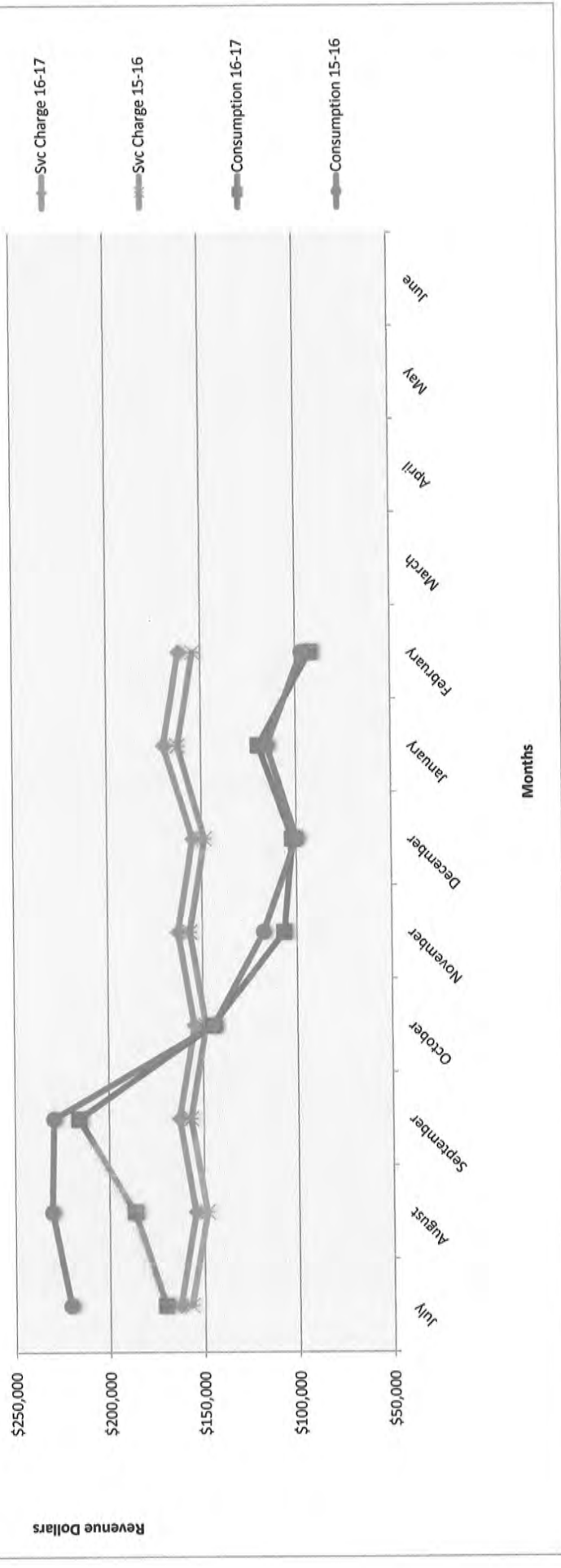
Oak Lodge Water District July - Dec/Oak Lodge Water Services Jan-June

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	\$ 162,391	\$ 154,099					\$ 1,231,383
Svc Charge 16-17	\$ 162,724	\$ 154,362	\$ 162,714	\$ 154,449	\$ 162,807	\$ 154,565	\$ 169,883	\$ 161,671					\$ 1,283,175
Consumption 15-16	\$ 220,470	\$ 230,241	\$ 229,209	\$ 144,092	\$ 117,480	\$ 99,854	\$ 115,237	\$ 96,633					\$ 1,253,215
Consumption 16-17	\$ 170,420	\$ 186,670	\$ 216,040	\$ 144,702	\$ 106,560	\$ 102,046	\$ 119,711	\$ 92,234					\$ 1,138,382

GRAPH:

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



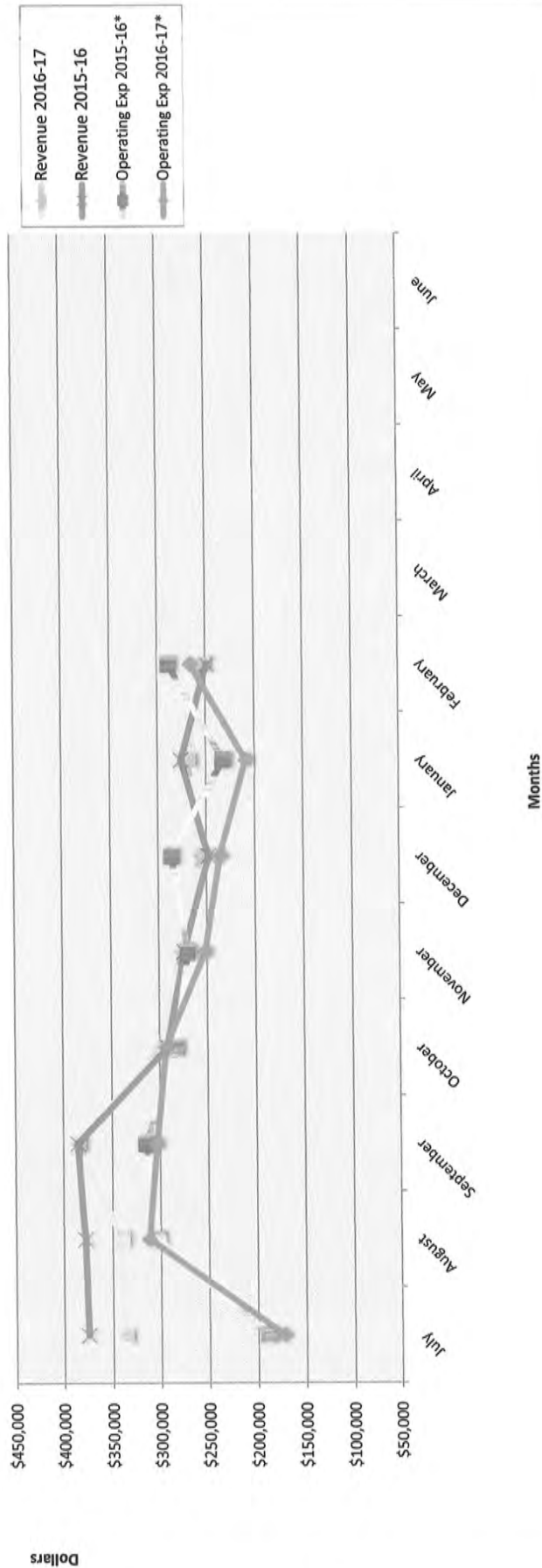
Oak Lodge Water District

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	\$ 275,969	\$ 248,876					\$ 2,477,053
Revenue 2016-17	\$ 337,145	\$ 340,493	\$ 385,163	\$ 298,482	\$ 277,148	\$ 256,086	\$ 268,357	\$ 253,234					\$ 2,416,108
Operating Exp 2015-16*	\$ 189,322	\$ 303,029	\$ 314,480	\$ 282,916	\$ 269,527	\$ 286,733	\$ 232,181	\$ 288,754					\$ 2,166,942
Operating Exp 2016-17*	\$ 173,076	\$ 311,766	\$ 303,105	\$ 293,445	\$ 251,829	\$ 236,333	\$ 209,142	\$ 265,778					\$ 2,044,473

*Does not include capital or debt service

Retail Water Sales/Operating Expenses





		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	253,234.37	2,416,107.47	-583,892.53	80.54%
10.4001	CRW Water Sales	25,000.00	25,000.00	3,748.86	23,939.69	-1,060.31	95.76%
10.4005	Penalty Charges	35,000.00	35,000.00	2,884.00	17,377.00	-17,623.00	49.65%
10.4006	Service Installations	15,000.00	15,000.00	0.00	17,243.50	2,243.50	114.96%
10.4100	Interest	500.00	500.00	848.36	4,620.59	4,120.59	924.12%
10.4110	Delinquent Taxes	0.00	0.00	11.59	163.80	163.80	0.00%
10.4200	Rents and Leases	235,000.00	235,000.00	8,899.60	112,785.94	-122,214.06	47.99%
10.4300	Contract Services	40,000.00	40,000.00	4,490.08	37,977.59	-2,022.41	94.94%
10.4400	Miscellaneous Income	15,000.00	15,000.00	50.00	16,342.77	1,342.77	108.95%
	Category: 000 - No Category Total:	4,622,782.00	4,622,782.00	274,166.86	2,646,558.35	-1,976,223.65	57.25 %
	Revenue Total:	4,622,782.00	4,622,782.00	274,166.86	2,646,558.35	-1,976,223.65	57.25 %
Expense							
Category: 460 - Personnel							
10.5600	Salary & Wages - Office	510,000.00	510,000.00	41,982.25	292,907.60	217,092.40	57.43%
10.5621	Temporary / Summer	20,000.00	20,000.00	0.00	29,605.00	-9,605.00	148.03%
10.5700	Salary & Wages - Field	612,000.00	612,000.00	43,041.04	359,098.46	252,901.54	58.68%
10.5780	Overtime & Standby	35,000.00	35,000.00	2,101.80	19,395.48	15,604.52	55.42%
	Category: 460 - Personnel Total:	1,177,000.00	1,177,000.00	87,125.09	701,006.54	475,993.46	59.56 %
Category: 470 - Payroll Expenses							
10.5800	Public Retirement (PERS)	225,000.00	225,000.00	16,414.45	134,370.03	90,629.97	59.72%
10.5810	Social Security	65,000.00	65,000.00	5,401.76	41,155.49	23,844.51	63.32%
10.5820	Medicare	18,000.00	18,000.00	1,263.32	10,164.60	7,835.40	56.47%
10.5830	TriMet Tax	9,000.00	9,000.00	639.24	5,143.31	3,856.69	57.15%
10.5840	Workers Compensation	40,000.00	40,000.00	32.08	10,439.22	29,560.78	26.10%
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	111,116.16	113,883.84	49.38%
10.5870	Dental Insurance	25,000.00	25,000.00	895.03	7,160.24	17,839.76	28.64%
10.5880	Other Personal Services	30,000.00	30,000.00	2,887.04	16,808.22	13,191.78	56.03%
	Category: 470 - Payroll Expenses Total:	657,000.00	657,000.00	41,422.44	336,357.27	320,642.73	51.20 %
Category: 550 - Materials and Services							
10.6000	Uniforms	4,000.00	4,000.00	0.00	1,457.63	2,542.37	36.44%
10.6005	Training and Travel	33,000.00	33,000.00	1,934.86	9,268.86	23,731.14	28.09%
10.6010	Safety Program	12,000.00	12,000.00	3,480.73	8,248.47	3,751.53	68.74%
10.6015	Board Training & Travel	25,400.00	25,400.00	0.00	893.70	24,506.30	3.52%
10.6020	Board Compensation	12,000.00	12,000.00	1,084.40	6,222.83	5,777.17	51.86%
10.6025	Telephone	14,000.00	14,000.00	745.55	5,951.09	8,048.91	42.51%
10.6030	Office Supplies	15,000.00	15,000.00	487.33	6,710.46	8,289.54	44.74%
10.6035	Postage	2,000.00	2,000.00	218.17	1,386.02	613.98	69.30%
10.6040	Dues & Subscriptions	36,700.00	36,700.00	950.00	24,626.25	12,073.75	67.10%
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	4,298.50	17,556.38	7,443.62	70.23%
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	3,438.62	35,027.48	7,772.52	81.84%
10.6080	Computer and Technology	25,000.00	25,000.00	1,899.67	22,332.08	2,667.92	89.33%
10.6085	Service & Maintenance Contract	95,400.00	95,400.00	15,962.29	67,842.94	27,557.06	71.11%
10.6090	Water Purchases	750,000.00	750,000.00	71,859.86	617,793.36	132,206.64	82.37%

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
10.6095	PGE	42,000.00	42,000.00	37.28	21,533.76	20,466.24	51.27%
10.6096	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	732.71	5,590.51	4,409.49	55.91%
10.6100	Fuel and Oils	20,000.00	20,000.00	1,490.15	7,775.81	12,224.19	38.88%
10.6101	Vehicle Equipment Maintenance	24,000.00	24,000.00	2,384.87	8,338.12	15,661.88	34.74%
10.6111	Distribution System Maint.	200,000.00	200,000.00	21,549.18	118,273.16	81,726.84	59.14%
10.6120	Building and Grounds	10,000.00	10,000.00	2,075.94	5,512.01	4,487.99	55.12%
10.6130	Water Quality Program	13,000.00	13,000.00	344.03	6,070.82	6,929.18	46.70%
10.6135	Public Information	6,000.00	6,000.00	0.00	39.53	5,960.47	0.66%
10.6145	Contractual Services	10,000.00	10,000.00	273.24	2,003.76	7,996.24	20.04%
10.6146	Contract Meter Reading	36,000.00	36,000.00	2,251.82	21,909.18	14,090.82	60.86%
10.6150	Insurance	52,000.00	52,000.00	-269.00	51,434.00	566.00	98.91%
10.6155	Consolidation	40,000.00	40,000.00	0.00	12,091.41	27,908.59	30.23%
10.6900	Miscellaneous	4,000.00	4,000.00	0.00	535.19	3,464.81	13.38%
Category: 550 - Materials and Services Total:		1,595,300.00	1,595,300.00	137,230.20	1,097,181.74	498,118.26	68.78 %
Category: 650 - Capital Outlay							
10.6500	Water System Capital Outlay	200,000.00	200,000.00	0.00	218,985.04	-18,985.04	109.49%
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	349.00	1,939.00	61.00	96.95%
10.6525	Office Equipment/Furniture	165,000.00	165,000.00	0.00	395.00	164,605.00	0.24%
Category: 650 - Capital Outlay Total:		449,000.00	449,000.00	349.00	255,032.49	193,967.51	56.80 %
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	0.00	35,214.71	-35,214.71	0.00%
Category: 900 - Depreciation Expense Total:		0.00	0.00	0.00	35,214.71	-35,214.71	0.00 %
Expense Total:		4,622,782.00	4,622,782.00	266,126.73	2,424,792.75	2,197,989.25	52.45 %
Fund: 10 - General Surplus (Deficit):		0.00	0.00	8,040.13	221,765.60	221,765.60	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	140,710.00	90,710.00	281.42%
40.4100	Interest	500.00	500.00	74.69	571.79	71.79	114.36%
Category: 000 - No Category Total:		179,854.00	179,854.00	74.69	141,281.79	-38,572.21	78.55 %
Revenue Total:		179,854.00	179,854.00	74.69	141,281.79	-38,572.21	78.55 %
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	74.69	141,281.79	141,281.79	0.00 %
Fund: 50 - CIP							
Revenue							
Category: 000 - No Category							
50.3999	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: 02/28/2017

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
50.300	Interest	0.00	0.00	1,074.26	8,223.97	8,223.97	0.00%
50.4900	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	1,074.26	8,223.97	-1,243,637.03	0.66 %
	Revenue Total:	1,251,861.00	1,251,861.00	1,074.26	8,223.97	-1,243,637.03	0.66 %
Expense							
Category: 650 - Capital Outlay							
50.5100	Replacement & Renewal	1,000,000.00	1,000,000.00	847.73	35,930.15	964,069.85	3.59%
	Category: 650 - Capital Outlay Total:	1,000,000.00	1,000,000.00	847.73	35,930.15	964,069.85	3.59 %
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	847.73	35,930.15	1,215,930.85	2.87 %
	Fund: 50 - CIP Surplus (Deficit):	0.00	0.00	226.53	-27,706.18	-27,706.18	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	557.10	4,264.89	264.89	106.62%
	Category: 000 - No Category Total:	633,783.00	633,783.00	557.10	4,264.89	-629,518.11	0.67 %
	Revenue Total:	633,783.00	633,783.00	557.10	4,264.89	-629,518.11	0.67 %
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	557.10	4,264.89	-53,235.11	7.42 %
	Report Surplus (Deficit):	57,500.00	57,500.00	8,898.45	339,606.10	282,106.10	590.62 %



Oak Lodge Water District

Bank Transaction Report

Transaction Detail

Issued Date Range: 02/01/2017 - 02/28/2017

Cleared Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
Bank Account: 2908192046 - OAK LODGE WATER DISTRICT							
02/01/2017	02/28/2017	38801	Martin Guenther	Accounts Payable	Cleared	Check	-2,227.44
02/01/2017	02/28/2017	38802	Ace Hardware #11075	Accounts Payable	Cleared	Check	-98.88
02/01/2017	02/28/2017	38803	Aflac	Accounts Payable	Cleared	Check	-399.84
02/01/2017	02/28/2017	38804	AnswerNet Portland	Accounts Payable	Cleared	Check	-359.17
02/01/2017	02/28/2017	38805	Baxter Auto Parts	Accounts Payable	Cleared	Check	-62.61
02/01/2017	02/28/2017	38806	BTL NW	Accounts Payable	Cleared	Check	-190.86
02/01/2017	02/28/2017	38807	Bullard Law	Accounts Payable	Cleared	Check	-1,710.00
02/01/2017	02/28/2017	38808	Cable Huston	Accounts Payable	Cleared	Check	-1,800.00
02/01/2017	02/28/2017	38809	Cintas Corporation	Accounts Payable	Cleared	Check	-138.15
02/01/2017	02/28/2017	38810	Cintas Corporation - 463	Accounts Payable	Cleared	Check	-73.37
02/01/2017	02/28/2017	38811	Clackamas Comm. Federal CU	Accounts Payable	Cleared	Check	-178.00
02/01/2017	02/28/2017	38812	Clackamas Landscape	Accounts Payable	Cleared	Check	-72.00
02/01/2017	02/28/2017	38813	Consolidated Supply Co.	Accounts Payable	Cleared	Check	-439.38
02/01/2017	02/28/2017	38814	Craig Blackman Trucking	Accounts Payable	Cleared	Check	-3,837.26
02/01/2017	02/28/2017	38815	CTX-Xerox	Accounts Payable	Cleared	Check	-135.41
02/01/2017	02/28/2017	38816	D&H Flagging Inc.	Accounts Payable	Cleared	Check	-324.00
02/01/2017	02/28/2017	38817	Dr. Lance F. Harris D.C.	Accounts Payable	Cleared	Check	-180.00
02/01/2017	02/28/2017	38818	Elmer's Flag and Banner LLC	Accounts Payable	Cleared	Check	-199.20
02/01/2017	02/28/2017	38819	H.D. Fowler Company	Accounts Payable	Cleared	Check	-9,082.15
02/01/2017	02/28/2017	38820	J. Thayer Company	Accounts Payable	Cleared	Check	-505.55
02/01/2017	02/28/2017	38821	Les Schwab	Accounts Payable	Cleared	Check	-318.49
02/01/2017	02/28/2017	38822	Metersaders, LLC	Accounts Payable	Cleared	Check	-3,102.82
02/01/2017	02/28/2017	38823	Modern Machinery Inc.	Accounts Payable	Cleared	Check	-997.90
02/01/2017	02/28/2017	38824	Molly Cunningham	Accounts Payable	Cleared	Check	-89.75
02/01/2017	02/28/2017	38825	Nancy Gibson Comp	Accounts Payable	Cleared	Check	-350.00
02/01/2017	02/28/2017	38826	NCCWC	Accounts Payable	Cleared	Check	-65,260.01
02/01/2017	02/28/2017	38827	NW Natural	Accounts Payable	Cleared	Check	-807.85
02/01/2017	02/28/2017	38828	Oregon AFSCME Council 75	Accounts Payable	Cleared	Check	-249.02
02/01/2017	02/28/2017	38829	Oregon Dept of Revenue	Accounts Payable	Cleared	Check	-8,226.97
02/01/2017	02/28/2017	38830	Peterson IV, Inc.	Accounts Payable	Cleared	Check	-38.99
02/01/2017	02/28/2017	38831	Portland General Electric	Accounts Payable	Cleared	Check	-2,916.34
02/01/2017	02/28/2017	38832	Traver's Cleaning Service Inc.	Accounts Payable	Cleared	Check	-35.00
02/01/2017	02/28/2017	38833	Tyler Technologies, Inc.	Accounts Payable	Cleared	Check	-1,056.45
02/01/2017	02/28/2017	38834	Wright Imaging	Accounts Payable	Cleared	Check	-105.00
02/03/2017	02/28/2017	38835	STONE, MONICA A	Payroll	Cleared	Check	-674.59
02/15/2017	02/28/2017	38836	Sexton, Timothy J	Payroll	Cleared	Check	-813.33

Bank Transaction Report

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
02/15/2017	02/28/2017	38837	Yohn, Clay B	Payroll	Cleared	Check	-634.05
02/15/2017	02/28/2017	38838	KROGSTAD, JOHN	Payroll	Cleared	Check	-2,007.03
02/17/2017	02/28/2017	38839	Ace Hardware #11075	Accounts Payable	Outstanding	Check	-134.89
02/17/2017	02/28/2017	38840	Afiac	Accounts Payable	Cleared	Check	-399.84
02/17/2017	02/28/2017	38841	Alexin Analytical Laboratories	Accounts Payable	Cleared	Check	-545.00
02/17/2017	02/28/2017	38842	Bachman Paving Company	Accounts Payable	Cleared	Check	-5,665.00
02/17/2017	02/28/2017	38843	Cable Huston	Accounts Payable	Cleared	Check	-1,125.00
02/17/2017	02/28/2017	38844	Chuck Seifert	Accounts Payable	Cleared	Check	-1,200.00
02/17/2017	02/28/2017	38845	Cintas Corporation	Accounts Payable	Outstanding	Check	-131.07
02/17/2017	02/28/2017	38846	Cintas Corporation - 463	Accounts Payable	Cleared	Check	-73.37
02/17/2017	02/28/2017	38847	Clackamas Comm. Federal CU	Accounts Payable	Cleared	Check	-178.00
02/17/2017	02/28/2017	38848	Comcast Cable	Accounts Payable	Cleared	Check	-212.51
02/17/2017	02/28/2017	38849	Consolidated Supply Co.	Accounts Payable	Cleared	Check	-6,911.72
02/17/2017	02/28/2017	38850	Contractor Supply	Accounts Payable	Cleared	Check	-875.00
02/17/2017	02/28/2017	38851	Convergence Northwest, Inc	Accounts Payable	Cleared	Check	-5,324.17
02/17/2017	02/28/2017	38852	Craig Blackman Trucking	Accounts Payable	Cleared	Check	-842.94
02/17/2017	02/28/2017	38853	D&H Flagging Inc.	Accounts Payable	Cleared	Check	-394.75
02/17/2017	02/28/2017	38854	Hach Company	Accounts Payable	Cleared	Check	-344.03
02/17/2017	02/28/2017	38855	Law Office of Eileen Eakins, LLC	Accounts Payable	Cleared	Check	-396.00
02/17/2017	02/28/2017	38856	Maverick Welding Supplies, Inc	Accounts Payable	Cleared	Check	-42.06
02/17/2017	02/28/2017	38857	Metro Overhead Door	Accounts Payable	Cleared	Check	-336.00
02/17/2017	02/28/2017	38858	Millwaukie Lumber Co.	Accounts Payable	Cleared	Check	-49.78
02/17/2017	02/28/2017	38859	Modern Machinery Inc.	Accounts Payable	Cleared	Check	-398.76
02/17/2017	02/28/2017	38860	Napa Auto Parts - Store #07078	Accounts Payable	Cleared	Check	-27.06
02/17/2017	02/28/2017	38861	Oak Lodge Sanitary District	Accounts Payable	Cleared	Check	-366.80
02/17/2017	02/28/2017	38862	Olson Bros Service Inc	Accounts Payable	Cleared	Check	-1,490.15
02/17/2017	02/28/2017	38863	One Call Concepts	Accounts Payable	Cleared	Check	-273.24
02/17/2017	02/28/2017	38864	Oregon AFSCME Council 75	Accounts Payable	Cleared	Check	-249.02
02/17/2017	02/28/2017	38865	Oregon Dept of Revenue	Accounts Payable	Cleared	Check	-7,695.83
02/17/2017	02/28/2017	38866	Peterson IV, Inc.	Accounts Payable	Cleared	Check	-897.34
02/17/2017	02/28/2017	38867	Pitney Bowes Global Financial Services LLC	Accounts Payable	Cleared	Check	-1,201.71
02/17/2017	02/28/2017	38868	Pitney Purchase Power	Accounts Payable	Cleared	Check	-94.60
02/17/2017	02/28/2017	38869	Porter Yett Company	Accounts Payable	Cleared	Check	-549.15
02/17/2017	02/28/2017	38870	Portland Engineering Inc	Accounts Payable	Cleared	Check	-120.00
02/17/2017	02/28/2017	38871	RH2 Engineering, Inc.	Accounts Payable	Cleared	Check	-847.73
02/17/2017	02/28/2017	38872	Special Districts Health Insurance Sv	Accounts Payable	Cleared	Check	-15,559.75
02/17/2017	02/28/2017	38873	US BANK EQUIPMENT FINANCE	Accounts Payable	Cleared	Check	-220.00
02/17/2017	02/28/2017	38874	Verizon Wireless	Accounts Payable	Cleared	Check	-533.04
02/17/2017	02/28/2017	38875	Wright Imaging	Accounts Payable	Cleared	Check	-2,899.86
02/28/2017	02/28/2017	38876	KROGSTAD, JOHN	Accounts Payable	Cleared	Check	-2,016.50
02/28/2017	02/28/2017	38877	Sexton, Timothy J	Accounts Payable	Cleared	Check	-438.85
02/28/2017	02/28/2017	38878	Yohn, Clay B	Payroll	Outstanding	Check	-104.75
02/15/2017	02/28/2017	DF10000251	Payroll EFT	Payroll	Cleared	EFT	-24,632.72

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
02/15/2017	02/28/2017	DFT0000252	Payroll EFT	Payroll	Cleared	EFT	-43,030.46
02/28/2017		DFT0000253	Payroll EFT	Payroll	Outstanding	EFT	-387.63
02/28/2017	02/28/2017	DFT0000254	Payroll EFT	Payroll	Cleared	EFT	-42,195.49
02/28/2017	02/28/2017	DFT0000255	Payroll EFT	Payroll	Cleared	EFT	-26,566.08
02/28/2017	02/28/2017	DFT0000256	Wells Fargo Remittance Center	Accounts Payable	Cleared	Bank Draft Reversal	415.00
02/28/2017		DFT0000257	Wells Fargo Remittance Center	Accounts Payable	Outstanding	Bank Draft	-6,998.24
02/28/2017		DFT0000258	Wells Fargo Remittance Center	Accounts Payable	Outstanding	Bank Draft Reversal	290.00
02/15/2017	02/28/2017	EFT0000866	2/15/17 PAYROLL TAXES	General Ledger	Cleared	EFT	-30,213.00
02/15/2017	02/28/2017	EFT0000867	2/15/17 VALIC DEF COMP	General Ledger	Cleared	EFT	-2,754.83
02/15/2017	02/28/2017	EFT0000868	2/15/17 PAYROLL TAXES	General Ledger	Cleared	EFT	-150.00
02/28/2017		EFT0000869	2/28/17 PAYROLL TAXES	General Ledger	Outstanding	EFT	-29,611.03
02/28/2017		EFT0000870	2/28/17 DEF COMP	General Ledger	Outstanding	EFT	-3,149.49
02/28/2017		EFT0000871	2/28/17 DEF COMP	General Ledger	Outstanding	EFT	-150.00
02/28/2017		EFT0000872	TO CORRECT 2/28/17 PAYROLL TAXES	General Ledger	Outstanding	EFT	-1,664.85
02/22/2017	02/28/2017	EFT0000874	DELUXE PRINTING BANK DEPOSIT SLIPS	General Ledger	Cleared	EFT	-218.17
Bank Account 2908192046 Total: (94)							-381,879.12
Report Total: (94)							-381,879.12

Oak Lodge Water District
 LGIP RECONCILIATION
 As of February 28, 2017

CAS 3/10/17 *DD 3-13-17*

Fund Type: 5289	General	SDC Improv	Capital	Reserve	Totals
Fund And G/L #:	10.1005	40.1005	50.1005	70.1005	
As of JANUARY 31, 2017	965,552.44	85,009.97	1,222,676.61	634,069.68	2,907,308.70
Deposits	11.59	-	-	-	11.59
Interest/Fees	848.36	74.69	1,074.26	557.10	2,554.41
Transfer of Funds	-	-	-	-	-
Transfer to WF Savings	-	-	-	-	-
Rounding Adjustment	-	-	-	-	-
As of February 28, 2017	966,412.39	85,084.66	1,223,750.87	634,626.78	2,909,874.70
LGIP Statements	#5289				
LGIP Stmt Beginning Balance					2,907,308.70
Deposits					11.59
Interest/Fees					2,554.41
Transfer from Checking	-				-
Transfer Funds - SDC's	-				-
Ending Statement Bal.	-				2,909,874.70
DIFF IN G/L & BANK BALANCE					-



Oak Lodge Water District

Bank Statement Register

OAK LODGE WATER DISTRICT

Period 2/1/2017 - 2/28/2017

CAS 3/13/17

Bank Statement

Beginning Balance	268,594.12
Plus Debits	393,785.24
Less Credits	403,494.91
Adjustments	0.00
Ending Balance	258,884.45

General Ledger

Account Balance	227,479.48
Less Outstanding Debits	11,545.56
Plus Outstanding Credits	42,950.53
Adjustments	0.00
Adjusted Account Balance	258,884.45

Statement Ending Balance	258,884.45
Bank Difference	0.00
General Ledger Difference	0.00

Oak Lodge Water District

Account Balances As of:

February 28, 2017

Interest Rate

Account

Wells Fargo Bank Checking	0.00%	\$258,884.45
Local Government Investment Pool	1.15%	\$2,909,874.70

Total		<u>\$ 3,168,759.15</u>
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Field Crew Monthly Activity

For the month of	February 28, 2017	FY - YTD
New service & meter installation	5	31
Replacement meter installation	25	604
Service replacement old iron maintenance	0	1
Service replacement plastic maintenance	0	5
Service Leaks Repaired – day or night	0	10
Main Leaks Repaired – day or night	0	14
Total	30	665



STAFF REPORT-Sanitary Division

To: Board of Directors
From: Jason Rice, Deputy General Manager
Agenda Item: General Manager Reports
Item No.: 3. Consent Calendar - FY 2017 Budget Status
Date: March 14, 2017

Background:

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

Revenue:

As of February 28, 2017, General Fund year-to-date service charge rate revenue was at 66.15% of the budgeted amount and SDC revenue was 240.00%. 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 74.58%. February 28th represented 66.67% of the year completed.

Expenditures:

General Fund:

As of February 28, 2017, 82.65% of the District's General Fund personnel services and materials and services budget was expended or encumbered. February 28th represented 66.67% of the year completed.

Capital Fund:

Sanitary Sewer System Capital Improvement Fund

As of February 28, 2017, 10.41% of the District's Sanitary Sewer Capital Improvement Fund capital outlay was expended or encumbered. YTD expenditure was \$27,381 which is 2.22% of the budget appropriation. The remainder is encumbered but unspent. February 28th represented 66.67% of the year completed.

Surface Water Management Capital Improvement Fund

As of February 28, 2017, 82.79% of the District's Surface Water Management Capital Improvement Fund was expended or encumbered. YTD expenditures was \$200,033 which is 21.22% of the budget appropriation. The remainder is encumbered but unspent. February 28th represented 66.67% of the year completed.

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

OAK LODGE WATER SERVICES
Sanitary Division
Program Cash & Investment Summary
February 2017

Sanitary Sewer Service Program:		
Capital Improvement Fund:		
1 Financial Institution: Local Government Investment Pool	Average Daily Investment:	\$2,562,234.71
Type of Instrument: Various	Average Daily Earnings:	\$80.36
Initial Investment Date: February 1, 2017	Average Rate of Return:	1.12905%
Investment Maturity Date: Daily	Total Earnings this Report:	\$2,250.03
	Month End Book Balance:	\$2,555,994.47
System Development Charge Fund:		
1 Financial Institution: Local Government Investment Pool	Average Daily Investment:	\$236,143.70
Type of Instrument: Various	Average Daily Earnings:	\$7.08
Initial Investment Date: February 1, 2017	Average Rate of Return:	1.07951%
Investment Maturity Date: Daily	Total Earnings this Report:	\$198.27
	Month End Book Balance:	\$256,264.11
Debt Service Fund(s):		
1 Financial Institution: Local Government Investment Pool	Average Daily Investment:	\$935,378.67
Type of Instrument: Various	Average Daily Earnings:	\$29.11
Initial Investment Date: February 1, 2017	Average Rate of Return:	1.12043%
Investment Maturity Date: Daily	Total Earnings this Report:	\$815.13
	Month End Book Balance:	\$1,058,893.13
2 Financial Institution: Local Government Investment Pool	Average Daily Investment:	\$1,099,336.87
Type of Instrument: Various	Average Daily Earnings:	\$34.28
Initial Investment Date: February 1, 2017	Average Rate of Return:	1.12249%
Investment Maturity Date: Daily	Total Earnings this Report:	\$959.77
	Month End Book Balance:	\$1,789,312.94

Average Daily Investment:	\$4,833,093.96
Average Daily Earnings:	\$150.83
Average Rate of Return:	1.12347%
Total Earnings this Month:	\$4,223.20
Month End Book Balance:	\$5,660,464.65

Surface Water Management Program:		
Capital Improvement Fund Investment Summary		
1 Financial Institution: Local Government Investment Pool	Average Daily Investment:	\$1,938,732.71
Type of Instrument: Various	Average Daily Earnings:	\$60.72
Initial Investment Date: February 1, 2017	Average Rate of Return:	1.12759%
Investment Maturity Date: Daily	Total Earnings this Report:	\$1,700.29
	Month End Book Balance:	\$1,876,295.60

Average Daily Investment:	\$1,938,732.71
Average Daily Earnings:	\$60.72
Average Rate of Return:	1.12759%
Total Earnings this Month:	\$1,700.29
Month End Book Balance:	\$1,876,295.60

Note: Monies are not actually earned until maturity.

OAK LODGE WATER SERVICES
Board of Directors' Cash Disbursement Approval Report
For the Month of February 2017

CASH DISBURSEMENT ACTIVITY SUMMARY

Expenditures:	
Capital Items	54,168.47
Materials & Services	121,790.59
Subtotal	175,959.06
Personnel Services	210,217.12
Debt Service	-
Total Expenditures	386,176.18
Other:	
Transfers & Investments	872,235.89
Customer Refunds	53.25
Customer Returned Items	104.92
Total Cash Disbursements	1,258,570.24
Checkbook Register Control	1,258,570.24
Variance	-

ACCOUNTS PAYABLE CASH DISBURSEMENT ACTIVITY RECONCILIATION

Grand Total A/P Cash Disbursements Per A/P Check History Listing	386,176.18
Less:	
Payroll Expenses Processed through Accounts Payable	(210,217.12)
Adjusted Grand Total A/P Cash Disbursements	175,959.06
Cash Disbursement Activity Summary Control	175,959.06
Variance	-

PERSONNEL SERVICES CASH DISBURSEMENT ACTIVITY RECONCILIATION

Personnel Expenses	172,771.70
Medical, Dental, & Life Insurance	30,002.96
Deferred Compensation	6,231.81
Afscme Union Dues	1,210.65
Total Personnel Services Cash Disbursements	210,217.12
Cash Disbursement Activity Summary Control	210,217.12
Variance	-

Invoice History Browse
Oak Lodge Sanitary District

Check Transfer #	Check Transfer Date	Vendor #	Vendor Name	Invoice #	Invoice Date	Description	Total Amount
117282	1/17/2017	000084	ACWA	7561	12/23/2016	ACWA MEMBERSHIP DUES	1,293.00
117243	1/17/2017	000633	ALLEGIANCE BENEFIT PLAN MGNT	2016-12-23	12/23/2016	ALLEGIANCE PREMIUM ONLY PLAN ANNUAL FEE	75.00
1029	1/20/2017	001909	AMAZON.COM	108-6900080-6129039	1/18/2017	BACKFLOW PREVENTER REPLACEMENT	194.79
117244	1/17/2017	000046	AMERICAN SECURITY ALARMS, INC.	93615	12/31/2016	ADMIN BLDG SECURITY CAMERA-DVR REPLACEMENT & WARRANTY	675.00
117283	1/17/2017	000046	AMERICAN SECURITY ALARMS, INC.	92338	1/1/2017	24 HOUR ALARM SERVICE~	149.85
117283	1/17/2017	000046	AMERICAN SECURITY ALARMS, INC.	92339	1/1/2017	24 HOUR ALARM SERVICE	149.85
1029	1/20/2017	002210	ANSWERNET	068-74215	12/21/2016	TELEPHONE ANSWERING SERVICE	100.00
1013	1/10/2017	002210	ANSWERNET	068-72678	11/21/2016	TELEPHONE ANSWERING SERVICE	91.00
117245	1/17/2017	002279	APEX LABS	17A0142	1/4/2017	NPDES, MS4, 1200Z, BIOSOLIDS LAB TESTING	1,545.00
117245	1/17/2017	002279	APEX LABS	17A0143	1/4/2017	NPDES, MS4, 1200Z, BIOSOLIDS LAB TESTING	413.00
117295	1/30/2017	000066	APPLIED INDUSTRIAL TECHNOLOGIE	7009568185	1/9/2017	ODOR CONTROL BLOWER PARTS	96.51
117284	1/17/2017	000066	APPLIED INDUSTRIAL TECHNOLOGIE	7009547169	1/4/2017	V-BELT AND LIP SEALS	106.62
117246	1/17/2017	000087	ASSURED TECHNOLOGY SOLUTIONS	SM22074	12/27/2016	IT PRODUCT SUPPORT AND WARRANTY RENEWAL	842.00
117246	1/17/2017	000087	ASSURED TECHNOLOGY SOLUTIONS	SL21945	11/30/2016	IT PRODUCT SUPPORT AND WARRANTY RENEWAL	787.50
117246	1/17/2017	000087	ASSURED TECHNOLOGY SOLUTIONS	SM22163	12/30/2016	SCADA APPLICATION LAPTOP INSTALLATION	456.00
117246	1/17/2017	000087	ASSURED TECHNOLOGY SOLUTIONS	SM22132	12/29/2016	SERVICE TICKET.102662~	273.60
117285	1/17/2017	000087	ASSURED TECHNOLOGY SOLUTIONS	SM22138	1/1/2017	NETWORK ADMIN & IT SERVICE AGREEMENT	3,495.00
117313	1/30/2017	000096	AT&T	030 477 5253 001	1/13/2017	TELEPHONE SERVICE 030 477 5253 001	176.63

Count: 198

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Invoice History Browse
Oak Lodge Sanitary District

Check Transfer #	Check Transfer Date	Vendor #	Vendor Name	Invoice #	Invoice Date	Description	Total Amount
1032	1/31/2017	002687	AUTHORIZE.NET	2017-01-31 ANWEB	1/31/2017	WELLS FARGO E-CHECK WEB FEE	97.24
117296	1/30/2017	001869	BARNEY & WORTH INC	1615-1701	1/6/2017	TASK ORDER 5: PLAN OPERATIONS CONVERSATIONS	210.00
1015	1/10/2017	001594	BATTERIES PLUS	213-384491	12/14/2016	REPLACEMENT BATTERIES FOR UPS AT PS3	42.00
1017	1/10/2017	001594	BATTERIES PLUS	213-38490	12/9/2016	REPLACEMENT BULBS FOR MICROSCOPE	47.32
1016	1/10/2017	002930	BOB'S RED MILL RESTAURANT	2016-12-13-OLSD	12/13/2016	OLSD BOARD MEETING MEAL EXPENSE	99.43
1013	1/10/2017	002930	BOB'S RED MILL RESTAURANT	2016-12-05-OLSD	12/5/2016	OLSD SSS CAC MEETING/TOUR	252.00
117247	1/17/2017	000161	BROWN AND CALDWELL	53282618	12/29/2016	TASK ORDER 4: MS4 PERMIT RENEWAL	3,347.84
117248	1/17/2017	000202	CABLE HUSTON BENEDICT ET AL	372937	12/20/2016	LEGAL SERVICES - MERGER	3,350.00
117248	1/17/2017	000202	CABLE HUSTON BENEDICT ET AL	372935	12/20/2016	LEGAL SERVICES - GENERAL	900.00
117248	1/17/2017	000202	CABLE HUSTON BENEDICT ET AL	372938	12/20/2016	LEGAL SERVICES - 2016 EMPLOYMENT MATTERS	575.00
117248	1/17/2017	000202	CABLE HUSTON BENEDICT ET AL	372936	12/20/2016	LEGAL SERVICES - BOARDMAN CREEK PROJECT	275.00
117314	1/30/2017	001319	CENTURY LINK	503-T02-0800 883B	1/17/2017	COMMUNICATION SERVICES 503-T02-0800 883B	334.50
117314	1/30/2017	001319	CENTURY LINK	503-653-1654 664B	1/14/2017	FAX LINE (ADMIN) 503-653-1654 664B	208.55
117314	1/30/2017	001319	CENTURY LINK	503-654-1356 965B	1/13/2017	SCADA ALARM LINE 503-654-1356-965B	100.40
117314	1/30/2017	001319	CENTURY LINK	503-353-4200 410B	1/13/2017	COMMUNICATION SERVICES 503-353-4200 410B	89.64
117314	1/30/2017	001319	CENTURY LINK	503-654-8169 760B	1/13/2017	FAX LINE (OPS) 503-654-8169 760B	49.01
117315	1/30/2017	001691	CH2M HILL, INC.	381093541	1/25/2017	TASK ORDER #6 OUTFALL MIXING ZONE STUDY	14,759.76
000000001020	1/11/2017	000219	CHEVRON U.S.A. INC.	49377344	12/7/2016	FUEL FOR VEHICLES	124.44
117316	1/30/2017	000800	CITY OF MILWAUKIE	201701046792	1/4/2017	WRF SWEEPING SERVICE	400.00
117316	1/30/2017	000800	CITY OF MILWAUKIE	201701046793	1/4/2017	WRF SWEEPING SERVICE	400.00
117316	1/30/2017	000800	CITY OF MILWAUKIE	201610076701	10/10/2016	WRF SWEEPING SERVICE	400.00

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117249	1/17/2017	000800	CITY OF MILWAUKIE	32-1210-00	12/31/2016	SERVICE CHARGES TO OTHERS	1,322.25
117317	1/30/2017	001048	CITY OF PORTLAND	10235227	1/19/2017	NPDES PERMIT LAB TESTING SERVICES	2,934.00
1013	1/10/2017	001150	CITY OF SALEM	10356266	11/30/2016	EROSION CONTROL SUMMIT REGISTRATION	50.00
117297	1/30/2017	002933	CITY WIDE TREE SERVICE, INC.	15155	12/28/2016	TREE REMOVAL FROM CREEK, PS5 INFLUENT MANHOLE	610.00
117298	1/30/2017	000257	CLACKAMAS COUNTY	31828/E24709	12/31/2016	VEH17 2008 AQUATECH MAINTENANCE	166.15
117250	1/17/2017	000257	CLACKAMAS COUNTY	31805/E24279	11/30/2016	VEH17 2008 AQUATECH MAINTENANCE	500.89
117250	1/17/2017	000257	CLACKAMAS COUNTY	31804/E24536	11/30/2016	VEH14 2004 STERLING DUMP TRUCK MAINTENANCE	250.90
1027	1/20/2017	001631	COASTAL FARM & HOME SUPPLY	G14511	12/29/2016	COLD WEATHER GEAR	99.99
1029	1/20/2017	001854	COMCAST CABLE	8778 10 899 0000634	1/9/2017	DATA LINES (INTERNET)	714.10
1029	1/20/2017	001854	COMCAST CABLE	8778 10 899 0000634	12/1/2016	DATA LINES (INTERNET)	524.25
1013	1/10/2017	001854	COMCAST CABLE	8778 10 899 0000634	12/1/2016	DATA LINES (INTERNET)	189.85
1030	1/20/2017	000319	CORNELL PUMP COMPANY	2017-01-18	1/18/2017	CORNELL PUMP SCHOOL - JOHN KROGSTAD	175.00
117318	1/30/2017	002847	CRYSTAL GREENS LANDSCAPE, INC.	73645	1/25/2017	ADMIN LANDSCAPING	342.00
117251	1/17/2017	002847	CRYSTAL GREENS LANDSCAPE, INC.	71834	12/25/2016	ADMIN LANDSCAPING	342.00
117319	1/30/2017	000332	CUES, INC	474221	1/20/2017	REPAIR OF OZ III CAMERA FOR TV VAN	711.50
117252	1/17/2017	001765	DETEMPLE COMPANY, INC.	SV00012291	12/20/2016	LAB AC#1 HEAT PUMP REPAIR	1,029.55
117320	1/30/2017	000408	E C POWER SYSTEMS OF OREGON	182916	1/24/2017	REPAIRS TO STANDBY GENERATOR PS2	250.00
117253	1/17/2017	002574	EVOQUA WATER TECHNOLOGIES LLC	902918549	12/27/2016	REPLACEMENT ROLLERS MIXED LIQUOR DRUM SCREEN	1,010.00
1018	1/10/2017	002398	FEDEX OFFICE	880152658645	12/13/2016	SHIPPING FOR CUES CAMERA REPAIRS	374.88
1014	1/10/2017	000485	FRED MEYER	02803G	11/28/2016	ICE FOR CLEANING COMPACTOR #2	14.36
1014	1/10/2017	000485	FRED MEYER	0543684NX8PGR7RVD	11/28/2016	ICE FOR CLEANING COMPACTOR #2	14.36

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1029	1/20/2017	002935	GODADDY	1079221998	1/20/2017	DOMAIN NAME HOSTING: OAK LODGE WATER SERVICES DISTRICT	166.56
1015	1/10/2017	002690	GRAYBAR	115298347	11/16/2016	PUMP STATION INSTRUSION ALARMS	190.85
117321	1/30/2017	001619	H.R. ANSWERS	39538	1/24/2017	JOB DESCRIPTION CONSOLIDATION SERVICES	1,665.00
117254	1/17/2017	001619	H.R. ANSWERS	39445	12/15/2016	LEGAL SERVICES - EMPLOYMENT MATTERS	267.48
1015	1/10/2017	002158	HARBOR FREIGHT TOOLS	324691	12/6/2016	TRAILER LIGHT KIT	19.99
117299	1/30/2017	001863	HDR ENGINEERING, INC.	1200029007	1/10/2017	TASK ORDER 4: BOARDMAN WETLAND COMPLEX	18,887.14
117286	1/17/2017	000693	KRAMERS METRO MAILING SERVICE	945792A	1/6/2017	BILLING STATEMENT PREP & DELIVERY TO USPS	339.45
117322	1/30/2017	001852	LEVEL 3 COMMUNICATIONS LLC	51186099	1/30/2017	DATA LINE (T-1)	334.14
117255	1/17/2017	001852	LEVEL 3 COMMUNICATIONS LLC	50297179	12/24/2016	DATA LINE (T-1)	334.14
117287	1/17/2017	002219	LUCITY INC	88034-1	12/31/2016	LUCITY ANNUAL SUPPORT	15,981.06
117256	1/17/2017	002069	MADISON BIOSOLIDS, INC.	0000387-IN	1/3/2017	BIOSOLID SPREADING - OVER LAND	996.14
117300	1/30/2017	002427	METRO OVERHEAD DOOR	142035	1/5/2017	REPAIR ENTRY GATE	1,221.53
117323	1/30/2017	002427	METRO OVERHEAD DOOR	143023	1/26/2017	FRONT GATE REPAIR	180.00
117257	1/17/2017	001727	MICHAEL RICHARD, PH.D., WASTEWATER MICROBIOLOGY	10341	1/9/2017	LAB TESTING	350.00
117301	1/30/2017	002053	MR. ROOTER	231074	12/28/2016	ROOT REMOVAL IN LATERAL IN R.O.W.	723.70
117258	1/17/2017	002053	MR. ROOTER	231075	12/31/2016	HYDROJET ROOTS, TV, ROOTEX	723.64
1027	1/20/2017	002856	MY ELECTRICAL CEU COM	2016-12-22	12/22/2016	ONLINE ELECTRICAL CEU FOR JOHN BROWN LICENSURE	45.00
117259	1/17/2017	002414	NCUWC	18	1/5/2017	STREAMSIDE STEWARD PROGRAM (SSP)	8,826.25
117260	1/17/2017	002744	NET ASSETS CORPORATION	86-201612	1/3/2017	ELECTRONIC LIEN DOCKET REPORTING SERVICE	516.00
117302	1/30/2017	000869	NORTH COAST ELECTRIC COMPANY	S7644632.001	1/20/2017	REPLACEMENT UPS BATTERIES BLDG 42	217.60
117303	1/30/2017	002394	NORTHSTAR CHEMICAL, INC.	97542	1/20/2017	SODIUM HYPOCHLORITE	636.98

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117303	1/30/2017	002394	NORTHSTAR CHEMICAL, INC.	96270	12/19/2016	SODIUM HYPOCHLORITE	406.30
117303	1/30/2017	002394	NORTHSTAR CHEMICAL, INC.	90125	8/2/2016	SODIUM HYPOCHLORITE	469.50
117331	1/30/2017	002937	NORTHWEST HOME GUARDIAN	Ref000054874	12/31/2016	On-Account Balance Refund	168.00
117261	1/17/2017	000868	NORTHWEST NATURAL	47365-2	12/29/2016	ADMIN NATURAL GAS SERVICE 47365-2	257.54
117261	1/17/2017	000868	NORTHWEST NATURAL	48898-1	12/29/2016	PLANT NATURAL GAS SERVICE 48898-1	63.40
117304	1/30/2017	000895	OAK LODGE WATER DISTRICT	PAYROLL 1/13/17	1/13/2017	PAYROLL	84,175.68
117262	1/17/2017	000895	OAK LODGE WATER DISTRICT	101516-01/153(a)	12/8/2016	WEBSITE HOSTING	1,600.00
117262	1/17/2017	000895	OAK LODGE WATER DISTRICT	101516-01/153(b)	12/8/2016	WEBSITE BASE FEATURES	1,375.00
117263	1/17/2017	000895	OAK LODGE WATER DISTRICT	06-00980-001	12/30/2016	PS #2 WATER SERVICE 06-00980-001	238.14
117263	1/17/2017	000895	OAK LODGE WATER DISTRICT	99-00079-000	12/30/2016	PLANT FIRE LINE SERVICE 99-00079-000	201.30
117263	1/17/2017	000895	OAK LODGE WATER DISTRICT	99-00997-000	12/30/2016	PLANT WATER SERVICE 99-00997-000	152.77
117263	1/17/2017	000895	OAK LODGE WATER DISTRICT	21-00080-001	12/30/2016	PS #3 WATER SERVICE 21-00080-001	144.09
117263	1/17/2017	000895	OAK LODGE WATER DISTRICT	99-00063-002	12/30/2016	PLANT/SRVC BLDG WATER SERVICE 99-00063-002	128.45
117263	1/17/2017	000895	OAK LODGE WATER DISTRICT	99-00060-001	12/30/2016	FIRE LINE WATER SERVICE 99-00060-001	107.87
117263	1/17/2017	000895	OAK LODGE WATER DISTRICT	99-00061-001	12/30/2016	HYDRO WATER SERVICE 99-00061-001	83.60
117263	1/17/2017	000895	OAK LODGE WATER DISTRICT	99-00071-001	12/30/2016	ADMIN WATER SERVICE 99-00071-001	36.24
117263	1/17/2017	000895	OAK LODGE WATER DISTRICT	99-00062-001	12/30/2016	VACTOR WATER SERVICE 99-00062-001	6.08
117305	1/30/2017	001921	OAWU	21866	1/1/2017	OAWU MEMBERSHIP (HAWKINS)	75.00
117264	1/17/2017	002548	OCD AUTOMATION, INC.	1766	1/5/2017	REPAIR FAILED PLC COMPONENTS IN HEADWORKS	1,320.00
117288	1/17/2017	002548	OCD AUTOMATION, INC.	1769	1/9/2017	REPAIR FAILED PLC COMPONENTS IN HEADWORKS	6,363.38
1027	1/20/2017	000012	OFFICE DEPOT	01891G	1/18/2017	OFFICE SUPPLIES	13.99

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1031	1/20/2017	000012	OFFICE DEPOT	2016-01-19	1/19/2017	REPLACEMENT WORKSTATION KEYBOARD - LIERMAN	69.99
117306	1/30/2017	000914	OLSON BROS. SERVICE, INC.	1094143	1/9/2017	TIRES FOR VEH12	514.96
117265	1/17/2017	000914	OLSON BROS. SERVICE, INC.	2016-12-31	12/31/2016	FUEL FOR VEHICLES	479.59
1011	1/3/2017	002686	OPENEDGE	2016-12-31 OE	12/31/2016	OPENEDGE MERCHANT FEES	875.77
1035	1/13/2017	002939	OPTUM BANK	1035	1/13/2017	HEALTH SAVINGS ACCOUNT PAYROLL DEDUCTIONS	25.00
1025	1/20/2017	000923	OREGON DEPARTMENT OF REVENUE	2016-06-30	6/30/2016	STATE QUARTERLY PAYROLL TAXES	8.80
1026	1/20/2017	000923	OREGON DEPARTMENT OF REVENUE	2016-12-31	12/30/2016	STATE QUARTERLY PAYROLL TAXES	7,921.03
1018	1/10/2017	000356	OREGON DEQ	2016-12-14	12/14/2016	VEHICLE EMISSION TESTING	105.00
117289	1/17/2017	000356	OREGON DEQ	R70031 (Admin Fee)	1/5/2017	CWSRF LOAN DEBT SERVICE ADMIN FEE	61,425.00
117289	1/17/2017	000356	OREGON DEQ	R70030 (Admin Fee)	1/5/2017	CWSRF LOAN DEBT SERVICE ADMIN FEE	20,625.00
117290	1/17/2017	000356	OREGON DEQ	R70031	1/5/2017	CWSRF LOAN DEBT SERVICE	461,998.00
117290	1/17/2017	000356	OREGON DEQ	R70030	1/5/2017	CWSRF LOAN DEBT SERVICE	125,000.00
1029	1/20/2017	000956	OREGON HEALTH AUTHORITY	D-5123 T-5123	12/23/2016	DRINKING WATER OPERATOR CERTIFICATION	210.00
1029	1/20/2017	000956	OREGON HEALTH AUTHORITY	5695	12/23/2016	BACKFLOW ASSEMBLY TESTER CERTIFICATION	195.00
117325	1/30/2017	000930	OREGONIAN PUBLISHING COMPANY	9759486	1/16/2017	OREGONIAN - 8 WEEK SUBSCRIPTION	15.95
117291	1/17/2017	000930	OREGONIAN PUBLISHING COMPANY	9759486	12/27/2016	OREGONIAN NEWSPAPER - ADMINISTRATION	15.95
117266	1/17/2017	001797	OVERHEAD DOOR COMPANY	43973	12/23/2016	OVERHEAD DOOR REPAIR	391.75
117267	1/17/2017	002874	PAMPLIN MEDIA GROUP	15872790	11/30/2016	PUBLIC NOTICE - OLWS BOARD MEETING	32.85
117267	1/17/2017	002874	PAMPLIN MEDIA GROUP	15872463	11/30/2016	PUBLIC NOTICE - OLSD BOARD MEETING	23.68
1015	1/10/2017	002768	PAPE MATERIAL HANDLING	10226238	12/1/2016	REPLACEMENT STARTER FOR PS2 GENERATOR	493.15

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1029	1/20/2017	001027	PITNEY BOWES, INC.	3302365092	12/14/2016	POSTAGE MACHINE EQUIPMENT RENTAL~	147.84
1029	1/20/2017	001027	PITNEY BOWES, INC.	3302567494	12/31/2016	Postage Machine Equipment Rental	7.78
1013	1/10/2017	001027	PITNEY BOWES, INC.	1002570740 (b)	11/28/2016	POSTAGE MACHINE EQUIPMENT SMARTLINK	99.00
1013	1/10/2017	001027	PITNEY BOWES, INC.	1002570740 (a)	11/28/2016	POSTAGE MACHINE EQUIPMENT SUPPLIES	80.98
117268	1/17/2017	001039	PORTLAND GENERAL ELECTRIC	0008 45162-908025 7	12/27/2016	PLANT ELECTRICITY SERVICE 45162-908025-7	21,805.15
117268	1/17/2017	001039	PORTLAND GENERAL ELECTRIC	0008 41581-346975 5	12/26/2016	PS #3 ELECTRIC SERVICE 41581-346975-5	3,239.59
117268	1/17/2017	001039	PORTLAND GENERAL ELECTRIC	0004 24643-43400 1	12/27/2016	PS #2 ELECTRIC SERVICE 24643-43400-1	1,595.18
117268	1/17/2017	001039	PORTLAND GENERAL ELECTRIC	0008 45162-641007 7	12/28/2016	ADMIN ELECTRICITY SERVICE 45162-641007-7	575.60
117268	1/17/2017	001039	PORTLAND GENERAL ELECTRIC	0008 45162-174425 6	12/28/2016	PS #5 ELECTRIC SERVICE 45162-174425-6	276.29
117268	1/17/2017	001039	PORTLAND GENERAL ELECTRIC	0008 45162-283746 3	12/22/2016	PS #6 ELECTRIC SERVICE 45162-283746-3	212.88
117268	1/17/2017	001039	PORTLAND GENERAL ELECTRIC	0008 45162-173445 5	12/28/2016	PS #4 ELECTRIC SERVICE 45162-173445-5	44.63
117326	1/30/2017	001875	PORTLAND HABILITATION CENTER	1070819	12/30/2016	DOCUMENT STORAGE/ARCHIVE	265.20
117269	1/17/2017	001875	PORTLAND HABILITATION CENTER	92142	12/31/2016	PLANT LANDSCAPING	2,019.09
117269	1/17/2017	001875	PORTLAND HABILITATION CENTER	92063	12/31/2016	JANITORIAL SERVICES ADMIN AND PLANT FY 16-17	561.25
117269	1/17/2017	001875	PORTLAND HABILITATION CENTER	92062	12/31/2016	JANITORIAL SERVICES ADMIN AND PLANT FY 16-17	528.96
117269	1/17/2017	001875	PORTLAND HABILITATION CENTER	1070539	11/30/2016	DOCUMENT STORAGE/ARCHIVE	265.20
1013	1/10/2017	002671	PORTLINE, INC	46958	11/21/2016	WEBSITE PAYMENT GATEWAY MAINTENANCE	95.00
117270	1/17/2017	002519	PROVANTAGE LLC	7824892	12/27/2016	REPLACEMENT BATTERIES FOR EATON UPS	451.20

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117307	1/30/2017	001459	PUMPTECH INC.	0113381-IN	1/20/2017	CORNELL PUMP PARTS	262.65
1014	1/10/2017	002932	QUALITY SANDBLASTING, INC	16-9256	12/20/2016	SANDBLASTING OF 3W STRAINER BODY	150.00
117308	1/30/2017	001669	RED WING SHOE STORE	000000004-253	1/26/2017	SAFETY BOOTS - TREVOR LIERMAN	251.23
117271	1/17/2017	001112	REECE, REBECCA	Reece 01/03/2017	1/3/2017	BUSINESS MILEAGE EXPENSE REIMBURSEMENT	13.50
117309	1/30/2017	002803	RICE, JASON	2017-01-25	1/6/2017	BUSINESS MILEAGE EXPENSE REIMBURSEMENT	100.58
117327	1/30/2017	002103	RICOH AMERICAS CORPORATION	5046636265	1/18/2017	RICOH AFICIO MP C650ISP NETWORK COPIER SUPPLIES	238.24
117272	1/17/2017	002103	RICOH AMERICAS CORPORATION	5046130383	12/15/2016	RICOH AFICIO MP C650ISP NETWORK COPIER SUPPLIES	297.75
117310	1/30/2017	000193	SEATTLE ACE, LLC	011506/m	1/23/2017	SECONDARY CLARIFIER BRIDGE GATE MODIFICATIONS	44.13
117273	1/17/2017	000193	SEATTLE ACE, LLC	011436/m	12/27/2016	HARDWARE FOR 3W STRAINER REINSTALL	69.44
117274	1/17/2017	002234	SIX FOOT EIGHT, LLC	0002194	1/6/2017	OLSD MISC SERVICES - MARCH	318.75
117311	1/30/2017	001203	SPECIAL DISTRICTS	32P58968-5368	12/6/2016	PROPERTY CASUALTY INSURANCE	100,000.00
1029	1/20/2017	001203	SPECIAL DISTRICTS	2017-01-10	1/10/2017	SDAO CONFERENCE REGISTRATION	230.00
117312	1/30/2017	002927	SPECTRUM INFORMATION SERVICES	1228-3971	12/28/2016	PERMIT-TYPE DOCUMENT SCANNING	6,153.85
1016	1/10/2017	001815	STAMP-CONNECTION.COM	246596	11/23/2016	NOTARY STAMP AND JOURNAL	66.40
1029	1/20/2017	001218	STEIN OIL CO INC	CL19531	12/31/2016	FUEL FOR VEHICLES	696.85
1029	1/20/2017	001218	STEIN OIL CO INC	CL19752	1/15/2017	DIESEL FUEL FOR VEHICLES	358.65
1013	1/10/2017	001218	STEIN OIL CO INC	CL19073	11/30/2016	FUEL FOR VEHICLES	746.56
1013	1/10/2017	001218	STEIN OIL CO INC	CL19305	12/15/2016	FUEL FOR VEHICLES	141.63
1016	1/10/2017	002814	THE GROVE RESTURANT & BAR	00062	12/15/2016	BOARD MEETING MEAL EXPENSE (GIBSONS)	20.85
1029	1/20/2017	002934	THE HONEYBAKED HAM COMPANY	2017-01-04-OLSDHOLID	1/4/2017	OLSD HOLIDAY PARTY	120.00
1013	1/10/2017	002135	THE PARTY PLACE	198268-1	12/2/2016	OLSD SSS CAC MEETING/TOUR - RENTAL TABLES (4), CHAIRS (30), LINENS (4)	176.00

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1014	1/10/2017	001924	THE UPS STORE #3134	83939019096102888649	12/8/2016	FREIGHT FOR RETURNING K-TURBO BLOWER PART	86.87
117328	1/30/2017	001268	TMG SERVICES, INC.	0040053-IN	11/7/2016	3W HYPOCHLORITE PUMP PARTS	573.68
117328	1/30/2017	001268	TMG SERVICES, INC.	0040076-IN	11/15/2016	3W HYPOCHLORITE PUMP PARTS	255.00
1013	1/10/2017	002854	TWO GIRLS CATERING	2016-09-13-OLSDBoard	10/3/2016	OLSD BOARD MEETING MEAL EXPENSE	182.00
1013	1/10/2017	002854	TWO GIRLS CATERING	2016-11-08-OLSDBoard	11/9/2016	OLSD BOARD MEETING MEAL EXPENSE	146.00
1029	1/20/2017	002840	TYLER BUSINESS FORMS	7T-436246	1/18/2017	CALENDAR YEAR END TAX FORMS & ENVELOPES	309.71
117329	1/30/2017	001504	UNIFIRST CORPORATION	335 2448744	1/23/2017	UNIFORMS & JANITORIAL SERVICES	453.21
117329	1/30/2017	001504	UNIFIRST CORPORATION	335 2444403	1/9/2017	UNIFORMS & JANITORIAL SERVICES	364.69
117329	1/30/2017	001504	UNIFIRST CORPORATION	335 2446579	1/16/2017	UNIFORMS & JANITORIAL SERVICES	350.95
117329	1/30/2017	001504	UNIFIRST CORPORATION	335 2442198	1/2/2017	UNIFORMS & JANITORIAL SERVICES	307.29
117329	1/30/2017	001504	UNIFIRST CORPORATION	335 2450939	1/30/2017	UNIFORMS & JANITORIAL SERVICES	290.19
117329	1/30/2017	001504	UNIFIRST CORPORATION	335 2444407	1/9/2017	JANITORIAL SERVICES (ADMIN)	60.15
117329	1/30/2017	001504	UNIFIRST CORPORATION	335 2448748	1/23/2017	JANITORIAL SERVICES (ADMIN)	52.75
117275	1/17/2017	001504	UNIFIRST CORPORATION	335 2437839	12/19/2016	UNIFORMS & JANITORIAL SERVICES	283.89
117275	1/17/2017	001504	UNIFIRST CORPORATION	335 2440031	12/23/2016	JANITORIAL SERVICES (ADMIN)	53.12
117276	1/17/2017	001298	UNITED FIRE, HEALTH, & SAFETY	0184517	12/23/2016	ANNUAL FIRE SYSTEMS TESTING	870.35
1028	1/20/2017	001300	UNITED STATES POSTAL SERVICE	01251G	1/12/2017	POSTAGE FOR DMR	2.30
1029	1/20/2017	001318	UNITED STATES POSTAL SERVICE	2017-01-11	1/11/2017	PERSONALIZED RETURN ADDRESS ENVELOPES	581.75
1013	1/10/2017	001300	UNITED STATES POSTAL SERVICE	2016-12-16	12/16/2016	FLAG REPAIR/DISPOSAL SHIPPING EXPENSE	10.00
117330	1/30/2017	002374	VERIZON WIRELESS	9778773539 (b)	1/15/2017	CELLULAR TELEPHONE SERVICES	1,264.76
117330	1/30/2017	002374	VERIZON WIRELESS	9778773539 (a)	1/15/2017	PHONE UPGRADES AND CASES	787.35
117277	1/17/2017	002374	VERIZON WIRELESS	9777099832	12/15/2016	CELLULAR TELEPHONE SERVICES	768.74
1027	1/20/2017	002706	WALMART	7KZGS113IK5V	1/18/2017	COFFEE SUPPLIES	79.92
117278	1/17/2017	001710	WASTE CONNECTIONS, VANCOUVER DIST. NO. 2010	13501984	1/1/2017	SECURE PAPER SHREDDING SERVICE	59.62

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Check Transfer #	Check Transfer Date	Vendor #	Vendor Name	Invoice #	Invoice Date	Description	Total Amount
117279	1/17/2017	002507	WASTE MANAGEMENT OF OREGON	8615739-1574-6	1/1/2017	SOLID WASTE DISPOSAL 12-67103-23006	3,344.69
117279	1/17/2017	002507	WASTE MANAGEMENT OF OREGON	8617195-1574-9	1/1/2017	ADMIN SOLID WASTE DISPOSAL 12-67076-73008	39.80
117292	1/17/2017	002507	WASTE MANAGEMENT OF OREGON	8617196-1574-7	1/1/2017	SOLID WASTE DISPOSAL PLANT 12-67042-63001	124.97
117280	1/17/2017	000261	WATER ENVIRONMENT SERVICES	03-08238-01	12/27/2016	SERVICE CHARGES TO OTHERS	135.00
1022	1/12/2017	002277	WELLS FARGO BANK	2016-12-31 WFWeb	12/31/2016	WEB PAYMENT MERCHANT VOLUME FEES	1,929.24
1023	1/12/2017	002277	WELLS FARGO BANK	2016-12-31 WFOnsite	12/31/2016	ON-SITE PAYMENT MERCHANT VOLUME FEES	138.23
1019	1/5/2017	002276	WELLS FARGO BANK, N.A. (182)	3484064	1/4/2017	PANINI VISION X75	732.65
1020	1/11/2017	002276	WELLS FARGO BANK, N.A. (182)	2016-12-31 WFCCA	12/31/2016	COMMERCIAL CHECKING ANALYSIS SERVICE FEE	1,208.99
1024	1/12/2017	002276	WELLS FARGO BANK, N.A. (182)	2017-01-12	1/12/2017	OFFICE SUPPLIES (BANK/MERCHANT SERVICES)	37.31
1001024	1/12/2017	002276	WELLS FARGO BANK, N.A. (182)	2017-01-12	1/12/2017	OFFICE SUPPLIES (BANK/MERCHANT SERVICES)	37.31
117293	1/17/2017	002600	WILCOX & FLEGEL	0101491-IN	1/5/2016	OIL FOR 3W STRAINER	207.53
117294	1/17/2017	001579	WONDERWARE PAC WEST	SIN001014	12/2/2016	SUPPORT AGREEMENT RENEWAL	9,545.00
117281	1/17/2017	001400	XEROX CORPORATION	087600333	1/1/2017	PRINTER COPIES	52.32
Count: 198							
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**OAK LODGE WATER SERVICES
SANITARY DIVISION
FUND BALANCE STATUS REPORT - BUDGET TO ACTUAL
FEBRUARY 2017**

Fund	Budgeted Ending Fund Balance	Current Actual Fund Balance	\$ Difference	% Year-to-Date	\$ Remaining	% Remaining
General Fund	\$ 0	\$ 413,611	\$ 413,611	n/a	\$ 0	0.00%
Sanitary Sewer						
Capital Improvement Fund	0	2,439,690	2,439,690	n/a	0	0.00%
System Development Charge Fund	0	302,233	302,233	n/a	0	0.00%
Debt Service Fund - State Loans	0	1,058,893	1,058,893	n/a	0	0.00%
Debt Service Fund - GO Bonds	0	1,789,313	1,789,313	n/a	0	0.00%
Surface Water Management						
Capital Improvement Fund	0	1,549,165	1,549,165	n/a	0	0.00%
Subtotal	\$ 0	\$ 7,552,905	\$ 7,552,905	n/a	\$ 0	0.00%

- * The Current Actual Fund Balance reflects current working capital resources.
- * The \$ Difference reflects the difference between the Current Actual Fund Balance and Budgeted Ending 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.

Oak Lodge Water Services Sanitary Division Current Fund Balance Summary & Detail Information As of February 28, 2017							
Financial Position	GF	SSS CIF	SSS SDCF	SSS SL DSF	SSS GO DSF	SWM CIF	Subtotal
Assets							
Cash and cash equivalents*	\$ 510,564	\$ 2,540,625	\$ 266,594	\$ 468,410	\$ 1,789,313	\$ 1,894,244	\$ 7,469,750
Cash and cash equivalents - restricted*	-	-	-	590,483.00	-	-	\$ 590,483
Accounts Receivable	1,209,128.52	-	35,638.50	-	-	-	\$ 1,244,767
Accrued Receivables	381,493.18	-	-	-	-	-	\$ 381,493
Liabilities							
Accounts Payable	240,382.67	-	-	-	-	74,020.52	\$ 314,403
Accrued Payroll Liabilities	125,216.26	-	-	-	-	-	\$ 125,216
Encumbrances	1,321,975.34	100,935.72	-	-	-	271,058.46	\$ 1,693,970
Debt Service	-	-	-	-	-	-	\$ -
Fund Balance/Net Working Capital	\$ 413,611	\$ 2,439,690	\$ 302,233	\$ 1,058,893	\$ 1,789,313	\$ 1,549,165	\$ 7,552,905

*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.

NOTE THIS ALL FUND SUMMARY COMBINES THE ENDING FUND BALANCE OF ALL LIKE FUNDS FROM THE LEGACY FUNDS AND THE NEW FUNDS. THE BUDGET STATUS SUMMARY REPORTS THAT FOLLOW FOR THE NEW FUNDS INCLUDE THE ENDING BALANCE OF THE LEGACY FUNDS. NOTE FUND BALANCE WILL NOT BECOME OFFICIAL UNTIL THE FINANCIAL AUDIT FOR LEGACY FUNDS IS COMPLETE.

**OAK LODGE SANITARY DISTRICT
GENERAL FUND
BUDGET STATUS REPORT SUMMARY - BUDGET TO ACTUAL
February 2017**

FUND 100

	Original Budget	Final Budget	Year-to-Date	% Year-to-Date	\$ Remaining	% Remaining
Revenue						
Service charges	\$ 8,931,355	\$ 8,931,355	\$ 4,416,074	49.44%	\$ 4,515,280	50.56%
Sundry income	43,730	43,730	34,910	79.83%	8,819	20.17%
Rental income	0	0	6,000	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	1,511	120.91%	0	0.00%
Subtotal revenues	8,979,334	8,979,334	4,464,149	49.72%	4,515,185	50.28%
Expenditure						
Personnel services*	3,248,109	3,248,109	1,418,811	43.68%	1,829,298	56.32%
Materials & services*	2,093,548	2,093,548	956,013	45.66%	1,137,535	54.34%
Subtotal expenditure	5,341,657	5,341,657	2,374,824	44.46%	2,966,833	55.54%
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	2,531,581	65.21%	1,350,754	34.79%
Net change in fund balance	(511,741)	(511,741)	(442,256)	86.42%	0	13.58%
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	\$ 1,789,948	120.64%	\$ 0	0.00%

*Legally adopted appropriation level

Ending fund balance detail:	Amount
Assets	
Cash and cash equivalents	\$ 500,578
Cash and cash equivalents - restricted	0
Accounts receivable	1,118,715
Accrued receivable	381,493
Subtotal assets	\$ 2,000,786
Liabilities	
Accounts payable	\$ 98,027
Accrued payroll liabilities	112,811
Encumbrances	0
Debt service	0
Subtotal liabilities	\$ 210,838
Net position	\$ 1,789,948

Operating Reserve Information:	Percentage	Basis	Reserve
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			1,789,948
Difference - Resources Available/(Required)			988,699

OAK LODGE SANITARY DISTRICT
SANITARY SEWER SERVICE CAPITAL IMPROVEMENT FUND
BUDGET STATUS REPORT SUMMARY - BUDGET TO ACTUAL
February 2017

FUND 200

	Original Budget	Final Budget	Year-to-Date	% Year-to-Date	\$ Remaining	% Remaining
Revenue						
Interest	\$ 9,712	\$ 9,712	\$ 10,963	112.88%	\$ 0	0.00%
Miscellaneous	0	0	0	n/a	0	0.00%
Subtotal	9,712	9,712	10,963	112.88%	0	0.00%
Expenditure						
Capital Outlay*	1,232,500	1,232,500	24,428	1.98%	1,208,072	98.02%
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)	(747,238)	462,085	-61.84%	0	161.84%
Beginning working capital	1,942,344	1,942,344	2,076,757	106.92%	0	0.00%
Ending fund balance	\$ 1,195,106	\$ 1,195,106	\$ 2,538,842	212.44%	\$ 0	0.00%

*Legally adopted appropriation level

Ending fund balance detail:	Amount
Assets	
Cash and cash equivalents	\$ 2,538,842
Cash and cash equivalents - restricted	0
Accounts receivable	0
Accrued receivable	0
Subtotal assets	\$ 2,538,842
Liabilities	
Accounts payable	\$ 0
Construction retainage payable	0
Accrued payroll liabilities	0
Encumbrances	0
Debt service	0
Subtotal liabilities	\$ 0
Net position	\$ 2,538,842

<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			2,538,842
Fund Balance - Surface Water Management Capital Improvement Fund			1,890,641
Subtotal			4,429,483
Difference - Resources Available/(Required)			1,904,483

OAK LODGE SANITARY DISTRICT
 SANITARY SEWER SERVICE SYSTEM DEVELOPMENT CHARGE FUND
 BUDGET STATUS REPORT SUMMARY - BUDGET TO ACTUAL
 February 2017

FUND 201

	Original Budget	Final Budget	Year-to-Date	% Year-to-Date	\$ Remaining	% Remaining
Revenue						
System Development Fees	\$ 77,475	\$ 77,475	\$ 144,620	186.67%	\$ 0	0.00%
SDC Penalties	0	0	0	n/a	\$ 0	0.00%
Interest	314	314	988	314.35%	0	0.00%
Subtotal revenues	77,789	77,789	145,608	187.18%	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)	(104,392)	60.62%	0	39.38%
Beginning working capital	312,861	312,861	364,888	116.63%	0	0.00%
Ending fund balance	\$ 140,651	\$ 140,651	\$ 260,496	185.21%	\$ 0	0.00%

*Legally adopted appropriation level

Ending fund balance detail:	Amount
Assets	
Cash and cash equivalents	\$ 224,857
Cash and cash equivalents - restricted	0
Accounts receivable	35,639
Accrued receivable	0
Subtotal assets	\$ 260,496
Liabilities	
Accounts payable	\$ 0
Construction retainage payable	0
Accrued payroll liabilities	0
Encumbrances	0
Debt service	0
Subtotal liabilities	\$ 0
Net position	\$ 260,496

<u>Capital Reserve Information:</u>	<u>Percentage</u>	<u>Basis</u>	<u>Reserve</u>
Ratepayer Protection Reserve			
Non-GO Debt Service (FY2016 Debt Service for CWSRF and IFA Loans Minus Subsidy)	100.00%	1,786,657	1,786,657
Fund Balance - Sanitary Sewer System Development Charge Fund			224,857
Fund Balance - Sanitary Sewer State Loans Debt Service Fund			1,598,816
Fund Balance - Sanitary Sewer General Obligation Bond Debt Service Fund			1,072,780
Subtotal			2,896,453
Difference - Resources Available/(Required)			1,109,796

OAK LODGE SANITARY DISTRICT
SANITARY SEWER SERVICE DEBT SERVICE FUND FOR STATE LOANS
BUDGET STATUS REPORT SUMMARY - BUDGET TO ACTUAL
February 2017

FUND 202

	Original Budget	Final Budget	Year-to-Date	% Year-to-Date	\$ Remaining	% Remaining
Revenue						
Interest	\$ 6,309	\$ 6,309	\$ 7,320	116.04%	\$ 0	0.00%
Subsidy	131,191	131,191	131,757	100.43%	0	0.00%
Subtotal revenue	137,500	137,500	139,078	101.15%	0	0.00%
Expenditure						
Principal	1,191,837	1,191,837	767,616	64.41%	424,221	35.59%
Interest	726,011	726,011	481,184	66.28%	244,827	33.72%
Subtotal expenditure*	1,917,848	1,917,848	1,248,800	65.11%	669,048	34.89%
Other financing sources						
Transfers in	1,776,925	1,776,925	1,140,706	64.20%	636,218	35.80%
Other financing uses						
Transfers out*	0	0	0	n/a	0	0.00%
Net change in fund balance	(3,424)	(3,424)	30,984	-905.00%	0	1005.00%
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	\$ 1,598,816	102.25%	\$ 0	0.00%

*Legally adopted appropriation level

Ending fund balance detail:	Amount
Assets	
Cash and cash equivalents	\$ 1,008,333
Cash and cash equivalents - restricted	590,483
Accounts receivable	0
Accrued receivable	0
Subtotal assets	\$ 1,598,816
Liabilities	
Accounts payable	\$ 0
Construction retainage payable	0
Accrued payroll liabilities	0
Encumbrances	0
Debt service	0
Subtotal liabilities	\$ 0
Net position	\$ 1,598,816

Capital Reserve Information:	Percentage	Basis	Reserve
Ratepayer Protection Reserve			
Non-GO Debt Service (FY2016 Debt Service for CWSRF and IFA Loans Minus Subsidy)	100.00%	1,786,657	1,786,657
Fund Balance - Sanitary Sewer System Development Charge Fund			224,857
Fund Balance - Sanitary Sewer State Loans Debt Service Fund			1,598,816
Fund Balance - Sanitary Sewer General Obligation Bond Debt Service Fund			1,072,780
Subtotal			2,896,453
Difference - Resources Available/(Required)			1,109,796

OAK LODGE SANITARY DISTRICT
SANITARY SEWER SERVICE DEBT SERVICE FUND FOR GENERAL OBLIGATION BONDS
BUDGET STATUS REPORT SUMMARY - BUDGET TO ACTUAL
February 2017

FUND 203

	Original Budget	Final Budget	Year-to-Date	% Year-to-Date	\$ Remaining	% Remaining
Revenue						
Interest	\$ 3,804	\$ 3,804	\$ 3,635	95.57%	\$ 169	4.43%
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	1,000,350	58.33%	714,535	41.67%
Other financing uses						
Transfers out*	0	0	0	n/a	0	0.00%
Net change in fund balance	2,388	2,388	643,335	26936.11%	0	0.00%
Beginning working capital	429,224	429,224	429,445	100.05%	0	0.00%
Ending fund balance	\$ 431,613	\$ 431,613	\$ 1,072,780	248.55%	\$ 0	0.00%

*Legally adopted appropriation level

Ending fund balance detail:	Amount
Assets	
Cash and cash equivalents	\$ 1,072,780
Cash and cash equivalents - restricted	0
Accounts receivable	0
Accrued receivable	0
Subtotal assets	\$ 1,072,780
Liabilities	
Accounts payable	\$ 0
Construction retainage payable	0
Accrued payroll liabilities	0
Encumbrances	0
Debt service	0
Subtotal liabilities	\$ 0
Net position	\$ 1,072,780

<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			224,857
Fund Balance - Sanitary Sewer State Loans Debt Service Fund			1,598,816
Fund Balance - Sanitary Sewer General Obligation Bond Debt Service Fund			1,072,780
Subtotal			2,896,453
Difference - Resources Available/(Required)			1,109,796

OAK LODGE SANITARY DISTRICT
SURFACE WATER MANAGEMENT CAPITAL IMPROVEMENT FUND
BUDGET STATUS REPORT SUMMARY - BUDGET TO ACTUAL
February 2017

FUND 300

	Original Budget	Final Budget	Year-to-Date	% Year-to-Date	\$ Remaining	% Remaining
Revenue						
Interest	\$ 8,338	\$ 8,338	\$ 9,239	110.80%	\$ 0	0.00%
Miscellaneous	0	0	0	n/a	0	0.00%
Subtotal	8,338	8,338	9,239	110.80%	0	0.00%
Expenditure						
Capital Outlay*	942,500	942,500	126,012	13.37%	816,488	86.63%
Deficiency of Revenues						
Other financing sources						
Debt Proceeds	0	0	0	n/a	0	0.00%
Transfers in	164,975	164,975	164,975	100.00%	0	0.00%
Subtotal	164,975	164,975	164,975	100.00%	0	0.00%
Other financing uses						
Transfers out*	0	0	0	n/a	0	0.00%
Net change in fund balance	(769,187)	(769,187)	48,201	-6.27%	0	106.27%
Beginning working capital	1,667,565	1,667,565	1,842,439	110.49%	0	0.00%
Ending fund balance	\$ 898,379	\$ 898,379	\$ 1,890,641	210.45%	\$ 0	0.00%

*Legally adopted appropriation level

Ending fund balance detail:	Amount
Assets	
Cash and cash equivalents	\$ 1,890,641
Cash and cash equivalents - restricted	0
Accounts receivable	0
Accrued receivable	0
Subtotal assets	\$ 1,890,641
Liabilities	
Accounts payable	\$ 0
Construction retainage payable	0
Accrued payroll liabilities	0
Encumbrances	0
Debt service	0
Subtotal liabilities	\$ 0
Net position	\$ 1,890,641

Capital Reserve Information:	Percentage	Basis	Reserve
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			2,538,842
Fund Balance - Surface Water Management Capital Improvement Fund			1,890,641
Subtotal			4,429,483
Difference - Resources Available/(Required)			1,904,483

OAK LODGE WATER SERVICES
SANITARY DIVISION - GENERAL FUND
BUDGET STATUS REPORT SUMMARY - BUDGET TO ACTUAL
February 2017

FUND 400

	Original Budget	Final Budget	Year-to-Date	% Year-to-Date	\$ Remaining	% Remaining
Revenue						
Service charges	\$ 0	\$ 0	\$ 1,492,083	n/a	\$ 0	0.00%
Sundry income	0	0	10,230	n/a	0	0.00%
Rental income	0	0	3,000	n/a	0	0.00%
Insurance Proceeds	0	0	0	n/a	0	0.00%
Surplus property disposal	0	0	0	n/a	0	0.00%
Interest	0	0	0	n/a	0	0.00%
Subtotal revenues	0	0	1,505,313	n/a	(1,505,313)	0.00%
Expenditure						
Personnel services*	0	0	1,225,390	n/a	0	0.00%
Materials & services*	0	0	814,481	n/a	0	0.00%
Subtotal expenditure	0	0	2,039,871	n/a	0	0.00%
Operating contingencies*	0	0	0	n/a	0	0.00%
Other financing sources						
Transfers in	0	0	0	n/a	0	0.00%
Other financing uses						
Transfers out*	0	0	841,779	n/a	0	0.00%
Net change in fund balance	0	0	(1,376,337)	n/a	1,376,337	0.00%
Beginning working capital	0	0	1,789,948	n/a	0	0.00%
Ending fund balance	\$ 0	\$ 0	\$ 413,611	n/a	\$ 0	0.00%

*Legally adopted appropriation level

Ending fund balance detail:	Amount
Assets	
Cash and cash equivalents	\$ 626,073
Cash and cash equivalents - restricted	0
Accounts receivable	1,209,129
Accrued receivable	381,493
Subtotal assets	\$ 2,216,695
Liabilities	
Accounts payable	\$ 355,892
Accrued payroll liabilities	125,216
Encumbrances	1,321,975
Debt service	0
Subtotal liabilities	\$ 1,803,084
Net position	\$ 413,611

Operating Reserve Information:

	Percentage	Basis	Reserve
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			413,611
Difference - Resources Available/(Required)			(387,637)

OAK LODGE WATER SERVICES
SANITARY DIVISION - SANITARY SEWER SERVICE CAPITAL IMPROVEMENT FUND
BUDGET STATUS REPORT SUMMARY - BUDGET TO ACTUAL
February 2017

FUND 500

	Original Budget	Final Budget	Year-to-Date	% Year-to-Date	\$ Remaining	% Remaining
Revenue						
Interest	\$ 0	\$ 0	\$ 4,736	n/a	\$ 0	0.00%
Miscellaneous	0	0	0	n/a	0	0.00%
Subtotal	0	0	4,736	n/a	0	0.00%
Expenditure						
Capital Outlay*	0	0	103,889	n/a	0	0.00%
Other financing sources						
Debt Proceeds	0	0	0	n/a	0	0.00%
Transfers in	0	0	0	n/a	0	0.00%
Subtotal	0	0	0	n/a	0	0.00%
Other financing uses						
Transfers out*	0	0	0	n/a	0	0.00%
Net change in fund balance	0	0	(99,152)	n/a	99,152	0.00%
Beginning working capital	0	0	2,538,842	n/a	0	0.00%
Ending fund balance	\$ 0	\$ 0	\$ 2,439,690	n/a	\$ 0	0.00%

*Legally adopted appropriation level

Ending fund balance detail:	Amount
Assets	
Cash and cash equivalents	\$ 2,555,994
Cash and cash equivalents - restricted	0
Accounts receivable	0
Accrued receivable	0
Subtotal assets	\$ 2,555,994
Liabilities	
Accounts payable	\$ 15,369
Construction retainage payable	0
Accrued payroll liabilities	0
Encumbrances	100,936
Debt service	0
Subtotal liabilities	\$ 116,305
Net position	\$ 2,439,690

<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			2,439,690
Fund Balance - Surface Water Management Capital Improvement Fund			1,549,165
Subtotal			3,988,855
Difference - Resources Available/(Required)			1,463,855

OAK LODGE WATER SERVICES
SANITARY DIVISION - SANITARY SEWER SERVICE SYSTEM DEVELOPMENT CHARGE FUND
BUDGET STATUS REPORT SUMMARY - BUDGET TO ACTUAL
February 2017

FUND 501

	Original Budget	Final Budget	Year-to-Date	% Year-to-Date	\$ Remaining	% Remaining
Revenue						
System Development Fees	\$ 0	\$ 0	\$ 41,320	n/a	\$ 0	0.00%
SDC Penalties	0	0	0	n/a	\$ 0	0.00%
Interest	0	0	417	n/a	0	0.00%
Subtotal revenues	0	0	41,737	n/a	0	0.00%
Other financing uses						
Transfers out*	0	0	0	n/a	0	0.00%
Net change in fund balance	0	0	41,737	n/a	0	0.00%
Beginning working capital	0	0	260,496	n/a	0	0.00%
Ending fund balance	\$ 0	\$ 0	\$ 302,233	n/a	\$ 0	0.00%

*Legally adopted appropriation level

Ending fund balance detail:	Amount
Assets	
Cash and cash equivalents	\$ 266,594
Cash and cash equivalents - restricted	0
Accounts receivable	35,639
Accrued receivable	0
Subtotal assets	\$ 302,233
Liabilities	
Accounts payable	\$ 0
Construction retainage payable	0
Accrued payroll liabilities	0
Encumbrances	0
Debt service	0
Subtotal liabilities	\$ 0
Net position	\$ 302,233

<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			302,233
Fund Balance - Sanitary Sewer State Loans Debt Service Fund			1,058,893
Fund Balance - Sanitary Sewer General Obligation Bond Debt Service Fund			1,789,313
Subtotal			3,150,439
Difference - Resources Available/(Required)			1,363,782

OAK LODGE WATER SERVICES
SANITARY DIVISION - SANITARY SEWER SERVICE DEBT SERVICE FUND FOR STATE LOANS
BUDGET STATUS REPORT SUMMARY - BUDGET TO ACTUAL
February 2017

FUND 502

	Original Budget	Final Budget	Year-to-Date	% Year-to-Date	\$ Remaining	% Remaining
Revenue						
Interest	\$ 0	\$ 0	\$ 1,882	n/a	\$ 0	0.00%
Subsidy	0	0	0	n/a	0	0.00%
Subtotal revenue	0	0	1,882	n/a	0	0.00%
Expenditure						
Principal	0	0	424,221	n/a	0	0.00%
Interest	0	0	244,827	n/a	0	0.00%
Subtotal expenditure*	0	0	669,048	n/a	0	0.00%
Other financing sources						
Transfers in	0	0	127,244	n/a	0	0.00%
Other financing uses						
Transfers out*	0	0	0	n/a	0	0.00%
Net change in fund balance	0	0	(539,922)	n/a	539,922	0.00%
Beginning working capital	0	0	1,598,816	n/a	0	0.00%
Ending fund balance	\$ 0	\$ 0	\$ 1,058,893	n/a	\$ 0	0.00%

*Legally adopted appropriation level

Ending fund balance detail:	Amount
Assets	
Cash and cash equivalents	\$ 468,410
Cash and cash equivalents - restricted	590,483
Accounts receivable	0
Accrued receivable	0
Subtotal assets	\$ 1,058,893
Liabilities	
Accounts payable	\$ 0
Construction retainage payable	0
Accrued payroll liabilities	0
Encumbrances	0
Debt service	0
Subtotal liabilities	\$ 0
Net position	\$ 1,058,893

<u>Capital Reserve Information:</u>	<u>Percentage</u>	<u>Basis</u>	<u>Reserve</u>
Ratepayer Protection Reserve			
Non-GO Debt Service (FY2016 Debt Service for CWSRF and IFA Loans Minus Subsidy)	100.00%	-	-
Fund Balance - Sanitary Sewer System Development Charge Fund			302,233
Fund Balance - Sanitary Sewer State Loans Debt Service Fund			1,058,893
Fund Balance - Sanitary Sewer General Obligation Bond Debt Service Fund			1,789,313
Subtotal			3,150,439
Difference - Resources Available/(Required)			3,150,439

OAK LODGE WATER SERVICES
SANITARY DIVISION - SANITARY SEWER SERVICE DEBT SERVICE FUND FOR GENERAL OBLIGATION BONDS
BUDGET STATUS REPORT SUMMARY - BUDGET TO ACTUAL
February 2017

FUND 503

	Original Budget	Final Budget	Year-to-Date	% Year-to-Date	\$ Remaining	% Remaining
Revenue						
Interest	\$ 0	\$ 0	\$ 1,998	n/a	\$ 0	0.00%
Expenditure						
Principal	0	0	0	n/a	0	0.00%
Interest	0	0	0	n/a	0	0.00%
Subtotal expenditure*	0	0	0	n/a	0	0.00%
Other financing sources						
Transfers in	0	0	714,535	n/a	0	0.00%
Other financing uses						
Transfers out*	0	0	0	n/a	0	0.00%
Net change in fund balance	0	0	716,533	n/a	0	0.00%
Beginning working capital	0	0	1,072,780	n/a	0	0.00%
Ending fund balance	\$ 0	\$ 0	\$ 1,789,313	n/a	\$ 0	0.00%

*Legally adopted appropriation level

Ending fund balance detail:	Amount
Assets	
Cash and cash equivalents	\$ 1,789,313
Cash and cash equivalents - restricted	0
Accounts receivable	0
Accrued receivable	0
Subtotal assets	\$ 1,789,313
Liabilities	
Accounts payable	\$ 0
Construction retainage payable	0
Accrued payroll liabilities	0
Encumbrances	0
Debt service	0
Subtotal liabilities	\$ 0
Net position	\$ 1,789,313

<u>Capital Reserve Information:</u>	<u>Percentage</u>	<u>Basis</u>	<u>Reserve</u>
Ratepayer Protection Reserve			
Non-GO Debt Service (FY2016 Debt Service for CWSRF and IFA Loans Minus Subsidy)	100.00%	1,786,657	1,786,657
Fund Balance - Sanitary Sewer System Development Charge Fund			302,233
Fund Balance - Sanitary Sewer State Loans Debt Service Fund			1,058,893
Fund Balance - Sanitary Sewer General Obligation Bond Debt Service Fund			1,789,313
Subtotal			3,150,439
Difference - Resources Available/(Required)			1,363,782

OAK LODGE WATER SERVICES
SANITARY DIVISION - SURFACE WATER MANAGEMENT CAPITAL IMPROVEMENT FUND
BUDGET STATUS REPORT SUMMARY - BUDGET TO ACTUAL
February 2017

FUND 600

	Original Budget	Final Budget	Year-to-Date	% Year-to-Date	\$ Remaining	% Remaining
Revenue						
Interest	\$ 0	\$ 0	\$ 3,604	n/a	\$ 0	0.00%
Miscellaneous	0	0	0	n/a	0	0.00%
Subtotal	0	0	3,604	n/a	0	0.00%
Expenditure						
Capital Outlay*	0	0	345,079	n/a	0	0.00%
Other financing sources						
Debt Proceeds	0	0	0	n/a	0	0.00%
Transfers in	0	0	0	n/a	0	0.00%
Subtotal	0	0	0	n/a	0	0.00%
Other financing uses						
Transfers out*	0	0	0	n/a	0	0.00%
Net change in fund balance	0	0	(341,475)	n/a	341,475	0.00%
Beginning working capital	0	0	1,890,641	n/a	0	0.00%
Ending fund balance	\$ 0	\$ 0	\$ 1,549,165	n/a	\$ 0	0.00%

*Legally adopted appropriation level

Ending fund balance detail:	Amount
Assets	
Cash and cash equivalents	\$ 1,960,757
Cash and cash equivalents - restricted	0
Accounts receivable	0
Accrued receivable	0
Subtotal assets	\$ 1,960,757
Liabilities	
Accounts payable	\$ 140,533
Construction retainage payable	0
Accrued payroll liabilities	0
Encumbrances	271,058
Debt service	0
Subtotal liabilities	\$ 411,592
Net position	\$ 1,549,165

<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			2,439,690
Fund Balance - Surface Water Management Capital Improvement Fund			1,549,165
Subtotal			3,988,855
Difference - Resources Available/(Required)			1,463,855

For OLWS Board Meeting of: March 21, 2017

To: Oak Lodge Water Services Directors

From: Kelly Stacey, Finance Director *KAS*

Issue

Approval of the Budget schedule for the preparation of the Fiscal Year 2017/2018 Budget.

Recommendations

It is recommended to the Board approve the proposed schedule for the FY 2017/2018 Budget

Background

Oregon Budget Law requires the approval of a budget schedule to allow for public notice and participation.

Facts and Findings

The proposed budget schedule allows opportunity for public participation. It also provides adequate time for budget committee meetings.

Suggested Motion

I move to approve the proposed budget schedule for the fiscal year 2017/2018 budget.

OAK LODGE WATER SERVICES 2017-2018 BUDGET SCHEDULE

- January 17, 2017 - Appoint Budget Officer
- March 21, 2017 - Approve Budget Schedule
- April 6, 2016 - Publish notice of Budget Committee Meeting (5-30 days prior)
 - Publish in the Clackamas Review
 - Post on website
- April 12, 2016 - Proposed Budget sent to Budget Committee
- April 18, 2017 - Budget Committee Meeting - Introduction and overview
 - Budget Committee Member Appointments
- April 20, 2017 - Budget Committee Meeting
- April 25, 2017 - Budget Committee Meeting (if necessary)
- June 7, 2017 - Publish Notice and Summary of Budget Adoption Hearing
- June 20, 2017 - Budget Adoption

OAK LODGE
WATER SERVICES
STAFF REPORT

To: Board of Directors
From: Jason Rice, Deputy General Manager
Agenda Item: Boardman Wetland Complex Parks Grant
Item No.: 5
Date: March 21, 2017

Issue:

To advance the Boards direction to work with North Clackamas Parks and Recreation District (Parks) on obtaining a grant to fund the "Nature Play Area" of the Boardman Wetland Complex, the District needs to be the official author of a Grant Application with Oregon State Parks and Recreation. For that application to be complete, Staff must first obtain a signed Resolution of the Board showing their support for the use of these funds.

Recommendation:

Staff Recommends approving the Resolution as it does not add any financial burden to the District, yet it supports an effort to work with Parks to obtain funds for a Nature Playground Area.

Background:

During the February 2017 Board meeting, options for one of the Water Services District owned properties on SE Addie Street were explored. The option selected by the Board, was to move forward working with Parks to build a nature playground at no added cost to the Water Services District.

Since this time, Parks Staff identified a Grant opportunity in which we can leverage our current budget of \$1,600,000, to obtain up to \$395,000 in grant funding for Parks interests. The remainder of the funding, \$65,000, would come from Parks System Development Charges. These two additions combined, would fully fund the necessary additional parking, a nature playground and costs the Water Services District has into the property.

Finance:

In this case, the current budget for the project will suffice as the "match"; therefore, this Resolution does not add any financial burden to the District beyond what was already discussed.

Suggested Motion:

I move to approve signing Resolution 2017-8 so that Staff may apply for an Oregon State Parks and Recreation Grant.

Attachments

1. Resolution 2017-8

Oak Lodge Water Services District

RESOLUTION 2017-8

A RESOLUTION BY THE OAK LODGE WATER SERVICES DISTRICT BOARD OF DIRECTORS AUTHORIZING THE DEPUTY GENERAL MANAGER TO APPLY FOR, AND SIGN, A LOCAL GOVERNMENT GRANT FROM THE OREGON STATE PARKS AND RECREATION DEPARTMENT FOR THE CONSTRUCTION OF THE BOARDMAN WETLAND COMPLEX PROJECT.

WHEREAS, The Oregon Parks and Recreation Department is accepting applications for the Local Government Grant Program; and

WHEREAS, the Oak Lodge Water Services Board desires to participate in this grant program to the greatest extent possible as a means of providing needed park and recreation improvements; and

WHEREAS, Staff has identified improvements as the Boardman Wetland Complex Project as a high priority need in Oak Grove and Jennings Lodge area; and

WHEREAS, the Boardman Wetland Complex project includes both elevated and at-grade pathways within the wetland space, an outdoor classroom area, a nature playground, a parking lot, and sidewalks; and

WHEREAS, Oak Lodge Water Services District will provide adequate funding for on-going operations and maintenance of the park and recreation facility should the grant funds be awarded; and

NOW THEREFOR, BE IT RESOLVED BY THE OAK LODGE WATER SERVICES BOARD OF DIRECTORS AS FOLLOWS:

Section 1: The Board of Directors demonstrates its support for the submittal of a grant application of the Oregon Park and Recreation Department for improvements at the Boardman Wetland Complex.

Section 2: This Resolution shall be effective following adoption by the Board of Directors.

Passed by the Board of Directors this 21st of March, 2017.

By _____

Jim Martin, Chair

Attest this 21st day of March, 2017

By _____

Dan Bradley, General Manager

For Board Meeting of: March 21, 2017

Agenda Item: Number 9 6

To: Chair Martin and OLWSD Board Members

From: Dan Bradley, General Manager



Issue

The issue is to appoint Members to the North Clackamas County Water Commission.

Recommendation

It is recommended the Board make the appointments.

Background

The North Clackamas County Water Commission (NCCWC) Board is comprised of seven members, three of which are appointed by Oak Lodge Water Services (OLWS). The current members are Nancy Gibson, Dick Jones and Leonard Waldemar.

The formation of OLWS resulted in Dick Jones and Leonard Waldemar no longer being Board Members.

Facts and Findings

Staff recommends continuing to keep Nancy Gibson on the NCCWC Board. There needs to be two more appointees to the NCCWC.

Suggested Motion

I move to appoint Nancy Gibson, _____ and _____
To the North Clackamas County Water Commission Board.

Oak Lodge Water Services
Estimate of Consolidation Costs/Savings
7/1/16 through 2/28/17

One Time Expenses 2016/2017

Legal	\$	29,653
Architect	\$	3,701
Appraisal	\$	2,150
Website	\$	8,700
Metro Filing Fee	\$	400
IT/Phones	\$	3,647
Consultant-Greg	\$	25,282
Costs	\$	73,533

2017 FY Annual Savings

Liability Insurance	\$	8,000
General Manager *	\$	234,810
Admin Services Manager**	\$	100,906
Plant Admin***	\$	66,000
	\$	401,716

*Amount is reduced by final year end vacation payout of \$28,545 and premium pay compensation to Interim General Manager/Manager of Planning & Engineering.

**Amount reduced for Interim Admin Svc Mgr.

***Reduced by amount paid to Temp employee performing the duties of this position



SANITARY DEPT. OPERATIONS STAFF REPORT

To: Board of Directors
From: Rich Ludlow, Interim Operations Manager
Agenda Item: Operations Report, February 2017
Item No.: 5c.iii
Date: March 6, 2017

Background

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

Administration

Consolidation efforts continue to move forward. Recent efforts include updating job descriptions to reflect current responsibilities, policy updates, technology updates, payroll modifications, equipment sharing opportunities, administration support at the WRF from water office admin staff, etc.

State and Federal regulators have increased reporting requirements and require multiple electronic filing formats in addition to paper filing for Biosolids, Air Quality, and monthly DMR reporting which introduce new learning curves, report development and additional preparation efforts. Annual Biosolids, Air Quality and Cleaner Air Oregon reports submitted to DEQ/EPA.

The mixing zone study results are expected in March and NPDES renewal is contingent on the study results.

Treatment Plant Operations:

All NPDES effluent permit limits were met for the month of February 2017.

Conversion of plant operations to traditional activated sludge process created a buffer in solids processing that allowed us to manage winter conditions without incident. Record breaking rain >10" in February didn't compromise permit compliance.

Plant Operations put considerable effort into post-freeze clean up caused by related equipment issues. Plant operators assisted with preventive maintenance completing 19 Lucy PMs in 36.5 hours. Purchased nitrate probes for improving efficiency of the nitrification process in preparation for warmer weather. Process adjustments continue to be refined in line with a traditional activated sludge strategy. Union Contract negotiations began – 2 treatment plant operators participating. Moved email accounts and worked together to utilize the new software. Assisted in replacing and testing two SCADA computers, one in Headworks and one in the Operations Office.

Field Operations Monthly Report for February, 2017

Staff Availability:

Working Hours in Month	Leave/Training/Paid Breaks/Snow Days	Actual Attendance/Available Hours (working hours minus leave/training)
640	197.875	442.125

Accomplishments:

	Goal	Actual	% Goal Met	Field Crew Hours
Sewer Cleaning (linear feet)	9450	0*	0*	4
TV Inspections (linear feet)	9450	0*	0*	3.5
Grease Line Cleaning		4757	100%	23.25
Sewer Line/Manhole Repair/Inspect/Install				19.5
Utility Locates				62.5
SWM Work by Line Maintenance Techs				52.25*
Fleet Support Work				20.75
Sewer Overflow Response				90*
Plant/PS Equipment Work Orders				57.5*
Customer Service/Investigations				11.25
Program Support				
			Total Work Order Hours	344.5
			Staff Time Utilized on Work Orders	78%

*Field crews were prioritized on sewage overflow response; assisting with pump removal, replacement and temporary pumping configuration at PS #3; and surface/storm water support priorities that prevented sewer cleaning and TV efforts.

Meeting/training/other details:

Total staff hours

Staff meetings
 Training

24 hours
 6 hours

WRF Maintenance Monthly Report for February 2017

Staff Availability:

Working Hours in Month	Leave/Training/Paid Breaks/Snow Days	Actual Attendance/Available Hours (working hours minus leave/breaks)
310	54	256

Accomplishments:

	Count	Hours
Number of Preventive Work Orders Completed	19	18.2
Number of Repair Work Orders Completed	21	80.75
Note: Counts differ between Complete Work Orders and Time Charged because not all Work Orders are completed during the month.		
Time Charged to Preventive Works Order Count/Time	30	42.95
Time Charged to Repair Work Orders Count/Time	48	129.5
	Hours charged to Work Orders in month	172.45
	Staff Time Utilized on all Work Orders	67%
	Utilization Toward PM Work Orders	17%

Meeting/training summary:

12 Staff Hours

Maintenance work highlights for the month:

- Performed repairs on failed pump, reinstalled and removed temporary pumping system at PS #3
- Repositioned Mission antenna at PS #2
- Worked with Neuros rep to install rented blower core, rental would not work for our application, rep to expedite repair of our OEM unit.
- Installed new Flygt pump to replace failed SML pump at WRF
- Replaced spent ballast on UV bank
- Replaced circuit breaker at PS #3, breaker failed during storm flows
- Troubleshoot second SML pump mechanical noise
- Troubleshoot and repaired East RAS Pump flow meters
- Prep for check valve replacement at PS #5
- Performed preventive electrical and mechanical equipment:
 - Aeration mixers, mixed liquor drum screen, various ventilation fans, belt filter press, fire extinguishers, grit classifier, pump station transfer switches

OAK LODGE
WATER SERVICES
STAFF REPORT

To: Board of Directors
From: Jason Rice, Deputy General Manager
Agenda Item: Technical Services Report
Item No.: 8
Date: March 21, 2017

Below is an update of various efforts for the Technical Services Program.

Capital Improvement Program:

Boardman Wetland Complex

- Design is expected to be at 90% by April 3rd
- Staff will soon be scheduling a Healthy Watersheds Committee meeting around April 14th to go over the plans one last time before finalization
- The Briar Ridge Property acquisition documents are being prepared and should be complete within the next week or so.
 - Once the Briar Ridge Open Space Tract is in the District hands, Staff will begin working to request the Metro Grant money for funds spent to date on land. The remaining portion of the grant will be applied at key milestones during construction.

Riverforest Lake Manhole/Hillside Belly

Staff is attempting to find an available consultant to run the modelling after learning that RH2 was busy until mid-April. Staff hopes to have a solution by the end of March so that the work can be contracted out and constructed in this fiscal year.

Education and Outreach:

In February, staff supported non-profit partners for several days of field programming with View Acres Elementary School and Rex Putnam High School.

Staff was asked to join the steering committee for the Clean Rivers Collaboration, the newly named regional/statewide Stormwater Collaborative, a project that will benefit jurisdictions through sharing resources to message the importance of clean water, and what we do to keep it clean.

March kicks off the season for 2017 Water Reclamation Facility tours and public outreach events. OLWS public outreach and education staff will represent the District for a tour of the WRF with Rex Putnam High School students participating in the Watershed Health Education Program. Additionally, OLWS provides crucial wastewater and watershed education as part of two youth events: The Children's Clean Water Festival, held at the University of Portland; and the Clackamas County Water Education Team's 12th Annual Celebrating Water Event, held at Clackamas Community College.

As part of planning for the 2017-18 budget year, staff have put together a strategic plan for how to involve non-profit partners and community organizations in District outreach and education. These partners include: Clackamas River Water Providers, North Clackamas Urban Watershed Council, Dig In (formerly SOLVE), Schoolyard Farms, Ecology in Classrooms and the Outdoors (ECO), Portland Audubon/Columbia Land Trust, Clackamas County Sheriff, and all the schools in the District. The

partnership strategy allows OLWSD to meet its permit requirements as well as broaden community awareness of the importance of the District's work, and their role in keeping our waters clean!

Permit Activity:

Feb-17
Permit Activity and Fees

	This Month	Last Month	Year to Date	This Month Last Year	Last Year to Date
Building Permits Review	9	14	23	-	-
Fees Recv'd	\$0.00	\$0.00	\$0.00	-	-
Erosion Control Permits	1	1	2	3	3
Fees Received	\$691.46	\$395.25	\$1,086.71	\$975.00	\$6,150.00
P/E Cost	\$607.58	\$168.77	\$776.35	-	-
Ops Cost	\$474.49	\$614.38	\$1,088.87	-	-
SS Connections (New EDUs)	2	4	6	1	24
SDC Fees Recv'd	\$10,330.00	\$20,660.00	\$30,990.00	\$5,165.00	\$123,960.00
SS Permits	6	4	10	1	40
Fees Recv'd	\$1,777.05	\$800.00	\$2,577.05	\$0.00	\$236.00
P/E Cost	\$2,415.42	\$544.06	\$2,959.48	-	-
SS Inspections	4	5	9	3	66
Resid.	2	4	6	-	-
Comm.	2	1	3	-	-
Main	0	0	0	-	-
Staff Cost (Inspections)	\$97.36	\$474.49	\$571.85	\$545.07	\$4,043.61
Pre-applications	\$3.00				
Fees Recv'd	\$0.00				
Development Review	0	1	1	-	-
Review Fees Recv'd	\$0.00	\$0.00	\$0.00	-	-
Ops Cost	\$0.00	\$95.47	\$95.47	-	-
P/E Cost	\$3,636.90	\$8,006.05	\$11,642.95	-	-

Permit Fees Outstanding 15,726.77

Note: Service Request hourly information now migrated to Lucity and out of EDEN. It is anticipated to be included next FY.

Note: Figures are reported on a fiscal year basis.

" - " indicates unavailable or not applicable data

Other Projects:

MS4 Permit Renewal

The Permit renewal was submitted and received by DEQ on time. Staff now waits to hear from DEQ regarding the proposed language for the next permit cycle.

Code Update

Staff has begun the process of combining the Sanitary, Surface Water and Water Codes. The final product will be two documents: a set of OLWS Rules and Regulations and a set of OLWS Design and Construction Standards. Both should be ready this Spring.

Mainline Repair at Creighton and River Road

Sanitary Field Staff found a section of mainline that needs to be repaired as soon as possible. While the replacement of the main is relatively small, the necessary pumping and traffic control will absorb much of the cost. Staff has collected the pipe data and is awaiting a cost estimate from the pumping company to complete the work.

Attachments

1. "Development Review Status" tracker

Project Status	Address	Type of Development	Notes	Last Updated
Complete	15415 SE River Rd.	3-parcel Partition (2 new homes)	Project complete. Inspections complete. Erosion Control complete. Awaiting asbuilts.	3/7/17
Under Construction	3127 SE Concord Rd. (Concord Oaks, formerly Concord Vineyards II)	6-acre development (32 residential lots.)	Development inspections complete. Ongoing building permits / sanitary sewer connections (SFD). Unknown timeline.	3/7/17
Under Construction	17624 SE Rose St.	2-parcel Partition	Erosion Control inspections ongoing. Awaiting sanitary sewer permits for front SFD. OLWSD permits expired.	3/7/17
Under Construction	14400 SE Lee Ave.	Z0071-16 Duplex on existing lot. (SFR previously demolished)	Erosion Control inspections ongoing. Sanitary Sewer installed.	3/7/17
Under Construction	2009 SE Courtney Ave.	3-parcel Partition (1 new home & 1 new duplex. Existing home is on the Historical Register as a duplex.)	Erosion Control inspections ongoing. Sanitary Sewer installed.	3/7/17
Under Construction	15448 SE East Ave. (Zetterberg Estates)	18-Unit Multi-Family	Sanitary sewer inspections complete. Erosion Control inspections ongoing.	3/7/17
Under Construction	2721 SE Swain Ave.	2-parcel Partition (2 new homes)	SS inspections complete. EPSC inspections continuing	3/7/17
Under Construction	5210 SE Roethe Rd.	6-lot Subdivision (5 new homes)	Public infrastructure installed and approved. In 11-month warranty period. SFDs under construction. Warranty period ends July 2017.	3/7/17
Under Construction	14620 SE McLoughlin Blvd. (Fred Meyer)	Demo bottle return facility and construct pick-up delivery area.	Construction plans approved. Erosion control inspections ongoing.	3/7/17
Under Construction	Lot east of 18390 SE Woodcock Ave.	2-parcel partition	Plans approved. Inspections ongoing (EPSC) SS inspections complete	3/7/17
Under Construction	16323 & 16251 SE McLoughlin Blvd.	Design review to demolish existing buildings and construct a 25,000 square feet Goodwill center.	Plans Approved. SS inspections complete. Storm inspections complete. Permit finalization	3/7/17
Approved for Construction	17722 SE Rose St., 17832 SE Rose St.	Two 2-parcel partitions (2 new homes, 2 replacement homes)	Awaiting utility construction plans (sanitary sewer connection / erosion control). OLWSD permits expire July 2017.	3/7/17
Approved for Construction	19416 SE River Rd.	2-parcel partition, 2 new duplexes, Existing SFR to be demolished	Plans approved. Awaiting construction commencement. OLWSD permits expire May 2017.	3/7/17
Approved for Construction	14824 SE Laurie Ave. (14830 SE Laurie Ave.)	2-parcel Partition, 14830 SE Laurie Ave.	Awaiting building permit submittal. OLWSD permits expire May 2017	3/7/17
Approved for Construction	4519 SE Naef Rd.	3-parcel Partition (2 new homes)	Awaiting building permit submittal. OLWSD permits expire May 2017	3/7/17
Approved for Construction	15026 SE Linden Ln.	3-parcel Partition	Engineering plans approved. Awaiting building permit. Expires July 2017	3/7/17
Approved for Construction	14911 SE McLoughlin	Lew's Dairy Freeze Remodel to MOD Pizza	Engineering plans approved. Building permit approved. Under construction.	3/7/17
Plan Review	4150 SE ROETHE RD	Commercial Structures Relocation	Land Use Decision received. Awaiting engineering plans. County Land Use Expiration date.	3/7/17
Plan Review	14119 SE McLoughlin Blvd	Z0260-16 Nonconforming Use - Alteration/Verification. Medical Marijuana Production	Design Review Plans Submitted. OLSD Submitted Comments. Pre-treatment analysis. Awaiting construction plans. County Land Use Expiration date.	3/7/17
Plan Review	13409 SE McLoughlin Blvd	3 New Slips Mobile Home Park	Z0430-14. Land use approved. Awaiting engineering planset. County land use expiration date.	3/7/17
Plan Review	13012 SE Oatfield	Proposed subdivision; 9 potential lots.	Engineering planset (1st review) submitted. Under review.	3/7/17
Plan Review	18122 SE McLoughlin Blvd	Z0482-16-D Commercial Design Review: Fuel Island	Engineering plans (1st review) under review.	#REF!
Plan Review	5790 SE McNary Rd.	2-parcel Partition. Z0312-15-M; Godfrey Partition	Final engineering approval. Awaiting SFD building permits. Expires December 2017	3/7/17
Plan Review	2312 SE Riskey Ave	3-lot partition	Engineering plans approved. Building permits approved. Expire March 2018.	3/7/17
Plan Review	3816 SE Hill Rd	Z0428-16 8-lot subdivision	Engineering plans (1st review) under review. Drains to OLWSD - OLWSD standards (dual jurisdiction with CCSD#1).	3/7/17

Project Status	Address	Type of Development	Notes	Last Updated
Plan Review	14335 SE WAGNER LN	Carport and wall. Floodplain. Will. River Greenway	Land Use Decision received. Awaiting engineering plans. Clackamas County Land Use timeline.	3/7/17
Plan Review	6460 Glen Echo Avenue	Z0461-16_Gladstone_Glen_Echo. (OLSD Service area / out of OLSD Boundary).	Pre-app comments submitted. Awaiting Land Use Application. Expires Dec. 2017.	3/7/17
Plan Review	4281 SE Manewell Lane	A four-lot SFR minor subdivision.	Land use comments sent. Awaiting engineering plans. County expiration timeline.	3/7/17
Pre-Application	4207 SE Hull Ave	3-5 lot subdivision	Pre-app Comment sent to County. Awaiting land use application. Expires August 2017.	8/31/16
Pre-Application	3303 SE Concord Road	two-parcel partition	Pre-app Comment sent to County. Awaiting land use application. Expires June 2017	3/7/17
Pre-Application	18121 SE River Rd. (Jennings Lodge Estates)	62-lot Subdivision (Zone Change R-10 to R-8.5 not approved by CC. (Applicant has filed an appeal with the Land Use Board of Appeals)	Received Engineering Plans (1st review). Anticipate comments end of March 2017.	3/7/17
Pre-Application	13715 SE River Road	ZPAC0136-16_Rose_Villa Redevelopment Phase II	Pre-app comments submitted. Awaiting Land Use Application.	3/7/17
Pre-Application	3905 SE WILLAMETTE DR	ZPAC0134-16_Willamette_Dr_Partition	Pre-app comments submitted. Awaiting Land Use Application.	3/7/17
Pre-Application	17908 and 17900 SE Addie Street.	ZPAC0130-16 Boardman Wetland	Pre-app comments submitted. Awaiting Land Use Application.	3/7/17
Pre-Application	3901 SE NAEF RD	ZPAC0124-16 A Partition application with two existing light industrial buildings.	Pre-application comments sent. Awaiting land use / subdivision application. Expires Sept. 2017.	3/7/17
Pre-Application	18107 SE Addie Street.	ZPAC0167-16 4-plex	Pre-application comments sent. Awaiting land use / subdivision application. Expires Dec. 2017	12/22/16

Business from the Manager

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			Waiting for ALJ Decision
	Reservoir Repair Project	June, 2011	April, 2014		Construction underway
	16" Fire Flow Transmission Line	May, 2014	June, 2015		Review 60% plans

MEMORANDUM

To: Chair Martin and OLWS Board Members

From: Dan Bradley, General Manager

Date: March 21, 2017

Subject: Manager Activity Report

- SDAO Legislative Committee
- Sunrise Water Authority Board Meeting
- Gladstone Council Meeting Presentation
- Contract Negotiations

SDAO Legislative Committee Meeting
March 9, 2017 | 11 am – 1 pm
SDAO Main Office Conference Room | Salem
Call-in 1-866-866-2244 Participant code 7141015#

Agenda

1. Introductions – Bob Keefer, SDAO Legislative Chair
2. 2017 Legislative Session Logistics – Hasina
 - A. Committee Assignment Changes *handout included
 - B. Legislative Timeline/Deadline
April 7th-April 18th
 - C. SDAO Newsletter *handout included
3. SDAO Legislative Priorities – Hasina & Mark
 - A. HB 2186 Self-Insurance Technical Fix-Hasina *handout included
 - B. HB 2096 Urban Service Agreements-Mark - ON HOLD
 - C. SB 202 Franchise Fees-Mark
 - D. Recreational Immunity-Mark -
4. Bill Tracking/Issue Identification – Hasina & Mark
 - A. Finance & Tax
 - HB 2115 Non-profit hospital tax exemption - Hasina M
 - HB 2235 Vets tax exemption - Hasina PROPERTY TAX ISSUE
 - HB 2278 Local budget law cleanup - Hasina *handout included S
 - HB 2407 Comcast Deferred Billing Credits * handout included M
 - HB 3326 Comcast 3/4ths - Hasina
 - HB 2859 Tax expenditure sunsets - Hasina *handout included
 - SB 151 \$10k Homestead exemption - Hasina
 - SJR 3 Repeals BM 5 & 50 - Hasina } REPEAL MEASURES 5 & 50 M
 - SB 562 \$250k Military Exemption - Hasina - M - KILLED IN ACTION FIRE, COPS, VETS
 - SB 694 Disabled Vets exemption - Hasina - M
 - SB 756 Land value taxation - Hasina - STUDY ONLY
 - SB 787 A & T Funding – Hasina *handout included - O
ASSESSMENT + TAXATION
 - B. PERS
 - SB 559 FAS Calculation - M
 - SB 560 IAP Redirect - M
 - SB 791 1039 Exemption

ALL TAX CREDITS WILL BE ELIMINATED

C. Labor

HB 2187 Collective Bargaining-Hasina *bill included

- M -HB 3052 Paid Family Leave } → REVENUE - EMPLOYEE PAID
- O -HB 3087 Paid Medical Leave } BOL - CREATES INS. POOL EMPLOYEE / EMPLOYER PD
- HB 3328 Veterans Preference - S
- M -SB 752 Pay Equity

D. Economic Development

- M -HB 2904 Enterprise Zone Eligibility IN RURAL AREAS
- S -SB 936 SIP Property taxes
- S -HB 2933 Emergency Project Funding

E. Water

HB 2099 Fish Persistence

F. Public Contracting

- M -HB 3060 Discrimination and Public Contracting
- O -HB 3203 Least Cost
- HB 3264 Prompt Pay in Public Contracting
- O -SB 971 Clean Diesel
- A O -SB 1008 Clean Diesel 1% SURCHARGE ON EQUIPMENT RETROFITS

G. Public Records

- S -HB 2911 Public Notice for Rule-making
- O -SB 822 Eliminate Info from Electronic Devices

H. General Government

- M -HB 3231 Highway Special District - WESTSIDE BY-PASS PROJECT (PROBABLY DEAD)
- M -SB 760 Abuse Reporting for Public Officials

5. Other Business

6. Adjournment

HB 2187 - O

SB 780 - O