



**Roseburg Urban Sanitary Authority**  
**1297 N.E. Grandview Drive**  
**Roseburg, OR 97470**

**REGULAR MONTHLY BOARD MEETING**  
**November 12, 2025**

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# ROSEBURG URBAN SANITARY AUTHORITY AGENDA – November 12<sup>th</sup>, 2025

Board Room, Administrative Offices

1297 NE Grandview Dr., Roseburg, Oregon 97470

[Public Online Access](#)

## AGENDA – 4:00 pm Regular Meeting

1. Call to Order – Chair Dunn
2. Roll Call
  - John Dunn
  - David Campos
  - Tom Dole
  - Rob Lieberman
  - Kelsey Wood
3. Audience Participation – In-Person / via Zoom®
4. Consider Minutes
  - a. October 8<sup>th</sup>, Regular Board Meeting
5. General Managers Report
  - a. Ameresco – Energy Service Company
    - i. Projects Update
  - b. Umpqua St. Improvements – Project No. 24001
    - i. Project Update
  - c. South Umpqua Trunk South Bank Repair-25002
    - i. Project Update
  - d. WWTP Solar – Project No. 24011
    - i. Project Update
  - e. Admin Office Solar – Project No. 24012
    - i. Project Update
  - f. NTS Solar – Project No. 25001
    - i. Project Update
  - g. Wastewater Collection System Master Plan Amendment
  - h. South Umpqua River TMDL for Temperature
  - i. Emergency declaration
    - i. Walmart MH Repair
    - ii. Highland Sewer Line Stabilization
  - j. Umpqua Fishery Enhancement Derby
6. New Developments
7. Staff Report
8. Plant Operations Report – Jacobs
9. Budget-to-Actual Report
10. Accounts Payable
11. Other Business
12. Adjourn

### AMERICANS WITH DISABILITIES ACT NOTICE

Please contact the Authority’s Finance Department, 1297 NE Grandview Dr., Roseburg, OR 97470 or by phone (541)672-1551 at least 48 hours prior to the scheduled meeting time if you need accommodation.

**ROSEBURG URBAN SANITARY AUTHORITY  
BOARD MEETING OF THE BOARD OF DIRECTORS  
MINUTES**

Board Chair John Dunn, called the regular monthly Board Meeting to order at 4:00 p.m. on October 8, 2025. The Board Meeting was held in-person and remotely broadcast by Zoom® Meeting.

**ROLL CALL**

**Directors**

**Present:** Board Chair John Dunn, Rob Lieberman, David Campos, Kelsey Wood & Tom Dole

**Absent:**

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**Others present:** General Manager Jim Baird, Finance Director Christine Morris, Office Assistant II Harmony Williams, Collections Superintendent Steve Lusch, Engineering & Operations Manager Ryon Kershner & Jacobs Project Manager Dan Prather

**Consideration of the September 10, 2025 Board Meeting Minutes**

Tom Dole moved to approve the minutes for the September 10, 2025 Roseburg Urban Sanitary Authority monthly Board Meeting.  
John Dunn seconded the motion.

John Dunn requested "Roll Call" for the motion to approve the September 10, 2025 Board Meeting Minutes.

**Vote By Roll Call**

John Dunn	Yes
Rob Lieberman	Yes
Tom Dole	Yes
Kelsey Wood	Absent for vote
David Campos	Absent for vote

The motion was passed with a 3/0 vote

**Resolution No. 25-11; A Resolution Adopting a Paid Leave Oregon Policy**

Staff presented Resolution No. 25-11; A Resolution Adopting a Paid Leave Oregon Policy.

Kelsey Wood made a motion to approve Resolution No. 25-11; A Resolution Adopting a Paid Leave Oregon Policy.  
David Campos seconded the motion.

Vote By Roll Call

John Dunn requested “Roll Call” for the motion to approve Resolution No. 25-11; A Resolution Adopting a Paid Leave Oregon Policy:

John Dunn	Yes
Rob Lieberman	Yes
Tom Dole	Yes
Kelsey Wood	Yes
David Campos	Yes

The motion was passed with a 5/0 vote

**General Managers Report**

Ameresco - Energy Service Company

Staff and Ameresco have been working on the last few documents and approvals for the construction phase of the WWTP Solar Project.

Umpqua Street Improvements - Project No. 24001

The Contractor, Northcore, has completed all the work on the project. Northcore has completed all the testing, and the system has passed.

The Contractor has not sent the final invoice and request for release of retainage to date.

Stephens St. Improvements - Project No. 24003

The City has submitted the final accounting to close out the project, Staff have reviewed the documentation and approved the final cost accounting.

The total cost of RUSA’s share of the project is \$369,684.15, which is \$99,286.98 more than the estimated costs.

South Umpqua Trunk South Bank Repair – Project No. 25002

Staff have been meeting with FEMA and OEM staff to process the documentation to be reimbursed for RUSA’s costs associated with emergency repairs. RUSA should be eligible for reimbursing 75% of repair costs.

WWTP Solar – Project No. 24011

Ameresco has ordered solar panels for the project. We have ordered the panels to meet the requirement to safe harbor the federal renewable investment tax credit.

Staff and Ameresco are working to provide the additional documentation required by DEQ for Clean Water State Revolving Funds for the construction portion of the project.

Admin. Office Solar – Project No. 24012

The subcontractor is scheduled to have the construction completed by the end of October. Once the system has received a final inspection Pacific Power will schedule the change out of the meter to initiate net metering.

NTS Solar -Project No. 25001

Ameresco is working on the plans and specifications for the floating solar array. Ameresco is also working with Pacific Power on the interconnect agreement

Wastewater Collection System Master Plan Amendment

Staff and Leeway Engineering Solutions are working through the data collection phase of the project. The project is scheduled to be completed in December. The Governor has signed HB 3921 that approves the Urban Growth Exchange bringing the Charter Oaks area into the Urban Growth Boundary.

Umpqua River Basin TMDL for Temperature

The EPA has completed the revised temperature TMDL for the Umpqua Basin by June 28<sup>th</sup>, 2025. The DEQ has appointed me to the Rule Advisory Committee (RAC) for the Water Quality Plan to implement the Umpqua River Basin Temperature TMDL replacement. The public process and meetings with the RAC are anticipated to begin on October 15<sup>th</sup>, 2025.

Isler CPA, Engagement Letter

Isler CPA has submitted the engagement letter to provide audit services for the year ending June 30, 2025.

David Campos made a motion to approve the Isler CPA engagement letter for audit services for the year ending June 30, 2025.

Kelsey Wood seconded the motion.

Vote By Roll Call

John Dunn requested “Roll Call” for the motion to approve Isler CPA engagement letter:

John Dunn	Yes
Rob Lieberman	Yes
Tom Dole	Yes
Kelsey Wood	Yes
David Campos	Yes

The motion was passed with a 5/0 vote

**Jacobs Plant Operations Report**

Dan Prather advised that the treatment facility averaged 98% BOD removal and 97% Total Suspended Solids removal during September. The total Effluent flow was 80.81 million gallons, all of which went to the Natural Treatment System.

**Accounts Payable**

The Board reviewed the Accounts Payable Report and Addendum for the October 2025 Accounts Payable and addressed questions.

David Campos made a motion to approve the Accounts Payable Report and Addendum as presented.

Kelsey Wood seconded the motion.

Vote By Roll Call

John Dunn requested "Roll Call" for the motion to approve Accounts Payable and the Addendum as presented:

John Dunn	Yes
Rob Lieberman	Yes
Tom Dole	Yes
Kelsey Wood	Yes
David Campos	Yes

The motion was passed with a 5/0 vote

**Other Business**

Staff advised the Board on the outlook of projects RUSA will need to fund over the next several years.

Meeting was adjourned at 5:09 pm.

**Attached Additional Items Presented**

Resolution No. 25-11  
Accounts Payable Addendum

Respectfully submitted,



Harmony Williams  
Office Assistant II

**RESOLUTION NO. 25-11**

**A RESOLUTION ADOPTING A PAID LEAVE OREGON POLICY**

WHEREAS, the Oregon legislature passed Senate Bill 1515 in March 2024 which created Paid Leave Oregon, a statewide program that provides paid leave for employees; and

WHEREAS, the changes were effective July 1, 2024; and

WHEREAS, the Board seeks to address the change in Oregon law and to clarify RUSA's existing paid leave policies;

NOW, THEREFORE, the Board hereby resolves as follows:

The Paid Leave Oregon Policy attached hereto is hereby adopted.

**ADOPTED BY THE ROSEBURG URBAN SANITARY AUTHORITY'S BOARD OF DIRECTORS THIS 8th DAY OF October, 2025.**

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John Dunn, Board Chair

**ATTEST:**

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James V. Baird, General Manager

## Paid Leave Oregon

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Paid Leave Oregon (“PLO”) is a statewide insurance program that provides up to twelve (12) weeks of paid time off in a 52-week period for eligible Oregon employees for Qualifying Events, including Safe Leave, as defined by the program (see below). Leave is available to full-time, part-time, and seasonal employees.

The program is funded by premiums paid by employees and employers (generally those with 25 or more employees) and is administered by the Oregon Employment Department (“OED”). PLO pays employees a percentage of their wages while they’re on leave. Employees may choose when and how to take the time off, as long as they take entire days or weeks.

PLO also protects an employee’s job and role if they’ve worked for their employer for at least ninety (90) consecutive days.

For complete information on the program, including how to apply for benefits, to go [Employees and Paid Leave Oregon](https://paidleave.oregon.gov/employees/overview.html) (<https://paidleave.oregon.gov/employees/overview.html>).

**Qualifications.** To qualify for PLO, employees need to:

- work in Oregon;
- have earned \$1,000 in wages in either the year benefits are requested or the year prior;
- have contributed to PLO in either the year benefits are requested or the year prior; and
- have experienced a Qualifying Event.

**Employee Contribution.** The amount of the employee’s contribution to the program is capped at 1 percent of the employee’s gross wages, up to a maximum wage amount set by the OED. Unless the employer agrees to pay for the employee’s contribution, the employee is responsible for paying 60% of the total 1% contribution rates. For example, if your wages total \$1,000 for the pay period, you would pay \$6 (60% of 1%) as your portion of the contribution for that pay period.

The maximum employee wage for contributions is set at the Social Security wage index (changes each year). For example, for 2024, it was \$168,600 and for 2025 it is \$176,100. Employees don’t pay contributions for wages beyond the maximum wage.

As an employee benefit, RUSA pays the employee’s share for this benefit.

**Qualifying Events.** Qualifying events include:

- caring for and bonding with a child during the first year after the child’s birth or placement through foster care or adoption, including leave related to the legal process required for placement of a foster child or adoption;
- caring for a family member with a serious health condition;
- caring for your own serious health condition; or
- seeking medical, legal, or law enforcement assistance for you or your minor child or dependent related to domestic violence, harassment, sexual assault, or stalking (also called “Safe Leave”).

- In some cases, employees with complications related to pregnancy, childbirth, or a related medical condition may receive an additional two (2) weeks of paid leave, for a total of fourteen (14) weeks of paid leave.

**“Family Member.”** “Family member” means:

- A child (biological, adopted, stepchild, or foster child), of the employee or of the employee’s spouse or domestic partner, or the child’s spouse or domestic partner;
- A parent (biological, adoptive, stepparent, foster parent, or legal guardian) of the employee or of the employee’s spouse or domestic partner, or the parent’s spouse or domestic partner;
- A sibling or stepsibling of the employee or of the employee’s spouse or domestic partner;
- A grandparent of the employee or of the employee’s spouse or domestic partner;
- A grandchild of the employee or of the employee’s spouse or domestic partner;
- Any person the employee is connected to like a family member.

**“Serious Health Condition.”** “Serious health condition” means an illness, injury, impairment, or physical or mental condition of an employee or their family member that:

- Requires inpatient care in a medical care facility such as, but not limited to, a hospital, hospice, or residential facility such as, but not limited to, a nursing home or inpatient substance abuse treatment center;
- In the medical judgment of the treating health care provider poses an imminent danger of death, or that is terminal in prognosis with a reasonable possibility of death in the near future;
- Requires constant or continuing care, including home care administered by a health care professional;
- Involves a period of incapacity, i.e., the inability to perform at least one essential job function, or to attend school or perform regular daily activities for more than three consecutive calendar days. A period of incapacity includes any subsequent required treatment or recovery period relating to the same condition. The incapacity must involve one of the following:
  - (A) Two (2) or more treatments by a health care provider; or
  - (B) One (1) treatment plus a regimen of continuing care.
- Results in a period of incapacity or treatment for a chronic serious health condition that requires periodic visits for treatment by a health care provider, continues over an extended period of time, and may cause episodic rather than a continuing period of incapacity, such as, but not limited to, asthma, diabetes, or epilepsy;
- Involves permanent or long-term incapacity due to a condition for which treatment may not be effective, such as, but not limited to, Alzheimer's Disease, a severe stroke, or terminal stages of a

disease. The employee or family member must be under the continuing care of a health care provider, but need not be receiving active treatment;

- Involves multiple treatments for restorative surgery or for a condition such as, but not limited to, chemotherapy for cancer, physical therapy for arthritis, or dialysis for kidney disease that if not treated would likely result in incapacity of more than three (3) calendar days;
- Involves any period of disability due to pregnancy, childbirth, miscarriage or stillbirth, or period of absence for prenatal care; or
- Involves any period of absence from work for the donation of a body part, organ, or tissue, including preoperative or diagnostic services, surgery, post-operative treatment, and recovery.

**Wage Replacement.** While on PLO, you are entitled to receive all, or a portion of, your average weekly pay from the OED. The benefit is calculated as follows:

- If your average weekly wage is equal to or less than 65% of the statewide average weekly wage as calculated by the OED, your weekly benefit amount will be 100% of your average weekly wage.
- If your average weekly wage is greater than 65% of the statewide average weekly wage as calculated by the OED, your weekly benefit amount will be the sum of:
  - 65% of the statewide average weekly wage; and
  - 50% of your average weekly wage that is greater than 65% of the statewide average weekly wage.
- Your maximum weekly benefit cannot exceed 120% of the statewide average weekly wage.
- If you receive less than full wage replacement on PLO, you may, but are not required to, use any accrued but unused sick/vacation to supplement your wages to receive full wage replacement.

#### **Other Leave.**

- Paid Leave Oregon doesn't replace other types of leave, like the Oregon Family Leave Act (OFLA) and the Family and Medical Leave Act (FMLA). You may use any accrued paid sick leave, vacation leave, or any other paid time off offered by RUSA at the same time you are receiving Paid Leave benefits. RUSA can decide if employees can receive more than their full wage replacement when you use paid time off and Paid Leave benefits at the same time. When an employee has more than one type of paid time off available, RUSA may also choose the order that you use paid time off. For example, RUSA may require you to use your vacation leave first and then your sick leave.
- You may receive workers' compensation benefits, including medical reimbursement, survivors' benefits, etc., while using PLO leave, but you may not receive time loss benefits that replace your wages.
- PLO may not be used concurrently with OFLA leave or unemployment benefits.

**Applying for Leave.** Applications must be submitted to the OED, not RUSA. The OED determines your eligibility and qualification for this leave. More information about Paid Leave Oregon, including instructions for submitting an application for leave, can be found at [Employees and Paid Leave Oregon](https://paidleave.oregon.gov/employees/overview.html) (<https://paidleave.oregon.gov/employees/overview.html>).

**Returning from PLO.** If you have worked for RUSA for at least ninety (90) consecutive days, upon your return from PLO leave you will be restored to the same position you held prior to taking leave. If the position no longer exists, you will be restored to any available equivalent position with equivalent employment benefits, pay and other terms and conditions of employment. While on PLO, you are entitled to the same healthcare and other benefits you would be entitled to if you had not taken leave.

**Notice.** If your need for leave is foreseeable, you must provide RUSA with written notice at least thirty (30) days before your first day of leave. Examples of foreseeable reasons include the birth of a child, placement of a child, or planned medical treatment.

If the need for leave is unforeseeable, you must provide RUSA with at least oral notice within twenty-four (24) hours of commencement of leave, and written notice within three (3) days of commencement of leave.

Written notice must include your name, type of leave requested, a brief description of the reason for the leave, the expected start date and length of the leave. Failure to provide notice may result in a 25% reduction in your first weekly benefit payment under PLO.

# ADDENDUM TO OCTOBER 8, 2025 BOARD PACKET

## Accounts Payable

### Checks by Date - Detail by Check Date

User: christine  
 Printed: 10/8/2025 2:49 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
53037	Heritage 25-1007	Heritage Painting & Fine Finishing 1 LLC Paint older storage building	10/08/2025	6,880.00
Total for Check Number 53037:				6,880.00
53038	Insitufo 799823	Insituform Technologies, LLC S Umpqua Trunk lining - Release of retainage	10/08/2025	25,260.00
Total for Check Number 53038:				25,260.00
53039	Isler 241727	Isler CPA, LLC Progress billing financial stmt audit FYE 25 per	10/08/2025	16,000.00
Total for Check Number 53039:				16,000.00
53040	METRO IN681372	Metro Presort Inc Print, cut and mail utility bills	10/08/2025	3,801.56
Total for Check Number 53040:				3,801.56
53041	SDAO CHG-14179	Special Districts Insurance Services Addition of 2025 International 5 yd Dump truck	10/08/2025	507.00
Total for Check Number 53041:				507.00
53042	SUNRISE INV0043557	Sunrise Enterprises, Inc Monthly janitorial services	10/08/2025	595.00
Total for Check Number 53042:				595.00
53043	UMP VLLY	Umpqua Valley Asphalt LLC Seal Coat Back Parking Lot	10/08/2025	4,976.20
Total for Check Number 53043:				4,976.20
Total for 10/8/2025:				58,019.76
Report Total (7 checks):				58,019.76

## GENERAL MANAGERS REPORT

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Date: 11/06/25  
To: Roseburg Urban Sanitary Authority, Board of Directors  
From: James V. Baird, General Manager  
Re: General Managers Informational Report to the Board

### **Ameresco - Energy Service Company**

Staff and Ameresco have been working on the last few documents to apply for the construction phase amendment to the CWSRF loan. We have also started to work on the documentation required for the construction phase amendment to the CWSRF loan. Both projects are eligible for principal forgiveness of 50%, up to \$2 million in total for both projects.

### **Umpqua Street Improvements - Project No. 24001**

The Contractor, Northcore, has completed all the work on the project. Northcore has completed all the testing, and the system has passed.

The Contractor has submitted a request to release the retainage for this project on the amount of \$33,064.78. The project engineer and staff have reviewed the request to release retainage and associated documentation and would recommend that the Board approve the request for the release of retainage in the amount of \$33,064.78

### **South Umpqua Trunk South Bank Repair – Project No. 25002**

Staff have been meeting with FEMA and OEM staff to process the documentation to be reimbursed for RUSA's costs associated with emergency repairs. RUSA should be eligible for reimbursing 75% of repair costs.

### **WWTP Solar – Project No. 24011**

Ameresco has ordered solar panels for the project. We have ordered the panels to meet the requirement to safe harbor the federal renewable investment tax credit. The delivery of the panels is scheduled to be at the end of the month or the first part of December. Once the panels have been delivered Ameresco will invoice RUSA for the solar panels as "equipment on hand" and we will pay for the delivered equipment, this will safe-harbor the federal "Infrastructure Tax Credit" of up to 30% of the total construction cost.

Staff and Ameresco are working to provide the additional documentation required by DEQ for Clean Water State Revolving Funds for the construction portion of the project.

### **Admin. Office Solar – Project No. 24012**

The subcontractor has completed all the construction except for the battery that is scheduled to be delivered February 26, 2026, and installed shortly after. The final inspection is scheduled for 11/07/25. Pacific Power will schedule the change out of the meter to initiate net metering after the final inspection has been completed.

Ameresco has submitted pay request #1 of \$380,870.55 with retainage withheld in the amount of \$19,043.53 for a payment request of \$361,827.02. Staff would recommend that the Board approve pay request #1 in the amount of \$361,827.02.

### **NTS Solar -Project No. 25001**

Ameresco is working on the plans and specifications for the floating solar array. Ameresco is also working with Pacific Power on the interconnect agreement.

Ameresco has ordered the solar panels for the project to secure the Infrastructure Tax Credit (ITC). The panels are expected to be delivered at the end of this month or the first part of December.

### **Wastewater Collection System Master Plan Amendment**

Staff and Leeway Engineering Solutions are working through the data collection phase of the project. The project is scheduled to be completed in December.

### **Umpqua River Basin TMDL for Temperature**

The DEQ has appointed me to the Rule Advisory Committee (RAC) for the Water Quality Plan to implement the Umpqua River Basin Temperature TMDL replacement. The public process and meetings with the RAC are anticipated to begin February 18<sup>th</sup>, 2026.

### **Emergency Declaration**

**Walmart MH Repair** – The severe winter storms caused erosion to a manhole adjacent to Newton Creek near Walmart. We are working with Dyer Partnership to file the proper application to repair the manhole that is near the waterway and in the wetlands.

**Highland Sewer Line Stabilization** – The severe winter storms caused erosion to a 15 inch sewer main crossing Sleepy Hollow Creek. We are working with Dyer Partnership to file the proper applications to stabilize the sewer line that is in the waterway and wetlands.

### **Umpqua Fishery Enhancement Derby**

The Umpqua Fishery has request that RUSA sponsor the Enhancement Derby to help fund the organizations fishery enhancement projects.

November 06, 2025

Roseburg Urban Sanitary Authority  
ATTN: Ryon Kershner  
P.O. Box 1185  
Roseburg, OR 97470

RE: Umpqua St. Sewer Replacement Civil Construction Plans  
Retention Release

Dear Mr. Kershner;

It is recommended that Roseburg Urban Sanitary Authority release the final project retainage for the amount of **\$33,064.78** for the Umpqua St. Sewer Replacement Civil Construction Plans to Northcore USA LLC. All project punch list items have been completed by the Contractor. The City of Roseburg has accepted the street re-paving as completed. The Contractor has submitted a Certification of Work & Release of Leins and Claims.

Enclosed is a copy of the Retainage Request Invoice for your records.

Sincerely,

Derek M Miller   
Digitally signed by Derek M Miller  
DN: cn=Derek M Miller,  
o=ie ENGINEERING INC., c=US  
Date: 2025.11.06 12:00:05-08'00'

Derek Miller, P.E.  
Project Engineer

**Application and Certificate For Payment**

To Owner: Roseburg Urban Sanitary Author 1297 Grandview Drive Roseburg, OR 97470  From (Contractor): Northcore USA, LLC 36259 Hwy 226 Albany, OR 97322  Phone: 503 391-7944	Project: Umpqua Street Sewer Umpqua Street Roseburg, OR 97421	Application No: 4 Date: 10/14/2025  Period To: 10/14/25 Architect's Project No: Contract Date:
	Contractor Job Number: 2408N Via (Architect): Contract For:	

**Contractor's Application For Payment**

Change Order Summary	Additions	Deductions				
Change orders approved in previous months by owner	28,575.00					
<table border="1"> <thead> <tr> <th>Number</th> <th>Date Approved</th> </tr> </thead> <tbody> <tr> <td>Change orders approved this month</td> <td></td> </tr> </tbody> </table>	Number	Date Approved	Change orders approved this month			
Number	Date Approved					
Change orders approved this month						
<b>Totals</b>						
<b>Net change by change orders</b>	<b>28,575.00</b>					

Original contract sum	620,462.26
Net change by change orders	28,575.00
Contract sum to date	649,037.26
Total completed and stored to date	661,295.56
Retainage	
0.0% of completed work	0.00
0.0% of stored material	0.00
Total retainage	0.00
Total earned less retainage	661,295.56
Less previous certificates of payment	628,230.78
0.000% of taxable amount	0.00
Current sales tax	0.00
Current payment due	<b>33,064.78</b>
Balance to finish, including retainage	-12,258.30

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information, and belief the work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

Contractor:  
 By: \_\_\_\_\_ Date: \_\_\_\_\_  
 State of: \_\_\_\_\_ County of: \_\_\_\_\_  
 Subscribed and sworn to before me this \_\_\_\_ day of \_\_\_\_\_,  
 \_\_\_\_\_ (year). Notary public: \_\_\_\_\_  
 My commission expires \_\_\_\_\_.

**Architect's Certificate for Payment**

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the Amount Certified.

Amount Certified: \$ 33,064.78

Architect: **Derek M Miller**  
 By: \_\_\_\_\_ Date: \_\_\_\_\_

Digitally signed by Derek M Miller  
 DN: CN=Derek M Miller,  
 o=Qualificor=401410D0000198EA53982000D2837,  
 C=US, ENGINEERING INC., C=US  
 Date: 2025.11.06 11:41:46-08'00'

This Certification is not negotiable. The Amount Certified is payable only to the Contractor named herein. Issuance, payment, and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

**Application and Certificate For Payment -- page 2**

To Owner: Roseburg Urban Sanitary Author  
 From (Contractor): Northcore USA, LLC  
 Project: Umpqua Street Sewer

Application No: 4 Date: 10/14/25 Period To: 10/14/25  
 Contractor's Job Number: 2408N  
 Architect's Project No:

Item Number	Description	Unit Price	Contract Quantity	UM	Scheduled Value	Work Completed Previous Application		Work Completed This Period		Completed and Stored To Date			Retention	Memo
						Quantity	Amount	Quantity	Amount	Quantity	Amount	%		
<b>20 MOBILIZATION</b>														
010	MOBILIZATION 0	82,112.6200	1.000	LS	82,112.62	100.00 %	82,112.62	0.00 %	0.00	100.00 %	82,112.62	100.0	0.00	
<b>Total MOBILIZATION</b>					82,112.62		82,112.62		0.00		82,112.62		0.00	
<b>21 TEMP WORK ZONE AND T</b>														
020	TEMP WORK ZONE AND T RAFFIC CONTROL COMPL	7,194.8900	1.000	LS	7,194.89	100.00 %	7,194.89	0.00 %	0.00	100.00 %	7,194.89	100.0	0.00	
<b>Total TEMP WORK ZONE AND T</b>					7,194.89		7,194.89		0.00		7,194.89		0.00	
<b>22 CONSTRUCTION SURVEY</b>														
030	CONSTRUCTION SURVEY WORK	11,231.8400	1.000	LS	11,231.84	100.00 %	11,231.84	0.00 %	0.00	100.00 %	11,231.84	100.0	0.00	
<b>Total CONSTRUCTION SURVEY</b>					11,231.84		11,231.84		0.00		11,231.84		0.00	
<b>23 SURFACE REMOVAL OF C</b>														
040	SURFACE REMOVAL OF C ONCRETE WALKS DR CU	113.1200	68.000	SY	7,692.16	50.000	5,656.00	.000	0.00	50.000	5,656.00	73.5	0.00	
<b>Total SURFACE REMOVAL OF C</b>					7,692.16		5,656.00		0.00		5,656.00		0.00	
<b>24 SURFACE REMOVAL(EXCL</b>														
050	SURFACE REMOVAL(EXCL UDING CONCRETE WALKS	13.4300	940.000	SY	12,624.20	1,146.000	15,390.78	.000	0.00	1,146.000	15,390.78	121.9	0.00	
<b>Total SURFACE REMOVAL(EXCL</b>					12,624.20		15,390.78		0.00		15,390.78		0.00	
<b>25 1 AGG FOR PRIVATE R</b>														
060	1 AGG FOR PRIVATE R OAD BASE AND EXTRA E	37.3500	255.000	TN	9,524.25	255.000	9,524.25	.000	0.00	255.000	9,524.25	100.0	0.00	
<b>Total 1 AGG FOR PRIVATE R</b>					9,524.25		9,524.25		0.00		9,524.25		0.00	
<b>26 LEVEL 2.5 INCH DENSE</b>														
070	LEVEL 2.5 INCH DENSE GRADED ACP MIX VARI	252.8200	285.000	TN	72,053.70	313.070	79,150.36	.000	0.00	313.070	79,150.36	109.8	0.00	
<b>Total LEVEL 2,5 INCH DENSE</b>					72,053.70		79,150.36		0.00		79,150.36		0.00	
<b>27 REMOVE CONE &amp;FILL AB</b>														
080	REMOVE CONE &FILL AB ANDONED MH INPLACE S	1,133.2600	7.000	EA	7,932.82	6.000	6,799.56	.000	0.00	6.000	6,799.56	85.7	0.00	
<b>Total REMOVE CONE &amp;FILL AB</b>					7,932.82		6,799.56		0.00		6,799.56		0.00	
<b>28 MANHOLE REMOVAL</b>														
090	MANHOLE REMOVAL 0	2,901.9300	1.000	EA	2,901.93	1.000	2,901.93	.000	0.00	1.000	2,901.93	100.0	0.00	
<b>Total MANHOLE REMOVAL</b>					2,901.93		2,901.93		0.00		2,901.93		0.00	

**Application and Certificate For Payment -- page 3**

To Owner: Roseburg Urban Sanitary Author  
 From (Contractor): Northcore USA, LLC  
 Project: Umpqua Street Sewer

Application No: 4 Date: 10/14/25 Period To: 10/14/25  
 Contractor's Job Number: 2408N  
 Architect's Project No:

Item Number	Description	Unit Price	Contract Quantity	UM	Scheduled Value	Work Completed Previous Application		Work Completed This Period		Completed and Stored To Date			Retention	Memo
						Quantity	Amount	Quantity	Amount	Quantity	Amount	%		
<b>29 FILLING ABANDONED PI</b>														
100	FILLING ABANDONED PI PE IN PLACE	8.4500	1,325.000	LF	11,196.25	1,325.000	11,196.25	.000	0.00	1,325.000	11,196.25	100.0	0.00	
<b>Total FILLING ABANDONED PI</b>					11,196.25	11,196.25		0.00		11,196.25		0.00		
<b>30 SANITARY SEWER SERVI</b>														
110	SANITARY SEWER SERVI CE 10'DEEP INCLUDE A	117.9900	510.000	LF	60,174.90	510.000	60,174.90	.000	0.00	510.000	60,174.90	100.0	0.00	
<b>Total SANITARY SEWER SERVI</b>					60,174.90	60,174.90		0.00		60,174.90		0.00		
<b>31 8 INCH SS PIPE 10' I</b>														
120	8 INCH SS PIPE 10' I NCLUDING ALL FITTING	200.9600	854.000	LF	171,619.84	802.000	161,169.92	.000	0.00	802.000	161,169.92	93.9	0.00	
<b>Total 8 INCH SS PIPE 10' I</b>					171,619.84	161,169.92		0.00		161,169.92		0.00		
<b>32 8 SS PIPE 10-15' DEE</b>														
130	8 SS PIPE 10-15' DEE P INCLUDE ALL FITTIN	248.6000	280.000	LF	69,608.00	332.000	82,535.20	.000	0.00	332.000	82,535.20	118.6	0.00	
<b>Total 8 SS PIPE 10-15' DEE</b>					69,608.00	82,535.20		0.00		82,535.20		0.00		
<b>33 CONCRETE SEWER MH</b>														
140	CONCRETE SEWER MH 0	7,398.8400	4.000	EA	29,595.36	4.000	29,595.36	.000	0.00	4.000	29,595.36	100.0	0.00	
<b>Total CONCRETE SEWER MH</b>					29,595.36	29,595.36		0.00		29,595.36		0.00		
<b>34 CONCRETE SEWER MH WI</b>														
150	CONCRETE SEWER MH WI TH OUTSIDE DROP	8,319.1000	2.000	EA	16,638.20	2.000	16,638.20	.000	0.00	2.000	16,638.20	100.0	0.00	
<b>Total CONCRETE SEWER MH WI</b>					16,638.20	16,638.20		0.00		16,638.20		0.00		
<b>35 8 INCH SEWER SERVICE</b>														
160	8 INCH SEWER SERVICE TEES	510.3800	19.000	EA	9,697.22	19.000	9,697.22	.000	0.00	19.000	9,697.22	100.0	0.00	
<b>Total 8 INCH SEWER SERVICE</b>					9,697.22	9,697.22		0.00		9,697.22		0.00		
<b>36 ADDITIONAL COST FOR</b>														
170	ADDITIONAL COST FOR 20' SECTION OF 4 OR	617.4400	3.000	EA	1,852.32	8.000	4,939.52	.000	0.00	8.000	4,939.52	266.7	0.00	
<b>Total ADDITIONAL COST FOR</b>					1,852.32	4,939.52		0.00		4,939.52		0.00		
<b>37 TEMP TIE IN</b>														
180	TEMP TIE IN 0	3,916.3200	1.000	LS	3,916.32	100.00 %	3,916.32	0.00 %	0.00	100.00 %	3,916.32	100.0	0.00	
<b>Total TEMP TIE IN</b>					3,916.32	3,916.32		0.00		3,916.32		0.00		

**Application and Certificate For Payment -- page 4**

To Owner: Roseburg Urban Sanitary Author  
 From (Contractor): Northcore USA, LLC  
 Project: Umpqua Street Sewer

Application No: 4 Date: 10/14/25 Period To: 10/14/25  
 Contractor's Job Number: 2408N  
 Architect's Project No:

Item Number	Description	Unit Price	Contract Quantity	UM	Scheduled Value	Work Completed Previous Application		Work Completed This Period		Completed and Stored To Date			Retention	Memo
						Quantity	Amount	Quantity	Amount	Quantity	Amount	%		
<b>38 FINAL TIE IN</b>														
190	FINAL TIE IN 0	9,541.3200	1.000	LS	9,541.32	100.00 %	9,541.32	0.00 %	0.00	100.00 %	9,541.32	100.0	0.00	
<b>Total FINAL TIE IN</b>					9,541.32		9,541.32		0.00		9,541.32		0.00	
<b>39 MONO CURBS AND SIDEW</b>														
200	MONO CURBS AND SIDEW ALKS & GUTTERS ( ROCK	37,8300	612.000	SF	23,151.96	612.000	23,151.96	.000	0.00	612.000	23,151.96	100.0	0.00	
<b>Total MONO CURBS AND SIDEW</b>					23,151.96		23,151.96		0.00		23,151.96		0.00	
<b>40 INLET PROTECTION</b>														
210	INLET PROTECTION 0	50.5400	4.000	EA	202.16	4.000	202.16	.000	0.00	4.000	202.16	100.0	0.00	
<b>Total INLET PROTECTION</b>					202.16		202.16		0.00		202.16		0.00	
<b>99</b>														
901	REMOVE AND RELAY 8 SEWER STA. 82+54 TO	225.0000	127.000	LF	28,575.00	127.000	28,575.00	.000	0.00	127.000	28,575.00	100.0	0.00	
<b>Total</b>					28,575.00		28,575.00		0.00		28,575.00		0.00	
<b>Application Total</b>					649,037.26		661,295.56		0.00		661,295.56		0.00	



INVOICE	
Invoice Number:	70433
Invoice Date:	10/24/2025
Billing Period:	Oct-25
Project Number:	1007787.001
Customer Name:	Roseburg Sanitary Authority
Vendor Code:	N/A
AMERESCO Contact:	Todd Gadawski

Bill To:	
TO:	Roseburg Sanitary Authority 1297 NE Grandview Drive Roseburg, OR 97470
Copy	_____
To:	Attn: James V. Baird <a href="mailto:j.baird@usa-or.org">j.baird@usa-or.org</a>

Please Make and Send Payment to:	
<b>AMERESCO, Inc.</b> PO Box 419135 Boston, MA 02241-9135	
<b>Wire:</b>	Bank of America - 100 Federal Street - Boston, MA 02110
AMERESCO Operating Account ABA # 026009593 / Account # 4602281935	
<i>Payment Terms - 30 Days</i>	

PURPOSE OF INVOICE	
<p>This invoice is pursuant to Contract entered by and between Roseburg Sanitary Authority and Ameresco Inc. signed and dated February 14, 2025</p> <p>This invoice is for the original scope of work and subsequent change order work completed pursuant to the agreement noted above.</p>	
<div style="border: 1px solid black; padding: 2px; display: inline-block;">RUSA Main Office ESCO/Solar</div>	
<b>Application #</b>	<b>1</b> ~ Please see attached payment application for invoicing detail

DESCRIPTION OF AMOUNTS	
<u>ENERGY EFFICIENCY PROJECT</u>	
	<b>TOTAL</b>
ORIGINAL CONTRACT PRICE	\$ 911,997.00
ADD / (LESS): APPLICABLE CHANGE ORDERS	\$ -
REVISED CONTRACT PRICE	\$ 911,997.00
TOTAL PROJECT AMOUNT PAYABLE	\$ 380,870.55
LESS: PROJECT RETAINAGE 5%	\$ 19,043.53
LESS: AMOUNT OF PREVIOUS APPLICATIONS	\$ -
<b>PLEASE PAY THIS AMOUNT:</b>	<b>\$ 361,827.02</b>

~~ THANK YOU FOR CHOOSING AMERESCO TO PROVIDE YOU WITH SUPERIOR ENERGY SOLUTIONS ~~

<b>CUSTOMER:</b> Roseburg Sanitary Authority 1297 NE Grandview Drive Roseburg, OR 97470  Attn: James V. Baird jbaire@rusa-wa.org	<b>PROJECT:</b> Roseburg Sanitary Authority - Main Office ESCO Solar 1007787001	APPLICATION NO : <u>1</u>  INVOICE NO : <u>70433</u>  APPLICATION DATE : <u>10/24/2025</u>  PERIOD FROM : <u>2/14/2025</u> PERIOD TO : <u>10/30/2025</u>  PURCHASE ORDER NO : <u>N/A</u>
<b>CONTRACTOR:</b> AMERESCO, INC. 111 SPEEN STREET / SUITE 410 FRAMINGHAM, MA 01701		

**CONTRACTOR'S APPLICATION FOR PAYMENT**

The undersigned Contractor certifies that to the best of his knowledge and belief the work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by him for Work for which previous Certificates for Payment were issued and payments received from the Customer, and that current payment shown herein is now due.

Application is made for Payment, as shown below, in connection with the Contract. The Contract Schedule of Values, and Change Order Summary, is attached.

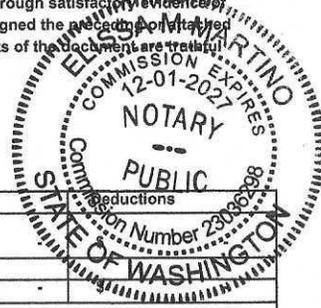
The present status of the account for this Contract is as follows:

**CONTRACTOR:** Todd Gadawski  
 By: \_\_\_\_\_ Date: \_\_\_\_\_

ORIGINAL CONTRACT SUM .....	\$ <u>911,997.00</u>
Net change by Change Orders .....	\$ <u>-</u>
CONTRACT SUM TO DATE .....	\$ <u>911,997.00</u>
TOTAL COMPLETED & STORED TO DATE .....	\$ <u>380,870.55</u>
(Column G in Schedule of Values)	
LESS: RETAINAGE _____ of Completed Work .....	\$ <u>19,043.53</u>
(Column I in Schedule of Values)	
TOTAL EARNED LESS RETAINAGE .....	\$ <u>361,827.02</u>
LESS PREVIOUS CERTIFICATES FOR PAYMENT ...	\$ <u>-</u>
CURRENT PAYMENT DUE .....	\$ <u>361,827.02</u>
BALANCE TO FINISH, ( Including Retainage ) .....	\$ <u>550,169.98</u>

State of: WA County of: Snohomish  
 Subscribed & sworn on this 24<sup>th</sup> day of Oct., 2025 before me, the undersigned notary public, personally appeared \_\_\_\_\_, proved to me through satisfactory evidence of identification, which were \_\_\_\_\_, to be the person who signed the preceding document in my presence, and who swore or affirmed to me that the contents of the document are true and accurate to the best of (his) (her) knowledge and belief.

Notary Public: [Signature]  
 My Commission expires: 12-1-2027



Change Order Summary	Additions	Reductions
Total changes approved in previous months by Contractor	\$ _____	
Total approved this Month	\$ _____	
<b>TOTALS</b>	\$ _____	
<b>NET CHANGES</b>	\$ _____	

**CUSTOMER'S CERTIFICATE FOR PAYMENT**

In accordance with the Contract Documents, based on on-site observation and the data comprising the above application, the Customer certifies that the work has progressed to the point indicated; that to the best of his knowledge information and belief, the quality of the work is in accordance with the Contract Documents; and that the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ \_\_\_\_\_  
 (Attach explanation if amount certified differs from amount applied for)  
**CUSTOMER**  
 By: \_\_\_\_\_ Date \_\_\_\_\_

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Customer under this Contract.

CONTINUATION SHEET  
SCHEDULE OF VALUES

Roseburg Sanitary Authority - Main Office ESCO Solar  
1007787001

APPLICATION NO : 1  
APPLICATION DATE : 10/24/2025  
PERIOD TO : 10/30/2025  
PURCHASE ORDER NO : N/A

ITEM NO.	CHANGE ORDER DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK PAYABLE		F MATERIAL STORED (NOT IN D or E)	G TOTAL PAYABLE TO DATE		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF APPLICABLE) 5%
			FROM PREVIOUS APPLICATIONS	THIS PERIOD		(D + E + F)	(% )		
1									
2	<b>Services</b>								
3	Audit & Development	\$ 29,960.00	\$ -	\$ 29,960.00		\$ 29,960.00	100%	\$ -	\$ 1,498.00
	Design & Engineering	\$ 59,595.00	\$ -	\$ 56,615.25		\$ 56,615.25	95%	\$ 2,979.75	\$ 2,830.76
	Construction Management	\$ 59,595.00	\$ -	\$ 16,090.65		\$ 16,090.65	27%	\$ 43,504.35	\$ 804.53
	Overhead & Profit	\$ 107,270.00	\$ -	\$ 28,962.90		\$ 28,962.90	27%	\$ 78,307.10	\$ 1,448.15
	Startup & Training	\$ 14,899.00	\$ -	\$ -		\$ -		\$ 14,899.00	\$ -
	M&V	\$ 3,013.00	\$ -	\$ -		\$ -		\$ 3,013.00	\$ -
4									
5	<b>Construction</b>								
6	Labor & Materials	\$ 595,949.00	\$ -	\$ 237,252.75		\$ 237,252.75	40%	\$ 358,696.25	\$ 11,862.64
7	Bonding	\$ 11,919.00	\$ -	\$ 11,989.00		\$ 11,989.00	101%	\$ (70.00)	\$ 599.45
8	Contingency	\$ 29,797.00	\$ -	\$ -		\$ -		\$ 29,797.00	\$ -
9									
10									
11									
12									
13									
14									
15									
16									
17									
18									
19									
20									
21									
22									
23									
24									
25									
		\$ 911,997.00	\$ -	\$ 380,870.55	\$ -	\$ 380,870.55	41.76%	\$ 531,126.45	\$ 19,043.53

**CONTINUATION SHEET - CHANGE ORDERS**

**ADDITIONS**

APPLICATION NO : 1  
 APPLICATION DATE : 10/24/2025  
 PERIOD TO : 10/30/2025  
 PURCHASE ORDER NO : N/A

Roseburg Sanitary Authority - Main Office ESCO Solar  
 1007787001

SCHEDULE OF VALUES

ITEM NO.	CHANGE ORDER DESCRIPTION OF WORK	C SCHEDULED VALUE	D		F MATERIAL STORED (NOT IN D or E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF APPLICABLE) RETAINAGE
			WORK PAYABLE			TOTAL PAYABLE TO DATE			
			FROM PREVIOUS APPLICATIONS	THIS PERIOD		(D + E + F)	(%)		
1	<div style="border: 1px solid black; padding: 2px; width: fit-content; margin-bottom: 5px;">ADDITIONS</div> IN SCOPE OF WORK	\$ -	\$ -						
2		\$ -	\$ -						
ORIGINAL CONTRACT PAGE 2 TOTAL:		\$ -	\$ -	\$ -	\$ -	\$ -		\$ - \$ -	

**CONTINUATION SHEET - CHANGE ORDERS**

**DEDUCTIONS**

APPLICATION NO : 1  
 APPLICATION DATE : 10/24/2025  
 PERIOD TO : 10/30/2025  
 PURCHASE ORDER NO : N/A

Roseburg Sanitary Authority - Main Office ESCO Solar  
 1007787001

SCHEDULE OF VALUES

A ITEM NO.	B CHANGE ORDER DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK PAYABLE		F MATERIAL STORED (NOT IN D or E)	G TOTAL PAYABLE TO DATE		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF APPLICABLE) RETAINAGE
			FROM PREVIOUS APPLICATIONS	THIS PERIOD		(D + E + F)	(%)		
	<div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p style="text-align: center; color: red;">DEDUCTIONS IN SCOPE OF WORK</p> </div> <p style="color: red;">USE NEGATIVE(-) VALUES TO IMPUT IN CELLS</p>								
<b>ORIGINAL CONTRACT PAGE 3 TOTAL:</b>		\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -
<b>PROJECT TOTAL:</b>		\$ 911,997.00	\$ -	\$ 380,870.55	\$ -	\$ 380,870.55	41.76%	\$ 531,126.45	\$ 19,043.53

# ROSEBURG URBAN SANITARY AUTHORITY

## NEW DEVELOPMENTS AND PROJECTS

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### DEVELOPMENTS:

- Hanna Heritage Plaza Sewer Main Relocation
- Kester Road Sewer Main Extension

### PRELIMINARY DESIGN:

- Harvard/Maple Sewer Improvement
- Trunk Line CIPP Project
- WWTP Influent Pump Station Replacement
- WWTP SCADA Upgrade

### PROJECTS:

- Deer Creek sewer trunk line rehabilitation project - Now in Warranty
- Umpqua Street Sewer Rehabilitation project – Now in Warranty
- SE Stephens Sewer Improvement-Joint Project with the City of Roseburg – Project Complete
- South Umpqua Bank- Emergency repair- Repairs complete. Work Complete.

# ROSEBURG URBAN SANITARY AUTHORITY

## October 2025 STAFF REPORTS

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### COLLECTION DEPARTMENT:

- Completed 21 work orders.
- Cleaned and CCTV 6,210 feet or 1.18 miles of mainline.
- Flushed 10,854 feet or 2.16 miles of mainline.
- Completed smoke testing on 12,360 feet or 2.34 miles of mainline.
- Worked 48 personnel hours at NTS.
- Responded to 6 after hours callouts.
- Completed emergency repair of W3 line at WWRF.
- Completed monthly air release valve inspections and cleaning.
- Completed monthly trouble spot inspections.
- Completed monthly safety training.

### ENGINEERING DEPARTMENT:

- Issued 11 permits and 8 completed inspections.
- 197 Locates Completed
- Umpqua Street Project - North Core USA– Completed
- South Stephens – Cradar - Complete
- Emergency Repair- Pipe repair has been completed. Working on FEMA funding
- Beginning work on RFP for SCADA Upgrade at the Waste Water Treatment Plant
- Beginning Engineering work for Geodeck Trunk Rehab-Leeway Engineering.
- Walmart Manhole Repair
- Sleepy Hollow Creek- Main Repair.

### FINANCE DEPARTMENT:

- Vacancy Credits: 10 were processed for a total of \$2,037.48.
- Credit cards/Echecks/debit cards: 3281 transactions totaling \$325,436.71 or approximately 31.2% of monthly billing was collected.
- Automatic Payments: 2053 customer accounts are signed up. Received \$169,873.37 or approximately 16.3% of monthly billing.



TO: Jim Baird, General Manager-RUSA  
FROM: Dan Prather, Project Manager-Jacobs  
DATE: November 5th, 2025  
SUBJECT: October 2025 Monthly Report

### OPERATIONAL ACTIVITIES

- All permit parameters were met this month.
- The treatment facility averaged 98% BOD removal and 97% Total Suspended Solids removal during the month with a requirement of no less than 85% removal for each.
- The facility's electrical consumption (based on meter readings) for October 2025 was 229,000 KWHRS with a total Effluent flow of 90.36 million gallons, all of which went to the Natural Treatment System at Outfall 002. October 2024 electrical consumption was 227,000 KWHRS with a total Effluent flow of 83.68 million gallons.

### PRETREATMENT ACTIVITIES

- Mailed out 10 Pretreatment surveys to local businesses.

The following pretreatment inspections were completed in October:

- Avamere at Oak Park Assisted Living Community-Routine inspection, interceptor 10% full.
- Colony Market/Old Soul Pizza 2-Routine inspection, light coating of grease on bottom of pipe.
- Del Taco-Routine inspection, grease interceptor about 25%-30% full.
- Gilberto's Mexican Restaurant-Routine inspection, tank was recently pumped.
- Jimmy John's-Routine inspection, interceptor about 25% full.

### NATURAL TREATMENT SYSTEM (NTS)

- Maintained normal operations of irrigation systems and supporting equipment.
- Continued weekly sampling at 3 sites (upstream, downstream, and at NTS outfall) to monitor NTS performance.

- In Zone 3L1, 20lbs of Creeping Red Fescue grass seed were applied for additional coverage of germinating grass. Manually adjusted and monitored irrigation for optimal germination resulting in successful growth.
- In Zone 2L, fallen trees and debris removed off dirt road associated with beaver activity.

## MAINTENANCE ACTIVITIES

- Maintenance Team completed **744** Preventative Maintenance items for the month.
- Maintenance Team completed **21** Corrective Maintenance items for the month.

### **Call Outs for the Month**

- Winchester PLC Failure.
- Blower Building PLC Failure.

### **Current Month Lift Station Flows**

- **Total Approx.** Flow from all Lift Stations for the month – **43,237,439 Gallons.**
- **Average Approx.** Daily Flow from all Lift Stations per day - **1,362,498.03 Gallons.**

### **Current Month Repairs**

- Influent Pump 1 VFD Memory Card – Replaced.
- Winchester PLC – Replaced.
- Main Hot Water Pump 2 – Installed.
- Air Compressor 1 – Thermostat – Replaced.
- Air Compressor 2 – Minimum Pressure Check Valve – Replaced.
- Heat Exchanger Room Sump Pump – Replaced.
- Blower Building PLC – SCADA/Server connection repaired.

## LABORATORY ACTIVITIES

- We are in our normal summer testing which requires: CBOD's 3 times a week, TSS 3 times a week, pH daily, Chlorine Residual Daily average, Ammonia 3 times week, E. Coli 3 times a week, Nitrate once a week, TKN once a week, and Total Phosphorus once a week.
- The Eureka probes are placed in SW1, SW5, and SW6, to continuously monitor pH, Temp., and D.O.
- Also included for the summer is Total Phosphorus (PO4) for the NTS, which is sampled at SW1, SW5, and SW6 once a week and once a month at MW1.
- TKN and Nitrite-Nitrate are tested weekly for SW5.
- Ammonia is tested for at SW5 once a month.
- When discharging from the pond we sample daily for PO4 at SW5.
- Number of Tests for permit: 135.
- Eureka probes were calibrated and deployed at SW1, SW6, and SW5, on October 1st and on October 16th Probes were pulled, downloaded, and recalibrated and redeployed.
- On October 15th lab water was sampled and sent out to NRC.

## **BIOSOLIDS YEAR END 2025 SUMMARY**

For the month of October

- Delivered biosolids to Barter Site.
- Applied approximately 19 loads of liquid biosolids (76,000 gallons).
- Completed application to permit limits at all available sites.

For the application year of 2025 (May-October)

- Delivered biosolids to 8 different sites.
- Drove 5,633 miles.
- Applied 449 dry tons (3,799,005 lbs) of dewatered biosolids.
- Applied 344,000 gallons of liquid biosolids.

## **UPCOMING ITEMS**

- Electrical repairs at Biofilter pump 3
- Electrical repairs at RAS pump 3
- Generator Annual Service (2 at plant, Highland and Winchester LS)
- Parking area lighting repairs

## **ENCLOSURES**

12 Month Moving Avg.

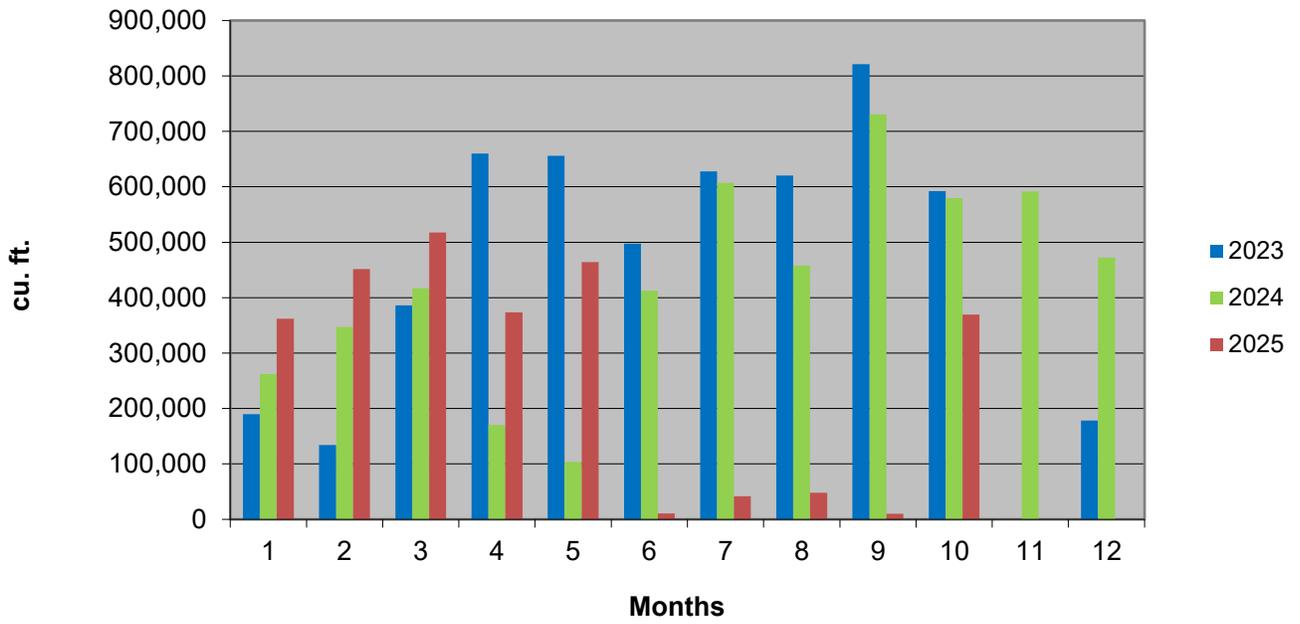
Boiler/Flare Gas Usage graphs

Influent TSS/BOD and Effluent Flow Graphs

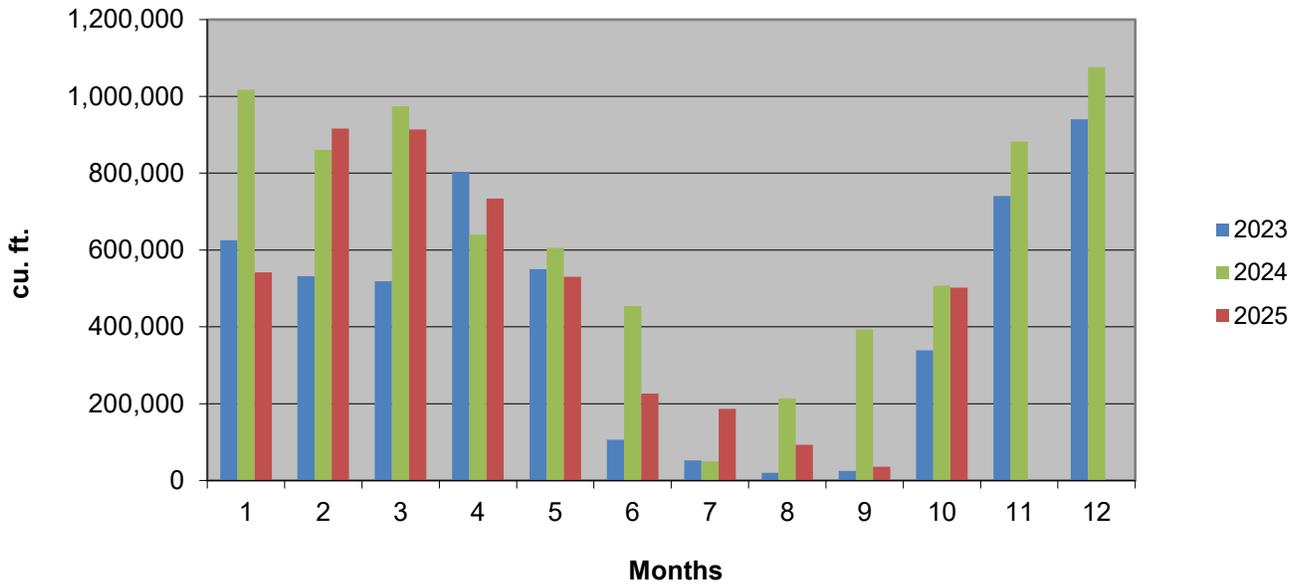
## 12 MONTH MOVING AVERAGES

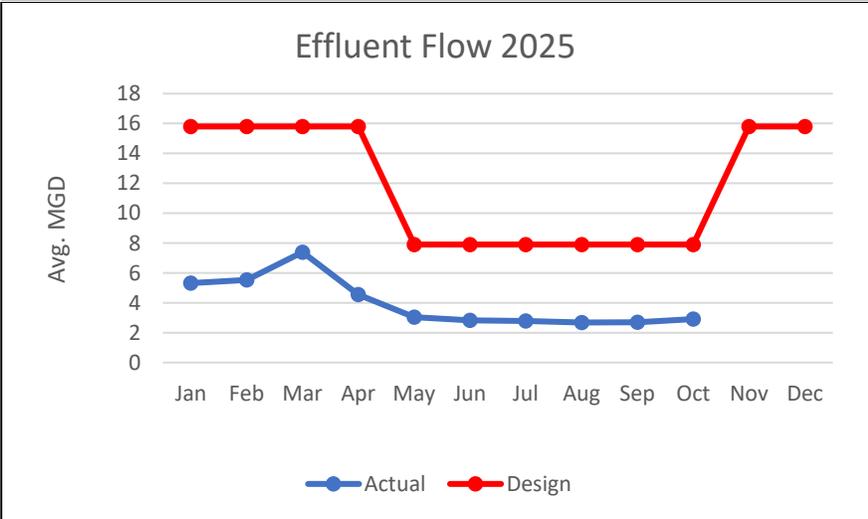
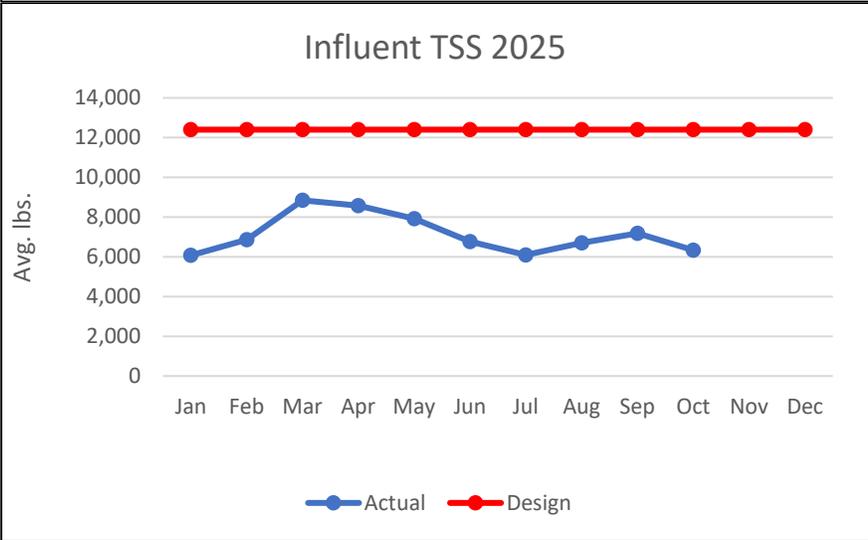
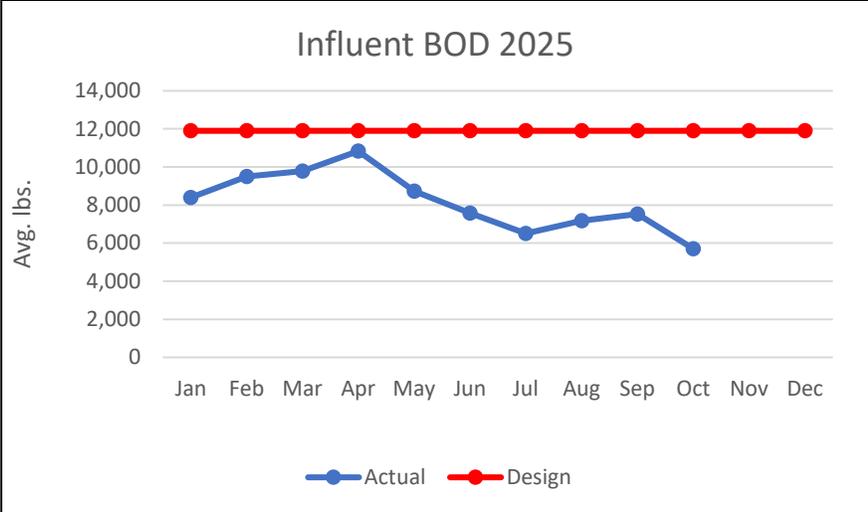
Month/Year	Plant Inf Q Average MGD	Plant Inf Average lbs/day <b>CBOD/BOD</b>	Plant Inf Average lbs/day TSS
Nov-24	6.07	11936	9881
Dec-24	6.07	11960	9861
Jan-25	5.32	8401	6073
Feb-25	5.53	9509	6869
Mar-25	7.39	9780	8843
Apr-25	4.54	10834	8579
May-25	3.03	8740	7915
Jun-25	2.83	7579	6765
Jul-25	2.78	6509	6088
Aug-25	2.68	7174	6706
Sep-25	2.69	7531	7180
Oct-25	2.91	5707	6337
<b>SUM</b>	<b>51.84</b>	<b>105660</b>	<b>91097</b>
<b>AVE</b>	<b>4.32</b>	<b>8805</b>	<b>7591</b>
<b>MAX</b>	<b>7.39</b>	<b>11960</b>	<b>9881</b>
<b>MIN</b>	<b>2.68</b>	<b>5707</b>	<b>6073</b>

### FLARE GAS USAGE 2023 - 2025



### BOILER GAS USAGE 2023 - 2025





**ROSEBURG URBAN SANITARY AUTHORITY**  
**as of September 30, 2025**

	<b>Budget FYE 25-26</b>	<b>Current Year To Date</b>	<b>Prior Year To Date</b>	<b>(OVER) Under Budget</b>	<b>YTD Total as a Percent of Budget</b>
<b><u>GENERAL FUND</u></b>					
<b>EXPENDITURES</b>					
Administration & Engineering					
Personal Services	1,193,091	265,123	235,069	927,968	22.22%
Materials & Services	848,500	184,597	113,543	663,903	21.76%
Capital Outlay	256,500	42,607	16,327	213,893	16.61%
Treatment					
Materials & Services	3,239,000	688,542	758,721	2,550,458	21.26%
Capital Outlay	52,000	0	9,458	52,000	0.00%
Collection					
Personal Services	1,078,235	238,745	230,438	839,490	22.14%
Materials & Services	419,800	26,202	33,722	393,598	6.24%
Capital Outlay	1,129,500	199,157	405,181	930,343	17.63%
Finance					
Personal Services	624,444	139,640	127,688	484,804	22.36%
Materials & Services	249,200	32,382	36,874	216,818	12.99%
Capital Outlay	6,500	0	0	6,500	0.00%
Transfers	3,607,000	2,315,000	1,495,000	1,292,000	64.18%
Contingency	550,000	0	0	550,000	0.00%
Unappropriated Ending Fund Balance	7,997,280	0	0	7,997,280	0.00%
Total Budget	<u>21,251,050</u>	<u>4,131,996</u>	<u>3,462,022</u>	<u>17,119,054</u>	<u>19.44%</u>

<b>RESOURCES</b>					
Sewer Service Fees	12,642,750	3,122,214	3,040,906	9,520,536	24.70%
Miscellaneous Income	58,300	13,909	19,754	44,391	23.86%
Penalties	145,000	27,013	26,844	117,987	18.63%
Transfer from Other Funds	0	0	0	0	0.00%
Interest Income	240,000	104,931	65,715	135,069	43.72%
	<u>13,086,050</u>	<u>3,268,067</u>	<u>3,153,220</u>	<u>9,817,983</u>	<u>24.97%</u>
Beginning Fund Balance	<u>8,165,000</u>				
Total Budget	<u>21,251,050</u>				

**COLLECTION SYSTEM EXPANSION**

<b>EXPENDITURES</b>					
Construction Projects	1,798,000	0	0	1,798,000	0.00%
Unappropriated Ending Fund Balance	0	0	0	0	0.00%
Total Budget	<u>1,798,000</u>	<u>0</u>	<u>0</u>	<u>1,798,000</u>	<u>0.00%</u>
<b>RESOURCES</b>					
Interest Income	60,000	18,701	17,867	41,299	31.17%
Miscellaneous Income	0	0	0	0	0.00%
System Development Charges	162,800	31,477	38,379	131,323	19.33%
	<u>222,800</u>	<u>50,178</u>	<u>56,246</u>	<u>172,622</u>	<u>22.52%</u>
Beginning Fund Balance	<u>1,575,200</u>				
Total Budget	<u>1,798,000</u>				

**ROSEBURG URBAN SANITARY AUTHORITY**  
**as of September 30, 2025**

	Budget FYE 25-26	Current Year To Date	Prior Year To Date	(OVER) Under Budget	YTD Total as a Percent of Budget
<b><u>INFRASTRUCTURE REPLACEMENT RESERVE FUND</u></b>					
<b>EXPENDITURES</b>					
Construction Projects	3,000,000	43,189	841,610	2,956,811	1.44%
Unappropriated Ending Fund Balance	0	0	0	0	0.00%
Total Budget	3,000,000	43,189	841,610	2,956,811	1.44%
<b>RESOURCES</b>					
Interest Income	30,000	14,418	18,588	15,582	48.06%
Transfers from Other Funds	2,315,000	2,315,000	1,495,000	0	100.00%
Sewer Service Fees	0	0	0	0	0.00%
	2,345,000	2,329,418	1,513,588	15,582	99.34%
Beginning Fund Balance	655,000				
Total Budget	3,000,000				
<b><u>TREATMENT PLANT EXPANSION</u></b>					
<b>EXPENDITURES</b>					
Construction Projects	1,107,000	0	0	1,107,000	0.00%
Unappropriated Ending Fund Balance	0	0	0	0	0.00%
Total Budget	1,107,000	0	0	1,107,000	0.00%
<b>RESOURCES</b>					
Interest Income	44,000	11,333	11,026	32,667	25.76%
System Development Charges	107,000	16,564	20,197	90,436	15.48%
	151,000	27,898	31,223	123,102	18.48%
Beginning Fund Balance	956,000				
Total Budget	1,107,000				
<b><u>PLANT EQUIPMENT REPLACEMENT</u></b>					
<b>EXPENDITURES</b>					
Misc Plant Equipment Projects	2,000,000	37,262	152,042	1,962,738	1.86%
Unappropriated Ending Fund Balance	0	0	0	0	0.00%
Total Budget	2,000,000	37,262	152,042	1,962,738	1.86%
<b>RESOURCES</b>					
Transfer from General Fund	692,000	0	0	692,000	0.00%
Interest Income	46,000	14,976	20,126	31,024	32.56%
	738,000	14,976	20,126	723,024	2.03%
Beginning Fund Balance	1,262,000				
Total Budget	2,000,000				

**ROSEBURG URBAN SANITARY AUTHORITY**  
**as of September 30, 2025**

	<b>Budget FYE 25-26</b>	<b>Current Year To Date</b>	<b>Prior Year To Date</b>	<b>(OVER) Under Budget</b>	<b>YTD Total as a Percent of Budget</b>
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**ASSET ACQUISITION & REPLACEMENT FUND**

**EXPENDITURES**

Transfers to Other Funds	0	0	0	0	0.00%
Unappropriated Ending Fund Balance	915,100	0	0	915,100	0.00%
<b>Total Budget</b>	<b>915,100</b>	<b>0</b>	<b>0</b>	<b>915,100</b>	<b>0.00%</b>

**RESOURCES**

Sewer Service Fees	0	0	0	0	0.00%
Interest Income	210,000	1,236	90,314	208,764	0.59%
Transfer From General Fund	600,000	0	0	600,000	0.00%
	810,000	1,236	90,314	808,764	0.15%
Beginning Fund Balance	105,100				
<b>Total Budget</b>	<b>915,100</b>				

**CAPITAL PROJECTS FUND**

**EXPENDITURES**

Capital Outlay					
Construction Projects	8,600,000	41,393	0	8,558,607	0.48%
Debt Service					
Interest Expense	115,000	0	0	115,000	0.00%
Principle Payments on Loan(s)	5,729,130	0	0	5,729,130	0.00%
Unappropriated Ending Fund Balance	1,245,870	0	0	1,245,870	0.00%
<b>Total Budget</b>	<b>15,690,000</b>	<b>41,393</b>	<b>0</b>	<b>15,648,607</b>	<b>0.26%</b>

**RESOURCES**

Grants and Loans	8,600,000	0	0	8,600,000	0.00%
Interest Income	138,000	81,610	0	56,390	59.14%
Transfer From General Fund	0	0	0	0	0.00%
	8,738,000	81,610	0	8,656,390	0.93%
Beginning Fund Balance	6,952,000				
<b>Total Budget</b>	<b>15,690,000</b>				

# CASH DISBURSEMENT RECAP BOARD MEETING NOVEMBER 12, 2025

Cash Disbursements Since the Last Board Meeting

<u>All Funds:</u>		
Total of Prepaid Checks & ACH Transactions	291,892.06	
Total of Regular Checks & ACH Transactions	620,583.69	<u>          </u>
Total Expenditures (not including Payroll)	912,475.75	<u>          </u>
<u>Payroll:</u>		
Net Payroll - October 31, 2025	88,588.66	
All Checks & ACH Transactions since the Board Meeting October 8, 2025		<u>1,001,064.41</u>

# Accounts Payable

## Checks by Date - Detail by Check Date

User: christine  
 Printed: 11/6/2025 11:28 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	02669	PERS Deposit	10/10/2025	
	SEPT 25 PR	PR Batch 00001.09.2025 PERS W/Held	PR Batch 00001.09.2025 PER	7,140.53
	SEPT 25 PR	PR Batch 00001.09.2025 OPSRP-Not W/Held	PR Batch 00001.09.2025 OPS	15,969.22
	SEPT 25 PR	PR Batch 00001.09.2025 PERS Pick-Up	PR Batch 00001.09.2025 PER	1,336.00
	SEPT 25 PR	PR Batch 00001.09.2025 PERS - Not W/Held	PR Batch 00001.09.2025 PER	19,128.56
	Sept 25 Round	Rounding Adjustment		0.02
Total for this ACH Check for Vendor 02669:				43,574.33
Total for 10/10/2025:				43,574.33
ACH	OR-REV	Oregon Dept. of Revenue	10/22/2025	
	3rd Qtr PFMLI	3rd Qtr Pd Leave OR Withholding		2,368.05
	3rd Qtr STT	3rd Qtr STT Withholding		363.47
	3rd Qtr SUTA	3rd Qtr Unemployment Liab		1,384.43
	3rd Qtr WC	3rd Qtr Workers Comp		141.56
Total for this ACH Check for Vendor OR-REV:				4,257.51
Total for 10/22/2025:				4,257.51
ACH	ASIFLEX	ASIFlex	10/31/2025	
	OCT 25 PR	PR Batch 00001.10.2025 Dependent Care FSA	PR Batch 00001.10.2025 Dep	416.00
	OCT 25 PR	PR Batch 00001.10.2025 Flexible Spending Acco	PR Batch 00001.10.2025 Flex	1,612.99
Total for this ACH Check for Vendor ASIFLEX:				2,028.99
ACH	DNB	Internal Revenue Service	10/31/2025	
	OCT 25 PR	PR Batch 00001.10.2025 Medicare - Employer	PR Batch 00001.10.2025 Med	1,910.59
	OCT 25 PR	PR Batch 00001.10.2025 Medicare - Employee	PR Batch 00001.10.2025 Med	1,910.59
	OCT 25 PR	PR Batch 00001.10.2025 FICA - Employee	PR Batch 00001.10.2025 FIC.	7,575.73
	OCT 25 PR	PR Batch 00001.10.2025 Federal Income Tax	PR Batch 00001.10.2025 Fed	10,858.66
	OCT 25 PR	PR Batch 00001.10.2025 FICA - Employer	PR Batch 00001.10.2025 FIC.	7,575.73
Total for this ACH Check for Vendor DNB:				29,831.30
ACH	ORCSD	Oregon Child Support Program	10/31/2025	
	OCT 25 PR	PR Batch 00001.10.2025 Child Support Garnish	PR Batch 00001.10.2025 Chil	142.00
Total for this ACH Check for Vendor ORCSD:				142.00
ACH	OR-REV	Oregon Dept. of Revenue	10/31/2025	
	OCT 25 PR	PR Batch 00001.10.2025 Oregon W/Held	PR Batch 00001.10.2025 Ore	8,181.51
Total for this ACH Check for Vendor OR-REV:				8,181.51
ACH	PEBSCO	Nationwide Retirement Solutions	10/31/2025	
	OCT 25 PR	PR Batch 00001.10.2025 Nationwide-Deferred C	PR Batch 00001.10.2025 Nati	4,500.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	OCT 25 PR	PR Batch 00001.10.2025 Roth Contribution	PR Batch 00001.10.2025 Rotl	200.00
		Total for this ACH Check for Vendor PEBSCO:		4,700.00
ACH	Jacobs 35128938-05	Jacobs Engineering Group Inc Professional services per agreement	10/31/2025	155,039.00
		Total for this ACH Check for Vendor Jacobs:		155,039.00
ACH	PBPP 27218023	Pitney Bowes Purchase Power Refill postage machine	10/31/2025	300.00
		Total for this ACH Check for Vendor PBPP:		300.00
53044	CIS INS	CIS Trust	10/31/2025	
	OCT 25 PR	PR Batch 00001.10.2025 Life Insurance - er	PR Batch 00001.10.2025 Life	110.98
	OCT 25 PR	PR Batch 00001.10.2025 Medical Ins w/RX	PR Batch 00001.10.2025 Med	31,004.00
	OCT 25 PR	PR Batch 00001.10.2025 Trauma	PR Batch 00001.10.2025 Trau	75.00
	OCT 25 PR	PR Batch 00001.10.2025 Life Insurance - Spous	PR Batch 00001.10.2025 Life	315.73
	OCT 25 PR	PR Batch 00001.10.2025 Voluntary Dependent L	PR Batch 00001.10.2025 Volu	29.26
	OCT 25 PR	PR Batch 00001.10.2025 Trauma - Bronze	PR Batch 00001.10.2025 Trau	10.00
	OCT 25 PR	PR Batch 00001.10.2025 CCIS Insurance AD&E	PR Batch 00001.10.2025 CCI	17.60
	OCT 25 PR	PR Batch 00001.10.2025 Short-Term Disability	PR Batch 00001.10.2025 Sho	65.09
	OCT 25 PR	PR Batch 00001.10.2025 Critical Illness Insuran	PR Batch 00001.10.2025 Criti	181.90
	OCT 25 PR	PR Batch 00001.10.2025 CCIS Insurance Long-	PR Batch 00001.10.2025 CCI	174.34
	OCT 25 PR	PR Batch 00001.10.2025 Accident Insurance	PR Batch 00001.10.2025 Acc	136.91
	OCT 25 PR	PR Batch 00001.10.2025 Voluntary Life Insuran	PR Batch 00001.10.2025 Volu	848.80
	OCT 25 PR	PR Batch 00001.10.2025 Identity Protection	PR Batch 00001.10.2025 Iden	117.65
	OCT 25 PR	PR Batch 00001.10.2025 Dental & Vision	PR Batch 00001.10.2025 Den	2,660.14
	OCT 25 PR	PR Batch 00001.10.2025 Hospital Indemnity	PR Batch 00001.10.2025 Hos	65.00
		Total for Check Number 53044:		35,812.40
53045	AT&T 287354592347eq 287354592347X10	AT & T Mobility New wireless phone for new engineering employ Monthly wireless telephone services	10/31/2025	599.99 487.41
		Total for Check Number 53045:		1,087.40
53046	PETTY 10022025 10082025	Petty Cash c/o Harmony Williams Douglas County Museum - access Sylmon Valley Costco - Laundry, kitchen, board mtg and staff n	10/31/2025	8.00 168.38
		Total for Check Number 53046:		176.38
53047	SHRED-IT 8012307767	Stericycle, Inc. Monthly document shredding services	10/31/2025	100.30
		Total for Check Number 53047:		100.30
		Total for 10/31/2025:		237,399.28
ACH	Pathpnt Oct 2025	Path Point Merchant Services LLC Merchant credit card service fees	11/04/2025	2,845.57
		Total for this ACH Check for Vendor Pathpnt:		2,845.57
		Total for 11/4/2025:		2,845.57

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	Xpress INV-XPR029593	Xpress Bill Pay Web and phone transaction fees, maintenance &	11/05/2025	3,815.37
Total for this ACH Check for Vendor Xpress:				3,815.37
Total for 11/5/2025:				3,815.37
Report Total (15 checks):				291,892.06

# Accounts Payable

## Checks by Date - Detail by Check Date

User: christine  
 Printed: 11/6/2025 11:31 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	Cintas 4245658847 4247130635 5298519809 9344811006	Cintas Corporation No. 3 Paper and soap products Paper and soap products Refill first aid kits 2 Waterbreak cooler agreements	11/12/2025	41.63 62.19 187.86 90.00
Total for this ACH Check for Vendor Cintas:				381.68
53048	Ameresco 70433 70433 ret	Ameresco, Inc. Design & Construction - Admin Office Solar wit Design & Construction - Admin Office Solar w I	11/12/2025	380,870.55 -19,043.53
Total for Check Number 53048:				361,827.02
53049	WP Oct 2025	Avista Utilities Natural gas service	11/12/2025	70.81
Total for Check Number 53049:				70.81
53050	BANNERMC AA092925 AA100725 AA101325 AA102325 AA102625 CM100925A CM100925B CM102325 CM102825 CM102925 CM103025 DF093025a DF093025b DF100825 DF101025 DF101325a DF101325b DF101325c DF102225 DF102305 DF102425 GO101425a GO101425b GO101425c GO101425d GO101625 GO102125 GO102225a GO102225b GO102325	BANNER BANK Mountain Mikes Pizza - Team building lunch Staples - File folder labels Amazon - Label maker tape City of Roseburg - LUCS app fee - Newton Cree Amazon - Sharpies & mechanical pencils OGFOA-Conference Registration-CMM OGFOA-FYE26 annual dues-Christine TimeValue Software Graduate Parking-OGFOA Conf, CMM Graduate Hotels-Meal OGFOA Conf-CMM Graduate Hotels-Meal OGFOA Conf-CMM Amazon-Drive caddies for server and USB Exter Amazon-UPS for phone system Amazon-warranty for Macbook Zoom-electronic meeting software PITS Data Recovery-Drive for returning our data Network Solutions-Domain registration and prot Amazon-Macbook Air for iphone management. PITS Data Recovery-refund for above charge. Amazon-Replacement video card for Jim's PC. Amazon-Tablet PC and stand for Easy In/Out pr Printscharming, Work shirts Lowe's - Office Painting, breakroom bathroom Flagpoles Ect. - Oregon State Flag Flagpoles Ect. - POW Flag (2) Lowe's - Office outside sign, woodfiller, sandpap Lowe's - varnish, sand paper, sanding block. Colorcraft - Blue paint for outside sign Lowe's - Caulk, bucket, brush, sandpaper Colorcraft - Sandstone color paint for outside sig	11/12/2025	116.57 65.78 16.99 77.20 68.37 455.00 125.00 60.00 66.00 25.20 26.00 86.00 199.49 179.00 148.00 150.00 248.50 1,452.99 -150.00 389.00 308.98 67.50 23.71 79.98 107.96 33.24 101.37 33.99 26.74 33.99

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	GO103025	Lowes - CO Detector, sandpaper, sanding block.		36.29
	HW101425	Safeway - Board Training Snacks		14.00
	HW102725	Simple In/Out - Location Monitoring		19.99
	HW102825	Walgreens - Kitchen Supplies		43.18
	JAKE101325	ROBINSON CONCRETE PUMPING-Concrete		534.00
	JAKE102125	CHENS FAMILY DISH- SOOS- SL,JB,KB,JB,A		118.00
	JB093025	Henry's Bakery - Staff Appreciation		52.12
	JB101625	Server Supply - Server Drives		3,895.00
	JB103025	Henry's Bakery - Staff Appreciation		45.32
	KB093025	AMAZON: 55 GALLON DRUM DOLLY FOR		134.99
	KB100125	AMAZON: PUMP FOR VANGAURD SOLUTI		99.99
	KB100625	CITY OF ROSEBURG: 2 Right-of-way PERMI		60.00
	KB100825a	DEQ: CERTIFICATION RENEWAL FEE For K		170.56
	KB100825b	DEQ: ONLINE PROCESSING FEE for Kyle		3.92
	KB101725	BOOT BARN: ANNUAL BOOT PURCHASE -		199.95
	KB102125	EVERGREEN: CDL MEDICAL EXAM - Kyle		110.00
	NW100225	WALMART - OFFICE DECORATIONS		68.17
	RC101625	Black Bear Diner lunch for Rick on trip to Portla		26.16
	RMK10082025	Coastal Farm and Ranch- Deer Repellent		16.99
	RMK10202025	Lowes- Phone Charger Cable		24.98
	SL102825a	Wrangler - Work Pants - Steve		68.99
	SL102825b	AWWA - Membership renewal Steve		276.00
	SO100625	Plant Warehouse - Plants for barrels up front.		34.00
	SO102325	Walmart - 2 pumpkins to carve with Combination		7.00
	SO102525a	FACEBOOK - AD FOR COLLECTIONS II JOE		2.00
	SO102525b	FACEBOOK - AD FOR COLLECTIONS II JOE		4.03
	SO102625	FACEBOOK - AD FOR COLLECTIONS II JOE		3.00
			Total for Check Number 53050:	10,691.18
53051	BHEC CL38800-IN CL39198-IN	Bassett-Hyland Energy Company Fuel use 10/1 - 10/15 Fuel use 10/16 - 10/31	11/12/2025	136.39 2,152.35
			Total for Check Number 53051:	2,288.74
53052	ORMS 215754	Chaves Consulting, Inc Monthly electronic document storage	11/12/2025	509.46
			Total for Check Number 53052:	509.46
53053	Chytka 177794	Chytka Pest Control LLC Monthly pest control service	11/12/2025	40.00
			Total for Check Number 53053:	40.00
53054	C ROSE INV24632	City of Roseburg Final costs for IGA for SE Stephens project	11/12/2025	98,824.24
			Total for Check Number 53054:	98,824.24
53055	WATER INV24622 Oct 2025 Keady	City of Roseburg Bulk water use and permit for Sept 2025 Water service - Keady Ct	11/12/2025	68.07 56.68
			Total for Check Number 53055:	124.75
53056	CUES CD 970051823 CD 970051823 sh CD 970053744	Cues, Inc. Mini Cam System Shipping Location Sonde	11/12/2025	11,945.00 508.95 939.35

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 53056:	13,393.30
53057	DRAUTO 204035 205209 206185	D & R Auto & Truck Supply Corp Trailer light adapter for new dump truck Oil for easement machine repair Ratchets	11/12/2025	43.99 2.89 29.99
			Total for Check Number 53057:	76.87
53058	DCCO-OP K33741	Douglas County Farmers' Co-op Grass seed for NTS and Kendall repair	11/12/2025	119.69
			Total for Check Number 53058:	119.69
53059	DCTax 2025 R18529 2025 R18545 2025 R18553 2025 R18593 2025 R19041	Douglas County Tax Collector Property tax - DFPA & ODF - 0 Long Meadows Property tax - DFPA & ODF - 605 Long Meadov Property tax - DFPA & ODF - 411 Long Meadov Property tax - DFPA - 0 Long Meadows Property tax - DFPA - 0 Long Meadows	11/12/2025	186.83 138.30 123.26 19.40 24.26
			Total for Check Number 53059:	492.05
53060	DFN Nov 2025 Admin Nov 2025 Brbn Nov 2025 CSB Nov 2025 GateI Nov 2025 GateP Nov 2025 High Nov 2025 Host Nov 2025 Keady Nov 2025 LV Nov 2025 NBank Nov 2025 NTS Nov 2025 Ph/Cam Nov 2025 Wilb1 Nov 2025 Wilb2 Nov 2025 Winch	Douglas Fast Net Internet Services-Admin Internet Services-Bourbon St Internet Services-Collections Storage Bldg Internet Services-NTS Gate Phone Service-NTS Gate Internet Services-Highland PS Admin Hosting Internet Services-Keady Ct Internet Services-Loma Vista P Internet Services-No. Bank PS Internet Services-NTS Phones/Security Cams Internet Services-Wilbur 1 PS Internet Services-Wilbur 2 PS Internet Services-Winchester P	11/12/2025 Service: 14806 Service: 205697 Service: 272962 Service: 271594 Service: 5413914279 Service: 105797 Service: 106289 Service: 205950 Service: 105793 Service: 237686 Service: 141784 Service: 105796 Service: 105794 Service: 105795	223.99 102.58 100.69 75.59 28.66 78.59 10.80 78.59 106.58 75.59 86.39 101.19 75.59 75.59 64.79
			Total for Check Number 53060:	1,285.21
53061	HANDY 126507	Handyman Hardware Manhole anchors	11/12/2025	15.87
			Total for Check Number 53061:	15.87
53062	ICONIX U2516041546 U2516042043 U2516045460	ICONIX WATERWORKS INC Cap for W3 line repair Caps for W3 line repair Various Inserta tees for stock	11/12/2025	3.85 7.70 1,512.74
			Total for Check Number 53062:	1,524.29
53063	Peterbil 28884RB	Jackson Group Peterbilt Air system caps for 2025 Dump Truck	11/12/2025	33.73
			Total for Check Number 53063:	33.73
53064	COASTAL A81044	John Deere Financial f.s.b. Work boots and jeans - Devin	11/12/2025	373.95

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	A81044	Jake	Work boots - Jake	164.00
	A84614		Straw hay bale for fall decor	13.99
	A89496		Straw hay bale for seed cover - NTS & Kendall r	35.98
	A89846		Work pants - Kyle	255.84
	A89913		Straw hay bale for seed cover - NTS	35.98
	A90187		Rat poison	85.99
	A90604		Straw hay bale for seed cover at NTS	35.98
	A92455		Lighter	4.99
	A92761		Trash can and spray paint for Public Wkrs First F	28.98
			Total for Check Number 53064:	1,035.68
53065	LEAGUE O 14207	League of Oregon Cities Advertisement for Collection II position	11/12/2025	70.00
			Total for Check Number 53065:	70.00
53066	Leeway 1429 1507	Leeway Engineering Solutions, LLC Collection System Master Plan Amendment Inv ; Collection System Master Plan Amendment Inv ;	11/12/2025	18,484.98 5,450.95
			Total for Check Number 53066:	23,935.93
53067	LOWES 75555 76431 76491 86421 91444 92714	Lowes Sealant for manhole on North Bank trunk line Fall decor - plants, scarecrows, etc Supplies for cleaning air vacs Saw blades for service trucks Cleaning supplies for trucks Mechanical plugs	11/12/2025	17.04 49.07 17.13 28.33 33.70 82.50
			Total for Check Number 53067:	227.77
53068	MDRS INV-S-1098	Mobile Diesel Repair Service, INC Axle repair on 2001 Dump Truck	11/12/2025	2,358.95
			Total for Check Number 53068:	2,358.95
53069	NBS IN154104	National Business Solutions Quarterly maintenance contract for Konica Mino	11/12/2025	312.26
			Total for Check Number 53069:	312.26
53070	NEXNET 27907 Admin 27907 WRF 27977	Nexcom, LLC Digital phone services and fax - Admin Digital phone services and fax - WRF WAN/LAN communications set up for solar pro	11/12/2025	364.50 178.00 149.00
			Total for Check Number 53070:	691.50
53071	Northcor Pay Req 4 ret	Northcore USA LLC Release of retainage for Umpqua St Sewer Repai	11/12/2025	33,064.78
			Total for Check Number 53071:	33,064.78
53072	LGL 14172	Northwest Local Government Legal Adviso Legal services - MOA, Emergency contract, CM	11/12/2025	1,026.00
			Total for Check Number 53072:	1,026.00
53073	Occu 97853	OccuHealth DOT physical - DF	11/12/2025	110.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 53073:	110.00
53074	OR-LIN 1303150 1308494	Oregon Linen, Inc. Laundry & mat services Laundry & mat services	11/12/2025	62.98 45.09
			Total for Check Number 53074:	108.07
53075	PPL	Pacific Power	11/12/2025	
	Oct 2025 411LM	Usage-411 LM-Storage Bldg		28.71
	Oct 2025 425LM	Power Usage-425 Long Meadow		17.04
	Oct 2025 Admin	Power Usage-Admin Bldg		650.58
	Oct 2025 Brbn	Power Usage-310 Bourbon St PS		86.28
	Oct 2025 Gate	Power Usage-140 LM-NTS Gate		25.24
	Oct 2025 High	Power Usage-Highland PS		983.46
	Oct 2025 Keady	Power Usage-Keady Ct PS		71.50
	Oct 2025 LV	Power Usage-Loma Vista PS		108.92
	Oct 2025 NBank	Power Usage-North Bank PS		153.68
	Oct 2025 NTS	Contract/Power Usage-NTS PS		13,575.66
	Oct 2025 SBank	Power Usage-South Bank PS		2,331.65
	Oct 2025 Wilb1	Power Usage-Wilbur 1 PS		163.35
	Oct 2025 Wilb2	Power Usage-Wilbur 2 PS		199.04
	Oct 2025 WRF	Power Usage-WWTP 1		26,505.80
	Oct 2025 WRF2	Power Usage-WWTP 2		33.02
			Total for Check Number 53075:	44,933.93
53076	RSBG-DIS 1447232	Roseburg Disposal Company Monthly garbage services	11/12/2025	70.00
			Total for Check Number 53076:	70.00
53077	TEKMAN	TEKMANAGEMENT, INC.	11/12/2025	
	101568	Office 365 Annual - New Eng Employee		360.00
	101791	Secure Multi-Factor Authentication \$91.20/mo		86.40
	101791	Encryption of laptops		107.25
	101791	DNS Filter (security)		32.00
	101791	Backup & Recovery Services		565.00
	101791	Server Maint & monitoring		1,707.70
	101791	NinjaOne for Workstations and Phones billed at :		400.00
	101791	Cloud storage-server backups		84.00
	101791	Priveleged Access Mgmt Software		41.80
	101791	Penetration Testing		253.84
	101897	Estimated Professional Services to set up NinjaC		560.88
			Total for Check Number 53077:	4,198.87
53078	DYER 40644	The Dyer Partnership Engineers & Planners Misc Eng Srvcs - Gaddis Park, Emergency manh	11/12/2025	5,531.00
			Total for Check Number 53078:	5,531.00
53079	Striping 646065	The Striping Company LLC Riverview Terrace - Crack Fill & Sealcoat	11/12/2025	8,705.00
			Total for Check Number 53079:	8,705.00
53080	THMSCRK 1642	Thomas Creek Landscaping & Maintenance Monthly landscape maintenance	11/12/2025	350.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 53080:	350.00
53081	TIM ALLE 24753	Tim Allen Equipment Concrete vibrator for slurry pour at WRF to fill v	11/12/2025	44.60
			Total for Check Number 53081:	44.60
53082	Traffic INV085402	Traffic Safety Supply Co. Traffic safety barrels	11/12/2025	355.52
			Total for Check Number 53082:	355.52
53083	UBWA Oct 2025 411LM Oct 2025 606LM Oct 2025 Brbn	Umpqua Basin Water Association Water - 411 Long Meadows Ln Water - 606 Long Meadows Ln Water - 310 Bourbon St	11/12/2025	26.00 26.00 26.00
			Total for Check Number 53083:	78.00
53084	UFED 2026	Umpqua Fishery Enhancement Derby Coho Sponsorship for 2026 Fishery Enhancemer	11/12/2025	500.00
			Total for Check Number 53084:	500.00
53085	UMPS&G 3992437 4005436 4011409 4031212 4032626 4034074 4035972 4037494 4037501 4037533	Umpqua Sand & Gravel Crushed rock for Block wall for Admin Solar Prc Returned 20 Standard Blocks from Block Wall fc Concrete for Lynwood repair Concrete to fill void under building after W3 line Topsoil for NTS bank work Topsoil for NTS bank work Manhole repair on Newton Creek at Walmart Manhole repair on Newton Creek at Walmart Gravel stock at NTS Sand for stock	11/12/2025	100.98 -2,500.00 304.00 500.00 533.86 261.55 946.56 212.16 65.79 80.00
			Total for Check Number 53085:	504.90
53086	WestJo 2063784	West Yost & Associates, Inc Ump Basin Temperature TMDL Support	11/12/2025	672.04
			Total for Check Number 53086:	672.04
			Total for 11/12/2025:	620,583.69
			Report Total (40 checks):	620,583.69