

CLACKAMAS RIVER WATER
BOARD OF COMMISSIONERS
REGULAR MEETING & EXECUTIVE SESSION
Held at 16770 SE 82nd Dr. Clackamas, OR 97015



Clackamas River Water

**This Meeting will have both an in person and remote option for attending
February 6, 2024 at 6:00pm**

AGENDA

Public Comment: If a member of the public wishes to address the Board during a meeting, they are encouraged to inform Board staff through email to kholtzgang@crwater.com no later than 4pm the day of the meeting. If a person will attend the meeting through Zoom and wishes to provide public comment, prior notice to kholtzgang@crwater.com no later than 4pm on the day of the meeting is **required** in order to ensure access. The notice should include the following information: (1) Full name; (2) Address/City/ZIP; (3) Email address or phone number to be used to access the Zoom meeting, so it can be unmuted; (4) District/Organization/Public; and (5) Topic of your public comment and or specific agenda item you wish to speak on.

Members of the public are welcome to speak for a maximum of three minutes during a time designated on the agenda for public comment. The speaker must state their name, address, and if they are a customer or not for the record. Public comment provided at the *beginning* of the agenda will be reserved for comment on agenda items, special presentations, letters, and complaints. Public comment as listed at the *end* of the agenda will be for the purpose of “wrapping up” any remaining concerns.

Anyone who wishes to attend the meeting remotely may do so by internet at <https://us02web.zoom.us/j/81754575305> or by calling the following number 1-253-215-8782 and join meeting/ 817 5457 5305#. **Passcode: 917422**

REGULAR BOARD MEETING @ 6:00pm

Call to Order, Pledge of Allegiance and Roll Call - *Sherry French, President*

- a. Approval of the Agenda

Public Comment (*see blue box at the top of the agenda*)

Consent Agenda

- CA-1: **Gross Payroll and Accounts Paid: January 2024**– *Christa Wolfe, Chief Financial Officer*
- CA-2: **Cash & Investment Ending Balances Report**– *Christa Wolfe, Chief Financial Officer*
- CA-3: **Consider Acceptance and Donation of Assets for Clackamas CLT Subdivision, Project 22-5294**- *Joe Eskew, Engineering Manager*

Action Items

1. **Acknowledge Receipt of the Audited Financial Statements for Fiscal Year 2023**- *Christa Wolfe, Chief Financial Officer*
2. **Consider Approval of Increase to the Not To Exceed Amount of the Contract with Omega** -*Todd Heidgerken, General Manager & Christa Wolfe, Chief Financial Officer*
3. **Consider Construction Contract Award for Water Treatment Plant (WTP) Valve Replacement, Project 21-5282**- *Joe Eskew, Chief Engineer*

Informational Reports

4. Quarterly Report-2nd Quarter FY 2024- *Christa Wolfe, Chief Financial Officer*
5. Management Report – *Todd Heidgerken, General Manager*

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6. Public Comment (*see blue box at the top of the agenda*)

Commissioner Business

7. Commissioner Reports and Reimbursements

Adjourn regular meeting

EXECUTIVE SESSION- will start immediately following the regular meeting

1. Discuss information or records that are exempt by law from public inspection pursuant to ORS 192.660 (2) (f) and 192.355 (9) (a) and ORS 40.225
2. To conduct deliberations with persons designated by the governing body to negotiate real property transactions. 192.660 (2) (e)

The meeting location is accessible to persons with disabilities. A request for accommodations for persons with disabilities should be made at least 48 hours before the meeting to Adora Campbell (503) 722-9226.

CLACKAMAS RIVER WATER

Agenda Item –
CA-1

REGULAR BOARD MEETING

February 6, 2024

SUBJECT Gross Payroll and Accounts Paid

DRAFT MOTION Move to approve the consent agenda items as presented

EFFECTIVE DATE February 6, 2024

**PRINCIPAL STAFF
PERSON**

**BOARD ACTION
REQUESTED** Acknowledge receipt of information as part of the approval of the consent agenda.

**DOCUMENTS
ATTACHED**

- 1) Earnings Statements for January 2024, Payrolls – 2 regular payrolls and 1 supplemental - \$337,992
- 2) Monthly Check History for January 2024 - \$1,209,093 (net)

COMPANY TOTAL		HOURS		EARNINGS		STATUTORY DEDUCTIONS		VOLUNTARY DEDUCTIONS		NET PAY	
COMPANY CODE											
312		46.00 REG	20.00 H	2,018.02 REG	34.00 V	8,179.53 FIT	155.08 11 LS VAC	1,148.53 TOTAL DEDUCTIONS	510.50 12 LS SCK	0 Pays	19,373.62
		.00 O/T	5.25 13 LS CMP	31,798.30 EARNINGS 3		2,125.31 SS					
		724.83 HOURS 3		500.46 EARNINGS 5		497.05 MED					
		.00 HOURS 4		34,316.78 GROSS		2,992.74 STATE					
HOURS ANALYSIS:											
EARNINGS ANALYSIS:											
MEMO ANALYSIS:											
STATUTORY DED. ANALYSIS:											
VOLUNTARY DED. ANALYSIS:											

877.40 H HOL	350.00 O ONCALL	1,491.58 V VAC	.46 5 ORWBF
6,803.36 11 LS VAC	22,395.64 12 LS SCK	230.32 13 LS CMP	150.00 28 HOL-OC
1,078.07 T EROPSR	407.56 V ERMED	26.69 W ERDEN	34,278.56 PML
2,992.74 39 OR			
2.32 D DENT1	500.00 H 457ING	35.44 M MEDPRE	.46 5 ORWBF
293.22 9 OPSRP	77.96 23 Dues	33.47 ORX OTRNST	205.66 PML PML

NET PAYROLL: 19,373.62 CHECKS: *NONE* STARTING CHECK NUMBER:
 TOTAL DEPOSITS: .00 VOUCHERS: NET CASH PAYS 1,000.00 OR MORE *NONE* ENDING CHECK NUMBER:
 NET VOIDS: 19,373.62 ADJUSTMENTS: 4 eVOUCHERS: 0
 NET CASH: .00 PAPER VOUCHERS PRINTED: 0

COMPANY TOTAL		HOURS		EARNINGS		STATUTORY DEDUCTIONS		VOLUNTARY DEDUCTIONS		NET PAY	
COMPANY CODE											
312	102.00 REG	40.00 H	438.70 REG	.00 O/T	5,467.31- FIT	310.16	11 LS VAC	19,655.52	TOTAL DEDUCTIONS	0	Pays
	.00 O/T	10.50	.10 EARNINGS 3	.00	27.20 SS						11,880.51-
	1,448.66 HOURS 3		.00 EARNINGS 5	438.80 GROSS	6.38 MED						
	.00 HOURS 4				1,902.46- STATE						
HOURS ANALYSIS:		40.00 H	58.00 V	VAC							
		10.50	13	LS CMP							
EARNINGS ANALYSIS:		438.70-	V	VAC	.10	5	ORWBF	438.70	12	LS SCK	
MEMO ANALYSIS:		.13	T	EROPSR	438.70	PML					
STATUTORY DED. ANALYSIS:		1,902.46-	39	OR							
VOLUNTARY DED. ANALYSIS:		250.00-	H	457ING	20,000.00	L	457ING	.10	5	ORWBF	
		77.96-	23	Dues	19.29-	ORX	OTRNST	2.64	PML	PML	
NET PAYROLL:		11,880.51-	CHECKS:	FLAGGED:							
TOTAL DEPOSITS:		.00	VOUCHERS:	NET CASH PAYS	1,000.00	OR	MORE	*NONE*	STARTING CHECK NUMBER:		
NET VOIDS:		11,880.51-	ADJUSTMENTS:	6				*NONE*	ENDING CHECK NUMBER:	0	
NET CASH:		.00							eVOUCHERS:	0	
									PAPER VOUCHERS PRINTED:	0	

HOURS ANALYSIS: 40.00 H 438.70 REG 10.50 13 LS CMP 58.00 V 438.80 GROSS 1,902.46- STATE 310.16 11 LS VAC 1,031.00 12 LS SCK
 EARNINGS ANALYSIS: 438.70- V VAC .10 5 ORWBF 438.70 PML
 MEMO ANALYSIS: .13 T EROPSR
 STATUTORY DED. ANALYSIS: 1,902.46- 39 OR
 VOLUNTARY DED. ANALYSIS: 250.00- H 457ING 20,000.00 L 457ING .10 5 ORWBF
 77.96- 23 Dues 19.29- ORX OTRNST 2.64 PML PML
 NET PAYROLL: 11,880.51- CHECKS: FLAGGED: NET CASH PAYS 1,000.00 OR MORE *NONE* STARTING CHECK NUMBER:
 TOTAL DEPOSITS: .00 VOUCHERS: 6 *NONE* ENDING CHECK NUMBER: 0
 NET VOIDS: 11,880.51- ADJUSTMENTS: .00 PAPER VOUCHERS PRINTED: 0
 NET CASH: .00

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Monthly Check History Listing
 Clackamas River Water
 1/1/2024 to 1/31/2024

Bank code: apbank

Check #	Date	Vendor	Description	Invoice	Amount Paid	Check Total
6506	01/03/2024	00095 ING	VOLUNTARY PAYROLL DEDUCTION: DEFER COMP	PR 12.29.23	3,256.77	3,256.77
6507	01/03/2024	00336 CITISTREET - STATE OF OREGON	VOLUNTARY PAYROLL DEDUCTION: DEFER COMP	PR 12.29.23	2,454.11	2,454.11
6508	01/03/2024	00029 OREGON PERS	PERS PMT:1604230,1604717,1604927,1605883	06/21-07/05/23	71,353.75	71,353.75
6510	01/18/2024	00336 CITISTREET - STATE OF OREGON	VOLUNTARY PAYROLL DEDUCTION: DEFER COMP	PR 01.12.24	2,704.11	2,704.11
6511	01/18/2024	00095 ING	VOLUNTARY PAYROLL DEDUCTION: DEFER COMP	PR 01.12.24	23,306.27	23,306.27
6512	01/18/2024	01959 US BANK	MERCHANT BILLING DECEMBER 2023	MB DECEMBER	405.45	405.45
6513	01/18/2024	01959 US BANK	CUSTOMER ANALYSIS - DECEMBER 2023	CAS DECEMBER	2,469.58	2,469.58
6514	01/24/2024	04390 OMEGA PROCESSING	DECEMBER 2023 PAYMENT PROCESSING (MERCHA	DECEMBER 2023	19,632.28	19,632.28
6515	01/22/2024	00029 OREGON PERS	PERS PMT:1649130,1650878,1651142,1649131	12/6-12/20/23	39,790.72	39,790.72
6516	01/30/2024	00095 ING	VOLUNTARY PAYROLL DEDUCTION: DEFER COMP	PR 01.26.24	3,006.77	3,006.77
6517	01/30/2024	00336 CITISTREET - STATE OF OREGON	VOLUNTARY PAYROLL DEDUCTION: DEFER COMP	PR 01.26.24	2,704.11	2,704.11
6519	01/30/2024	00029 OREGON PERS	PERS PMT:1659636,1659938,1660915,1659637	01/06-01/20/2024	40,560.39	40,560.39
94849	01/10/2024	04180 MADRONE TECHNOLOGY GROUP INC.	IT HARDWARE	3447	2,607.27	2,607.27
95810	01/03/2024	00285 ARAMARK UNIFORM SERVICES INC	ACCT. #934649000 - BUILDING MAINT. SUPPL	5291374134	84.54	84.54
95811	01/03/2024	00164 CENTURYLINK	ACC# 503-723-6700 962 DECEMBER 2023	12.16.23	91.73	91.73
95812	01/03/2024	03325 CHEMTRADE CHEMICALS US LLC	ALUMINUM SULFATE	93624738	6,584.54	6,584.54
95813	01/03/2024	00188 CLARK'S LAWN & GARDEN EQ., LLC	SAW CART WATER TANK	7604	186.99	186.99
			TWO CYCLE MIX	7693	53.40	53.40
			SMALL ENGINE PULL ROPE	7708	15.60	15.60
95814	01/03/2024	03472 CREATIVE FINANCIAL STAFFING	TEMP HR SERVICES: ALICIA COEN	123490211	1,947.90	1,947.90
95815	01/03/2024	03759 KENNEDY/JENKS CONSULTANTS INC	TASK # 4- HATTAN PS PRV MODIFICATIONS	167873	697.57	697.57
95816	01/03/2024	04180 MADRONE TECHNOLOGY GROUP INC.	IT SOFTWARE SUBSCRIPTION	3429	3,306.42	3,306.42
95817	01/03/2024	01961 MOSS ADAMS LLP	CLIENT # 607355 - AUDITING SERVICES	102527708	25,000.00	25,000.00

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Clackamas River Water
1/1/2024 to 1/31/2024

Bank code: apbank

Check #	Date	Vendor	Description	Invoice	Amount Paid	Check Total
95818	01/03/2024	00306 OFFICE DEPOT INC	ACCT#90261180 - ID#38683228 - OFFICE SUP	345602876001	58.61	
			ACCT#90261180 - ID#38683228 - OFFICE SUP	345626455001	25.98	
			ACCT#90261180 - ID#38683228 - OFFICE SUP	345626456001	22.46	107.05
95819	01/03/2024	00373 OREGON AFSCME	UNION DUES FOR PR 12.29.23	PR 12.29.23	981.99	981.99
95820	01/03/2024	01198 PACIFIC OFFICE AUTOMATION	QUARTERLY ADDITIONAL IMAGES	898999	284.65	284.65
95821	01/03/2024	04555 PAHLISCH COMMERCIAL	Refund receipt #: 004115	Ref000197697	521.15	521.15
95822	01/03/2024	04271 PBS ENGINEERING & ENVIR.	REDLAND ROAD WATERLINE IMPROVEMENT	0074173.000	1,502.50	1,502.50
95823	01/03/2024	04521 PORTLAND ENGINEERING, INC	CONTRACT WORK- SCADA SUPT.	12112	3,495.15	3,495.15
95824	01/03/2024	04540 DBA FIREPRO MONITORS LLC POTTER	CHARGER, 2-WHEEL WITH 1.5" SNORKEL	92563693	7,721.38	7,721.38
95825	01/03/2024	00229 RICOH USA, INC.	ADDITIONAL COPIES #1021276-3734774 12/12	107875940	208.86	208.86
95826	01/03/2024	04556 TIMBERCREEK CUSTOM HOMES	Refund receipt #: 004256	Ref000197698	14,953.21	14,953.21
95827	01/10/2024	00002 AMERICAN FAMILY LIFE ASSURANCE	ACC: OXNX3 - VOL. PAYROLL DEDUCT DECEMBE	267419	1,197.30	1,197.30
95828	01/10/2024	00285 ARAMARK UNIFORM SERVICES INC	ACCT. #934649000 - BUILDING MAINT. SUPPL	5291378738	84.54	84.54
95829	01/10/2024	01546 CASCADE COLUMBIA DIST CO INC	ALUMINUM CHLOROHYDRATE	883647	18,957.20	
			FY24 BLANKET PO - DENSE SODA ASH	883721	6,965.00	
			OVERWEIGHT CREDIT	521987	-150.00	25,772.20
95830	01/10/2024	00317 CDW GOVERNMENT INC.	COMPUTER PERIPHERALS & SOFTWARE	NT78696	229.70	229.70
95831	01/10/2024	04256 CITY WIDE FACILITY SOLUTIONS	NOVEMBER 2023 CLEANING	STI035000167	5,815.00	
			DECEMBER 2023 CLEANING	STI035000177	5,405.25	11,220.25
95832	01/10/2024	04147 CITY WIDE TREE SERVICES INC	REMOVAL OF LIMBS OVER PARK BLEACHERS	20749	2,413.00	2,413.00
95833	01/10/2024	00200 CLACKAMAS COUNTY	ONE CREW, CSW & GRAFFITI REMOVAL	20-10720	425.00	425.00
95834	01/10/2024	00519 COLONIAL LIFE	JANUARY 2024 VOLUNTARY PAYROLL DEDUCTION	77938620105167	353.61	353.61
95835	01/10/2024	00008 CONSOLIDATED SUPPLY CO.	40 PC 7110-03	S011695827.001	2,789.00	2,789.00
95836	01/10/2024	03472 CREATIVE FINANCIAL STAFFING	TEMP HR SERVICES: ALICIA COEN	123500213	1,535.10	1,535.10
95837	01/10/2024	02856 CRYSTAL GREENS LANDSCAPING	DECEMBER LANDSCAPING MAINTENANCE	289803	5,540.00	5,540.00

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Check #	Date	Vendor	Description	Invoice	Amount Paid	Check Total
95838	01/10/2024	01844 FERGUSON ENTERPRISES INC	2 PCS 6960-00	1214003-1	2,416.00	
			ROMAC GASKET FOR OC	1240532	46.31	2,462.31
95839	01/10/2024	03344 GARY FERLAN	EMPLOYEE UNIFORM AND SAFETY BOOT REIMBUR	01/09/2024	578.41	578.41
95840	01/10/2024	02322 GENERAL PACIFIC INC	BADGER METERS, VALVE BOXES	1481764	16,800.00	16,800.00
95841	01/10/2024	03887 DBA: NAPA AUTO PARTS GENUINE	WIPERS, WIRE KIT	4462-462169	86.44	
			WIPERS	4462-458763	38.98	125.42
95842	01/10/2024	00124 H D FOWLER CO INC	MARKING PAINT	16591334	2,518.80	2,518.80
95843	01/10/2024	03240 HARRANG LONG PC	GENERAL LEGAL SERVICES DECEMBER 2023	102169	4,600.00	
			EMPLOYMENT LEGAL SERVICES DECEMBER 2023	102170	1,408.00	
			EMPLOYMENT LEGAL SERVICES DECEMBER 2023	102171	568.00	6,576.00
95844	01/10/2024	04518 HUNTER AMBROSE INTERNATIONAL	RECRUITMENT RETAINER - WATER RESOURCES M	12400	11,599.98	11,599.98
95845	01/10/2024	00128 IDEXX DISTRIBUTION CORP.	WATER TESTING REAGENTS	3142612061	419.02	419.02
95846	01/10/2024	04210 INDUSTRIAL HEARING SERVICES	AUDIOGRAMS SCREENING	25050	550.00	550.00
95847	01/10/2024	02545 LAKESIDE INDUSTRIES INC	EASY STREET POLYMER COLD PATCH	257215	890.00	890.00
95848	01/10/2024	04558 MARK & LINDA LOCKWOOD	UB Refund Cst #009651	Ref000198645	583.54	583.54
95849	01/10/2024	04180 MADRONE TECHNOLOGY GROUP INC.	TELECOMMUNICATION	3449	1,588.45	
			IT SOFTWARE SUBSCRIPTION	3335	698.50	
			CONTRACT WORK	3470	405.00	
			IT HARDWARE	3480	74.99	2,766.94
95850	01/10/2024	04180 MADRONE TECHNOLOGY GROUP INC.	IT HARDWARE	3193	329.98	329.98
95851	01/10/2024	00012 METERADERS LLC	DECEMBER READS CYCLE 1,2,3 & 4	10997	5,498.64	5,498.64
95852	01/10/2024	00056 OAK LODGE WATER SERVICES DISTR	PAYMENTS FOR SVC TO CRW CUST. IN OAK LOD	10.25.23-12.25.23	7,216.93	7,216.93
95853	01/10/2024	00306 OFFICE DEPOT INC	ACCT#90261180 - ID#38683228 - OFFICE SUP	3417556536001	23.28	
			ACCT#90261180 - ID#38683228 - OFFICE SUP	340776330001	14.78	38.06
95854	01/10/2024	00048 OREGON CITY, CITY OF	PAYMENTS FOR SVC TO CRW CUST. IN OREGON	10.25.23-12.25.23	11,540.45	
			PAYMENTS FOR SVC TO CRW CUST. IN OREGON	11.30.23-12.31.23	5,614.09	17,154.54

Monthly Check History Listing
Clackamas River Water
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Check #	Date	Vendor	Description	Invoice	Amount Paid	Check Total
95855	01/10/2024	03548 RIVER CITY ENVIRONMENTAL INC	S FERGUSON @ S HENRICI	338610459	835.50	835.50
95856	01/10/2024	04310 ROBERT HALF LLC	TEMPORARY POSITION - ACCOUNTING/PAYROLL	626900043	3,172.00	
			TEMPORARY POSITION - ACCOUNTING/PAYROLL	62689899	2,830.40	
			TEMPORARY POSITION - ACCOUNTING/PAYROLL	62673071	2,830.40	
			TEMPORARY POSITION - ACCOUNTING/PAYROLL	62939230	2,688.88	
			TEMPORARY POSITION - ACCOUNTING/PAYROLL	62695535	2,450.00	
			TEMPORARY POSITION - ACCOUNTING/PAYROLL	62998392	1,268.80	15,240.48
95857	01/10/2024	04310 ROBERT HALF LLC	TEMPORARY POSITION - ACCOUNTING/PAYROLL	62948513	3,172.00	
			TEMPORARY POSITION - ACCOUNTING/PAYROLL	62663695	2,830.40	
			TEMPORARY POSITION - ACCOUNTING/PAYROLL	62965996	2,537.60	8,540.00
95858	01/10/2024	00024 SOUTH FORK WATER BOARD	WATER PURCHASED -DECEMBER 2023	DECEMBER 2023	33,131.78	33,131.78
95859	01/10/2024	00577 SPECIAL DISTRICTS ASSOC OREGON	INS. RENEWAL 2024 - GLUPROP/CASUALTY	39P54042-5191	257,813.00	257,813.00
95860	01/10/2024	00282 TERMINIX INTERNATIONAL INC	CUST.# 1703011 - DECEMBER PEST CONTROL S	441719739	131.00	
			9100 SE MANGAN DR- CUST.# 1703007 DECEMB	441719930	112.00	243.00
95861	01/10/2024	02391 VEBA SERVICE GROUP, LLC	HRA VEBA CONTRIBUTION - BI ANNUAL - 01-0	01.03.24	19,500.00	19,500.00
95862	01/10/2024	04485 W3GLOBAL	SERVICES OF TRAVIS ANDREWS	33770	2,790.00	2,790.00
95863	01/10/2024	04525 MATT WESTBROOK	GRANT COMPLIANCE ASSISTANCE	0000035	112.50	112.50
95864	01/10/2024	04486 WESTERN WATER WORKS	120 FT OF SOFT COPPER TUBING	3104690-01	830.40	830.40
95865	01/10/2024	02247 WHA INSURANCE AGENCY INC	INS. RENEWAL:2024 - RISK MGMT. & INS. FE	01/01/2024	17,000.00	17,000.00
95866	01/18/2024	00317 CDW GOVERNMENT INC.	IT HARDWARE	NS80271	459.40	459.40
95867	01/18/2024	03472 CREATIVE FINANCIAL STAFFING	TEMP HR SERVICES: ALICIA COEN	123510211	1,831.80	1,831.80
95868	01/18/2024	01305 DEPT OF ENVIRONMENTAL QUALITY	NPDES FILTER BACKWASH INDUSTRIAL WASTEWA	WQ24IND-0327	834.00	834.00
95869	01/18/2024	00327 HR ANSWERS INC	PROFESSIONAL SERVICES	53567	2,214.00	2,214.00
95870	01/18/2024	02284 K & D SERVICES OF OREGON INC	7768 SE CLACKAMAS RD	BILL22162	1,889.06	
			16710 S FISCHERS MILL RD	BILL22536	1,376.00	3,265.06
95871	01/18/2024	02922 KONE INC	CUST.# N295970 - SERVICE CALL	871214794	275.96	275.96

Monthly Check History Listing

Clackamas River Water
1/1/2024 to 1/31/2024

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Check #	Date	Vendor	Description	Invoice	Amount Paid	Check Total
95872	01/18/2024	00306 OFFICE DEPOT INC	ACCT#90261180 - ID#38683228 - OFFICE SUP	34720331001	12.66	12.66
95873	01/18/2024	00373 OREGON AFSCME	UNION DUES FOR PR 01.12.24	PR 01.12.24	1,011.32	1,011.32
95874	01/18/2024	02240 PACIFIC POWER GROUP LLC	ADMIN GENERATOR ANNUAL PM	512938-00	830.00	830.00
95875	01/18/2024	00018 PITNEY BOWES GLOBAL FIN SVC LL	INK CARTRIDGES FOR MACHINE	1024516132	132.79	132.79
95876	01/18/2024	04310 ROBERT HALF LLC	TEMPORARY POSITION - ACCOUNTING/PAYROLL	63049408	2,537.60	2,537.60
95877	01/18/2024	04310 ROBERT HALF LLC	TEMPORARY POSITION - ACCOUNTING/PAYROLL	62998403	2,122.80	4,660.40
95878	01/18/2024	04485 W3GLOBAL	TEMPORARY POSITION - ACCOUNTING/PAYROLL	63061320	1,981.28	1,981.28
95879	01/18/2024	02373 WORLD CUP COFFEE & TEA SERVICE	SERVICES OF TRAVIS ANDREWS	33823	4,095.00	5,445.00
95880	01/24/2024	00285 ARAMARK UNIFORM SERVICES INC	SERVICES OF TRAVIS ANDREWS	33648	1,350.00	215.60
95881	01/24/2024	02115 DAMON BAILEY	COFFEE, TEA & SUPPLIES	0256983	215.60	215.60
95882	01/24/2024	04307 BEND MAILING SERVICES, LLC	ACCT. #934649000 - BUILDING MAINT. SUPPL	5291387920	84.54	84.54
95883	01/24/2024	00304 CANTEL SWEEPING	THREE PAIRS OF PANTS	01.11.24	204.85	204.85
95884	01/24/2024	03777 CAROLLO ENGINEERS INC	DECEMBER & JANUARY PROCESSING & POSTAGE	89316	2,430.20	2,430.20
95885	01/24/2024	04466 CCX NORTH LLC	JANUARY LOT SWEEPING SERVICES	E31125	275.00	678.00
95886	01/24/2024	03811 CHRISTENSEN INC	JANUARY LOT SWEEPING SERVICES	E31124	210.00	
95887	01/24/2024	00200 CLACKAMAS COUNTY	JANUARY LOT SWEEPING SERVICES	E31126	193.00	
95888	01/24/2024	00200 CLACKAMAS COUNTY	BACKWASH BACKUP SUPPLY VALVES	FB45715	12,734.50	12,734.50
95889	01/24/2024	00008 CONSOLIDATED SUPPLY CO.	Refund receipt #: 004009	Ref000194186	1,917.88	1,917.88
95890	01/24/2024	03218 DIRECT TRANSPORT INC	UNLEADED REGULAR E10 & DIESEL CLEAR B-5	0515752-in	2,036.15	2,036.15
95891	01/24/2024	04419 ECAMSECURE	DESIGN, BIDDING AND INSPECTIONS ON LINWO	20-10942	32,200.00	32,200.00
			EVERBRIDGE EMERGENCY NOTIFICATION SYSTEM	20-10730	200.00	200.00
			WATERWORKS MATERIALS 2 PCS 7860-12	S011724232.001	752.02	752.02
			DELIVERY OF BOARD PACKETS	316815	65.94	65.94
			T-MOBILE DATA CHARGE RIVERSIDE PARK CAME	1125352	150.00	150.00
			T-MOBILE DATA CHARGE RIVERSIDE PARK CAME	1095358	150.00	300.00

Monthly Check History Listing

Clackamas River Water
1/1/2024 to 1/31/2024

apCkHist
02/01/2024 8:28AM

Bank code: apbank

Check #	Date	Vendor	Description	Invoice	Amount Paid	Check Total
95892	01/24/2024	00073 FIRST RESPONSE INC.	ALARM RESPONSE ADMIN	58955	75.00	75.00
95893	01/24/2024	04411 GOODFELLOW BROS LLC	4 LOADS OF SPOILS DUMPING	16721	384.00	384.00
95894	01/24/2024	00167 GRAINGER INC	DOOR HANGER POUCHES	9956300868	59.51	59.51
95895	01/24/2024	03426 GT EXCAVATING LLC	12' MAIN REPAIR TASK ORDER 3	2964	14,009.30	14,009.30
95896	01/24/2024	02922 KONE INC	CUST.# N295970 - QUARTERLY MAINT WTP LIF	871241839	418.89	
95897	01/24/2024	04171 LSK GRAPHICS INC.	CUST.# N295970 - CONSULT FOR ELEVATOR LO	1158629743	128.88	547.77
95898	01/24/2024	04180 MADRONE TECHNOLOGY GROUP INC.	SERVICES FOR DESIGN AND CREATION OF	12.07.23	375.00	375.00
95899	01/24/2024	00012 METERREADERS LLC	IT SOFTWARE SUBSCRIPTION	3486	135.32	
95900	01/24/2024	00355 METRO OVERHEAD DOOR INC	IT SOFTWARE SUBSCRIPTION	3500	41.91	177.23
95901	01/24/2024	00138 MILWAUKIE, CITY OF	DECEMBER READS	11061	4,117.68	4,117.68
95902	01/24/2024	04242 NORTHWEST MECHANICAL GROUP	SERVICE CALL FOR THE GATES	247788	242.00	242.00
95903	01/24/2024	00306 OFFICE DEPOT INC	JANUARY FLEET REPAIRS	INV00955	1,521.02	1,521.02
95904	01/24/2024	02240 PACIFIC POWER GROUP LLC	NOVEMBER MONTHLY BILLING	33321	617.50	
95905	01/24/2024	03815 PETROCARD INC	DECEMBER MONTHLY BILLING	33563	617.50	1,235.00
95906	01/24/2024	00021 PGE	ACCT#90261180 - ID#38683228 - OFFICE SUP	340513324001	85.99	
95907	01/24/2024	02386 PRINCIPAL FINANCIAL GROUP	ACCT#90261180 - ID#38683228 - OFFICE SUP	341293560001	35.04	
95908	01/24/2024	03996 RHZ ENGINEERING INC	ACCT#90261180 - ID#38683228 - OFFICE SUP	347200967001	-12.66	108.37
95909	01/24/2024	00229 RICOH USA, INC.	ADMIN GENERATOR ANNUAL PM	512939-00	830.00	830.00
			PLANT FUEL	C368698	39.16	39.16
			WTP DECEMBER 2023	WTP DEC 2023	35,710.17	
			PUMP STATION DEC 23	PUMP STAT DEC 2023	24,138.09	
			ADMIN DEC 2023	ADMIN DEC 2023	3,311.77	63,160.03
			JANUARY LIFE, AD&D & LTD, ACC.# 108 1726	JAN 2024	9,414.95	9,414.95
			WTP STRUCTURAL PROJECT DESIGN	94543	15,042.71	15,042.71
			COPIER LEASE #1021276-3745995 01/05-02/0	107870687	208.86	208.86

Monthly Check History Listing
 Clackamas River Water
 1/1/2024 to 1/31/2024

apCkHist
 02/01/2024 8:28AM

Bank code: apbank

Check #	Date	Vendor	Description	Invoice	Amount Paid	Check Total
95910	01/24/2024	00229 RICOH USA, INC.	ADDITIONAL COPIES #1021276-3745995 12/01	5068681004	134.25	134.25
95911	01/24/2024	00229 RICOH USA, INC.	ADDITIONAL COPIES #1021276-3797919 21/01	5068681225	85.30	123.55
95912	01/24/2024	00229 RICOH USA, INC.	ADDITIONAL COPIES #1021276-3734774 12/01	5068720137	38.25	45.75
95913	01/24/2024	00229 RICOH USA, INC.	COPIER LEASE #1021276-3797919 12/10-01/0	107885137	45.75	1,100.00
95914	01/24/2024	03548 RIVER CITY ENVIRONMENTAL INC	2214-0230 17135 S SEAL CT	338745128	1,100.00	8,800.00
95915	01/24/2024	03083 S-2 CONTRACTORS, INC	S HOLLY LN @ S REDLAND RD 2214-0256	2313E3	8,800.00	68,471.00
95916	01/24/2024	00577 SPECIAL DISTRICTS ASSOC OREGON	JANUARY HEALTH BENEFITS PROGRAM	03-0054042	68,471.00	360.00
95917	01/24/2024	00107 UNITED SITE SERVICES INC	PORTABLE RESTROOMS	114-13774135	360.00	180.00
95918	01/24/2024	00107 UNITED SITE SERVICES INC	PORTABLE RESTROOMS	114-13775414	180.00	46.45
95919	01/24/2024	00107 UNITED SITE SERVICES INC	PORTABLE RESTROOMS	INV-4107498	46.45	52.68
95920	01/24/2024	02854 VERIZON WIRELESS	ACC.#642537089-00001 CELL PHONE CHARGES	9953129992	52.68	3,420.00
95921	01/24/2024	04485 W3GLOBAL	SERVICES OF TRAVIS ANDREWS	33894	3,420.00	2,129.40
95922	01/30/2024	00130 WASTE MANAGEMENT OF OREGON	TRASH REMOVAL SERVICES-RIVERSIDE PARK -	9464324-1574-7	2,129.40	552.09
95923	01/30/2024	00168 WICHITA FEED & HARDWARE	TRASH REMOVAL SERVICES-MANGAN - CUST.# 5	9464325-1574-4	552.09	63.90
95924	01/30/2024	00285 ARAMARK UNIFORM SERVICES INC	TRENCHING SHOVELS	10534	63.90	15.00
95925	01/30/2024	02115 DAMON BAILEY	STRAW BALE FOR EROSION CONTROL	10533	15.00	84.54
95926	01/30/2024	02196 BOLI	ACCT. #934649000 - BUILDING MAINT. SUPPL	5291392501	84.54	260.99
95927	01/30/2024	00164 CENTURYLINK	EMPLOYEE EXPENSE REIMBURSEMENT	01.24.24	260.99	636.79
95928	01/30/2024	02127 CLACKAMAS RIVER	REDLAND WATERLINE PHASE 2	01.29.2024	636.79	240.00
95929	01/30/2024	02981 CLEAN HARBORS ENV SERVICES	SYSOPS SHOP REMODEL	01.29.24	240.00	91.78
95930	01/30/2024	00519 COLONIAL LIFE	ACC# 503-723-6700 962 JANUARY 2024	01.16.24	91.78	34,251.50
95931	01/30/2024	04380 EXECUTIVE SECURITY SERVICES	3RD QTR FY 2024 PARTICIPATION	75	34,251.50	562.82
95932	01/30/2024	00519 COLONIAL LIFE	Cleanup of Spilled Sodium Hypochlorite	1004846089	562.82	353.61
95933	01/30/2024	00519 COLONIAL LIFE	FEBUARY 2024 VOLUNTARY PAYROLL DEDUCTION	77938620205223	353.61	3,900.00
95934	01/30/2024	00519 COLONIAL LIFE	ROUTINE PATROL - FY 24	14950	3,900.00	

Monthly Check History Listing
Clackamas River Water
1/1/2024 to 1/31/2024

Bank code: apbank

Check #	Date	Vendor	Description	Invoice	Amount Paid	Check Total
95930	01/30/2024	01844 FERGUSON ENTERPRISES INC	FOR PURCHASE OF WTP FILTER VALVES AND	1234777	41,286.54	41,286.54
95931	01/30/2024	00073 FIRST RESPONSE INC.	MONTHLY MONITORING PATROL JANUARY 2024	58727	861.00	861.00
95932	01/30/2024	00167 GRAINGER INC	EYE WASH PRESERVATIVE LAMINATING POUCHES	9949371075 9951008474	66.80 20.88	87.68
95933	01/30/2024	02284 K & D SERVICES OF OREGON INC	17360 S HOLLY LN 2214-0256 S FERGUSON RD @ S HENRICI~ 2214-0256	BILL222718 BILL222695	3,575.74 3,245.44	
			17360 S HOLLY LN 2214-0256 19410 S FISCHERS MILL RD	BILL222580 BILL222579	2,470.49 135.00	9,426.67
95934	01/30/2024	00133 LES SCHWAB TIRE CENTERS INC	6 PCS CHAIN TIGHTNERS 08-100 WIPER BLADES	22700859436 2270086009	188.94 59.98	248.92
95935	01/30/2024	04412 M.L. HOJCK CONSTRUCTION CO	MAPLE LANE WATERLINE CONSTRUCTION	M220228-7	53,562.80	53,562.80
95936	01/30/2024	04180 MADRONE TECHNOLOGY GROUP INC.	COMPUTER UPGRADE TELECOMMUNICATION	3518 3502	8,462.28 1,588.45	
			CONTRACT WORK IT HARDWARE IT HARDWARE	3504 3519 3512	1,080.00 100.00 60.00	11,290.73
95937	01/30/2024	04180 MADRONE TECHNOLOGY GROUP INC.	CONTRACT	3488	3,037.50	3,037.50
95938	01/30/2024	02114 JEREMY MARCHANT	PROTECTIVE CLOTHING REIMBURSEMENT	01.29.24	99.90	99.90
95939	01/30/2024	04242 NORTHWEST MECHANICAL GROUP	JANUARY MONTHLY BILLING	33916	617.50	617.50
95940	01/30/2024	00306 OFFICE DEPOT INC	ACCT#90261180 - ID#38683228 - OFFICE SUP ACCT#90261180 - ID#38683228 - OFFICE SUP	345173464001 349151545001	172.01 156.22	
			ACCT#90261180 - ID#38683228 - OFFICE SUP UNION DUES FOR PR 01.26.24	349166300001 PR 01.26.24	27.69 1,054.55	355.92 1,054.55
95941	01/30/2024	00373 OREGON AFSCME	TAYLOR TERRACE ANNUAL GENERATOR ANNUAL	512944-00	910.00	910.00
95942	01/30/2024	02240 PACIFIC POWER GROUP LLC	LEASE ACCT #0010797993 09/5/23-03/04/24	3318606501	385.89	385.89
95943	01/30/2024	00018 PITNEY BOWES GLOBAL FIN SVC LL	COPIER LEASE #1021276-3745995 02/05-03/0	107954876	208.86	208.86
95944	01/30/2024	00229 RICOH USA, INC.	COPIER LEASE #1021276-3734774- 01/12-02/	107956538	208.86	208.86
95945	01/30/2024	00229 RICOH USA, INC.				

Monthly Check History Listing
Clackamas River Water
1/1/2024 to 1/31/2024

Bank code: apbank

Check #	Date	Vendor	Description	Invoice	Amount Paid	Check Total
95946	01/30/2024	04310 ROBERT HALF LLC	TEMPORARY POSITION - ACCOUNTING/PAYROLL	63106310	2,537.60	
			TEMPORARY POSITION - ACCOUNTING/PAYROLL	63117598	176.90	2,714.50
95947	01/30/2024	03701 SHRED NORTHWEST LLC	SYSOPS SHREDDING SERVICE	14568122823	108.00	
			ADMIN SHREDDING SERVICE	2945122823	108.00	216.00
95948	01/30/2024	00282 TERMINIX INTERNATIONAL INC	9100 SE MANGAN DR- CUST.# 1703007 JANUAR	442743099	112.00	112.00
95949	01/30/2024	02854 VERIZON WIRELESS	ACC.#472115222-00001 CELL PHONE CHARGES	9953884203	1,982.49	
			ACC.#472115222-00002 CELL PHONE CHARGES	9953884204	426.58	2,409.07
95950	01/30/2024	02247 WHA INSURANCE AGENCY INC	MERP ADMIN FEE DECEMBER 2023	DEC 2023	50.00	
			MERP ADMIN FEE DECEMBER 2023	01/24/2024	50.00	100.00

apbank Total: 1,209,093.07

154 checks in this report

Total Checks: 1,209,093.07

CLACKAMAS RIVER WATER

Agenda Item –
CA-2

REGULAR BOARD MEETING

February 6, 2024

SUBJECT Cash & Investment Ending Balances Report

DRAFT MOTION	Move to approve the consent agenda
EFFECTIVE DATE	February 6, 2024

PRINCIPAL STAFF PERSON

BOARD ACTION REQUESTED Approve the consent agenda items.

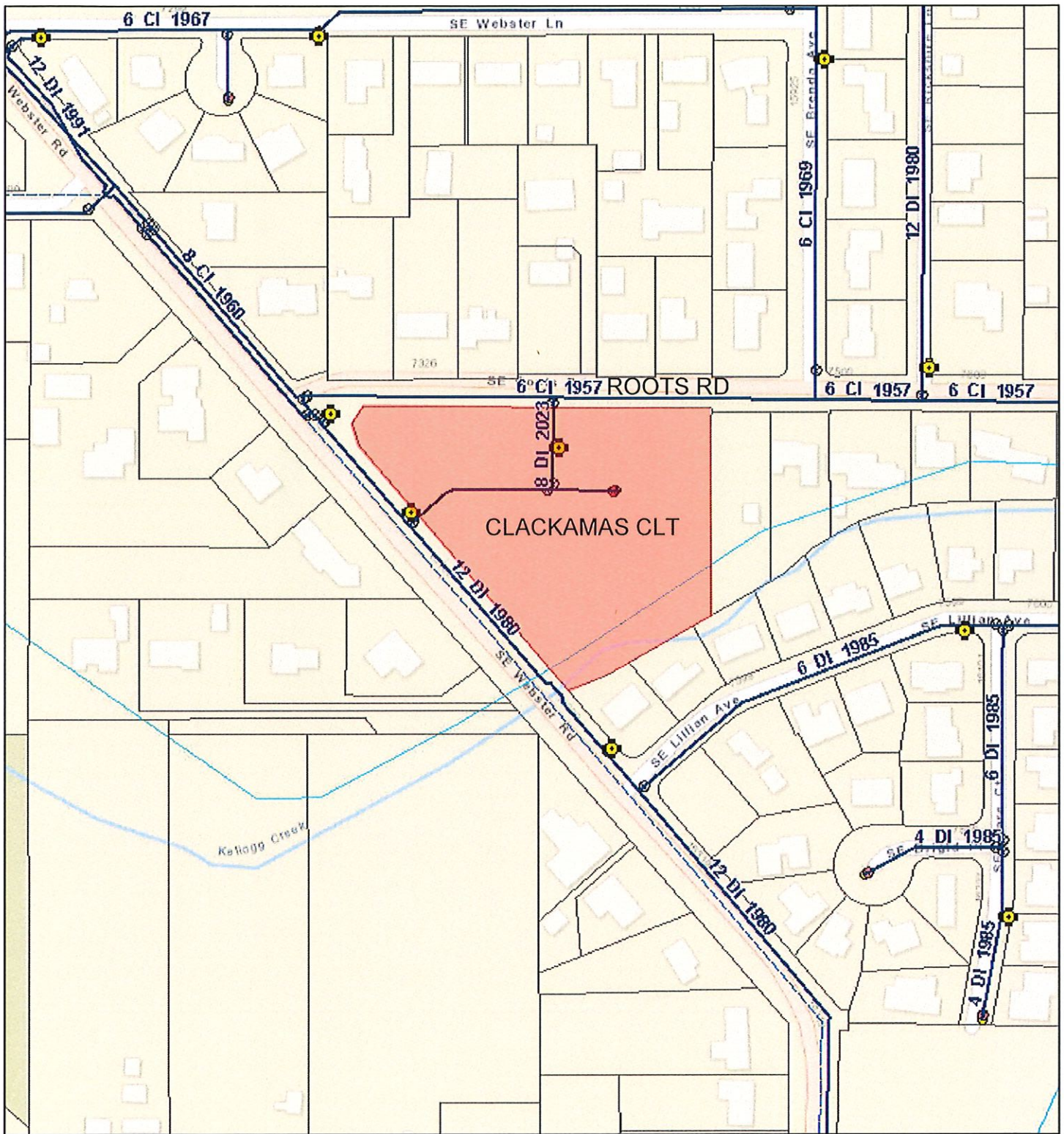
DOCUMENTS ATTACHED None

Agenda Summary

BACKGROUND

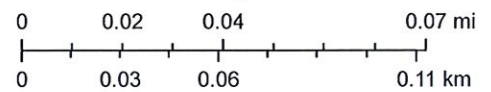
Clackamas River Water Cash & Investment Ending Balances by Month FY 2024

	US Bank General Checking	LGIP	Total	LGIP Interest Earnings	LGIP Interest Rate
July	\$ 7,003,421	\$19,201,790	\$ 26,205,211	\$ 66,723	4.11%
Aug	\$ 7,229,010	\$19,273,810	\$ 26,502,820	\$ 72,020	4.42%
Sept	\$ 8,455,698	\$19,347,156	\$ 27,802,854	\$ 73,346	4.63%
Oct	\$ 3,076,682	\$24,445,249	\$ 27,521,931	\$ 98,094	4.90%
Nov	\$ 3,664,569	\$24,545,709	\$ 28,210,278	\$100,400	5.00%
Dec	\$ 1,834,249	\$26,656,520	\$ 28,490,769	\$110,811	5.00%
Jan	\$ 1,893,738	\$26,769,394	\$ 28,663,132	\$112,874	5.00%



January 25, 2024

1:2,110



Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), NGCC, (c) OpenStreetMap contributors, and the GIS User Community



Clackamas River Water

EXHIBIT B CA-3

Return To:
Clackamas River Water
Po Box 2439
Clackamas OR 97015-2439

Approved By Board Action
Date:

Clackamas River Water Bill of Sale or Donation (Signifying the Transfer of Title to Ownership)

Project Name: Clackamas CLT
Owner: DevNW
Asset Location: Township 2S Range 2E Section 08DC Tax Lot(s) 09600

The asset to which this Bill of Sale or Donation applies is described and valued below and has an estimated life of 50 years for the District's fixed assets records.

Type and Size of Pipe(s) 6" and 8" Class 52 Ductile Iron

Developer Engineering Costs for water related facilities	\$ <u>4,420</u>
Water Mains (including fittings): <u>402</u> ft.	\$ <u>46,400</u>
Fire hydrant(s): <u>2</u>	\$ <u>16,500</u>
Number of Services: <u>11</u>	\$ <u>39,600</u>
Total Asset Value: \$ <u>106,920</u>	

This Bill of Sale or Donation includes the following warranties:

1. That Developer is the lawful owner of the transferred or donated property, and that it is free from all encumbrances.
2. That all bills for labor and materials in connection therewith have been fully paid (i.e. no outstanding liens).
3. That Developer has the right to transfer the same and that it shall warrant and defend the same against lawful claims and demands of all persons following the dates of acceptance of the Bill of Sale or Donation by the District
4. That Developer conveys and transfers the waterlines and appurtenances in the System Improvements to the District for the consideration of incorporating them into the District's water distribution system.
5. That for a period of two years from the date of acceptance, the System Improvements remains in good working order and condition acceptable to the District, and that the Developer shall repair or replace at its own expense any work or materials that may prove to be defective during said two-year period.

The asset herein described is hereby transferred to Clackamas River Water effective at the time of signature or as specified by action of the District's Board of Commissioners.

Signed this 8th day of January, 2024.

Signature: *Emily Reiman*

Emily Reiman, CEO for DevNW
Print or Type Name, Position, and/or Signing for

NOTARY:

STATE OF OREGON }
COUNTY OF CLACKAMAS } S.S.

On this 8th day of January, 2024,

Emily Reiman personally appeared before me, whose identity was proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to this instrument, and acknowledged that being the person who executed it.

WITNESS my hand and official seal
Bretton Culver Christian
Signature

L.S. Notary Public - State of Oregon
My commission expires: 10/11/24





EXHIBIT C
CA-3

Notice of Acceptance

Clackamas River Water hereby accepts the project constructed in connection with the **Clackamas CLT Subdivision, project 21-5294**, on this 6th day of February, 2024. Acceptance of this project by Clackamas River Water shall not constitute acceptance of any work not in accordance with the Contract Documents, nor shall it relieve the Contractor of his continuing obligation for work guarantee for two (2) years after the above date.

Clackamas River Water

Todd Heidgerken, General Manager

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

February 6, 2024

SUBJECT Acknowledge Receipt of the Audited Financial Statements for Fiscal Year 2023

DRAFT MOTION I move the Board acknowledge receipt of the Fiscal Year 2023 Annual Comprehensive Financial Report ending June 30, 2023.

EFFECTIVE DATE February 6, 2024

PRINCIPAL STAFF PERSON Christa Wolfe, Chief Financial Officer

BOARD ACTION REQUESTED Acknowledgement of FY 2022-23 Annual Comprehensive Financial Report (ACFR) and Audit as presented by Moss Adams, LLC.

DOCUMENTS ATTACHED Audit will be available at <https://crwater.com/financial-reports-documents/> (Click on “Fiscal Year 2023 Annual Financial Report”). A PDF and/or printed copies will be provided to the Commissioners separately.

Agenda Summary

BACKGROUND As required by ORS 297.405 et. seq., CRW has completed the annual audit of the financial statements for fiscal year ending June 30, 2023. The audit was performed by Moss Adams LLC. Julie Desimone, Partner at Moss Adams, presented the results of the audit at the January 11, 2024, regular meeting. The FY 2023 ACFR has received an unmodified “clean” opinion, meaning the basic financial statements present fairly, in all material respects, the financial position of CRW as of June 30, 2023 and 2022.

Copies of the FY 2023 Annual Comprehensive Financial Report (ACFR) will be provided to the Board of Commissioners, and will be sent to Budget Committee members, rating agencies, and other interested parties.

STAFF RECOMMENDATION Acknowledge receipt of the fiscal year 2023 ACFR

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

February 6, 2024

SUBJECT Consider Approval of Increase to the Not To Exceed Amount of the Contract with Omega

DRAFT MOTION	I move the Board approve an increase in the Not to Exceed amount of the contract with Omega for credit card processing services to \$320,000.
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EFFECTIVE DATE	February 6, 2024
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PRINCIPAL STAFF PERSON Todd Heidgerken, General Manager
Christa Bosserman Wolfe, CFO

BOARD ACTION REQUESTED Approve the increase to the not to exceed amount of the contract.

DOCUMENTS ATTACHED None

Agenda Summary

BACKGROUND CRW accepts payments in a variety of different forms. The number of payments and amounts provided in the various forms are provided to the Board as part of the Monthly Report.

A popular way for customers to pay their water bill is by electronic payment (i.e. credit card, debit card). When an electronic payment is used, there is a fee (varies but is approximately 4%) based on the percentage of the amount of the transaction. CRW's utilizes Omega to provide the online payment portal and process credit/debit card payments for utility billing. These fees are included as part of the cost of doing business and located in the FACS Department budget. On average, the fees represent approximately 1.8% of total Operating Revenues.

The Board has previously approved a contract of Not to Exceed \$220,000 with Omega for FY24. As of January 24, 2024, CRW has incurred \$173,619.49 for FY24. Based on current spend levels, staff anticipates costs to be approximately \$300,000 by the end of FY24. For this reason, an increase in the not to exceed amount is necessary to continue to receive payments in this manner.

STAFF RECOMMENDATION Staff recommend approving the proposed increase to the contract of \$100,000, for a total Not to Exceed amount of \$320,000.

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

February 6, 2024

SUBJECT Consider Construction Contract Award for Water Treatment Plant (WTP) Valve Replacement, Project 21-5282

DRAFT MOTION	Move the Board award a construction contract for the Water Treatment Plant Valve Replacement to Emery and Sons Construction Group for the Not to Exceed amount of \$440,000 and authorize the General Manager to sign the completed contract.
EFFECTIVE DATE	February 6, 2024

PRINCIPAL STAFF PERSON Joseph D. Eskew PE – Engineering Manager

BOARD ACTION REQUESTED The Board is requested to authorize a construction contract Not to Exceed \$440,000 to install the Owner furnished WTP Filter Control Valves.

DOCUMENTS ATTACHED None

Agenda Summary

BACKGROUND The WTP Valve Replacement project was included in the adopted 2021-2023 Biennial Budget (BN) and renewed in the BN 23-25 budget.

The project is an aging infrastructure improvement and is listed in the Facility Master Plan. Due to difficulties with manufacturing and delivery of waterworks parts as well as the large volume of valves required for this project, a procurement of the replacement valves was planned and authorized by the Board at the October 13, 2022 meeting. The valves are now manufactured, and a plant shut down for installation is in planning.

ANALYSIS Emery and Sons Construction Group, the contractor selected for this project, was vetted through our qualification based on-call selection process and is listed as one of our on-call contractors. The scope exceeds the amount approved in the on-call contract; therefore, the work will be awarded in a separate contract.

This procurement is exempt from the competitive solicitation requirements of the Local Contract Review Board Rules, as determined from Section 110-012.f2 - Public Contract Exceptions and Exemptions; Special Procurements, which states the exemption for “Distribution and Treatment system related Equipment, Repair, Maintenance and Overhaul...”

STAFF RECOMMENDATION Staff recommends that a construction contract be awarded to Emery and Sons Construction Group Not to Exceed \$440,000 for the WTP valve installations.

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

February 6, 2024

SUBJECT Quarterly Report – 2nd Quarter FY 2024

PRINCIPAL STAFF PERSON Christa Bosserman Wolfe, CPA, CFO

DOCUMENTS ATTACHED Exhibit A – General Fund Budget to Actual Status Report (Revenue)
Exhibit B- General Fund Budget to Actual Status Report (Expenditures)
Exhibit C - Capital Improvements Projects Budget to Actual Status Report
Exhibit D - System Development Charges Budget to Actual Status Report
Power Point Presentation (to be provided at the meeting)

Agenda Summary

BACKGROUND Each quarter the Board is provided with summary data of budget to actual by line item. This report covers the period Nov 1st-December 31st which is the 2nd quarter of fiscal year and the beginning of the new biennium. We are 25% through the biennium.

The presentation to the Board will highlight some specific items regarding the following funds:

General Fund

- Revenue is 31.1% of the biennial budget.
- Personnel Services are 18.8% of the biennial budget.
- Materials & Services are 22.1% of the biennial budget.
- Capital Outlay is 16.5% of the biennial budget.

Capital Improvement Projects Fund

- Expenditures at 10.2% of biennial budget.

System Development Fund

- Revenue is 29.7% of the biennial budget.

Clackamas River Water

Budget to Actuals Status Report Biennium 2023-2025

	Budget		Actual					Actual FY 2023-24	Remaining Budget	Percent Received
	Appropriation BN 2023-2025	BN 2023-2025	July-Sept 2023	Oct-Dec 2023	Jan-Mar 2024	Apr-Jun 2024	FY 2023-24			
GENERAL FUND										
Revenues										
Operating Revenue	31,731,000	5,355,483	4,391,946	-	-	-	9,747,428	21,983,572	30.7%	
Water Sales	31,371,000	5,280,038	4,347,244	-	-	-	9,627,282	21,743,718	30.7%	
Service Connection Fees	200,000	29,474	3,235	-	-	-	32,709	167,291	16.4%	
Service Charges	120,000	33,522	33,580	-	-	-	67,102	52,898	55.9%	
Miscellaneous - Operating	40,000	12,449	7,887	-	-	-	20,335	19,665	50.8%	
Non-Operating Revenue	561,750	101,544	205,055	-	-	-	306,599	255,151	54.6%	
Rental Income	261,350	31,596	43,076	-	-	-	74,673	186,677	28.6%	
Earnings from Investments	150,000	58,267	140,478	-	-	-	198,745	(48,745)	132.5%	
Miscellaneous - Non Operating	50,000	25	10,245	-	-	-	10,270	39,730	20.5%	
Surplus Property Sales	20,000	-	-	-	-	-	-	20,000	0.0%	
IGA - Cost Share	-	7,344	3,672	-	-	-	11,017	(11,017)	0.0%	
Grants - Non-Operating	30,000	-	-	-	-	-	-	30,000	0.0%	
Right of Way Fee	50,400	4,311	7,583	-	-	-	11,894	38,506	23.6%	
Revenues - TOTAL	\$ 32,292,750	\$ 5,457,026	\$ 4,597,001	\$ -	\$ -	\$ -	\$ 10,054,027	\$ 22,238,723	31.1%	

Clackamas River Water Budget to Actual Status Report Biennium 2023-2025

	Budget Appropriation	Actual					Actual FY 2023-24	Remaining Budget	Percent Used
		BN 2023-2025	July-Sept 2023	Oct-Dec 2023	Jan-Mar 2024	Apr-Jun 2024			
GENERAL FUND									
Personnel Services									
Salaries and Wages	8,513,000	732,330	936,881	-	-	1,669,211	6,843,789	19.6%	
Commissioner Stipend	19,200	1,025	1,700	-	-	2,725	16,475	14.2%	
Managers	1,976,300	91,132	158,462	-	-	249,595	1,726,705	12.6%	
Professional & Technical - NR	702,500	65,012	82,592	-	-	147,605	554,895	21.0%	
Professional & Technical	1,676,100	149,194	191,479	-	-	340,673	1,335,427	20.3%	
Water Treatment Specialist	1,251,000	156,958	158,356	-	-	315,314	935,686	25.2%	
Water Worker Distribution	1,685,000	185,751	226,631	-	-	412,382	1,272,618	24.5%	
Administrative Specialist	722,000	66,512	90,388	-	-	156,900	565,100	21.7%	
Overtime	239,500	13,566	20,415	-	-	33,981	205,519	14.2%	
Holiday Pay	14,000	527	3,724	-	-	4,251	9,749	30.4%	
Other Benefits	227,400	2,652	2,384	-	-	5,036	222,364	2.2%	
Awards	-	-	750	-	-	750	(750)	0.0%	
Benefits and Taxes	5,397,000	439,550	508,572	-	-	948,123	4,448,877	17.6%	
FICA - Social Security	688,700	58,077	73,151	-	-	131,228	557,472	19.1%	
Worker's Compensation	95,000	27,775	-	-	-	27,775	67,225	29.2%	
Pension	1,958,500	159,708	224,875	-	-	384,583	1,573,917	19.6%	
Health Insurance	2,252,300	155,759	180,001	-	-	335,760	1,916,540	14.9%	
Dental Insurance	144,500	11,415	13,217	-	-	24,632	119,869	17.0%	
Life Insurance	60,500	1,395	9,451	-	-	10,845	49,655	17.9%	
Oregon Paid Sick Leave	35,700	-	2,983	-	-	2,983	32,717	8.4%	
HRA VEBA	90,000	20,000	-	-	-	20,000	70,000	22.2%	
Tri-Met Tax	71,800	5,422	4,894	-	-	10,316	61,484	14.4%	
Total Personnel Services	\$ 13,910,000	\$ 1,171,881	\$ 1,445,453	\$ -	\$ -	\$ 2,617,334	\$ 11,292,666	18.8%	

Clackamas River Water

Budget to Actual Status Report

Biennium 2023-2025

	Budget		Actual					Actual	Remaining	Percent
	Appropriation	BN 2023-2025	July-Sept 2023	Oct-Dec 2023	Jan-Mar 2024	Apr-Jun 2024	FY 2023-24			
GENERAL FUND										
Materials & Services										
Customer Services	590,200	49,431	97,051	(97)	-	-	146,482	443,718	24.8%	
Bad Debt	35,500	-	(97)				(97)	35,597	-0.3%	
Credit Card Processing Fees	447,800	45,891	90,527				136,418	311,382	30.5%	
Collection Expenses	21,600	2,336	3,630				5,966	15,634	27.6%	
Customer Credit Allowance	11,400	-	-				-	11,400	0.0%	
Customer Statement Processing	58,000	1,104	1,664				2,768	55,232	4.8%	
Promotional Items	4,000	-	317				317	3,683	7.9%	
Public Notices	11,900	100	1,010				1,110	10,790	9.3%	
Facilities & Security	1,068,400	109,765	95,009				204,773	863,627	19.2%	
Assessments & Taxes	84,700	20,907	19,150				40,057	44,643	47.3%	
Building & Grounds Maintenance	715,700	66,420	55,087				121,507	594,193	17.0%	
Security	268,000	22,438	20,772				43,209	224,791	16.1%	
General Administration	1,134,000	197,106	60,774				257,880	876,120	22.7%	
Bank Charges	112,400	4,780	7,903				12,683	99,717	11.3%	
Dues & Memberships	398,650	69,793	52,263				122,056	276,594	30.6%	
Insurance	602,950	122,533	608				123,141	479,810	20.4%	
Insurance Deductible	20,000	-	-				-	20,000	0.0%	
Materials	465,900	7,831	35,959				43,790	422,110	9.4%	
Inventory	320,000	1,355	16,800				18,155	301,845	5.7%	
Maintenance Supplies	145,900	6,476	19,159				25,635	120,265	17.6%	
Office	182,300	17,056	21,618				38,673	143,627	21.2%	
Office Supplies	23,000	1,217	885				2,102	20,898	9.1%	
Postage	106,300	12,379	17,749				30,128	76,172	28.3%	
Printing	37,400	1,391	1,907				3,298	34,102	8.8%	
Miscellaneous	15,600	2,068	1,077				3,146	12,454	20.2%	
Other Support Costs	393,200	22,477	23,394				45,872	347,328	11.7%	
Books & Publications	4,200	1,016	139				1,155	3,045	27.5%	
Certifications	15,900	229	3,952				4,181	11,719	26.3%	
Employee Relations	47,400	4,075	2,760				6,835	40,565	14.4%	
Medical Exams	7,600	36	551				587	7,013	7.7%	
Payroll Processing Fees	43,700	4,960	5,556				10,516	33,184	24.1%	

Clackamas River Water

Budget to Actual Status Report

Biennium 2023-2025

GENERAL FUND	Budget		Actual					Actual	Remaining Budget	Percent Used
	Appropriation	BN 2023-2025	July-Sept 2023	Oct-Dec 2023	Jan-Mar 2024	Apr-Jun 2024	FY 2023-24			
Protective Clothing	38,400		2,173	516	-	-	2,690	35,710	7.0%	
Safety & Health	55,000		6,991	2,000	-	-	8,991	46,009	16.3%	
Training	178,100		2,984	7,881	-	-	10,866	167,234	6.1%	
Travel - Local	2,900		12	39	-	-	51	2,849	1.8%	
Professional & Contracted Services	2,030,400		161,603	346,636	-	-	508,239	1,522,161	25.0%	
Audit	92,500		-	25,345	-	-	25,345	67,155	27.4%	
Contract Work	1,327,900		148,862	287,472	-	-	436,334	891,566	32.9%	
Engineer Service	420,000		5,192	19,622	-	-	24,814	395,186	5.9%	
Legal	190,000		7,550	14,197	-	-	21,746	168,254	11.4%	
Equipment	1,077,650		145,768	145,218	-	-	290,987	786,663	27.0%	
Computers, Peripherals & Software	65,300		3,253	43,241	-	-	46,494	18,806	71.2%	
Equipment Maintenance	176,600		15,019	27,341	-	-	42,360	134,240	24.0%	
Equipment Rental	63,500		5,481	5,554	-	-	11,035	52,465	17.4%	
Maintenance Agreements	523,650		104,371	42,231	-	-	146,602	377,048	28.0%	
Small Tools & Equipment	108,900		12,920	10,361	-	-	23,281	85,619	21.4%	
Vehicle Maintenance	139,700		4,725	16,490	-	-	21,215	118,485	15.2%	
Utilities	2,286,100		207,271	222,747	-	-	430,017	1,856,083	18.8%	
Telecommunications	137,400		22,451	14,846	-	-	37,298	100,102	27.1%	
Utilities	2,148,700		184,819	207,900	-	-	392,719	1,755,981	18.3%	
Water Purchases & Treatment	2,864,850		407,152	248,130	-	-	655,282	2,209,568	22.9%	
Permits	49,650		3,188	933	-	-	4,121	45,529	8.3%	
Telemetry	20,000		365	-	-	-	365	19,635	1.8%	
Water Purchases	1,969,400		311,001	185,284	-	-	496,285	1,473,115	25.2%	
Watershed Management	121,000		2,445	43	-	-	2,488	118,512	2.1%	
Water Treatment & Analysis	704,800		90,153	61,871	-	-	152,024	552,776	21.6%	
Materials & Services - Subtotal	12,093,000		1,325,458	1,296,536	-	-	2,621,995	9,471,005	21.7%	
Overhead, Labor & Equip	(704,000)		(41,184)	(59,413)	-	-	(100,597)	(603,403)	14.3%	
Materials & Services - TOTAL	\$ 11,389,000		\$ 1,284,275	\$ 1,237,123	\$ -	\$ -	\$ 2,521,398	\$ 8,867,602	22.1%	

Clackamas River Water

Budget to Actual Status Report

Biennium 2023-2025

GENERAL FUND	Budget Appropriation	Actual July-Sept 2023	Actual Oct-Dec 2023	Actual Jan-Mar 2024	Actual Apr-Jun 2024	Actual FY 2023-24	Remaining Budget	Percent Used
Capital Outlay	2,279,500	143,650	231,966	-	-	375,615	1,903,885	16.5%
Land	100,000	-	-	-	-	-	100,000	0.0%
Building	275,000	1,120	-	-	1,120	-	273,880	0.4%
Improvements	794,500	112,349	60,558	-	-	172,908	621,592	21.8%
Vehicles	191,000	11,038	63	-	-	11,100	179,900	5.8%
General Equipment & Tools	260,000	19,142	69,900	-	-	89,043	170,957	34.2%
Computer Equipment	339,000	-	21,465	-	-	21,465	317,535	6.3%
Other	320,000	-	79,979	-	-	79,979	240,021	25.0%
Capital Outlay - TOTAL	\$ 2,279,500	\$ 143,650	\$ 231,966	\$ -	\$ -	\$ 375,615	\$ 1,903,885	16.5%
Operating Contingency	1,000,000	-	-	-	-	-	1,000,000	0.0%
Total Expenditures	\$ 28,578,500	\$ 2,599,805	\$ 2,914,541	\$ -	\$ -	\$ 5,514,347	\$ 23,064,153	19.3%
Transfers to Other Funds	6,475,300	-	823,150	-	-	823,150	5,652,150	12.7%
Change in Revenues, Expenditures & Other Financing (Sources) Uses	(2,761,050)	2,857,222	859,310	-	-	3,716,530	(6,477,580)	
Beginning Fund Balance	7,500,000	13,586,182	16,443,404	17,302,713	17,302,713	13,586,182	(6,086,182)	
Ending Fund Balance	\$ 4,738,950	\$ 16,443,404	\$ 17,302,713	\$ 17,302,713	\$ 17,302,713	\$ 17,302,712	\$ (12,563,762)	

Clackamas River Water Budget to Actuals Status Report Biennium 2023-2025

CAPITAL IMPROVEMENT PROJECTS FUND	Budget		Actual July-Sept 2023	Actual Oct-Dec 2023	Actual Jan-Mar 2024	Actual Apr-Jun 2024	Actual FY 2023-24	Remaining Budget	Percent Used
	Appropriation BN 2023-2025	BN 2023-2025							
Revenues									
Misc. Operating income	-	-	-	45,000	-	-	45,000	-	0.0%
Earnings from Investments	-	994	994	12,660	-	-	13,654	-	0.0%
Grant - Hazard Mitigation	-	-	-	6,887	-	-	6,887	-	0.0%
Grant - State Homeland Sec	-	-	-	3,060	-	-	3,060	-	0.0%
Total Revenues	\$ -	\$ 994	\$ 994	\$ 67,608	\$ -	\$ -	\$ 68,602	\$ -	0.0%
Capital									
Manager	73,000	911	911	1,837	-	-	2,748	70,252	3.8%
Engineering Manager	108,000	18,196	18,196	19,135	-	-	37,332	70,668	34.6%
Professional & Technical - N	-	-	-	154	-	-	154	(154)	0.0%
Professional & Technical	215,000	21,821	21,821	26,756	-	-	48,577	166,423	22.6%
Water Worker Distribution	87,000	1,705	1,705	7,670	-	-	9,376	77,624	10.8%
Contract Work	-	278,391	278,391	443,389	-	-	721,781	(721,781)	0.0%
Engineer Services	-	13,955	13,955	41,646	-	-	55,601	(55,601)	0.0%
Legal	-	274	274	-	-	-	274	(274)	0.0%
Materials Inventoried	-	-	-	34,877	-	-	34,877	(34,877)	0.0%
Public Notices	-	-	-	162	-	-	162	(162)	0.0%
Overhead, Labor & Equip Ca	704,000	40,497	40,497	59,413	-	-	99,910	604,090	14.2%
Capital Outlay	8,753,000	-	-	-	-	-	-	8,753,000	0.0%
Total Expenditures	\$ 9,940,000	\$ 375,750	\$ 635,040	\$ -	\$ -	\$ -	\$ 1,010,790	\$ 8,929,210	10.2%
Transfers from Capital Reserve Fund	(9,939,000)	-	(2,000,000)	-	-	-	(2,000,000)	(7,939,000)	79.9%
Change in Revenues, Expenditures & Other Financing Sources & Uses	(1,000)	(374,755)	1,432,567	-	-	-	1,057,812	(1,058,812)	
Beginning Fund Balance	1,000	(187,650)	(562,405)	870,162	870,162	870,162	(187,650)	188,650	
Ending Fund Balance	\$ -	\$ (562,405)	\$ 870,162	\$ 870,162	\$ 870,162	\$ 870,162	\$ 870,162	\$ (870,162)	



Clackamas River Water

Clackamas River Water

2nd Quarter Update – Fiscal Year 2024

Board Meeting – February 6, 2024
Christa Bosserman Wolfe, CPA, CFO



Biennium (BN) 2023-2025



General Fund Budget to Actual Status

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Revenues tracking slightly higher than anticipated (31.1% vs 25%) to date. Drivers:

Water Service varies seasonally
Interest Earnings (LGIP rate 5.0%)



Expenses tracking slightly lower than anticipated 19.3% vs 25%)



Personnel savings due to vacant positions in Water Resources, FACS, and Administration (18.8% vs 25%).



Material & services are tracking closely to the budget at 22.1%




Capital outlay spending does not have an even burn rate due to various equipment replacement schedules and lead times.

Capital Improvement Projects Fund Budget to Actual Status

- 10.2% spent through 2nd quarter.
- Will see spending ramp up the next quarter for projects like Redland Rd Phase 2, I-205 Crossings, and 82nd Drive.
- Progress reports are provided to the Board as part of the Monthly Report.





System Development Charge Reserve Fund Budget to Actuals

- 29.7% SDC revenue from new construction received to date
- Interest earnings trending higher than budgeted due to current rates.





Questions?

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

February 6, 2024

SUBJECT Management Report

PRINCIPAL STAFF PERSON Todd Heidgerken

DOCUMENTS ATTACHED

Table of Contents

The Management Report will have two sections: (A) an overview of GM and Staff activity during the month; (B) informational articles (when available)

- A. Management Report
- B. Informational articles or Materials- None at this time

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

February 6, 2024

SUBJECT Management Report

PRINCIPAL STAFF PERSON Todd Heidgerken

BOARD ACTION REQUESTED None

A. Management Report

1. **Communications:**
Monthly Report – The monthly report will be provided to the Board separately and posted on the CRW Website.

2. **Distinguished Budget Presentation Award** – CRW was awarded the Distinguished Budget Presentation Award from the Government Finance Officers Association (GFOA). This award is the highest form of recognition in governmental budgeting. In addition to receiving the award, CRW’s budget received special recognition in the areas of Strategic Goals & Strategies and Capital Program. Special recognition is given when all three reviewers give the highest possible score in a particular category.

The Distinguished Budget Presentation Award is valid for two years. Many thanks go to the various members of the team who worked on the most recent budget. Special appreciation goes to Ted Ebor, Sr. Finance and Accounting Specialist, and the rest of the finance team for their work on the budget during the CFO transition process.

3. **Service Line Inventory Update** - Data collection efforts are complete for the service line inventory (in response to the federal Lead and Copper Rule revisions). Staff are compiling data and planning to submit the required inventory spreadsheet to the Oregon Health Authority well ahead of the October deadline. Historic records and field data collection efforts (utilizing the State’s approved statistical method) confirmed that there are no lead service lines in the CRW water system.

4. **Inclement Weather Event** – The recent freezing rain and cold temperatures created issues for some CRW customers (i.e. frozen pipes) and impacted our operational hours. For safety reasons, CRW did close the offices at 1 pm on January 16 and had a late start on January 17 to

allow staff time to safely make the trip in. On-call and standby staff were available to respond to immediate needs and emergencies.

The impact to CRW facilities was minimal when compared to the 2021 Ice Storm. CRW staff participated in daily “Cities/Special District” coordination calls with the County throughout the event. The County is collecting information on initial damage assessments resulting from the weather event. CRW has submitted an initial estimate of \$14,000 associated with a downed tree and damaged fence at a pump station and time associated with staff assisting customers with frozen/damaged water meters and other freeze damage.

5. Miscellaneous Governmental Affairs Activities:

- SDAO Metro Breakfast – The second SDAO Metro Breakfast was held on January 30th. The focus was to provide an update and create awareness of litigation trends impacting local governments. In addition, SDAO governmental affairs staff provided a brief update on the upcoming February legislative session.
- Clackamas Fire District (CFD1) Meeting – Staff from both CFD1 and CRW met to review response protocols and training needs regarding water system operation during emergency response calls. CRW is working with CFD1 to provide a training video to be presented to CFD1 staff. CRW is also reviewing other training materials used by CFD1.
- Clackamas River Water Providers (CRWP) – The CRWP members met to check in on emergency management coordination. Specifically, the members discussed tools that water providers could use to assess functional/operational status of utility assets and components within the primary areas after an emergency.

6. **Emergency Management Update** - Continuity of Operations Plans (COOP) are going to be the upcoming focus of the Emergency Management program. Beth will be attending a series of trainings this spring on this critical function of public organizations. In February/March CRW will be re-establishing the EPIC team to work with Managers to review old COOP planning documents and how they “fit” in the new system, Veoci.

7. **Safety Update** - For 2023, CRW had a second year of ZERO reportable accidents! While we have had some small issues that came up that gave us opportunities to improve our safety programs, this is a major consistent trend at CRW. Many thanks to the safety committee for their work in the past year. More information will be coming about this great achievement of our entire staff!

8. **Security Update**- CRW continues working on the installation of our new physical security system and camera expansion. This project has been 2.5 years in the making and is a major improvement in support of our improved risk management and resilience to-dos, identified in our 2020 Risk and Resilience Assessment.

We are likely going to complete the Mangan campus (WTP and System Operations) by the end of January. The month of February will be dedicated to completing the alarm system components, finalizing the chlorine building's security enhancements, and expanding our security technology to select pump stations/reservoir sites. Additionally, we will be working on a new "security SOP" which will provide guidance on the expectations of employees, management, and vendors in managing our collective security.

9. Looking Ahead:

- The SDAO Conference will be held February 8 – 11.
- CRW Offices will be closed February 19 to observe the President's Day Holiday
- The February CRW Board Work Session will be held on February 26 at 6pm
- The agenda setting meeting for the March Board meeting will be held on February 29 at 9:30am
- The CRW Regular March Board Meeting will be held on Thursday March 14 at 6pm

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

February 6, 2024

SUBJECT Commissioner Reports and Reimbursement Requests

DRAFT MOTION NO MOTION REQUIRED

EFFECTIVE DATE

PRINCIPAL STAFF PERSON Board of Commissioners

BOARD ACTION REQUESTED Commissioner Communications

DOCUMENTS ATTACHED

- Commissioner Reimbursement Requests

Agenda Summary

BACKGROUND

CLACKAMAS RIVER WATER

Commissioner Request for Reimbursement

Month December 2023

Commissioner's Name Naomi Angier

Please Print

Date	Meetings	Amount
	CRW Regular Board Meeting –	\$ 50.00
	CRW Work Session	\$ _____
	Miscellaneous Meeting	\$ _____
		\$ _____
		\$ _____
		\$ _____

Total \$ 50.00

Date	Meals	Amount
		\$ _____
		\$ _____
		\$ _____
		\$ _____

Total \$ _____

Date	Mileage *	Amount
		\$ _____
		\$ _____
		\$ _____
		\$ _____
		\$ _____

Total \$ _____

Date	Motel/Hotel Lodging **	Amount
		\$ _____
		\$ _____
		\$ _____
		\$ _____

Total \$ _____

Date	Miscellaneous ***	Amount
		\$ _____
		\$ _____
		\$ _____

Total \$ _____


- * Mileage \$ _____ per mile
- ** Lodging bills must be attached in support of reimbursement request
- *** Miscellaneous expenses to be supported with bills where possible

Total Expenses	\$ _____
Adjustments	\$ _____
Amount Due Commissioners	\$ <u>50.00</u>

I hereby certify under penalties of perjury and other laws regarding falsification of records and/or official misconduct, the above request for reimbursement to be accurate and complete and further certify that I am authorized to receive reimbursement as part of my authorized duties as a CRW commissioner.

Respectfully submitted _____
Commissioner's Signature

For Accounting:
 Payroll: Taxable \$ _____ Non-Taxable \$ _____ entered P/R _____
 Accounts Payable: VENDOR # _____ ACCT# 01.601.5730 AMOUNT \$ _____ Entered A/P _____
 Board: Reimbursement as of _____



 CFO Date 1/8/24

CLACKAMAS RIVER WATER

Commissioner Request for Reimbursement

Month January, 2024

Commissioner's Name Robert Rubitschun Please Print

Date	Meetings	Amount
	CRW Regular Board Meeting - <u>1/11/2023</u>	\$ <u>50.00</u>
	CRW Work Session	\$ _____
	Miscellaneous Meeting	\$ _____
		\$ _____
		\$ _____
		\$ _____

Total \$ 50.00

Date	Meals	Amount
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____

Total \$ _____

Date	Mileage *	Amount
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____

Total \$ _____

Date	Motel/Hotel Lodging **	Amount
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____

Total \$ _____

Date	Miscellaneous ***	Amount
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____

Total \$ _____

- * Mileage \$ _____ per mile
- ** Lodging bills must be attached in support of reimbursement request
- *** Miscellaneous expenses to be supported with bills where possible

Total Expenses	\$ _____
Adjustments	\$ _____
Amount Due Commissioners	\$ <u>50.00</u>

I hereby certify under penalties of perjury and other laws regarding falsification of records and/or official misconduct, the above request for reimbursement to be accurate and complete and further certify that I am authorized to receive reimbursement as part of my authorized duties as a CRW commissioner.

Respectfully submitted Robert M. Rubitschun
Commissioner's Signature

For Accounting:
 Payroll: Taxable \$ 50.00 Non-Taxable \$ _____ entered P/R S. Dunn
 Accounts Payable: VENDOR # _____ ACCT# 01.601.5730 AMOUNT \$ _____ Entered A/P _____
 Board: Reimbursement as of _____

[Signature] CFO Date 1-12-24

CLACKAMAS RIVER WATER

Commissioner Request for Reimbursement

Month Dec 2023

Commissioner's Name Lester B Garrison

Please Print

Date	Meetings	Amount
	CRW Regular Board Meeting - <u>Dec 2023</u>	\$ 50.00
	CRW Work Session	\$
	Miscellaneous Meeting	\$ 50.00 <u>ASG</u>
		\$
		\$

Total \$ 50.00

Date	Meals	Amount
		\$
		\$
		\$

Total \$ _____

Date	Mileage *	Amount
		\$
		\$
		\$

Total \$ _____

Date	Motel/Hotel Lodging **	Amount
		\$
		\$
		\$

Total \$ _____

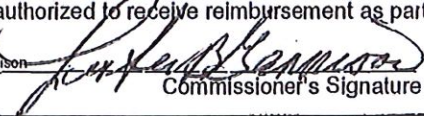
Date	Miscellaneous ***	Amount
		\$
		\$
		\$

Total \$ _____


- * Mileage \$ _____ per mile
- ** Lodging bills must be attached in support of reimbursement request
- *** Miscellaneous expenses to be supported with bills where possible

Total Expenses \$ 50.00
Adjustments \$ _____
Amount Due Commissioners \$ _____

I hereby certify under penalties of perjury and other laws regarding falsification of records and/or official misconduct, the above request for reimbursement to be accurate and complete and further certify that I am authorized to receive reimbursement as part of my authorized duties as a CRW commissioner.

Respectfully submitted Lester Garrison

 Commissioner's Signature

For Accounting:
 Payroll: Taxable \$ 50.00 Non-Taxable \$ _____ entered P/R S. Dunn
 Accounts Payable: VENDOR # _____ ACCT# 01.601.5730 AMOUNT \$ _____ Entered A/P _____
 Board: Reimbursement as of _____

Not sure if this was previously submitted ASG
 CFO Date 1-31-24

CLACKAMAS RIVER WATER

Commissioner Request for Reimbursement

Month Jan 2024

Commissioner's Name Lester B Garrison

Please Print

Date	Meetings	Amount
	CRW Regular Board Meeting - <u>01/11/2024</u>	\$ 50.00
	CRW Work Session	\$
	Miscellaneous Meeting <u>RECURE 01/25/2024</u>	\$ 50.00
		\$
		\$

Total \$ 100.00

Date	Meals	Amount
		\$
		\$
		\$
		\$

Total \$ _____

Date	Mileage *	Amount
		\$
		\$
		\$
		\$

Total \$ _____

Date	Motel/Hotel Lodging **	Amount
		\$
		\$
		\$
		\$

Total \$ _____

Date	Miscellaneous ***	Amount
		\$
		\$
		\$

Total \$ _____

- * Mileage \$ _____ per mile
- ** Lodging bills must be attached in support of reimbursement request
- *** Miscellaneous expenses to be supported with bills where possible

Total Expenses \$ 100.00
Adjustments \$ _____
Amount Due Commissioners \$ _____

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 Board: Reimbursement as of _____

CFO 1-31-24
 Date



Clackamas River Water

Monthly Update

January 2024



- Monthly Update 3
 - Purchase Order Report.....3
 - Contracts Log..... 4
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 - Activity Reports 7
- System Operations 8
 - Operation Statistics..... 8
 - Project Updates..... 9-10
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 - Water Distribution Charts 11
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Purchase Order Report- December 2023

Purchase Order Report - December 2023

Vendor: 00086 - PARAMOUNT SUPPLY CO

PO #	Description	Total Amount
24-0088	(3) ASCO PILOT VALVES	1,166.39

Vendor: 00402 - DLT SOLUTIONS

PO #	Description	Total Amount
24-0090	INFOWATER PRO 2024 SINGLE-USER - ELD ANNUAL SUBSCRIPTION	5,107.96

Vendor: 00555 - TYLER TECHNOLOGIES INC

PO #	Description	Total Amount
24-0089	TYLER TECH ANNUAL MAINT. AGREEMENT	40,271.67

Vendor: 01361 - D & H FLAGGING INC

PO #	Description	Total Amount
24-0091	FLAGGING AND TRAFFIC CONTROL SERVICES - D&H FLAGGING INC.	70,000.00

Vendor: 02284 - K & D SERVICES OF OREGON INC

PO #	Description	Total Amount
24-0092	FLAGGING & TRAFFIC CONTROL SERVICES - K&D SERVICES OF OREGON INC	70,000.00

Vendor: 03394 - TEAM ELECTRIC COMPANY

PO #	Description	Total Amount
24-0093	ELECTRICLE MAINT. AND CONSTRUCTION SERVICES - TEAM ELECTRIC CO.	65,000.00

Vendor: 04250 - CIMCO-GC SYSTEMS, LLC, DBA GC SYSTEMS

PO #	Description	Total Amount
24-0094	(3) CHECK VALVES FOR BARLOW CREST PUMP #1 CLA-VAL CONTROL VALVE	590.00

Vendor: 04553 - ANTEC CORPORATION

PO #	Description	Total Amount
24-0086	FIELD SUPPORT SERVICES - SEAL REPLACEMENT	800.00

Vendor: 04554 - OLD HICKORY SHEDS LLC

PO #	Description	Total Amount
24-0087	POND EQUIPMENT SHED	6,246.00

Contract Log

(Executed since last board meeting December 14, 2023)

Company	Product / Service	Rates	Eff. Date	Exp. Date	New/Amended/ Extended
Christensen Inc	Bulk Fuel	NTE \$50,000	1/1/24	12/31/25	Extended
D&H Flagging	Traffic Control & Flagging Services	NTE \$70,000	1/1/24	12/31/24	New
K & D Flagging	Traffic Control & Flagging Services	NTE \$70,000	1/1/24	12/31/24	New

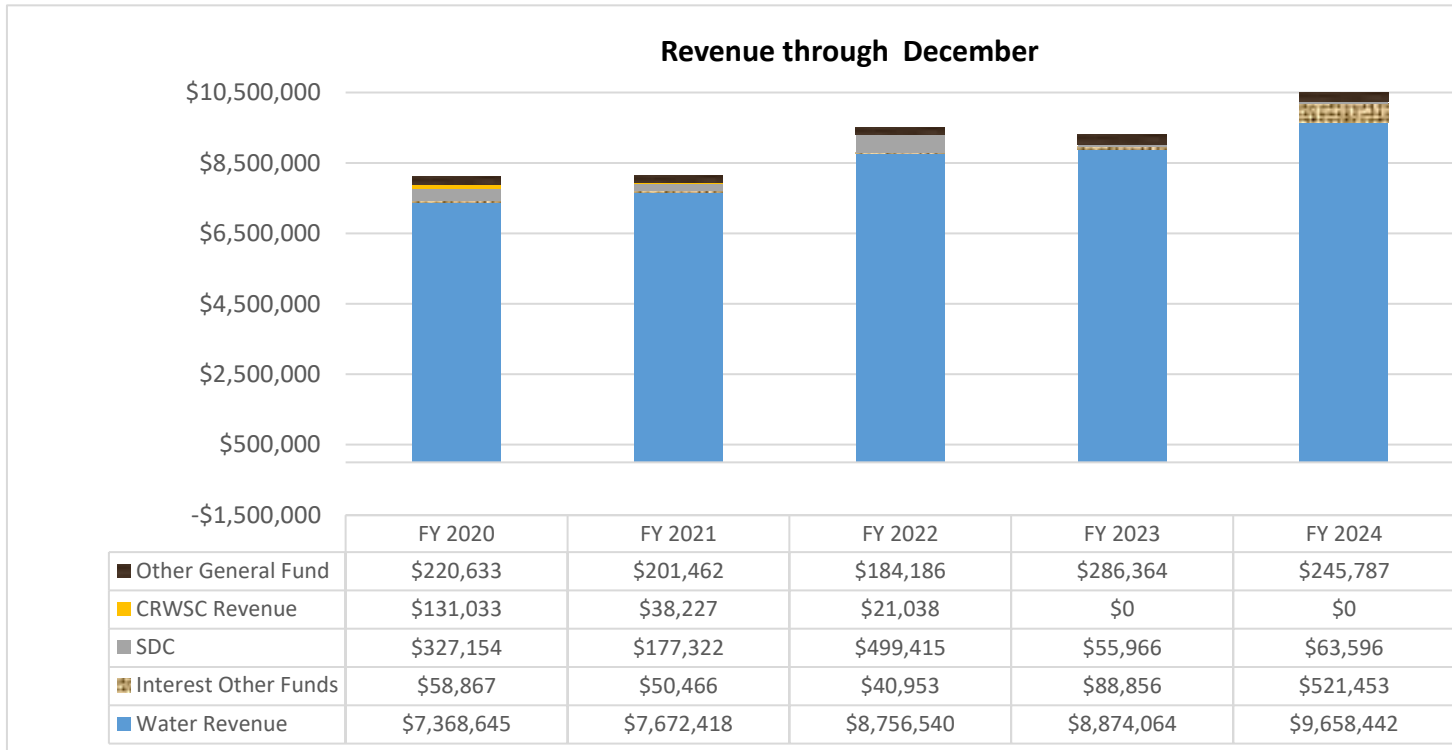
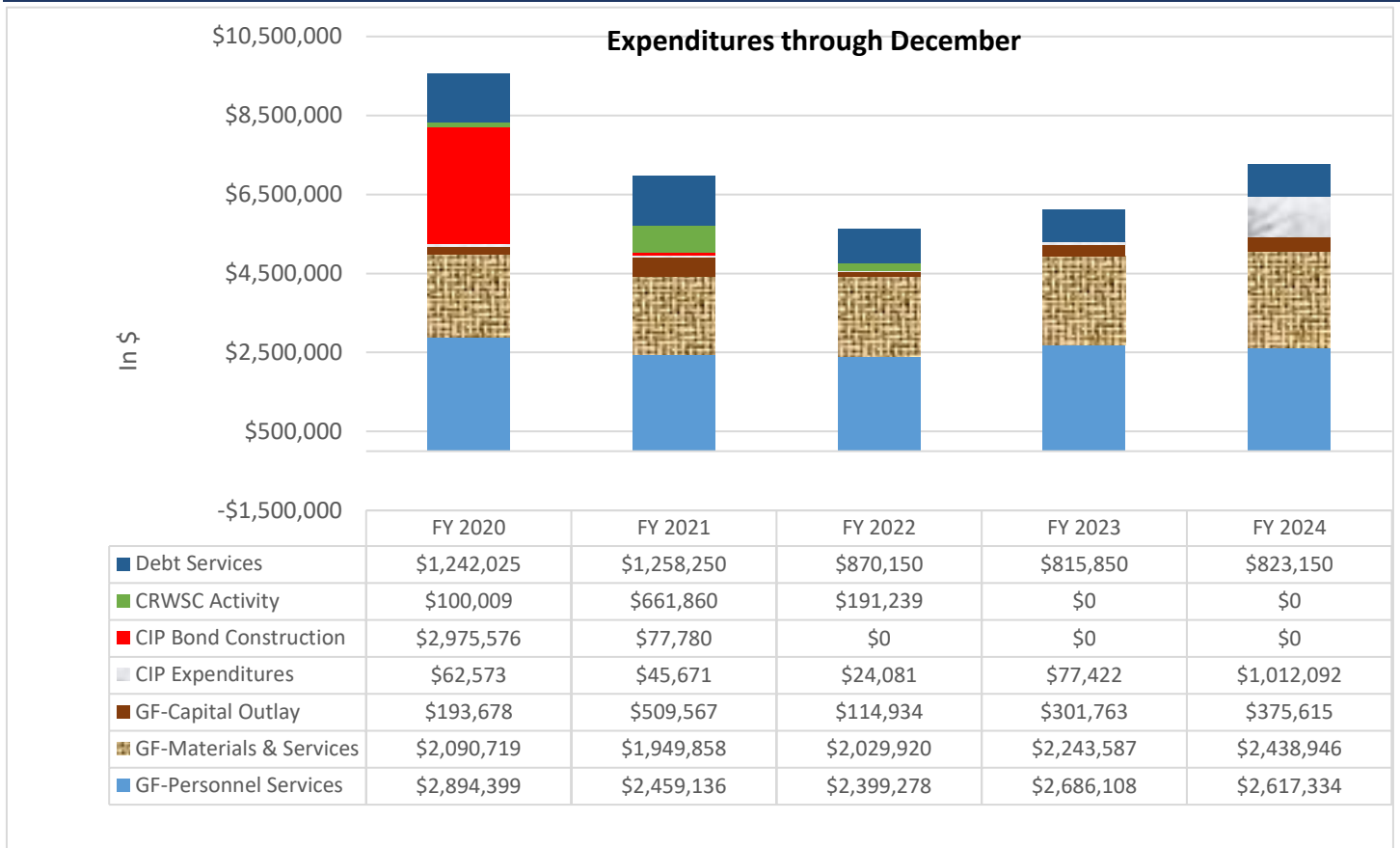
Summary of Legal

December 2023

Harrang Long Gary Rudnick monthly retainer	\$ 4,600.00
Harrang Long Gary Rudnick work outside of retainer/Client Cost	\$ 1,976.00
Sub-contracted legal services	\$ _____
Total Legal	\$ 6,576.00

Public Records Request Received

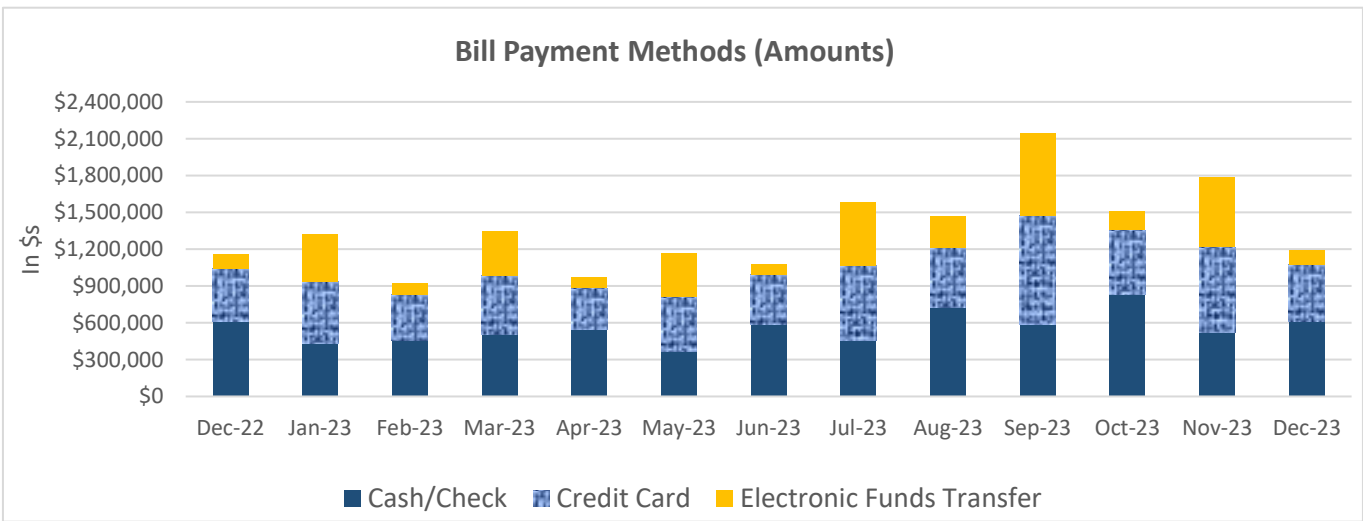
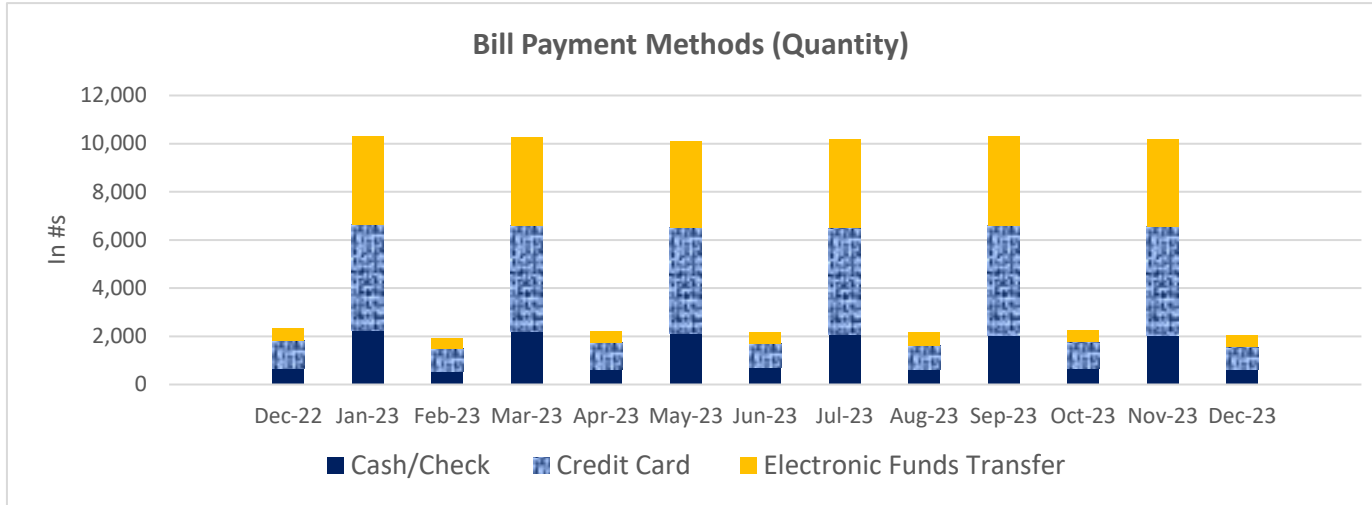
Number of Records Requests Received in December 2023 3



1) Water revenue has seen the highest consumption compared to previous years plus new rates became effective in September 2023. 2) CIP activity is significantly higher this year compared to last year mainly due to the completion of the Maple Lane Rd project. 3) There are no costs for CIP Bond or CRWSC as those funds have been closed out but will be reported in the 5-year graph. 4) Expenditures in Materials & Services is unusually high mainly due to increased activity in contract work.

(as of the end of December 2023)

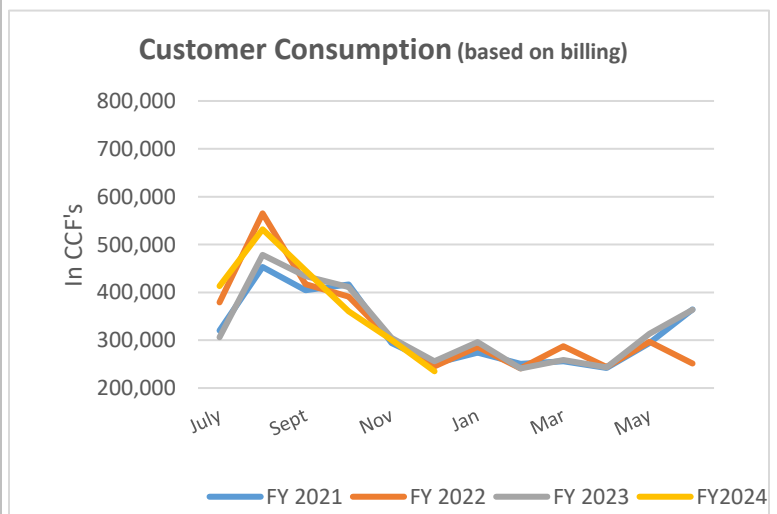
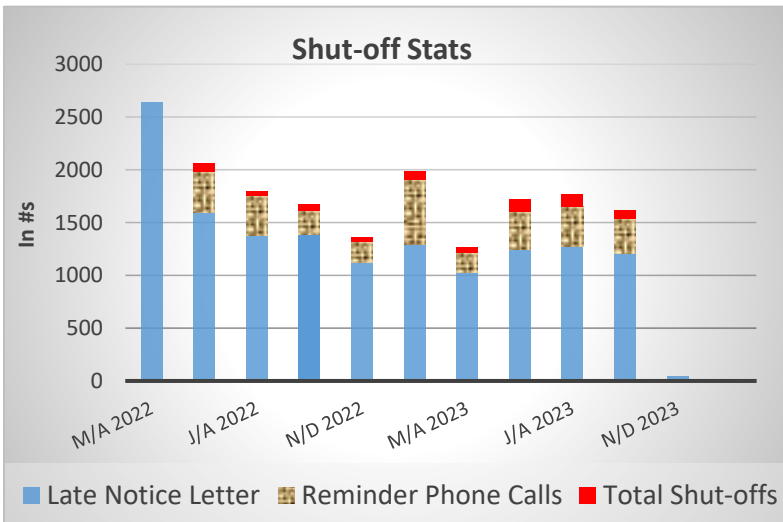
Residential Customers are billed on even months, Commercial Customers are billed on odd months.



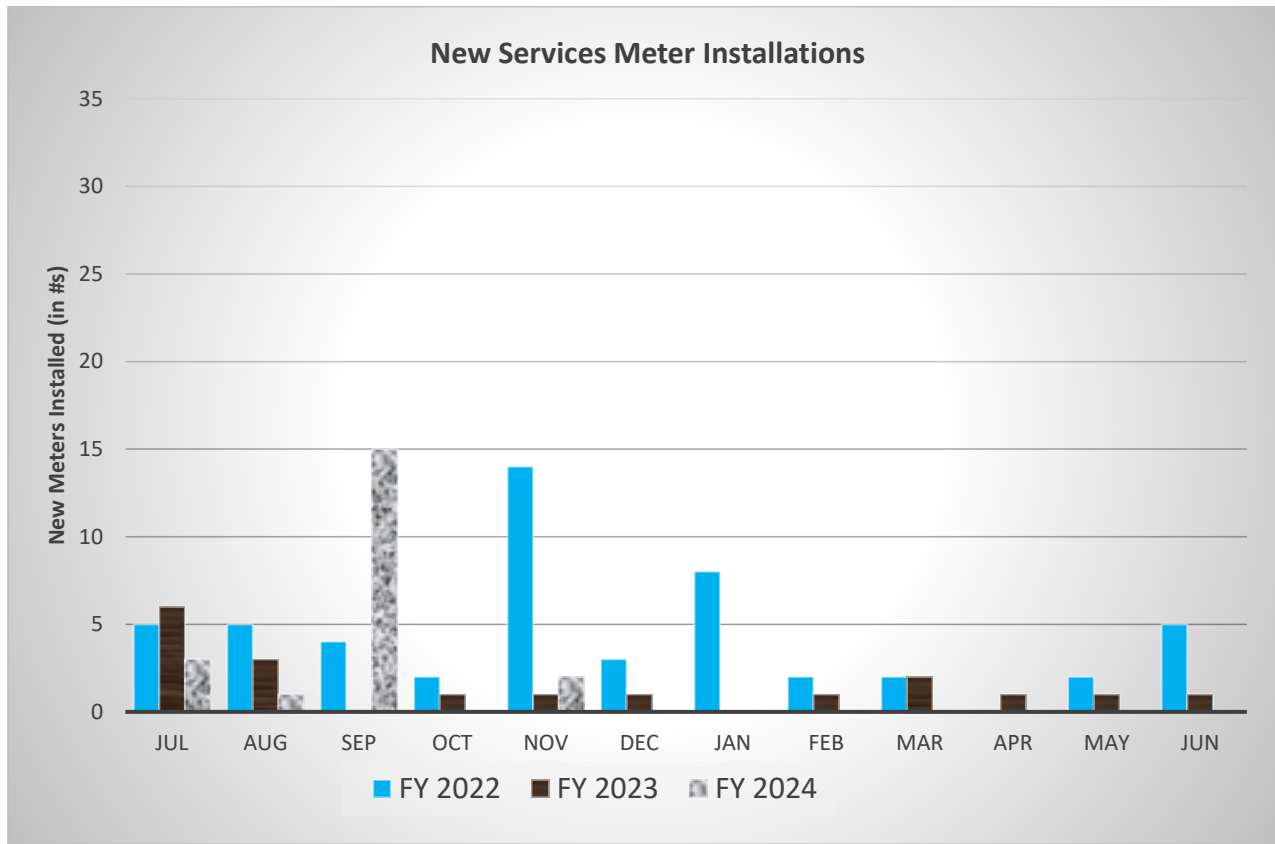
Cash/Check – Received via Lockbox, Counter

Credit Card – Received via CRW Initiated Automatic Payment, Walk-ins/Phone Calls, and Website

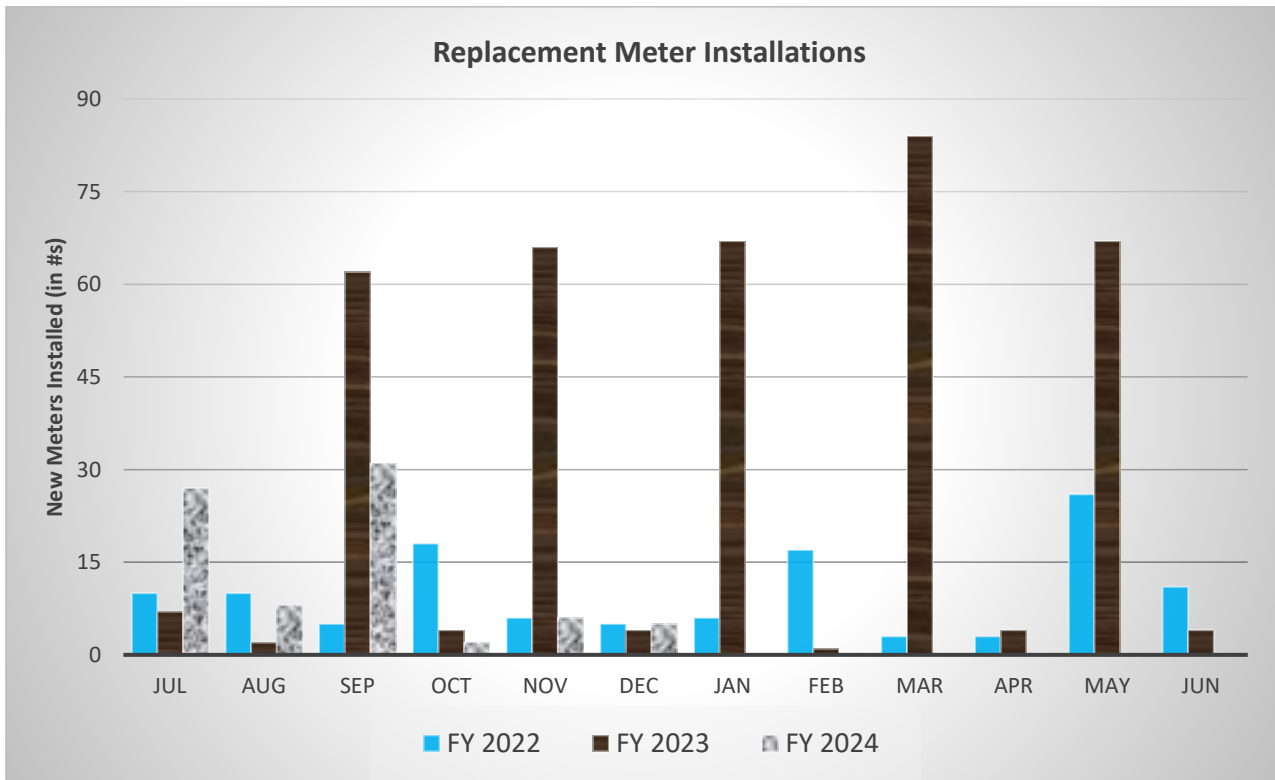
Electronic Funds Transfer – Received via Bank-to-Bank Transfer, Automatic Checking Withdrawal (RapidPay)



*Reminder Phone Calls are made during the even months. Shut offs occur the following month. **Jan/Feb late notice number is an estimate *No late notices Sept-Dec. '20; reinstated February and sent in May 2021



No new services for Sept. FY21, April F22, Sept. FY 22, Sept. FY 23, Jan FY23, Oct. FY24

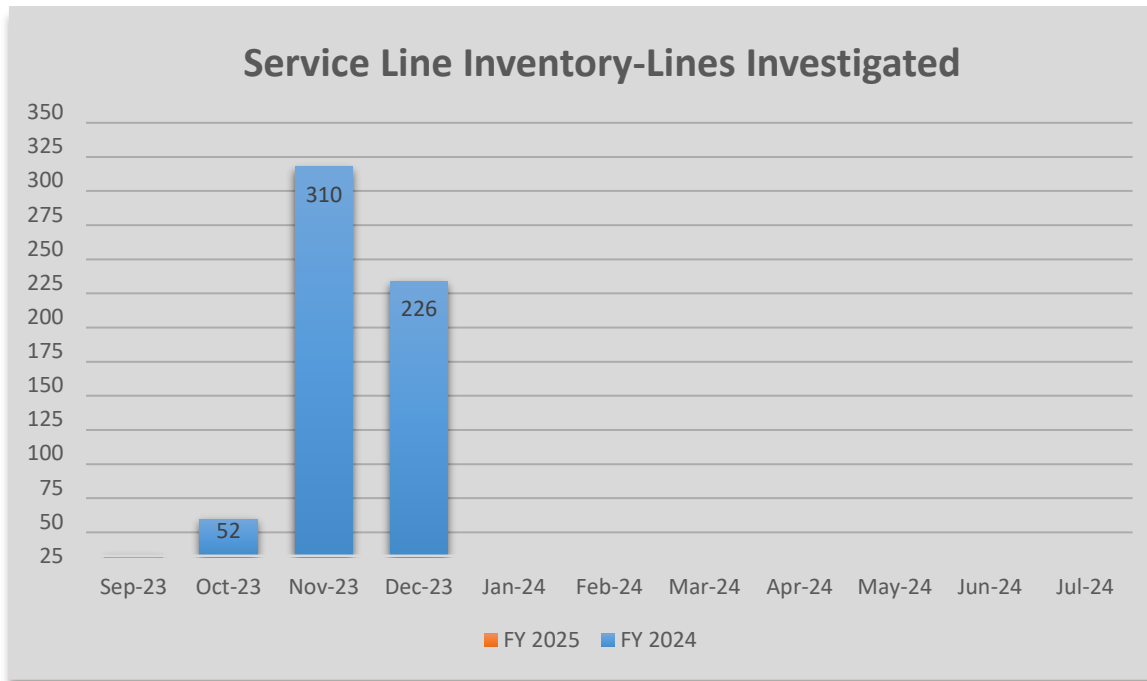


Annual 2023 Goal for Meter Replacement is 350- Year to date is 306.

Operation Statistics

	Leak Repairs Made (all pipe sizes)	Leak Detection Completed (miles)	Hydrant Maintenance	Locate Requests	Valve Maintenance & Mapping	After-hours Callouts	Meter Maintenance Tasks	Cross Connection Inspections
Jan. 2023	0	0.0	6	374	95	3	47	0
Feb. 2023	0	0.0	140	366	162	0	58	2
Mar. 2023	4	0.0	4	496	80	4	0	0
April 2022	1	23.7	169	378	219	7	0	0
May 2023	3	40.6	1	440	5	9	54	3
June 2023	1	9.0	188	401	124	7	0	1
July 2023	1	24.6	135	338	0	5	112	0
Aug. 2023	3	9.1	241	391	4	4	2	3
Sep. 2023	2	29.2	114	381	2	2	81	0
Oct. 2023	6	0.0	0	394	70	6	0	0
Nov. 2023	3	0.0	0	265	17	8	69	1
Dec. 2023	4	0.0	1	292	41	8	0	2
Total to Date	28	136.2	999	4516	819	63	423	12
2023 Annual Goal	N/A	120.0	1,110	N/A	500	N/A	N/A	96

Note - Annual maintenance goals are established based on several criteria including; AWWA Best Management Practices, identified system priority maintenance and repair focus needs, and internal/external project forecasts.



No investigations for Sept. 2023

Project Goal: Investigate 683 randomly selected service lines by July 2024. Total Investigations to date is 588.

Project Updates

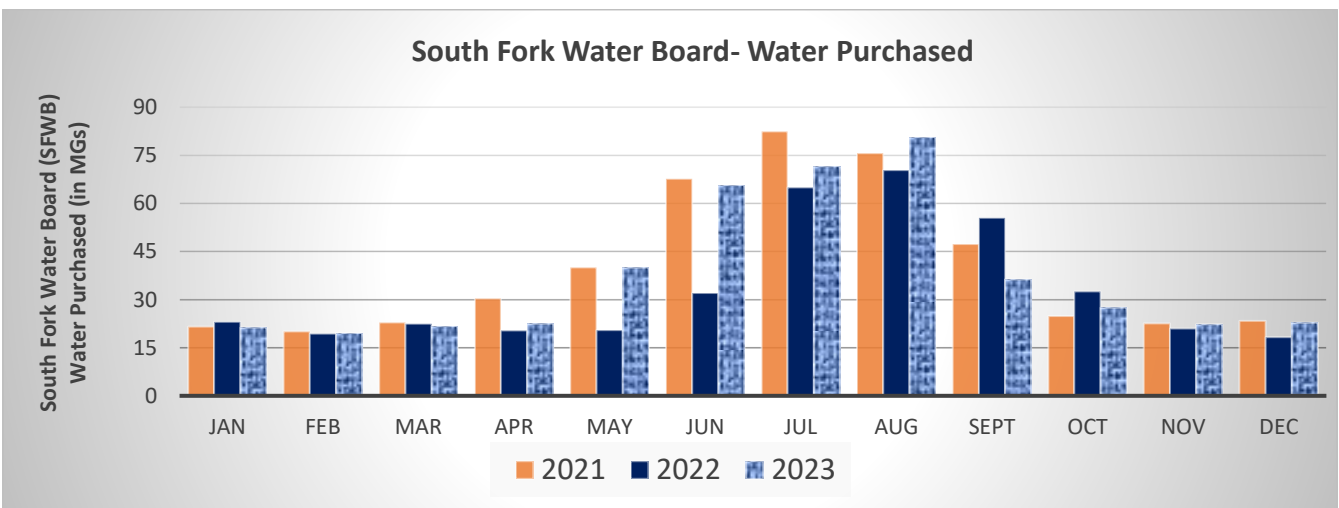
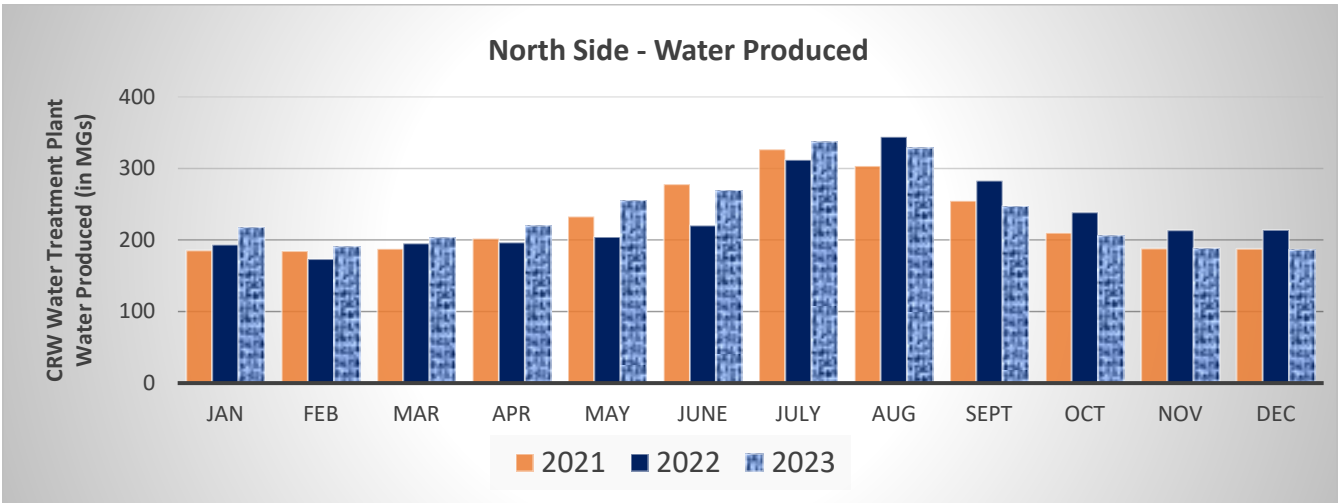
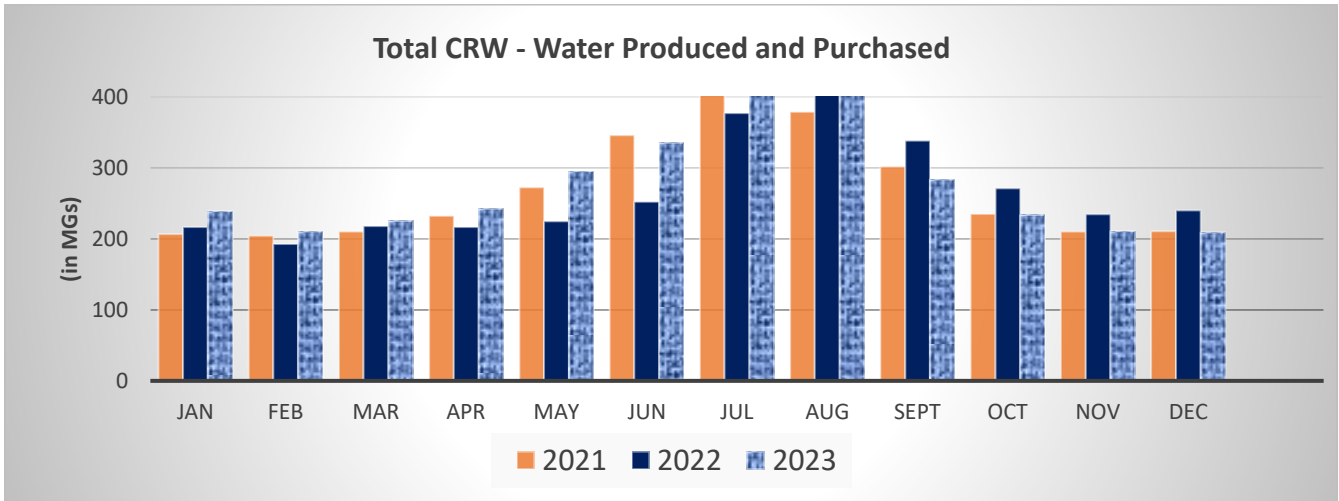
Private Development Projects

Private Project Tracking – November 2023

Project No.	Name	Description	Phase	Status
20-5262 Private	Bonaventure Senior Living	6" fire service and 3" meter	Const.	Site construction ongoing.
21-5285 Private	130 th Industrial Park	3-fire services 3-commercial services	Const.	Punch list Underway.
21-5289 Private	224 Logistics Center	Unified Grocer site; 4 fire & 4 Domestic Services	Const.	Construction underway
22-5294 Private	Clackamas CLT	8" main extension for 10 lot subdivision	Const.	Punch List Underway
22-5295 Private	Jannsen Multi-Family	New fire and domestic service for 8-plex development.	Const.	Pending Construction start.
22-5298 Private	Serres Farms Subdivision	7-lots of subdivision	Design	Design Review Underway.
23-5299 Private	Prologis Park Clackamas	4-Warehouses with Fire and domestic service	Design	Design Review Underway.

Capital Project Tracking – December 2023

Project No.	Name	Budget BN 2023-25	Total to Date*	Remaining Budget	Status
5301	Trans/CRW Impact Projects	\$250,000	\$3,137	\$246,863	
Utility coordination and adjustments at: Johnson Cr. Blvd at 79th Place Signals; ODOT 82nd Ave., Webster Rd.					
5303	82 nd Dr. Waterline Phase 2	\$1,041,000	\$26,868	\$1,014,132	In Design
Survey complete. Preparing to hire design consultant.					
5291	I-205 Crossings:	\$1,119,000	\$1,938	\$1,117,703	In Design
Survey complete. Preparing to hire design consultant.					
5306	Redland Rd. Waterline Phase 2	\$1,355,000	\$23,126	\$1,331,874	Construction
Project bid in December.					
5307	Redland Rd. PRV	\$1,003,000	\$5,745	\$997,255	In Design
Design underway.					
5308	Low Lift PS Improvements	\$749,000	\$0	\$749,000	No Activity
No Activity.					
5309	WTP Structural Improvements	\$1,000,000	\$139	\$999,861	No Activity
Preparing consultant selection.					
5273	Redland Rd. Waterline Phase 1	\$666,000	\$33,588	\$632,412	Construction
Waterline construction complete. Closing out project.					
5270	Linwood Road Improvements	\$210,000	\$61,002	\$148,998	Construction
Construction is ongoing. CRW is coordinating service replacement work with the County and Contractor.					
5278	Monroe Street Improvements	\$850,000	\$22,507	\$827,493	In Design
Design at 30% complete. Coordinating with County road design.					
5280	Pump Station Chlorine	\$142,000	\$954	\$141,046	Design in progress
Designing spaces to house the new and upgraded chlorination equipment.					
5281	WTP Polymer Feed System	\$252,000	\$220	\$251,780	Design phase
Designing space and layout of proposed feed system on first floor of WTP.					
5282	WTP Filter Valve Replacement	\$1,302,000	\$167,764	\$1,134,236	Valve procurement
Several valves have been delivered with delivery continuing into February 2024. An installation contract is being prepared.					
5305	Webster Improvement of Bilquist		\$4,507	(\$4,507)	In Design
Tracking water improvements prior to Clackamas Co. Road project.					
	BN 23-25 Totals	\$9,939,000	\$367,045	\$9,571,955	
5279	Maplelane Road Waterline	\$846,000	\$1,131,766	(\$285,766)	Complete
The budget showing is from FY21-23. Total expenditures are for both FY21-23 and FY23-25 combined.					



Information provided is shown in Calendar Years and not Fiscal Years

Regulatory

All 73 samples collected and analyzed for the December monitoring period showed no presence of coliform/*E. coli* bacteria.

Non-Regulatory

General water quality parameters (pH, temperature, chlorine, TDS, hardness, alkalinity) were collected throughout the distribution system at 19 locations in the North and South systems.

Monthly watershed sampling was conducted at 4 long-term sampling locations for total organic carbon, VOCs (Volatile Organic Chemicals), nutrients (nitrate/nitrite, total phosphorus, orthophosphate, etc), coliform density, pH, dissolved oxygen, TDS, and temperature.

Winter Conditions Reports

- As of January 8th, **the Willamette basin snowpack was 45% of median.**
- December **precipitation in the Willamette basin was 102% of normal.** Precipitation since the beginning of the water year (October 1 – January 8) has been 86% of normal.
- The April - July **streamflow forecast in the Clackamas River at Estacada is 86% of median.**
- **The three-month outlook** from the NOAA Climate Prediction Center calls for **above normal temperatures** for Oregon, and **normal precipitation.**

