

CLACKAMAS RIVER WATER  
BOARD OF COMMISSIONERS  
WORK SESSION

October 24, 2022 at 6:00pm

**THIS MEETING WILL HAVE REMOTE ACCESS VIA ZOOM\***

AGENDA

16770 SE 82<sup>nd</sup> Drive, Clackamas, OR 97015



Clackamas River Water

Anyone who wishes to attend the meeting remotely may do so by internet at [https://us02web.zoom.us/j/830 2070 3635](https://us02web.zoom.us/j/83020703635) or by calling the following number [12532158782](tel:12532158782) and join meeting 830 2070 3635 #. Passcode: 461175

**Work Session @ 6:00pm**

Call to Order, Roll Call

1. **Capital Improvement Projects (CIP): Process Review and Updates-** *Adam Bjornstedt, Chief Engineer & Joe Eskew, Engineering Manager*
2. **Special Districts Legislative Action Policy-** *Todd Heidgerken, General Manager*
3. **Conservation Activities Update-** *Todd Heidgerken, General Manager*
4. **Commissioner Communications-** *CRW Board of Commissioners*
5. **General Manager Update-** *Todd Heidgerken, General Manager*

**Public Comment**

**Adjourn Work Session**

Work Session Reminders:

- a. Work Session – audio only
- b. No decisions will be made by the CRW Board
- c. Staff may get direction or a sense of the board on key issues
- d. Members of the public are allowed to attend but not participate (*public comment provided at the end of the session*)

**Public Comment:** If there is a member of the public that wishes to address the Board are encouraged to submit a request through email to [kholzgang@crwater.com](mailto:kholzgang@crwater.com) no later than 4pm the day of the meeting.

Members of the public are welcome to speak for a maximum of three minutes, citizens must state their name, address, if they are a customer or not for the record.

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**

**BOARD WORK SESSION**

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**October 24, 2022**

**SUBJECT** Capital Improvement Projects (CIP): Process Review and Updates

**PRINCIPAL STAFF PERSON** Adam Bjornstedt, Chief Engineer  
Joe Eskew, Engineering Manager


**DOCUMENTS ATTACHED** PowerPoint Slides

**Agenda Summary**

**BACKGROUND & DISCUSSION** This item will present a review of capital planning process and strategy, as well as an update on current fiscal year (21-23) budgeted CIP project progress.


A PowerPoint presentation will be provided to aid the discussion at the Work Session. Slides are attached.

# Capital Improvement Projects: Process Review & Updates



Board Work Session  
October 24, 2022


Presenters:  
Adam Bjornstedt *Chief Engineer*  
Joe Eskew *Engineering Manager*



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## DISCUSSION OUTLINE



- High level review of recent planning and strategy decisions
- Focused initiatives/categories
  - WTP Improvements
  - Distribution system Improvements
  - South Side Enhancements- Interim plan
- How projects are prioritized to “budget level”
- Current CIP projects (Budgeted 21-23)
  - Progress and challenges
  - Adjusting strategy
  - Budgetary impacts

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## PAST PLANNING AND STRATEGY DECISIONS



- 2021 WTP Facility Plan. Recommended improvement phases 1&2~\$50-70 million.
- 2019 Water System Master Plan. Recommended improvements ~\$330 million.
- 2021 CIP Strategy. Combines all recent planning work into a holistic "District-wide" approach.



### All plans...

- Define system deficiencies and improvement needs, through the common criteria of age, capacity, water quality, & hazard resilience.
- Are based on a 20-year planning period.
- Include high-level estimates in study-year dollars, "AAACE level 5".
- *Are available for a "deeper dive" beyond today's discussion.*

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## FOCUSED INITIATIVE CATEGORIES- WTP IMPROVEMENTS



- Facility Plan recommends short and long-term improvements
  - Short term smaller scale replacements to maintain operations; Funded by CRW capital reserves
  - Longer-term large-scale improvements to primarily address capacity and water quality criteria
  - Alternative funding methods being discussed



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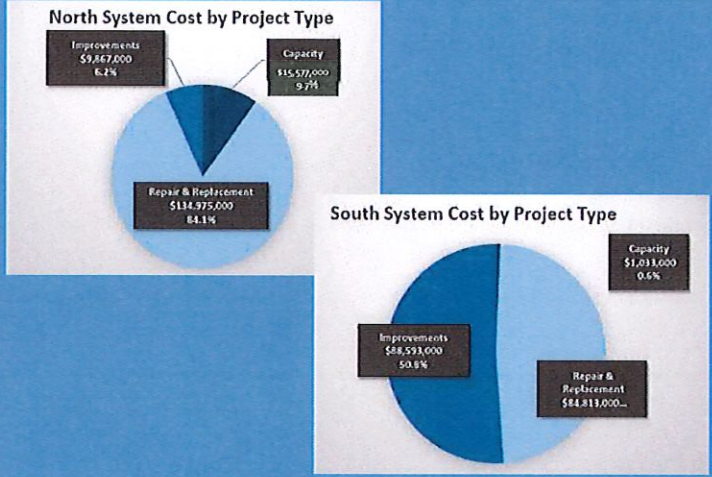
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### FOCUSED INITIATIVE CATEGORIES- DISTRIBUTION IMPROVEMENTS



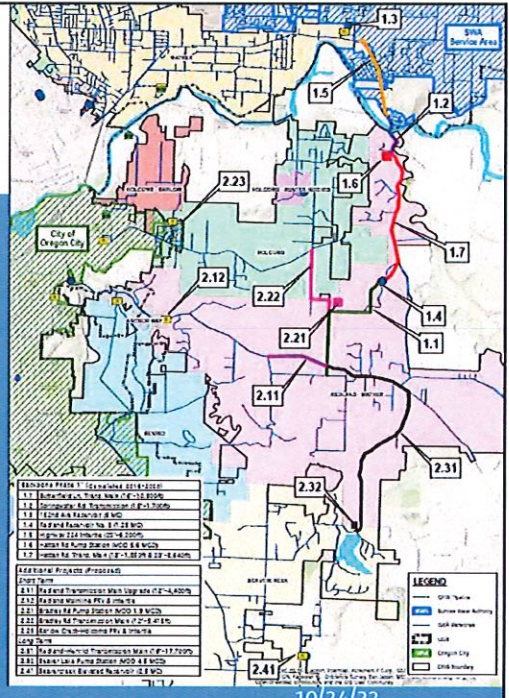
- Master Plan recommends short and long-term improvements
- Plan targets piping, storage, and pumping to meet CRW's service parameters and goals
  - Projects can be funded by CRW capital reserves or alternative sources (TBD)



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### FOCUSED INITIATIVE CATEGORIES- SOUTH SIDE ENHANCEMENTS INTERIM PLAN

- Continuation of goals of previous "Backbone" program to enhance CRW's ability to serve south side customers
- Interim plan utilizing existing infrastructure to meet goals with compressed timeframe and budget
  - Longer term addresses future capacity projections
  - Enables budget considerations for WTP Facility improvements



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## HOW PROJECTS ARE PRIORITIZED TO "BUDGET LEVEL"

- ❖ Recommended improvements always greater than District capacity to fund and complete
- ❖ Short-term (4-6 year) plans allow time to address some immediate needs while planning for future
- ❖ Ongoing CIP planning supports budgeted project execution and biennial budgeting

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## CURRENT (21-23) CIP PROGRAM- PROGRESS AND CHALLENGES

- ❖ 12 projects totaling ~\$6.3 million
- ❖ A variety of WTP and distribution system improvements
- ❖ Projects are designed, bid, and built with a uniform approach to complete within fiscal period...*ideally*.


➔

- ❖ Progress:
  - ❖ Completed 2 projects, one awarded and pending construction start, others in design phases.
- ❖ Challenges:
  - ❖ Supply chain- materials delays
  - ❖ Labor/economic- contractor delays
  - ❖ Partner agency delays (from above and other factors)


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## CURRENT (21-23) CIP PROGRAM-STRATEGY AND IMPACTS



❖ Considering these challenges, what are we doing to mitigate and complete projects?




- ❖ Ongoing uncertainty requires a flexible approach
- ❖ Identifying alternative procurement methods to get ahead of supply delays
  - ❖ "Pre-ordering" materials
- ❖ Looking at design and construction options apart from partner agencies (when their schedules are delayed)
- ❖ Identifying "filler" projects that may be easier to execute and still provide value

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## CURRENT (21-23) CIP PROGRAM-STRATEGY AND IMPACTS



<p><b>IMPACTS</b></p> <ul style="list-style-type: none"> <li>❖ Must consider overlap when projects cross fiscal periods</li> <li>❖ Adjust/Shift CIP plan including future fiscal plans                     <ul style="list-style-type: none"> <li>❖ Project carryover to next year exposes bandwidth limitations; consider outsourcing designs, funding options</li> <li>❖ Continue focus on system-wide needs when prioritizing projects</li> <li>❖ May result in delaying some priorities, "striking while iron is hot" on others</li> </ul> </li> </ul>	<p><b>WHAT'S CHANGED</b></p> <ul style="list-style-type: none"> <li>❖ 3 waterline projects (Redland, Linwood, Monroe) will likely carryover into 23-25 budget due to County delays                     <ul style="list-style-type: none"> <li>❖ Design effort may be reallocated in-house</li> <li>❖ Construction may be bid independently of County contract</li> </ul> </li> <li>❖ WTP filter valve project will carryover to 23-25                     <ul style="list-style-type: none"> <li>❖ Scope reassessed to maximize replacements; Materials "pre-ordered" to spend some 21-23 budget</li> </ul> </li> </ul>
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## A FINAL WORD...



- ✓ Reminder to review Monthly Report updates
- ✓ A flexible approach helps us address factors and consider impacts, complete recommended projects, and plan for future with modified approaches
- ✓ The Board is involved along the way through contract approvals to design, procure and construct projects, as applicable.
- ✓ We're happy to answer any questions you may have.

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# CLACKAMAS RIVER WATER

## BOARD WORK SESSION

October 24, 2022

**SUBJECT** Special Districts Legislative Action Policy

**PRINCIPAL STAFF PERSON** Todd Heidgerken, General Manager

**DOCUMENTS ATTACHED** Exhibit A: Sample Legislative Action Policy

### Agenda Summary

**BACKGROUND** All special districts are created based on laws passed by the State Legislature. These laws impact the operations of a special district. In Oregon, the Special Districts Association of Oregon (SDAO) is relied upon to provide representation of its special district members on issues that come before the Oregon Legislature and various state administrative agencies rulemakings. Many special districts have relied on and benefitted from the efforts of SDAO’s governmental affairs staff.

More recently, many legislators have asked to hear directly from districts, from their area, on legislative matters. This was evident in recent years as funding was being distributed from the Federal Government through the States to assist with infrastructure and economic recovery efforts. In these instances, districts were negatively impacted during funding discussions. To help garner support, SDAO sends out *Call to Action* legislative alerts, asking members to contact legislators. These requests require swift action by a district to be effective. This immediate action has proven to be a challenge for districts since many wanted to have Board action before commenting on legislation. In most instances, this doesn’t allow for the timely response that is necessary to be effective. This is why SDAO is asking for district boards to consider adopting a policy that allows for a prompt response by a district on pertinent legislative matters.

SDAO has crafted a solution to this problem that has been successfully implemented by special district associations in other states. SDAO has developed a customizable model resolution (Exhibit A), which has been reviewed by SDAO legal counsel and CRW counsel, that will give the district’s general manager or board chair the ability to take legislative positions on certain topics recommended by SDAO without getting full board approval.

The purpose of the work session is to make the CRW Board aware of the issue and possible approach. Staff is seeking feedback from the Board on the idea and identify any questions or concerns.

## **SAMPLE**

**POLICY OR RESOLUTION TITLE:** Legislative Advocacy Policy

**POLICY OR RESOLUTION NUMBER:** [       ]

### **Purpose**

The purpose of the policy is to guide [DISTRICT] officials and staff in considering legislative or regulatory proposals that are likely to have an impact on [DISTRICT], and to allow for a timely response to important legislative issues.

The purpose for identifying Legislative Advocacy Procedures is to provide clear direction to [DISTRICT] staff and Board of Commissioners with regard to monitoring and acting upon bills during state and federal legislative sessions. Adherence to Legislative Advocacy Procedures will ensure that legislative inquiries and responses will be administered consistently with “one voice” as to the identified Advocacy Priorities adopted by the Board of Commissioners. The Legislative Advocacy Procedures and Advocacy Priorities will provide the [DISTRICT] General Manager, Board President, or other designee, discretion to advocate in [DISTRICT]’s best interests in a manner consistent with the goals and priorities adopted by the Board of Commissioners.

### **Policy Principles**

This policy provides [DISTRICT]’s General Manager, Board President, or other designee, the flexibility to adopt positions on legislation in a timely manner, while allowing the Board of Commissioners to set Advocacy Priorities to provide policy guidance. The Board of Commissioners shall establish various Advocacy Priorities and, so long as the position fits within the Advocacy Priorities, staff is authorized to take a position without board approval.

Whenever an applicable Advocacy Priority does not exist pertaining to legislation affecting the [DISTRICT], the matter shall be brought before the Board of Commissioners for formal direction from the Board of Commissioners.

Generally, the [DISTRICT] will not address matters that are not pertinent to the district’s local government services, such as social issues or international relations issues.

### **Legislative Advocacy Procedures**

It is the policy of [DISTRICT] to proactively monitor and advocate for legislation as directed by the Advocacy Priorities and by the specific direction of the Board of Commissioners. This process involves interaction with local, state, and federal government entities both in regard to specific items of legislation and to promote positive intergovernmental relationships. Accordingly, involvement and participation in regional, state, and national organizations is encouraged and supported by the [DISTRICT].

Monitoring legislation is a shared function of the Board of Commissioners and General Manager or designated staff. The Legislative Advocacy Procedures are the process by which staff will track and respond to legislative issues in a timely and consistent manner. The General Manager, or other designee, will act on legislation utilizing the following procedures:

# EXHIBIT A

1. The General Manager, Board President or other designee shall review requests that the [DISTRICT] take a position on legislative issues to determine if the legislation aligns with the district's current approved Advocacy Priorities.
2. The General Manager, Board President or other designee will conduct a review of positions and analysis completed by the Special Districts Association of Oregon and other local government associations when formulating positions.

If the matter aligns with the approved priorities, [DISTRICT] response shall be supplied in the form of correspondence to the legislative body reviewing the bill or measure. Advocacy methods utilized on behalf of the district, including but not limited to letters, phone calls, emails, and prepared forms, will be communicated through the General Manager, Board President, or designee.

3. All draft legislative position correspondence initiated by the General Manager, Board President or designee shall state whether the district is requesting "support", "support if amended", "oppose", or "oppose unless amended" action on the issue and shall include adequate justification for the recommended action.
  - a. Support – legislation in this area advances the district's goals and priorities.
  - b. Oppose – legislation in this area could potentially harm, negatively impact or undo positive momentum for the district, or does not advance the district's goals and priorities.
4. The General Manager or Board President may also provide correspondence of concern or interest regarding a legislative issue without taking a formal position on a piece of legislation.
5. When correspondence is sent to a state or federal legislative body, the appropriate federal or state legislators representing the [DISTRICT] shall be included as a copy or "cc" on the correspondence. The appropriate contacts at the Special Districts Association of Oregon and other local government associations, if applicable, shall be included as a cc on legislative correspondence.
6. A position may be adopted by the General Manager, Board President or designee if any of the following criteria is met:
  - a. The position is consistent with the adopted Advocacy Priorities;
  - b. The position is consistent with that of organizations to which the district is a member, such as the Special Districts Association of Oregon; or
  - c. The position is approved by a committee created by the Board of Commissioners.
7. All legislative positions adopted via a process outside of a regularly scheduled Board Meeting shall be communicated to the Board of Commissioners at the next regularly scheduled Board Meeting. When appropriate, the General Manager, Board President or other designee will submit a report (either written or verbal) summarizing activity on legislative measures to the Board of Commissioners.

## Advocacy Priorities

### ***Revenue, Finances, and Taxation***

Ensure adequate funding for special districts' safe and reliable core local service delivery. Protect special districts' resources from the shift or diversion of revenues without the consent of the affected districts.

Promote the financial independence of special districts and afford them access to revenue opportunities equal to that of other types of local agencies. Protect and preserve special districts' property tax allocations and local flexibility with revenue and diversify local revenue sources.

Support opportunities that allow the district to compete for its fair share of regional, state, and federal funding, and that maintain funding streams. Opportunities may include competitive grant and funding programs.

Opportunities may also include dedicated funding streams at the regional, state, or federal levels that allow the district to maximize local revenues, offset and leverage capital expenditures, and maintain district goals and standards.

### ***Governance and Accountability***

Enhance special districts' ability to govern as independent, local government bodies in an open and accessible manner. Encourage best practices that avoid burdensome, costly, redundant or one-size-fits-all approaches.

Protect meaningful public participation in local agency formations, dissolutions, and reorganizations, and ensure local services meet the unique needs, priorities, and preferences of each community.

Oppose additional public meeting and records requirements that unnecessarily increase the burden on public resources without effectively fostering public engagement and enhancing accountability of government agencies.

Promote local-level solutions, decision-making, and management concerning service delivery and governance structures while upholding voter control and maintaining district control over local government jurisdictional reorganizations and/or consolidations.

Oppose legislation that weakens the liability protections of special districts and their public officials granted under the Oregon Tort Claims Act or similar federal legislation.

### ***Human Resources and Personnel***

Promote policies related to hiring, management, benefits and retirement that afford flexibility, contain costs, and enhance the ability to recruit and retain highly qualified, career-minded employees to public service. As public agency employers, support policies that foster productive relationships between management and employees.

Maintain special districts' ability to exercise local flexibility by minimizing state mandated contract requirements. Oppose any measure that would hinder the ability of special districts to maximize local

# EXHIBIT A

resources and efficiencies through the use of contracted services.

## ***Infrastructure, Innovation, and Investment***

Encourage prudent planning for investment and maintenance of innovative long-term infrastructure. Support the contracting flexibility and fiscal tools and incentives needed to help special districts meet Oregon's changing demands. Promote the efficient, effective, and sustainable delivery of core local services.

Prevent restrictive one-size-fits-all public works requirements that increase costs to taxpayers and reduce local flexibility.

***[Add Additional Priorities Relevant to Your District]***

# CLACKAMAS RIVER WATER

## BOARD WORK SESSION

October 24, 2022

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**SUBJECT** Water Conservation Overview

**PRINCIPAL STAFF PERSON** Todd Heidgerken, General Manager

**DOCUMENTS ATTACHED** Presentation Slides

### Agenda Summary

**BACKGROUND** Encouraging the wise use of water and helping customers conserve water are a focus at CRW. To accomplish this, CRW works collectively with others such as the Clackamas River Water Providers (CRWP) and the Regional Water Providers Consortium (RWPC) to effectively provide information, tools, and resources to our customers.

The purpose of this work session item is to provide the Board with a brief overview of conservation related efforts and how we leverage partnerships to help promote water conservation.



# Water Conservation Overview

Presented by Todd Heidgerken

October 24, 2022



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## Water Conservation

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Water Conservation is defined as those activities designed to:

- reduce the demand for water,
- improve the efficiency of its use, and
- reduce losses and waste.

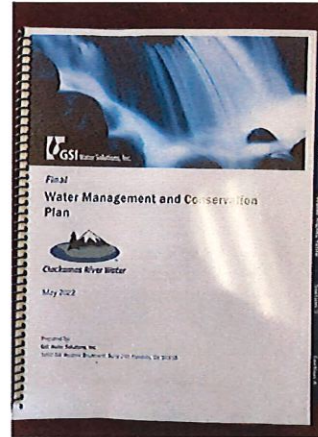
This is achieved through measures such as:

- water-saving devices,
- providing technical information, and
- creating awareness of water efficient actions.

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## Water Management and Conservation Plan (WMCP)

- WMCP provide an overview of various conservation measures and benchmarks
- Approved by the Oregon Water Resources Department – June 2022
- Remains in effect through May 24, 2032
- A progress report to be provided by May 24, 2027



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## Water Conservation Partners

Given that water conservation messages and tools apply to all water providers, CRW augments its efforts through partnerships

### Clackamas River Water Providers (CRWP)

- Water providers who use water from the Clackamas River
- [www.clackamasproviders.org](http://www.clackamasproviders.org)

### Regional Water Providers Consortium (RWPC)

- Consortium of 25 water providers primarily in the tri-county area
- [www.regionalh2o.org](http://www.regionalh2o.org)

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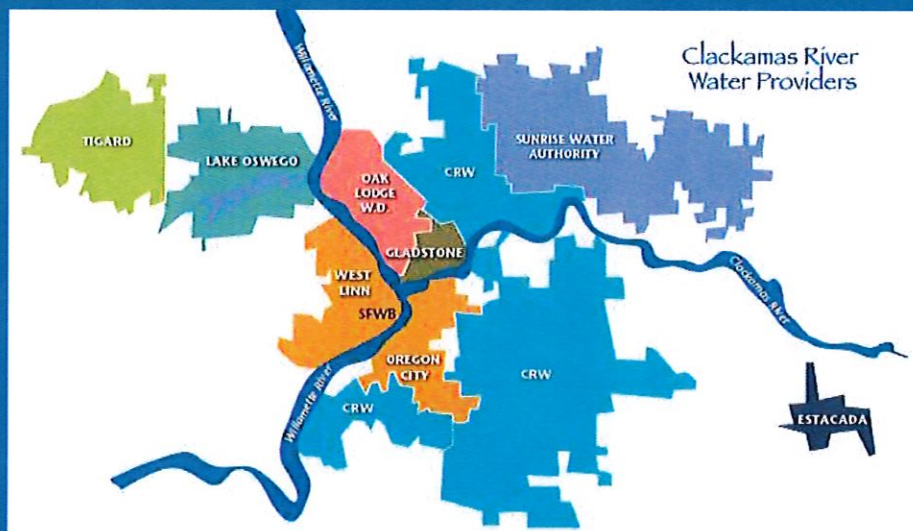


## Clackamas River Water Providers Mission

- To foster closer relationships with each other
- To collectively fund and coordinate efforts regarding source water protection, public outreach and water conservation
- To realize economies of scale and save money by sharing in costs
- To speak in one voice regarding water resource issues
- While through the CRWP projects and staff are jointly funded, each individual organization retains their own individual autonomy

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## Clackamas River Water Provider Members



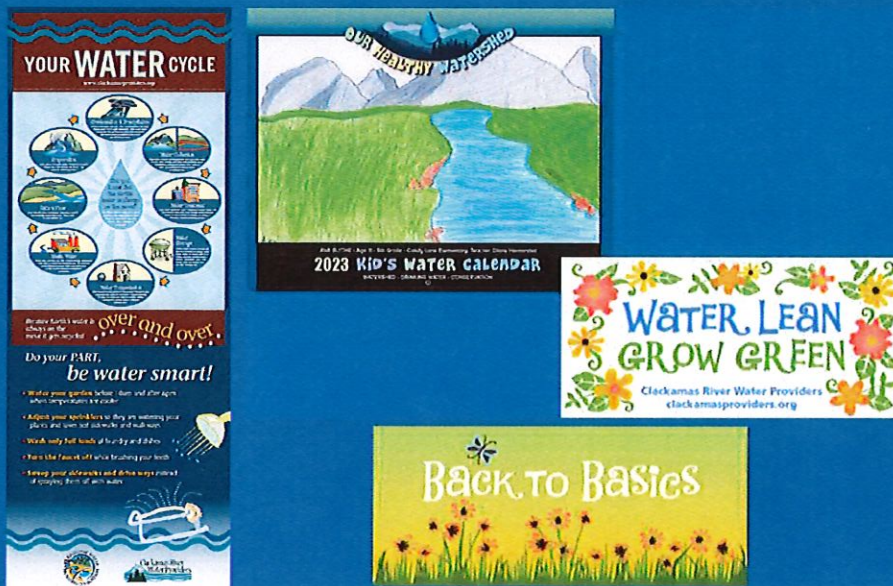
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# Public Outreach & Water Conservation Programs

- Youth Education
- Partnerships
- Community events and presentations
- Conservation Rebate Program
- Residential Landscape Water Audits
- Outreach materials and conservation tools

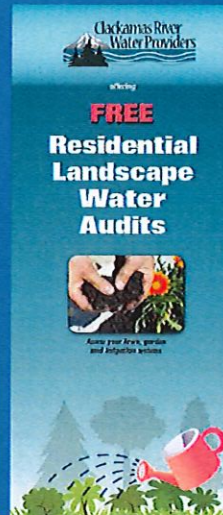
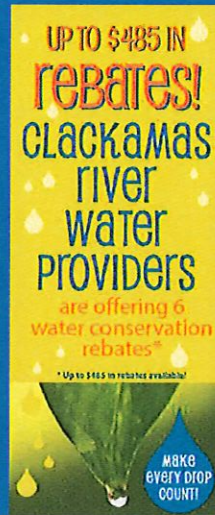
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# Conservation Program



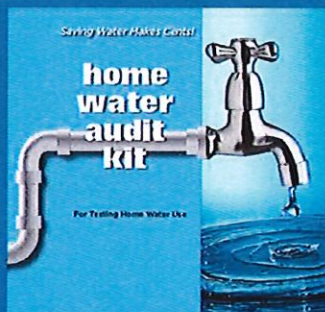
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## Rebates and Landscape Audits



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## Conservation Tools



- Leak Detection Tablets
- Toilet Displacement Bag
- Faucet Aerators
- Shower Heads
- Shower timers
- Watering Gauge
- Hose Nozzles

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## Regional Water Providers Consortium (RWPC)

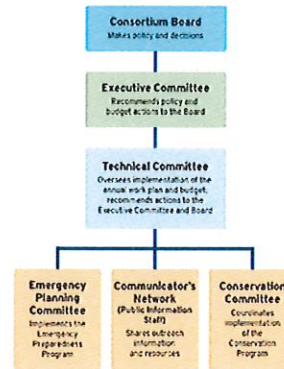
**Mission:**

*To provide leadership in the planning, management, stewardship, and resiliency of drinking water in the Portland metropolitan region.*

**Strategic Focus Areas:**

- Meeting Water Needs
- Emergency Preparedness and Resiliency
- Strengthening Regional Partnerships

**Budget: \$1.1 million**



## RWPC Members





## RWPC Focus Area: Meeting Water Needs

**Make best use of water resources by implementing:**

- Multimedia campaigns focused on conservation, source water protection, and value of water
- School assembly program and co-sponsorship of the Children's Clean Water Festival
- Workshops and events
- Programs that meet state requirements for Water Management and Conservation Plans

**Provide programs and resources that help members by:**

- Increasing accessibility of messaging and resources to diverse audiences
- Creating print and digital resources focused on meeting diverse needs of public
- Preparing population estimates and forecasts for supply planning

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## Conservation - Messaging


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### Media (TV, Radio, Streaming)

- RWPC works with media outlets on behalf of the region to produce and broadcast commercials, news segments and appearances on programs

### Print Media/Advertisements

- CRWP works with the local media on the "Fish on the Run, Irrigation Done" campaign
- RWPC will distribute press releases on regional water items and promote water conservation.
- RWPC also produces the signs on Tri-Met buses



### Social Media

- Social Media posts for CRW are coordinated internally
- Include information provided by RWPC, CRWP and messages developed by CRW.
- CRW is on Facebook, Twitter and Instagram

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## Conservation – Educational Info



### School Presentations

The CRWP coordinates with local schools to provide programs and resources at no cost to schools and teachers

Given the limitations on providing in school presentations, some are also offered virtually

Children's Clean Water Festival (Both CRWP and RWPC)



### Community Events

The CRWP provides conservation materials and information at various community events in the area



### Websites

A variety of education materials are available on the CRW, CRWP, and RWPC websites

The various website contain links to each other.



### Print materials

Flyers and brochures are displayed at the CRW office.

Print materials are available from CRWP and RWPC

CRWP produces the very popular Kid's Conservation Calendar that include artwork from local schools

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## Conservation – Rebates and Tools



### Rebates

The CRWP provides 7 types of rebates to CRW customers worth up to \$485.

Rebates are for water efficient Toilets, Washing Machines, Outdoor Water Monitor devices, and a variety of landscape related items



### Technical Assistance

The RWPC produces a "Weekly Watering Number" that helps guide people on how much to water each week throughout the watering season

How to videos - A variety of professionally produced "how to" videos are produced by the RWPC

Water Audit Kits – Kits with instructions and leak detection tools are provided by the CRWP

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## Conclusion

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CRW promotes water conservation in a variety of ways.



Partnerships are used to help coordinate and broaden our opportunities to promote water conservation while being more effective in our efforts.

**CLACKAMAS RIVER WATER**

**BOARD WORK SESSION**

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**October 24, 2022**

**SUBJECT** Commissioner Communications

**PRINCIPAL STAFF PERSON** CRW Board of Commissioners

**DOCUMENTS ATTACHED**

**Agenda Summary**

**BACKGROUND** Time is being set aside during the work session to provide an opportunity for Commissioners to:

- Identify topics for consideration at future works sessions or board meetings;
- Discuss future agenda items.



**CLACKAMAS RIVER WATER**

**BOARD WORK SESSION**

**October 24, 2022**

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**SUBJECT**                      General Manager Update

**PRINCIPAL STAFF  
PERSON**                      Todd Heidgerken, General Manager

**DOCUMENTS  
ATTACHED**                      None

**Agenda Summary**

**BACKGROUND**                      Time has been set aside to briefly update and inform the Board on topics since the October Board Meeting.