

**CLACKAMAS RIVER WATER BOARD OF COMMISSIONERS  
REGULAR BOARD MEETING  
June 10, 2021**

**COMMISSIONERS PRESENT VIA ZOOM MEETING:**

Sherry French President  
Naomi Angier, Secretary  
Tessah Danel, Treasurer  
Rusty Garrison

**STAFF PRESENT:**

Todd Heidgerken, General Manager  
Karin Holzgang, Executive Assistant to the Board

CRW Employees: Chief Financial Officer, Carol Bryck; Chief Engineer, Adam Bjornstedt; IT Manager, Kham Keobounnam; Engineering Manager, Joe Eskew; Water Resources Manager, Rob Cummings; Sr. Finance and Acctng. Specialist, Ted Ebra

**COMMISSIONERS ABSENT:0**

**VISITORS:** Bob Steringer, Bob Rubitschun, Vasily Safin, Chris Hawes

**Call Regular Meeting to Order**

Commissioner French called the meeting to order at 6:01 pm and roll call taken.

**MOTION:** Commissioner Angier move to approve the agenda as presented. Commissioner Danel seconded the motion.

**MOTION CARRIED 4-0**

**Ayes:** Angier, Danel, French, Garrison  
**Nays:** None  
**Abstentions:**

**Public Comment- none**

**Adjourn the regular meeting and convene the SDC Hearing- motioned by Commissioner Angier and seconded by Commissioner Danel seconded the motion- passed unanimously.**

Ms. Bryck provided a background for the SDC charges and why CRW is obligated to hold a hearing in order to update SDC charges. FSC Group performed the review of the current SDC's and methodology to assist staff with developing an updated methodology and rate structure. There are two Ordinances to update the SDC's one for the approval/adoption of the methodology and one for the rates themselves. There have been no questions or comments received.

**Adjourn the SDC Hearing and open the Budget Hearing- motioned by Commissioner Angier and seconded by Commissioner Danel seconded the motion- motion passed unanimously.**

**BUDGET HEARING**

The hearing of the Clackamas River Water Board of Commissioners, Clackamas County, Oregon will be called to order pursuant to ORS 192.640, 294.438 and 294.453, to allow members of the public an opportunity to testify regarding the CRW budget as approved by the Budget Committee on April 22, 2021, for the biennium July 1, 2021 to June 30, 2023. The budget hearing will be closed by board action and considered for approval on Agenda Item #1

Ms. Bryck provided an overview of the process for the approval of the budget, Staff was notified that a large vehicle that was anticipated to be received in the current BN would not be available and therefore staff is asking to have that budgeted amount moved forward to the BN 21-23 budget that the staff is asking the Board to approve at this evenings meeting

Public Comment: none

Commissioner Angier move the CRW Board of Commissioners close the budget hearing and reconvene the regular meeting. Commissioner Danel seconded the motion

**MOTION CARRIED 4-0**

**Ayes:** Angier, Danel, French, Garrison  
**Nays:** None  
**Abstentions:** None

Public Comment: none

**Agenda Item 1.0 Resolution 04-2021 Adoption of Biennial (BN) Budget and Make Appropriations for BN 2021-2023**

Ms. Bryck shared that the update for the additional cost added to the budget for the vehicle that was not going to be received prior to the end of the BN has been included in the updated Resolution.

**MOTION:** Commissioner Angier move to approve Resolution No 04-2021 adopting the budget and making appropriations for the 2021-2023 biennium. Commissioner Danel seconded the motion.

**MOTION CARRIED 4-0**

**Ayes:** Angier, Danel, French, Garrison  
**Nays:**  
**Abstentions:**

**Agenda Item 2.0 Consider Second Reading by Title Only of Ordinance 02-2021 System Development Charges Methodology and adoption**

Comm Angier asked if there were any questions from the public posed in regard to the pending update to the SDC fees and methodology. Commissioner Garrison asked if there was some outreach conducted to a targeted audience that may be interested and staff did conduct this process. There was also a notice in the paper.

**MOTION:** Commissioner Angier move the CRW Board approve Carol Bryck, CFO to conduct the Second Reading by title only of Ordinance 02-2021 and adopt Ordinance. Commissioner Danel seconded the motion.

**MOTION CARRIED 4-0**

**Ayes:** Angier, Danel, French, Garrison

**Nays:**

**Abstentions:**

Ms. Bryck read the ordinance by title only

**Agenda Item 3.0 Consider Second Reading by Title Only of Ordinance 03-2021 System Development Charges Fees Schedule and adoption**

The rates that are approved through this ordinance will go into effect in July and in following years will be updated through the annual fees and charges update.

**MOTION:** Commissioner Angier move the CRW Board approve Carol Bryck, CFO to conduct the Second Reading by title only of Ordinance 02-2021, System Development Charges rates and adopt. Commissioner Danel seconded the motion.

**MOTION CARRIED 4-0**

**Ayes:** Angier, Danel, French, Garrison

**Nays:**

**Abstentions:**

Ms. Bryck read the ordinance by title only

**Agenda Item 4.0 Resolution No. 05-2021 Approve Utility Billing Bad Debt Write-off for FY 2020-2021, Uncollectible Water Bills**

Annually staff presents a listing of unpaid utility bills that are not anticipated to be paid and would like to have the Board approve the write-off of this unpaid accounts. This represents about 1% of the water sales revenues. These accounts are all ones that have been closed or are in bankruptcy. There is a possibility that the amount could be reduced as some monies could be recouped.

**MOTION:** Commissioner Angier move to approve Resolution No 05-2021 Bad Debt Write-off for FY 2020-2021, Uncollectible water bills. Commissioner Danel seconded the motion.

**MOTION CARRIED 4-0**

**Ayes:** Angier, Danel, French, Garrison  
**Nays:**  
**Abstentions:**

**Agenda Item 5.0 Resolution No. 06-2021 Establishing Wholesale Water rates Charges to Sunrise Water Authority**

Ms. Bryck shared that annually the increase in wholesale rates charged to Sunrise Water is brought to the Board for approval. The adjusted amount is based on an established methodology process, this has been in effect since 2013 and may need to be reviewed in the next years. Commissioner asked why this was a separate resolution for the SWA rates; Commissioner Garrison asked if there were other wholesale water sales agreements in place and there is an agreement between CRW and the NCCWC (a new agreement is being drafted currently)

**MOTION:** Commissioner Angier move to approve Resolution No 06-2021 establishing wholesale water rates charged to Sunrise Water Authority effective July 1, 2021. Commissioner Danel seconded the motion.

**MOTION CARRIED 4-0**

**Ayes:** Angier, Danel, French, Garrison  
**Nays:**  
**Abstentions:**

**Agenda Item 6.0 Resolution No. 07-2021 Dissolve the Revenue Bond Proceeds Fund and CIP Bond Construction Fund**

Ms. Bryck explained that staff is asking the two funds be closed and the remaining monies be moved into the CIP fund since the Backbone projects are now complete. Commissioner Angier asked if there were monies that are left in the bond funds and there is about \$800,0000 to be moved into the CIP fund. Best practices in accounting suggest only have the number of funds open that are necessary.

**MOTION:** Commissioner Angier move to approve Resolution No 07-2021 dissolving the Revenue Bond Proceeds Fund and the CIP Bond Construction Fund and transferring the remaining assets to the Capital Reserve Fund in Fiscal Year 2021. Commissioner Danel seconded the motion.

**MOTION CARRIED 4-0**

**Ayes:** Angier, Danel, French, Garrison  
**Nays:**  
**Abstentions:**

**Agenda Item 7.0 Consider approval of the intergovernmental Agreement (IGA) with Clackamas County for Corrections Work Crew Support.**

This is an existing IGA that is being extended for an additional year. This is for on0-call work CRW may request from the County Corrections crew. Comm. Angier asked if this is renewed annually, and it is.

**MOTION:** Commissioner Angier move to approve the amendment to the Intergovernmental Agreement with Clackamas County for Clackamas County Corrections Work Crew Support. Commissioner Danel seconded the motion.

**MOTION CARRIED 4-0**

**Ayes:** Angier, Danel, French, Garrison

**Nays:**

**Abstentions:**

### **Consent Agenda**

CA-1: Gross Payroll and Account Paid for May 2021

CA-2: Cash Position and Transfers May 2021

CA-3: Project Acceptance: Accept assets constructed under the Forsythe Road waterline- phase 1 project CIP 19-5251

**MOTION:** Commissioner Angier moved to approve the Consent Agenda as presented Commissioner Danel seconded the motion.

**MOTION CARRIED 4-0**

**Ayes:** Angier, Danel, French, Garrison

**Nays:**

**Abstentions:**

### **Agenda Item 8.0 Management Report**

- The June bill insert and monthly report were sent out to the Board separate from the packet. The monthly report will is posted online and the bill insert will be posted as well
- The RWPC met and Todd had an opportunity to lead a discussion about the lessons learned from the February ice storm
- The PSU population study has been completed and will be updated with the census data
- The Natural Hazards Communication Plan has been submitted to the State and many positive comments were received and they forwarded it to FEMA for their final review. This will be adopted by the Board in August.
- The Drinking Water report that is complied annually is on the CRW website, a thank you to Tracy Triplett and Rob for their work on this
- There is a CRWSC meeting at 4pm on Monday June 14 via zoom
- Todd will be out of the office 6/17-6/23 with Carol acting in charge
- There will be no June work session but there could be a possible Exec. Session on June 30.
- July Board meeting is scheduled for July 8.

**Public comment-** Bob Rubitschun asked about the relief funds that are only going to the state and local governments and not to the Special Districts and asked if there is a strong lobbying group for the Special Districts to appeal to the State for some of the support monies to be sent to Special Districts.

**Agenda Item 10.0 Commissioner Reimbursements and Reports**

Commissioner Danel will be the third representative at the CRWSC meeting on June 14. Comm. French attended the SWA and Oak Lodge meetings. Commissioner Angier thanked Comm. French for attending the RWPC meeting in her place.

**Open meeting is adjourned at 7:05pm**