



**PUBLIC MEETING
OAK LODGE WATER SERVICES
BOARD OF DIRECTORS
April 14, 2026 at 4:00 PM**

1. Call to Order
2. Call for Public Comment
3. Consent Agenda
 - a. February 2026 Financial Report
 - b. Approval of March 10, 2026 Board Meeting Minutes
4. Items for Consideration
 - a. Consideration of Contract with R.L. Reimers for Installation of an Aerzen Blower at the Wastewater Treatment Plant
5. Business from the Board
6. Department Reports
 - a. Administration
 - b. Finance
 - c. Public Works
 - d. Plant Operations
7. Other Items
8. Adjourn Meeting



AGENDA ITEM

Title Call to Order

Item No. 1.

Date April 14, 2026

Summary

The Chair will call the meeting to order with a quorum of the board at the noticed time.

The Chair may request participation in a nonpartisan acknowledgment of their choosing.

The General Manager will review the meeting protocols before business is discussed.



AGENDA ITEM

Title Call for Public Comment

Item No. 2.

Date April 14, 2026

Summary

The Board of Directors welcomes comment from members of the public.

There are two basic public comment options: written and verbal.

Written Public Comment may be submitted in person, online, and by email or postal mail. Written comments may not be read out loud or addressed during the meeting, however, all public comments will be entered into the record.

Verbal Public Comment may be given during public meeting's comment period. Commenters must register to speak with the District Recorder before the start of the meeting. The Board of Directors may elect to limit the total time available for public comment or for any single speaker depending on meeting length.



AGENDA ITEM

Title Consent Agenda

Item No. 3.

Date April 14, 2026

Summary

The Board of Directors has a standing item on the regular monthly meeting agenda called "Consent Agenda." This subset of the regular agenda provides for the board to relegate routine business functions not requiring discussion to a consent agenda where all included items can be acted upon by a single act.

The Consent Agenda includes:

- a. **February 2026 Financial Report**
- b. **Approval of March 10, 2026 Board Meeting Minutes**

Options for Consideration

- 1. Approve the Consent Agenda as listed on the meeting agenda.
- 2. Request one or more items listed on the Consent Agenda be pulled from the Consent Agenda for discussion.

Recommendation

Staff requests that the Board approve the items listed under the Consent Agenda.

Suggested Board Motion

"I move to approve the Consent Agenda."

Approved By _____

Date _____



STAFF REPORT

To Board of Directors
From Angie Wilson, Finance Director
Title February 2026 Financial Report
Item No 3.a.
Date April 14, 2026

Summary

This report summarizes the revenues and expenditure for February 2026. Also incorporated in this report are account balances, including all cash and investment activity as well as checks and withdrawals.

Cash and Investments

Account Balances As of:		
February 28, 2026	Interest Rate	Balance
Account		
Wells Fargo Bank Checking-3552		\$ 0.00
Wells Fargo Bank Checking-9966		\$ 1,081,205.93
First Interstate Bank Checking-8944		\$ 370,652.52
LGIP	4.04%	\$ 17,115,754.35
		\$
Total		18,567,612.80

The OLWS' checks, electronic withdrawals, and bank drafts total \$494,298.62 for February 2026.

Services Revenue

Below is a table identifying OLWS’ three principal sources of service charges in each fund with a comparison between annual budget estimates and year-to-date service charges.

GL Account	Service Charge	Budget Estimate	Period Amount	Year-to-Date Amount	Percentage of Budget
10-00-4211	Water sales	\$6,496,000	\$444,110	\$ 4,329,891	66.65%
20-00-4212	Wastewater charges	13,727,000	1,145,652	9,193,282	66.97%
30-00-4213	Watershed protection	2,066,000	172,547	1,381,275	66.85%
Subtotal		\$ 22,289,000	\$ 1,762,309	\$ 14,904,480	66.86%

Revenues are on target for the budget as of Period 8 for all service charges, water sales, wastewater revenues, and watershed protection services.

Expenses by Budget Category

The table below provides YTD expenditures excluding Debt Service and Transfers. It is 38.3% of the actual YTD budgeted expenditure.

Expense Category	FY 2025-26 Adopted Budget	Expense YTD February 28, 2026	YTD %
Personnel Services	\$ 6,507,813	\$ 3,775,543	58.0%
Materials & Services	6,069,100	3,742,042	61.7%
Capital Outlay	18,059,000	4,214,528	23.3%
	<u>\$ 30,635,913</u>	<u>\$ 11,732,112</u>	<u>38.3%</u>

Attachments

None



**OAK LODGE WATER SERVICES
BOARD OF DIRECTORS
PUBLIC MEETING MINUTES
MARCH 10, 2026 AT 4:00 PM**

1. Call to Order

Chair Williams called the meeting to order at 4:00 PM.

2. Call for Public Comment

There were no comments.

3. Consent Agenda

- a. January 2026 Financial Report
- b. Approval of February 10, 2026 Board Meeting Minutes
- c. Consideration of Task Order with AKS Engineering for Surveying Services for the Colina Vista Water Line Replacement Project

Director Van Loo moved to approve the consent agenda. Director Bullock seconded. Elaine Murray conducted a roll call vote. Voting Aye: Directors Susan Keil, Kevin Williams, Ginny Van Loo, Heidi Bullock. Voting Nay: None. Abstentions: None.

MOTION PASSED

4. Items for Presentation

- a. Presentation of FY 2023 Authority Financial Audit by Baker Tilly

Keith Simovic from Baker Tilly presented the FY 2023 Financial Audit for Oak Lodge Water Services Authority.

The board provided comments and asked clarifying questions regarding:

- Compensated Absences
- The corrected misstatements for the fiscal year.
- Capital Asset Reconciliation/Work Orders
- Post Employment Benefits.

5. Items for Consideration

a. Consideration of Adoption of Plan of Action for FY 2023 Financial Audit

General Manager Albert presented the Plan of Action for the FY 2023 Financial Audit.

Director Bullock moved to authorize the Chair and General Manager sign the Plan of Action for the fiscal year 2023 Authority audit. Director Gornick seconded. Elaine Murray conducted a roll call vote. Voting Aye: Directors Susan Keil, Kevin Williams, Paul Gornick, Ginny Van Loo, Heidi Bullock. Voting Nay: None. Abstentions: None.

MOTION PASSED

- ### b. Consideration of Resolution No. 2026-0046 Authorizing Transfers of Budgeted Amounts Between Categories of Various Funds of the Oak Lodge Water Services Adopted Budget, Making Appropriations and Authorizing Expenditures for Fiscal Year Ending June 30, 2026.

Finance Director Wilson presented Budget Resolution No. 2026-0046.

The board provided comments and asked clarifying questions regarding:

- The cost per financial audit
- The equipment rental fees and when the replacement pump will arrive.
- The administrative bank charges for utility and permit payments.

Director Gornick moved to adopt Resolution No. 2026-0046, an appropriation transfer resolution authorizing a transfer of budgeted amounts between categories of Various Funds of the Oak Lodge Water Services Budget, making appropriations and Authorizing Expenditures for Fiscal Year Ending June 30, 2026. Director Bullock seconded. Elaine Murray conducted a roll call vote. Voting Aye: Directors Susan Keil, Kevin Williams, Paul Gornick, Ginny Van Loo, Heidi Bullock. Voting Nay: None. Abstentions: None.

MOTION PASSED

- ### c. Consideration of an IGA with Clackamas County for Intra-County Mutual Aid

Public Works Director Janicke presented the IGA with Clackamas County.

The board provided comments and asked clarifying questions regarding:

- Involvement in other mutual aid agreements.
- The internal emergency management plan

Director Keil moved to approve the 2011 Mutual Aid Agreement with Clackamas County as presented and authorize the General Manager to execute the agreement on behalf of Oak Lodge Water Services. Director Van Loo seconded. Elaine Murray conducted a roll call vote. Voting Aye: Directors Susan Keil, Kevin Williams, Paul Gornick, Ginny Van Loo, Heidi Bullock. Voting Nay: None. Abstentions: None.

MOTION PASSED

- d. Consideration of IGA with Clackamas County related to the Oatfield Rd Jennings Ave Signal Rebuild Safety Work Project

Public Works Director Janicke presented the history of the project and the IGA.

The board provided comments and asked clarifying questions regarding:

- Contractual arrangement of the cost for work done by the county.
- Coordination with Clackamas County for capital improvement projects.

Director Van Loo moved to approve the IGA with Clackamas County for the waterline replacement project related to the Oatfield Rd Jennings Ave Signal Rebuild Safety Work Project as presented and authorize the General Manager to execute the agreement on behalf of Oak Lodge Water Services. Director Gornick seconded. Elaine Murray conducted a roll call vote. Voting Aye: Directors Susan Keil, Kevin Williams, Paul Gornick, Ginny Van Loo, Heidi Bullock. Voting Nay: None. Abstentions: None.

MOTION PASSED

- e. Consideration of Convergence Master Services Agreement Addendum

District Engineer Prentice presented the fee increases for a Master Services Agreement with Convergence Networks.

Director Keil moved to approve the General Manager to renew the MSA with Convergence Networks and authorize a purchase order for related services in FY27 with a 2.5% increase for an amount of \$107,625 and for FY28 Not To Exceed a 2.5% increase for an amount Not To Exceed \$110,400. Director Bullock seconded. Elaine Murray conducted a roll call vote. Voting Aye: Directors Susan Keil, Kevin Williams, Paul Gornick, Ginny Van Loo, Heidi Bullock. Voting Nay: None. Abstentions: None.

MOTION PASSED

6. Business from the Board

The board discussed how possible water curtailment might impact on water revenue.

7. Department Reports

- a. Administration
- b. Finance
- c. Public Works
- d. Plant Operations

The Management Team provided highlights from their written reports, including:

- Clarifier Project Award and request for assistance for future projects.
- Upcoming Budget Committee Meetings
- CIP Open House
- Changeover to Xpress Bill Pay
- Renewals for the Financial Assistance Program
- Updates to Capital Improvement Projects

The board provided comments and asked clarifying questions regarding:

- Number of renewals for the Financial Assistance Program.
- The change to Xpress Bill Pay and the impact on shut-offs.

8. Recess to Executive Session

Convene Executive Session under ORS 192.660(2)(d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations, and ORS 192.660(2)(f) to consider information or records that are exempt by law from public inspection.

Chair Williams recessed to executive session at 5:14 PM under ORS 192.660(2)(d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations, and 192.660(2)(f) to consider information or records that are exempt by law from public inspection.

9. Adjourn Executive Session

If necessary, Board may take action on items discussed in Executive Session.

Chair Williams adjourned the executive session at 5:52 PM

No decisions were made as a result of the executive session.

10. Other Items

There were none.

11. Adjourn Meeting

Chair Williams adjourned the meeting at 5:53 PM.



AGENDA ITEM

Title Items for Consideration

Item No. 4.

Date April 14, 2026

Summary

The Board of Directors deliberates and authorizes official actions by roll call vote. These items for consideration are presented by staff.



STAFF REPORT

To Board of Directors
From Aaron Janicke, Public Works Director
Title Consideration of Contract with R.L. Reimers for Installation of an Aerzen Blower at the Wastewater Treatment Plant
Item No 4.a.
Date April 14, 2026

Summary

Staff is seeking approval for the General Manager to sign a contract with R.L. Reimers to replace the last K-Turbo blower at the WWTP with the Aerzen blower purchased by OLWS in the fall.

Background

Oak Lodge has been in the process of replacing the existing K-Turbo blowers that provide air for the aeration basins. These existing blowers have reached the end of their useful life and need to be replaced to provide air as a critical part of the wastewater treatment process. The final new blower was purchased in the fall and delivered to the plant in March. OLWS must now remove the existing blower, replace the concrete pad, and install the new blower.

Quotes were requested from three contractors for the installation of the blower. The lowest quote from a responsive and responsible bidder was for \$72,775 from R.L. Reimers Company. Installation of the blower would take place before the end of the fiscal year.

Past Board Actions

July 2025 - The Board approved the purchase of the Aerzen blower for \$106,234.

Budget

Budget for the installation would come from Fund 72-21-7520 Wastewater Treatment Equipment and is within the budgeted amount for this project.

Recommendation

Staff recommends the board approve the General Manager to sign a contract with R.L. Reimers for \$72,775.00 plus an additional contingency of \$10,000.00 for the installation of a new Aerzen blower.

Suggested Board Motion

"I move to approve the General Manager to sign a contract with R.L. Reimers for \$72,775.00 plus an additional contingency of \$10,000.00 for the installation of a new Aerzen blower."

Attachments

1. R.L. Reimers Company Estimate



R.L. REIMERS COMPANY

GENERAL CONTRACTORS

March 11, 2026

Aaron Janicke, PE
Oak Lodge Water Services

RE: Aeration Blower #3 Installation

Thank you for the opportunity to provide a quote on your project. R.L. Reimers will provide all labor, equipment and material needed for the replacement of your Aeration Blower No. 3 per the plans and specs dated February 2026 emailed to us on 2/18/2026 for the sum below.

Scope Includes:

- Demolition of existing blower, piping to existing isolation valve and existing concrete pad. Blower to be handed over to owner for storage onsite.
- Form, rebar and pour new concrete pad sized large enough for new blower.
- Installation of blower, supplied by Oak Lodge per Aerzen submittal.
- Supply and install new stainless 316L LPA piping from blower discharge to existing isolation valve including insulation/aluminum jacketing.
- Electrical work to include: disconnect of old blower, conduit modification for analog and digital signals on top of blower, install owner supplied VFD and wire terminations to new blower/VFD. This price assumes all existing wiring is long enough to reach existing junction box on back side of blower and will be spliced inside this junction box if need to reach new VFD location.

Total = \$72,775.00

Payment terms: Net 30 days

If you have any questions regarding this quote, please feel free to contact me at (971) 304-5661

Exclusions:

- Engineering
- Performance/Payment Bond
- Permits
- Job Specific Insurance (we can supply our standard insurance certificate naming Oak Lodge as additionally insured)
- Special Inspections
- Supply of Blower/VFD/Control Panel
- Programming work to incorporate new blower in plant Scada, we will coordinate the work
- Seismic anchorage design of blower (supplied by Aerzen)
- Temporary blower or piping while blower #2 is out of service

Sincerely,

Ross Meyer
Project Manager



AGENDA ITEM

Title Business from the Board

Item No. 5.

Date April 14, 2026

Summary

The Board of Directors appoints representatives to serve as OLWS liaisons or representatives to committees or community groups.

Directors assigned specific roles as OLWS representatives are placed on the agenda to report to the board on the activities, issues, and policy matters related to their assignment.

Business from the Board may include:

- a. Individual Director Reports
- b. Tabled Agenda Items

Business from the Board

Paul Gornick's Liaison Report – February 2026

February 5, 2026 – C4 Meeting (Remote Meeting)

- The committee approved a letter to be sent to the US Department of Transportation in support of a request for two projects to be considered for the FY2026 Better Utilizing Investments to Leverage Development (BUILD) Grant Program. One project is the Sunrise Gateway Corridor Project (Clackamas County) and the other is the *tumwata village* Complete Streets Project (Confederated Tribes of the Grand Ronde Community of Oregon).
- The second agenda item was a presentation by Trimet of the 82nd Ave Bus Line Project Update. The 10 mile long alignment extends from the Cully Triangle at Killingsworth/Lombard east to 82nd, then south to Clackamas Town Center (the portion in Clackamas County is shorter than the portion in the City of Portland). The Trimet 82nd Ave bus line is the highest ridership line and also the slowest, with an average bus speed of 12.9mph in a 30mph corridor. Project costs are estimated between \$340-\$354 million. Committee members expressed concerns about how the proposed bus facilities might improve bus travel times at a cost of hindering other traffic in the corridor.
- Staff from Clackamas DTD and their consultant did a presentation for the 2045 Clackamas Transportation Plan Update, which was last updated in 2013. The plan focuses on needs in the unincorporated areas of the County. In-person Geographic Sub-area workshops and a 2nd Virtual Open House are scheduled for June 2026. Adoption is scheduled for the first quarter of 2027.
- Other items included JPACT, MPAC, and R1ACT updates.

February 25, 2026 – Sunrise Water Board Meeting (hybrid meeting)

- Board accepted newly constructed water mains and related facilities in the Scouters Mountain 4 development.
- Board approved a corrected resolution adopting new rates for monthly service charge and consumption for 2025, 2026, and 2027.
- Board approved the draft SDC charge updates. The new rate is \$16,132 which is a 30.6% increase above the existing fee. This is largely due to the added infrastructure required to serve the higher elevation parts of the Pleasant Valley-North Carver area.
- General Manager Jamey Pietzold provided the GM's update, which included concern about the snowpack thus far in the "water year". While precipitation is near normal, the snow water equivalent is about 1/3 of the historical median.
- The board entered an executive session to consider the potential sale and negotiation of surplus real property on SE Armstrong Court adjacent to the new administration facility.



AGENDA ITEM

Title Department Reports

Item No. 6.

Date April 14, 2026

Summary

The Board of Directors has requested updates during regular meetings regarding the status of OLWS operations. The following Department Reports are compiled by staff and management.



DEPARTMENT REPORT

To	Board of Directors
From	
Title	Administration Monthly Report
Item No	6.a.
Date	April 14, 2026

Summary

The board has requested updates during regular meetings regarding the status of OLWS operations.

Highlights of the Month

- Budget Committee Meetings are scheduled for April 7, 9, and 16, to review and forward a recommendation to the Board of Directors for the FY 26-27 Budget.
- FY26-27 Budget hearing is scheduled for May 12, 2026.
- FY26-27 Schedule of Rates hearing is scheduled for June 9, 2026.

Audit

The FY23 Authority Audit has been completed and filed with the Oregon Secretary of State office. Baker Tilly (Moss Adams) will be onsite starting the week of April 20 to review physical documents for the start of the FY24 audit. The audits have been taking on average 4 months to complete and is scheduled to be completed in August 2026.

Attachments

None



DEPARTMENT REPORT

To Board of Directors
From Angie Wilson, Finance Director
Title Finance Monthly Report
Item No 6.b.
Date April 14, 2026

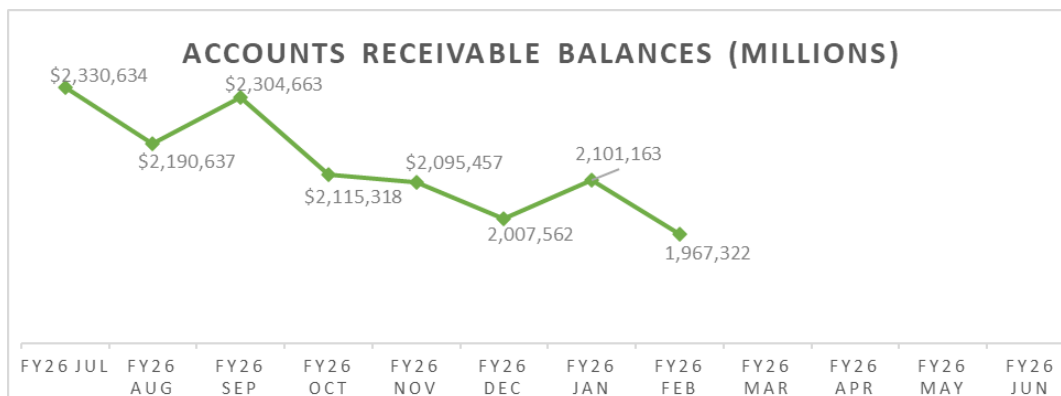
Summary

The February 2026 report outlines key shifts in customer billing and accounts receivable, including improved A/R performance, increased delinquencies, and ongoing support through the FAURRP assistance program.

Highlights of the Month

Accounts Receivable (A/R) Overview

- The **Accounts Receivable balance decreased by -6.37%** in February compared to January.
- This decrease reflects continued improvements in collections' performance and effective month-end account management.

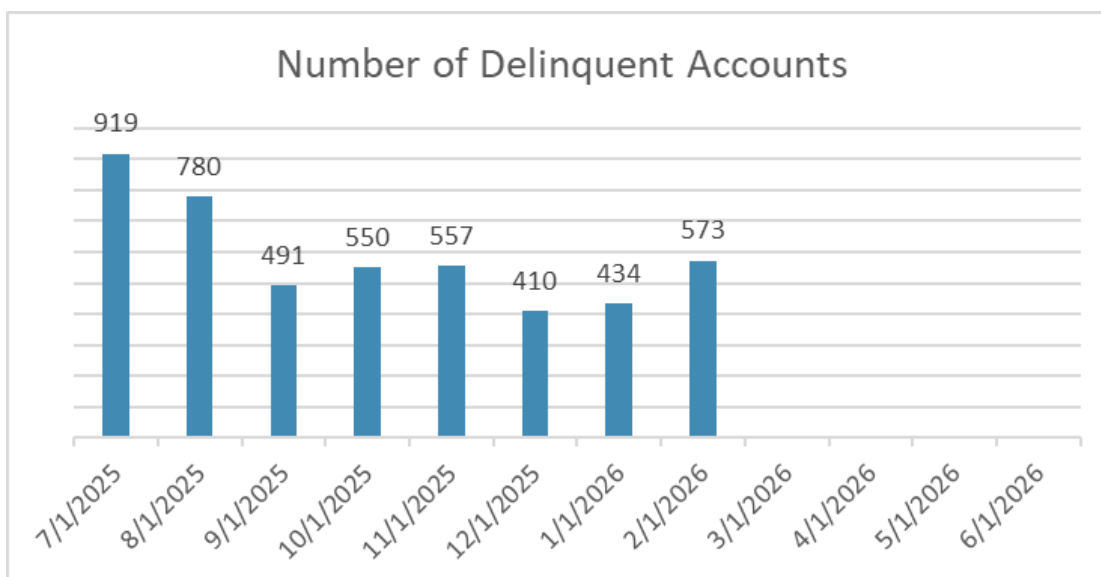
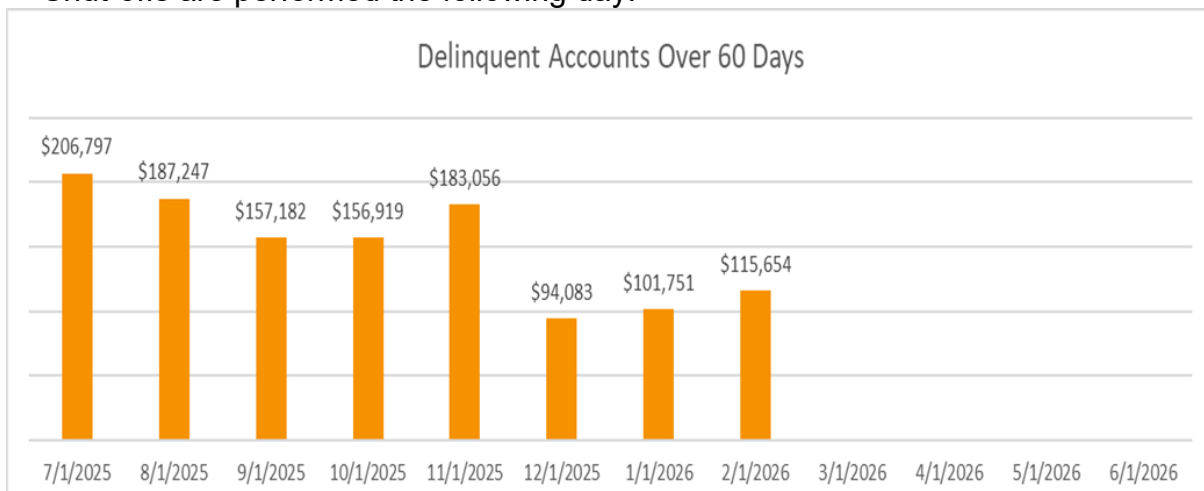


Delinquent Accounts

The number of delinquent accounts increased by 139 from January to February 2026.

- This increase reflects non-payments for customers that have been discontinued on the old bill pay system.
- OLWS' current delinquency management process includes:
- Red shut-off notices are mailed on accounts more than 30 days past due, giving customers **7 days to make payment**.
- If no payment or plan arrangement occurs, the **automated call system issues a 24-hour shut-off notice**.

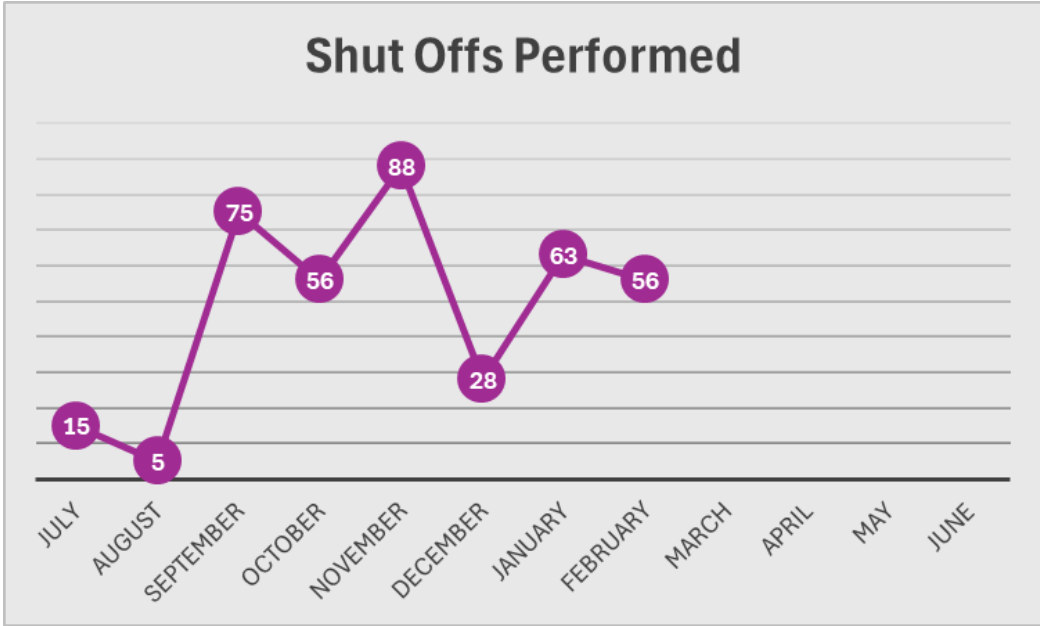
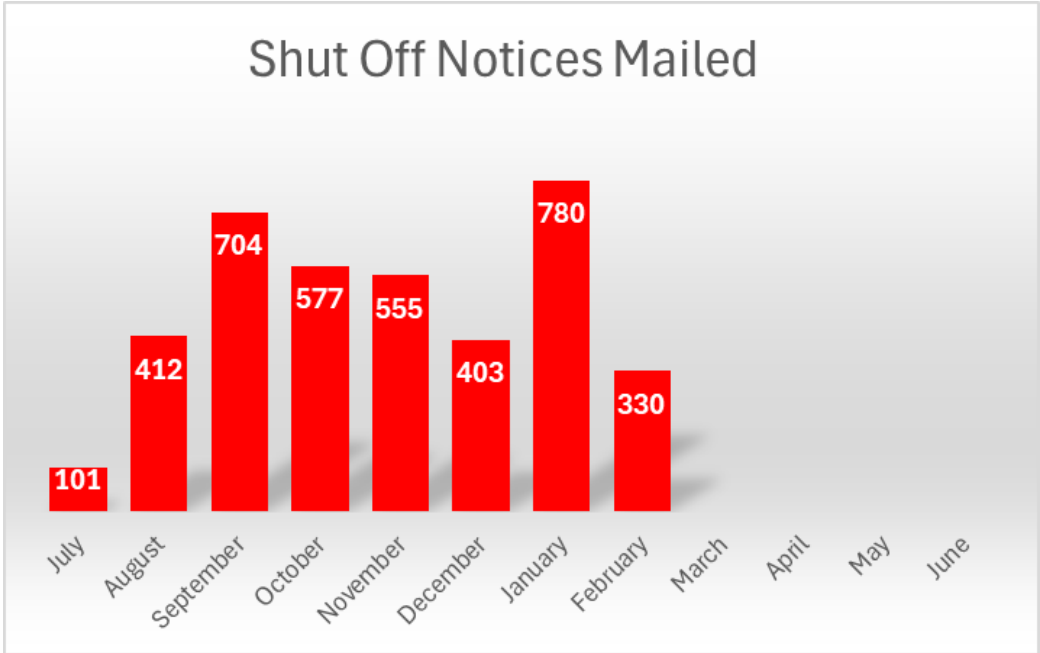
Shut-offs are performed the following day.



Shut Offs

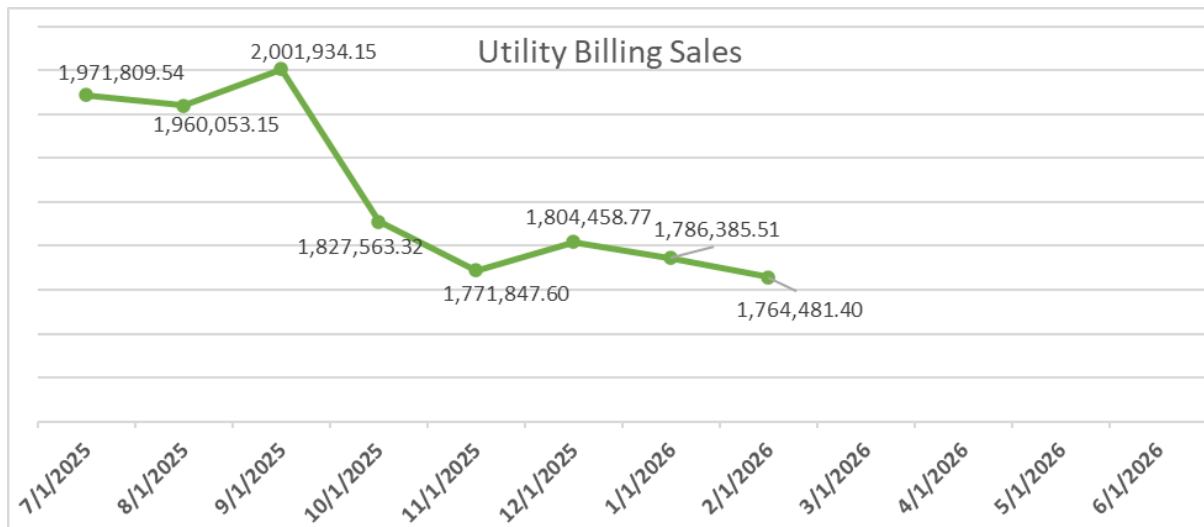
OLWS does not place red tags on accounts that are more than 30 days past due.

- Instead, we send red shut-off notices, which give customers 7 days to make payment.
- If payment is not received within that period—and no payment plan has been arranged, then use our automated call system to provide customers with a 24-hour shut-off notice.



Utility Billing Sales

- Following the seasonal slowdown in the prior month, billing sales have leveled out and continue to return to normal levels.
- Customer activity has stabilized, reflecting a normalization of demand for this time of year.



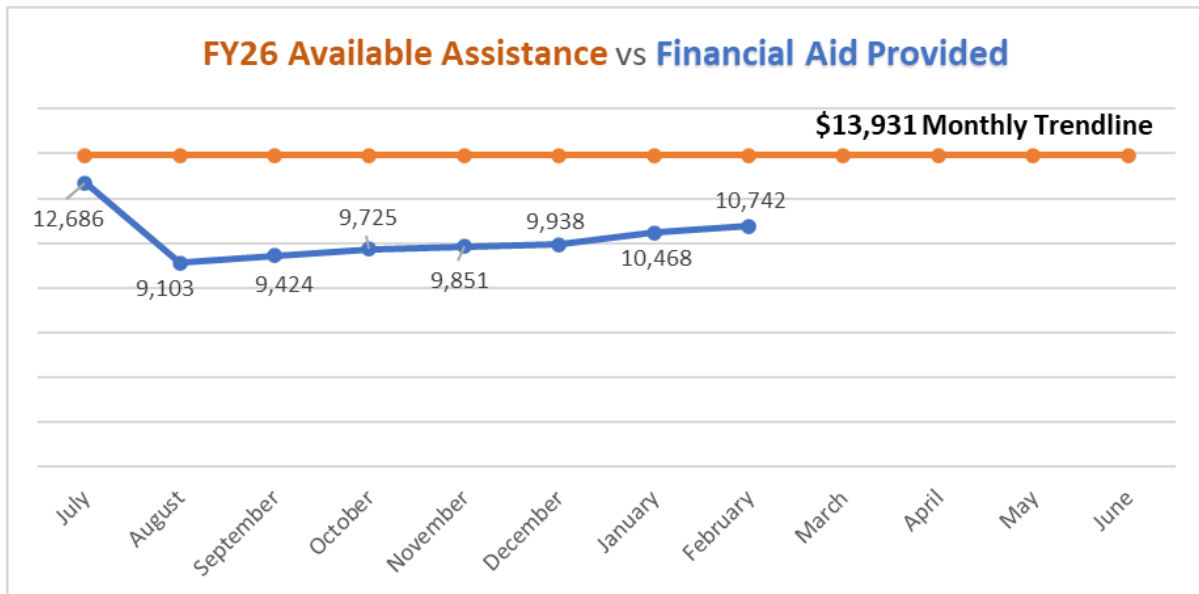
Financial Assistance Utility Rate Relief Program (FAURRP)

Financial Assistance – FAURRP

The **Financial Assistance Utility Rate Relief Program (FAURRP)** provides discounted utility rates to qualifying customers.

On **March 19, 2024**, the Board of Directors approved an increase to the program funding cap:

- **0.75% of budgeted utility revenues**, up from the previous **0.50%**.



This expansion supports a greater number of customers needing rate relief.

- Currently, we have 198 accounts utilizing this program.

Attachments

1. February 2026 Account Roll-up

General Ledger

Account Roll Up

User: lisa.rowland@olws.org
 Printed: 3/24/2026 10:27:57 AM
 Period 08 - 08
 Fiscal Year 2026

Sort Level	Description	Budget	Period Amt	End Bal	% Expend/Collect
Revenue	Revenue				
4210	Water Sales - CRW	\$ (41,920.00)	\$ -	\$ (26,635.59)	63.54%
4211	Water sales	\$ (6,496,000.00)	\$ (444,109.84)	\$ (4,329,890.94)	66.65%
4212	Wastewater Charges	\$ (13,727,000.00)	\$ (1,145,651.82)	\$ (9,193,282.41)	66.97%
4213	Watershed protection fees	\$ (2,066,000.00)	\$ (172,547.20)	\$ (1,381,274.60)	66.86%
4215	Penalties & late charges	\$ (22,872.00)	\$ (9,910.25)	\$ (49,850.56)	217.95%
4220	System Development Charges	\$ -	\$ -	\$ (98,135.00)	0.00%
4221	System Development-Reimburse	\$ (150,000.00)	\$ -	\$ -	0.00%
4225	System Development-Improvement	\$ (50,000.00)	\$ (6,513.00)	\$ (166,870.00)	333.74%
4227	System Development-Compliance	\$ (1,000.00)	\$ -	\$ -	0.00%
4230	Contract services	\$ (45,000.00)	\$ (8,070.80)	\$ (32,702.76)	72.67%
4240	Service installations	\$ (10,000.00)	\$ (774.00)	\$ (25,844.00)	258.44%
4280	Rents & leases	\$ (180,000.00)	\$ (2,662.64)	\$ (172,609.43)	95.89%
4290	Other charges for services	\$ (34,000.00)	\$ (1,198.00)	\$ (28,660.00)	84.29%
4320	State grants	\$ (3,000,000.00)	\$ -	\$ -	0.00%
4610	Investment revenue	\$ (119,500.00)	\$ (52,864.61)	\$ (515,688.08)	431.54%
4630	Miscellaneous revenues	\$ (31,000.00)	\$ (2,543.06)	\$ (122,399.64)	394.84%
4650	Proceeds from borrowing	\$ (5,615,000.00)	\$ -	\$ -	0.00%
4910	Transfer in from Fund 10	\$ (3,878,000.00)	\$ (323,167.00)	\$ (2,585,329.00)	66.67%
4920	Transfer in from Fund 20	\$ (10,478,605.00)	\$ (1,220,923.00)	\$ (6,487,359.00)	61.91%
4930	Transfer in from Fund 30	\$ (1,708,322.00)	\$ (142,359.00)	\$ (1,138,872.00)	66.67%
Revenue	Revenue	\$ 47,654,219.00	\$ 3,533,294.22	\$ 26,355,403.01	55.31%

Expense	Expense	Budget	Period Amt	End Bal	% Expend/Collect
5110	Regular employees	\$ 4,257,417.00	\$ 300,380.81	\$ 2,528,858.95	59.40%
5130	Overtime	\$ 143,000.00	\$ 10,431.15	\$ 82,109.67	57.42%
5210	Employee Ins	\$ 841,768.00	\$ 51,170.09	\$ 407,162.95	48.37%
5230	Social Security	\$ 333,574.00	\$ 23,331.55	\$ 195,071.13	58.48%
5240	Retirement	\$ 811,641.00	\$ 58,972.68	\$ 472,436.38	58.21%
5250	Trimet	\$ 63,091.00	\$ 3,835.89	\$ 32,127.30	50.92%
5260	Unemployment	\$ -	\$ -	\$ 481.14	0.00%
5270	Workers compensation	\$ 42,322.00	\$ -	\$ 48,859.65	115.45%
5290	Other employee benefits	\$ 15,000.00	\$ 263.95	\$ 8,435.50	56.24%
6110	Legal services	\$ 300,000.00	\$ 451.00	\$ 24,350.50	8.12%
6120	Accounting & audit services	\$ 160,000.00	\$ 31,500.00	\$ 132,300.00	82.69%
6155	Contracted Services	\$ 1,205,600.00	\$ 128,833.23	\$ 725,683.36	60.19%
6175	Records Management	\$ 4,000.00	\$ -	\$ 1,567.50	39.19%
6180	Dues & subscriptions	\$ 44,200.00	\$ 991.68	\$ 29,280.18	66.24%

6220	Electricity	\$	542,700.00	\$	42,678.15	\$	270,968.78	49.93%
6230	Telephone	\$	63,000.00	\$	4,303.20	\$	35,349.85	56.11%
6240	Natural gas	\$	11,200.00	\$	1,388.10	\$	5,771.56	51.53%
6250	Solid waste disposal	\$	65,000.00	\$	1,862.37	\$	25,654.54	39.47%
6290	Other utilities	\$	12,500.00	\$	673.40	\$	6,721.85	53.77%
6310	Janitorial services	\$	43,500.00	\$	3,060.00	\$	24,586.49	56.52%
6320	Buildings & grounds	\$	118,000.00	\$	6,502.33	\$	66,682.99	56.51%
6330	Vehicle & equipment maint.	\$	80,000.00	\$	4,879.61	\$	46,722.13	58.40%
6340	Distribution system maint	\$	245,000.00	\$	(19,155.82)	\$	271,871.23	110.97%
6342	Collection system maint.	\$	260,000.00	\$	38,031.67	\$	111,921.95	43.05%
6350	Computer maintenance	\$	432,000.00	\$	(5,603.95)	\$	244,798.39	56.67%
6410	Mileage	\$	4,000.00	\$	758.08	\$	1,333.36	33.33%
6420	Staff training	\$	84,500.00	\$	8,645.09	\$	33,383.08	39.51%
6430	Certifications	\$	9,350.00	\$	1,483.74	\$	3,285.70	35.14%
6440	Board travel & training	\$	5,000.00	\$	-	\$	715.99	14.32%
6510	Office supplies	\$	26,000.00	\$	1,207.97	\$	13,942.75	53.63%
6520	Fuel & oils	\$	50,000.00	\$	2,514.38	\$	18,430.96	36.86%
6525	Chemicals	\$	82,000.00	\$	-	\$	34,341.76	41.88%
6530	Small tools & equipment	\$	52,000.00	\$	8,249.88	\$	21,338.38	41.04%
6540	Safety supplies	\$	39,700.00	\$	2,175.34	\$	18,179.49	45.79%
6550	Operational Supplies	\$	29,000.00	\$	2,660.07	\$	20,806.02	71.74%
6560	Uniforms	\$	42,000.00	\$	3,600.27	\$	17,121.29	40.76%
6570	In-House Laboratory Services	\$	15,000.00	\$	1,143.25	\$	8,413.59	56.09%
6620	Election Costs	\$	500.00	\$	-	\$	-	0.00%
6710	Purchased water	\$	1,250,000.00	\$	84,490.20	\$	757,929.60	60.63%
6715	Water quality program	\$	35,000.00	\$	506.74	\$	12,285.59	35.10%
6720	Insurance	\$	260,000.00	\$	(11,907.19)	\$	276,114.63	106.20%
6730	Communications	\$	41,850.00	\$	1,077.00	\$	2,420.98	5.78%
6735	Public Outreach & Education	\$	70,500.00	\$	13,796.75	\$	32,942.82	46.73%
6740	Advertising	\$	1,500.00	\$	725.00	\$	2,348.00	156.53%
6760	Equipment Rental	\$	23,000.00	\$	28,133.90	\$	29,885.56	129.94%
6770	Bank charges	\$	220,000.00	\$	21,442.87	\$	313,484.43	142.49%
6780	Taxes, Fees & Permits	\$	141,500.00	\$	5,625.34	\$	99,106.95	70.04%

Debt Service and Special Payments

6810	2010 SRF Loan Principal	\$	1,003,481.00	\$	-	\$	1,003,481.00	100.00%
6811	2010 IFA Loan Principal	\$	353,704.00	\$	-	\$	353,703.72	100.00%
6813	JPM Bank Loan Principal	\$	1,527,000.00	\$	-	\$	-	0.00%
6815	Zions Bank loan-principal	\$	204,000.00	\$	204,000.00	\$	204,000.00	100.00%
6820	2010 SRF Loan Interest	\$	211,127.00	\$	-	\$	211,127.00	100.00%
6822	2010 IFA Loan Interest	\$	120,415.00	\$	-	\$	120,415.36	100.00%
6823	JPM Bank Loan Interest	\$	197,050.00	\$	-	\$	98,525.00	50.00%
6825	Zions Bank loan-interest	\$	5,488.00	\$	2,743.80	\$	5,487.60	99.99%

Capital Outlay

7200	Infrastructure	\$	250,000.00	\$	93,869.80	\$	158,797.57	63.52%
7300	Buildings & Improvements	\$	210,000.00	\$	-	\$	139,707.15	66.53%
7400	Improvement other than Bldgs	\$	60,000.00	\$	-	\$	32,691.00	54.49%
7520	Equipment	\$	555,000.00	\$	92,107.20	\$	235,848.81	42.50%

7530	Information Technology	\$ 50,000.00	\$ -	\$ -	0.00%
7540	Vehicles	\$ 395,000.00	\$ 156,366.56	\$ 231,369.07	58.57%
7600	Capital Improvement Projects	\$ 16,539,000.00	\$ 848,191.14	\$ 3,416,113.95	20.65%

Transfers

8105	Transfers out to Fund 05	\$ 5,167,605.00	\$ 430,634.00	\$ 3,445,064.00	66.67%
8120	Transfers out to Fund 20	\$ 180,322.00	\$ 15,026.00	\$ 120,213.00	66.67%
8150	Transfers out to Fund 50	\$ 3,467,000.00	\$ 636,622.00	\$ 1,812,935.00	52.29%
8171	Transfers out to Fund 71	\$ 2,600,000.00	\$ 216,667.00	\$ 1,733,337.00	66.67%
8172	Transfers out to Fund 72	\$ 4,400,000.00	\$ 366,667.00	\$ 2,933,344.00	66.67%
8173	Transfers out to Fund 73	\$ 250,000.00	\$ 20,833.00	\$ 166,667.00	66.67%
9000	Contingency	\$ 4,431,889.00	\$ -	\$ -	0.00%

Expense	Expense	\$ 54,754,994.00	\$ 3,948,837.27	\$ 23,940,412.13	43.72%
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Revenue Tot	\$ 47,654,219.00	\$ 3,533,294.22	\$ 26,355,403.01	55.31%
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Expense Tot	\$ 54,754,994.00	\$ 3,948,837.27	\$ 23,940,412.13	43.72%
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Grand Total	\$ (7,100,775.00)	\$ (415,543.05)	\$ 2,414,990.88	-0.34%
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FY 2026	Expense Category	<u>Budget</u>	<u>Period Amt</u>	<u>Year to Date</u>	<u>Percent</u>
Period 8	Personnel Services	\$ 6,507,813	\$ 448,386	\$ 3,775,543	58.0%
	Materials and Services	\$ 6,069,100	\$ 416,724	\$ 3,742,042	61.7%
	Capital Outlay	\$ 18,059,000	\$ 1,190,535	\$ 4,214,528	23.3%
		\$ 30,635,913	\$ 2,055,644	\$ 11,732,112	38.3%



DEPARTMENT REPORT

To	Board of Directors
From	Aaron Janicke, Public Works Director, Ryan Hunter, Distribution Field Supervisor, Lara Christensen, Water Quality Coordinator, Jason Clifford, Collections Field Supervisor
Title	Public Works Monthly Report
Item No	6.c.
Date	April 14, 2026

Summary

The board has requested updates during regular meetings regarding the status of OLWS operations.

Highlights of the Month

- Tertiary Treatment facility breaks ground in April.
- Design continues on LS2 basin and ILS pipe rehab work.
- MS4 permit successfully submitted for the new permit renewal.

Watershed Protection

In March, OLWS staff submitted the renewal package for the National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4 Permit) to the Oregon Department of Environmental Quality. The current permit remains in place until a new permit is issued. Other Clackamas co-permittees requested a renewal extension for the fall, so the entire Clackamas group will continue on under current regulations until the overall permit renewal can be considered. Typically, an administrative extension lasts 1-3 years until DEQ issues an updated permit.

Spring inspections for stormwater facilities located on private property will take place in April. OLWS staff review storm facilities for structural and functional aspects to make

sure they are capturing and containing the designed amount of stormwater that could cause the public storm system to become surcharged. If maintenance needs to be conducted, staff send letters to the customers and request follow up reporting.

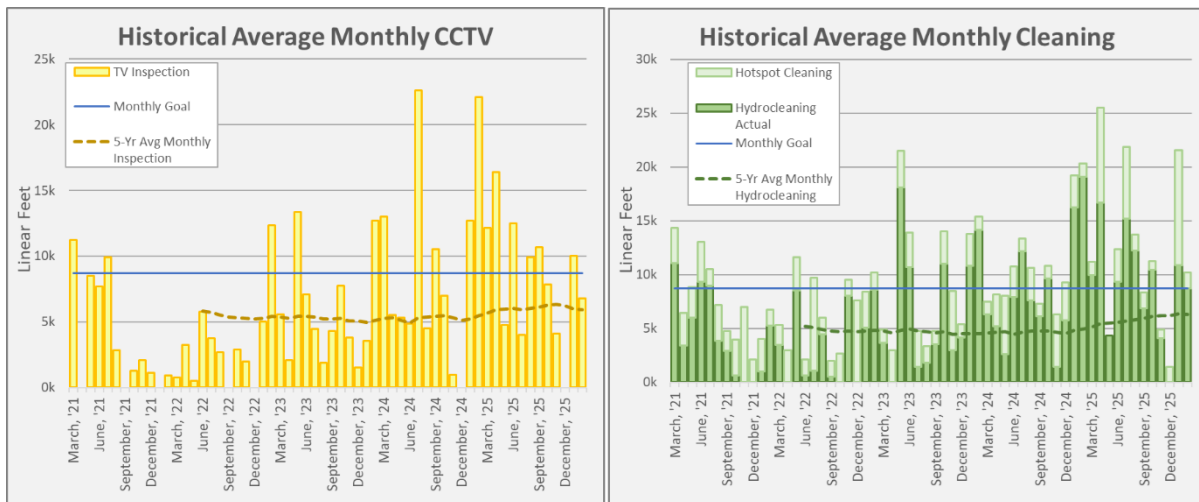
In late February over 750 customers received letters requesting inspection, maintenance, and reporting on the condition of private stormwater facilities, including those associated with a facility through their homeowner’s association. OLWS staff have been following up with owners to provide information and technical assistance for the goal of making sure facilities are in good working order.

The final quarter of water quality monitoring for the MS4 Permit will be completed between April and June, along with the final special sample requirement for pesticides. This sampling event will be conducted as a grab sample whether it is dry or wet outdoors. In addition, there will be one more storm water sampling event before June 30. Currently, OLWS samples for the potential of industrial storm water pollutants along Naef Road.

If you have any questions about the information in this report, please feel free to contact Lara at: lara.christensen@olws.org.

Wastewater Collection System Work

In March, the Collections crew had a busy month with normal operations as well as addressing overflows at lift station 3 due to high flow. In addition, they worked with the plant staff on several occasions to assist with projects and cleanup efforts. As spring is in full swing, the crew is gearing up for catch basin inspection. Dry weather allows the crews to inspect the catch basins for debris and dirt and determine a cleaning schedule for the summer. The crew also continued their regimen of cleaning, tv’ing, locates, and addressing requests from Engineering.



Water Distribution System Work

In March, the Water Team worked with the KKLA contractor on the Oatfield pipe replacement project. We coordinated with them to develop a plan to connect the new main to the existing main with the goal of minimizing impacts to customers as much as possible. To accomplish this, we developed a clear sequencing plan that included notifying customers of the anticipated schedule, identifying customers affected each day, and planning flushing locations to remove air from the lines after construction was completed.

Highlights from the Water Team include:

- Seismic valve calibration
- Three new 1-inch service taps
- Installation of a new 2-inch fire service
- Two fire flow tests completed
- Residual chlorine monitoring



Non-Revenue Water

The total water purchased in March was 59.422 million gallons. Non-revenue water totaled 13.251 million gallons with 0.971 million gallons in apparent losses, 12.023 million gallons in real losses, and 257,000 gallons for unbilled authorized consumption. The trailing twelve month (TTM) non-revenue water trend indicates the average non-revenue water over the past 12 months is 14.368 million gallons.

Permit Activity

	March 2026 Development Activity				
FY2025-2026	<i>This Month</i>	<i>Last Month</i>	<i>Fiscal Year-to-Date</i>	<i>This Month Last Year</i>	<i>Last Year-to-Date</i>
Pre-applications Conferences	3	1	12	1	12
New Erosion Control Permits	2	1	23	0	33
New Development Permits	1	1	6	1	5
New Utility Permits	8	8	44	4	67
Wastewater Connections	0	0	5	4	29
Sanitary SDC Fees Received	\$0	\$0	\$25,825.00	\$20,660	\$191,105
Water SDC Fees Received	\$45,589	\$0	\$123,363.00	\$69,553	\$662,687
Plan Review Fees Received	\$2,059	\$239	\$10,370.00	\$1,165	\$30,125
Inspection Fees Received	\$1,440	\$360	\$12,086.00	\$1,056	\$23,444

Attachments

1. March Development Tracker

Project Status	Address	Type of Development	Notes	Last Updated
Pre-Application	16305 SE Oatfield Rd.	Residential: Subdivision Redesign	Pre-app comments sent to CCDTD. County land use expiration timeline.	March 27, 2026
Pre-Application	16221 SE Vineyard Ln	Residential: Care Facility	Pre-app comments sent to CCDTD. County land use expiration timeline.	March 27, 2026
Pre-Application	13205 SE Oatfield	Residential: Duplex	Pre-app comments sent to CCDTD. County land use expiration timeline.	March 27, 2026
Plan Review	18521 SE River Rd	Park Redevelopment	Current OLWS review. Near issuance.	March 27, 2026
Plan Review	14014 SE Linden Ln	Commercial: Senior Living	Current OLWS review.	March 27, 2026
Plan Review	6320 SE Roethe Rd	Residential: 43 Unit Subdivision	Current OLWS review.	March 27, 2026
Plan Review	12705 SE River Rd	Residential: Wilamette View Plaza	Current OLWS review.	March 27, 2026
Plan Review	14018 SE Linden Ln	Residential: Triplex	Current OLWS review.	March 27, 2026
Plan Review	13506 SE Briggs St	Residential: 18-unit Cottages	Current OLWS review.	March 27, 2026
Approved for Construction	4202 SE View Acres	Residential: 6-unit Cottages	OLWS permits issued.	March 27, 2026
Under Construction	16305 SE Oatfield Rd.	Residential: 12-lot Subdivision	OLWS inspections occurring	March 27, 2026
Under Construction	17025 SE Oatfield Rd	Residential: 2-lot subdivision	OLWS inspections occurring	March 27, 2026
Under Construction	13000 SE River Rd	Residential: 5-lot duplex Wilamette View Phase II	OLWS inspections occurring	March 27, 2026
Under Construction	18900 SE Mildred	Residential: Multi-Unit	OLWS inspections occurring	March 27, 2026
Warranty Period	3421 SE Vineyard Rd.	Residential: Two tri-plexes and one duplex	Public utilities constructed. Permit closing out.	March 27, 2026
Warranty Period	3811 SE Concord Rd.	Concord School Library	Public utilities constructed, As-builts received and under review.	March 27, 2026
Warranty Period	15510 SE Wallace Rd.	Residential: 15-lot Partition	Public utilities constructed. As-builts approved. Under warranty bond.	March 27, 2026
Warranty Period	13822 SE Oatfield Rd	Residential: 26-unit Cottages	Public utilities constructed. As-builts approved. Under warranty bond.	March 27, 2026
Warranty Period	13100 SE River Rd	Residential: 5-lot duplex; Willamette View Phase I	Public utilities constructed. Permit closing out.	March 27, 2026
Warranty Period	4809 SE Ina Ave.	Residential: 4-lot Subdivision (Middle Housing)	Public utilities constructed. Under warranty bond.	March 27, 2026
Warranty Period	1404 SE River Forest Rd.	Residential: 3-lot Partition	Public utilities constructed.	March 27, 2026
Warranty Period	15609 SE Meadowlark Ln	Residential: Quadplex	Public utilities constructed, final inspection complete. Permit closing out.	March 27, 2026



DEPARTMENT REPORT

To	Board of Directors
From	David Hawkins, Plant Superintendent
Title	Plant Operations Monthly Report
Item No	6.d.
Date	April 14, 2026

Summary

The Board has requested updates at regular meetings on the status of the OLWS operations.

Highlights of the Month

- LS #3 Pad Pouring
- March Rain Event
- Service Truck Delivery

Wastewater Treatment Plant

The concrete pad for the new Flygt pump at Lift Station 3 was carefully poured to provide a stable, long-lasting foundation for the equipment. Formwork and reinforcement were installed to meet structural requirements before the concrete was poured evenly and consolidated to eliminate air pockets. Now that the pad is poured it will need to be cured for 28 days to achieve maximum strength and durability, ensuring it can withstand operational loads and environmental conditions typical of the station. This lines up with the fact that the pump should be arriving in mid April. This installation should support reliable pump performance and help reduce the risk of shifting or vibration until the lift station can undergo its upgrade in the near future. Staff are also working with electricians to have all the appropriate electrical components installed prior to delivery so that once the pump is delivered, it can be installed immediately and

the rental pump can be returned.

The wastewater treatment plant operated without issue during the heavy rain events in March, effectively managing increased influent flows and maintaining full treatment performance throughout the period. All systems functioned as designed, with no overflows, bypasses, or permit violations observed. Staff remained proactive in monitoring plant conditions, and equipment reliability ensured consistent processing despite the elevated hydraulic loading. The plant's capacity and operational readiness were demonstrated during these events, confirming its ability to handle wet weather conditions while continuing to meet regulatory requirements.

The Operations and Maintenance Department recently received its new service truck equipped with a large crane, significantly enhancing its ability to perform heavy lifting and equipment handling tasks in-house. The addition of the larger crane allows staff to safely and efficiently move pumps, motors, and other critical components without relying on outside contractors. By eliminating the need to rent crane services for routine and emergency work, OLWS is expected to realize substantial cost savings over time while also improving response times and operational flexibility. Staff received training and certification on the crane in late March and used the new crane the next day to install a rebuilt pump in the reuse area.



Attachments

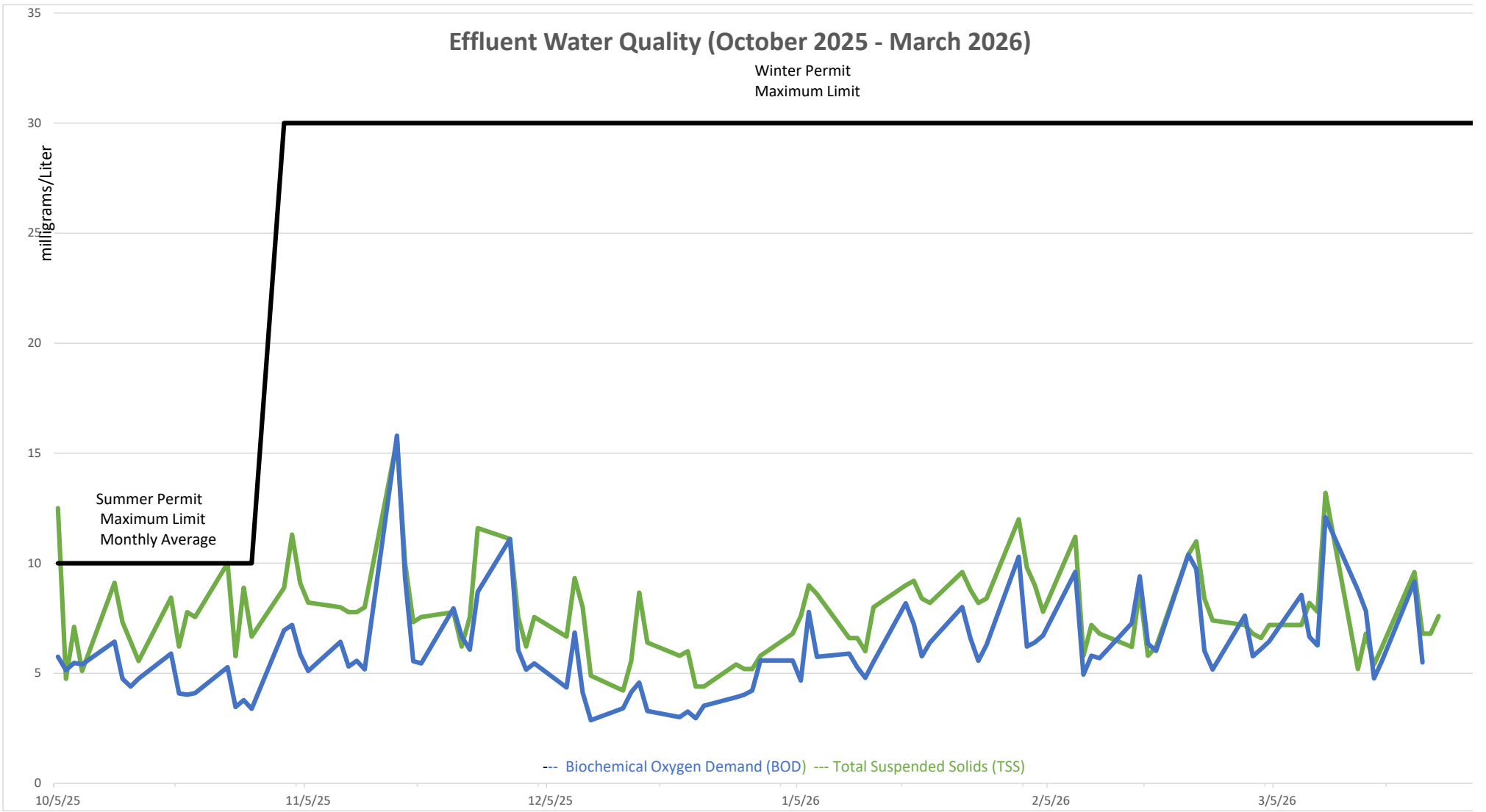
1. Plant Performance October 2025 - March 2026
2. Rainfall Vs. Flow October 2025 - March 2026

Effluent Water Quality (October 2025 - March 2026)

Winter Permit
Maximum Limit

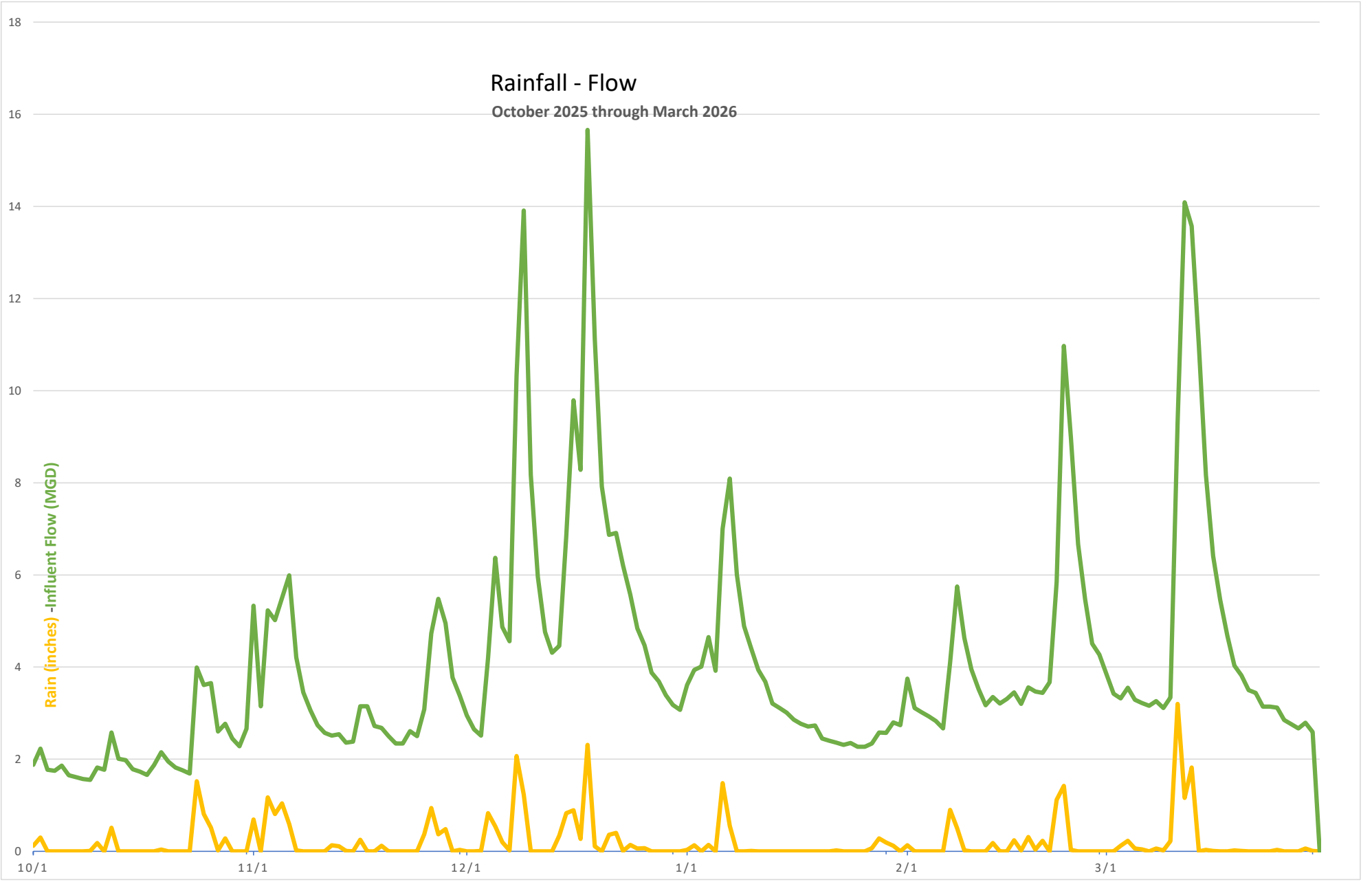
Summer Permit
Maximum Limit
Monthly Average

--- Biochemical Oxygen Demand (BOD) --- Total Suspended Solids (TSS)



Rainfall - Flow

October 2025 through March 2026





AGENDA ITEM

Title Other Items

Item No. 7.

Date April 14, 2026

Summary

The Board of Directors may discuss new or tabled agenda items.



AGENDA ITEM

Title Adjourn Meeting

Item No. 8.

Date April 14, 2026

Summary

If there is no further business to be discussed, the Chair will note the time and adjourn the meeting.

