

CLACKAMAS RIVER WATER
BOARD OF COMMISSIONERS
REGULAR MEETING



THIS MEETING WILL HAVE REMOTE ACCESS VIA ZOOM* *Clackamas River Water*

Held at 16770 SE 82nd Dr. Clackamas, OR 97015

February 8, 2022 at 6:00pm

AGENDA

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 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. 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.

To protect the health of our customers, staff, and commissioners, CRW’s Board of Commissioners and most of its staff will attend this meeting through an online Zoom meeting. Anyone who wishes to attend the meeting may do so by internet at <https://us02web.zoom.us/j/86812827380> or by calling the following number [1-253-215-8782](tel:1-253-215-8782) and join meeting /86812827380 #. **Passcode:** 319183.

REGULAR MEETING @ 600pm

Call to Order and Roll Call – *Sherry French, President*

a. Approval of the Agenda

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

Action Items

1. **Resolution 06-2022-** Modifying the General Managers Contracting Authority - *Todd Heidgerken, General Manager*

Consent Agenda

CA-1: **Gross Payroll and Accounts Paid: January 2021**– *Jason Kirkpatrick, Chief Financial Officer*

CA-2: **Cash Position and Transfers: January 2021**– *Jason Kirkpatrick, Chief Financial Officer*

Informational Reports

2. Management Report – *Todd Heidgerken, General Manager*

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

Commissioner Business

4. Commissioner Reports and Reimbursements

Adjourn regular meeting

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

REGULAR BOARD MEETING

February 8, 2022

SUBJECT Resolution 06-2022 Modifying the General Manager’s Contracting Authority

DRAFT MOTION	Move the Board adopt Resolution 06-2022 Modifying the General Manager’s contracting authority
EFFECTIVE DATE	February 8, 2022

PRINCIPAL STAFF PERSON Todd Heidgerken, GM

BOARD ACTION REQUESTED Adopt Resolution 06-2022

DOCUMENTS ATTACHED Resolution 06-2022

Agenda Summary

BACKGROUND CRW Local Contract Review Board Rules (LCRB) establishes the General Manager as the Public Contracting Officer (PCO). The LCRB 110-013 Contracting Authority, states the Board delegates contracting authority to the General Manager and that the Board establishes the contracting authority amount limit of the General Manager. The current contracting signature authority of the General Manager for goods and services is \$50,000 per contract year. The current contracting signature authority of the General Manager for Public Improvements is \$75,000. The Board has expressed an interest in increasing the signature authority of the General Manager for both the goods and services contracts and Public Improvement contracts.

Resolution 06-2022 increases the signature authority limit from \$50,000 to \$75,000 for goods and services and from \$75,000 to \$100,000 for Public Improvements. This resolution would also delegate authority to the General Manager to execute any contract that in not an intergovernmental agreement and which provides compensation to CRW up to the total amount of \$50,000 in exchange for goods or services, unless the contract also requires CRW to pay an amount that is not within the General Manager’s delegated contract authority.

The resolution has been reviewed by CRW Legal Counsel.

CLACKAMAS RIVER WATER

RESOLUTION NO. 06-2022

A RESOLUTION MODIFYING THE GENERAL MANAGER'S CONTRACTING AUTHORITY

WHEREAS, Clackamas River Water ("CRW") is a domestic water supply district organized under Oregon Revised Statutes (ORS) Chapter 264;

WHEREAS, ORS 264.210 provides that domestic water supply districts have the power to do things which may be requisite to operate a domestic water supply district;

WHEREAS, CRW has designated the CRW Board of Commissioners (the "Board") as CRW's Local Contract Review Board;

WHEREAS, Local Contract Review Board Rule 100-014(33) designates CRW's General Manager as the Public Contracting Officer ("PCO") for CRW;

WHEREAS, the Board by Resolution No. 21-2009 delegated certain contacting authority to the General Manager.

WHEREAS, the Board by Resolution No. 14-2016 affirmed and expanded the General Manager's authority to execute certain contracts.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Clackamas River Water as follows:

Section 1: The delegations of authority in CRW Resolutions 21-2009 and 14-2016 are terminated effective as of the date of this Resolution 06-2022 and replaced with the delegations of authority contained in this Resolution 06-2022.

Section 2: The Board hereby delegates to the General Manager the authority to execute contracts, as defined in CRW's Local Contract Review Board Rules, up to the total annual amount of \$75,000.00 for a duration no longer than three years.

Section 3. The Board hereby delegates to the General Manager the authority to execute Public Improvement Contracts, as defined in CRW's Local Contract Review Board Rules, up to the amount of \$100,000.

Section 4. The Board hereby delegates to the General Manager the authority to execute contracts procured as Emergency Procurements under CRW's Local Contract Review Board Rules.

Section 5: The Board hereby delegates to the General Manager the authority to execute any contract that is not an intergovernmental agreement and which provides compensation to CRW up to the total amount of \$50,000 in exchange for goods or services, unless the contract

also requires CRW to pay an amount that is not within the General Manager's delegated contract authority.

Section 6. Any contract entered into by the General Manager under delegated authority shall be included as part of the General Manager's written report to the Board provided as part of a regular meeting of the Board.

Section 7: This resolution is effective February____, 2022.

ADOPTED by the Clackamas River Water Board of Commissioners this ____ day of February 2022.

Sherry French, President

Naomi Angier, Secretary

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

February 8, 2022

SUBJECT **Gross Payroll and Accounts Paid**

DRAFT MOTION	Move to approve the consent agenda items as presented
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EFFECTIVE DATE	February 8, 2022
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PRINCIPAL STAFF PERSON Jason Kirkpatrick, Chief Financial Officer

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

DOCUMENTS ATTACHED 1) Earnings Statements for January 2022, Payrolls – 2 payrolls - \$364,648.03
2) Monthly Check History for January 2022 - \$705,563.15 (net)

WEEK 02 BATCH 8145 45 PAYS

0 Employees With Overflow Statement

000158 000174 SEQ 000174

0 Overflow Statement 1 Total Statement

Earnings Statement

	First No.	Last No.	Total
Checks:	ADPCHECK	ADPCHECK	00000000000
Vouchers:	00000020001	00000020045	00000000015

SEAT 312 TOTAL DOCUMENT
 CLACKAMAS RIVER WATE
 LOCATION 0001

CHECK STUFFING, RECONCILIATION

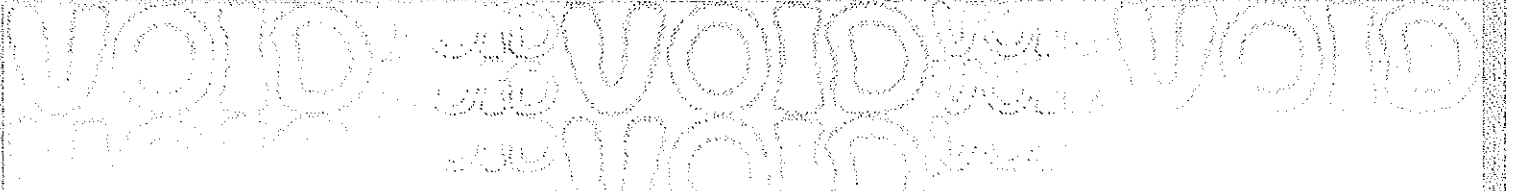
152804.93 GROSS
 96168.33 NET PAY (INCLUDING ALL DEPOSITS)
 15113.38 FEDERAL TAX
 9255.68 SOCIAL SECURITY
 2164.67 MEDICARE
 .00 MEDICARE SURTAX
 .00 SUI/DI/FLI/MLI TAX
 9278.81 STATE TAX
 .00 LOCAL TAX
 116992.39 DEDUCTIONS
 .00 NET CHECK

**SEAT COMPANY CODE 312
 CLACKAMAS RIVER WATE
 TOTAL DOCUMENT
 LOCATION 0001**

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VERIFY DOCUMENT AUTHENTICITY. COLORED AREA MUST CHANGE IN TONE GRADUALLY AND EVENLY FROM DARK AT TOP TO LIGHTER AT BOTTOM.



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WEEK 04 BATCH 8515 40 PAYS
0 Employees With Overflow Statement
000578 000591 SEQ 000591
0 Overflow Statement 1 Total Statement

Earnings Statement

First No. Last No. Total
Checks: ADPCHECK ADPCHECK 0000000000
Vouchers: 00000040001 00000040040 00000000012

SEAT 312 TOTAL DOCUMENT
CLACKAMAS RIVER WATE
LOCATION 0001

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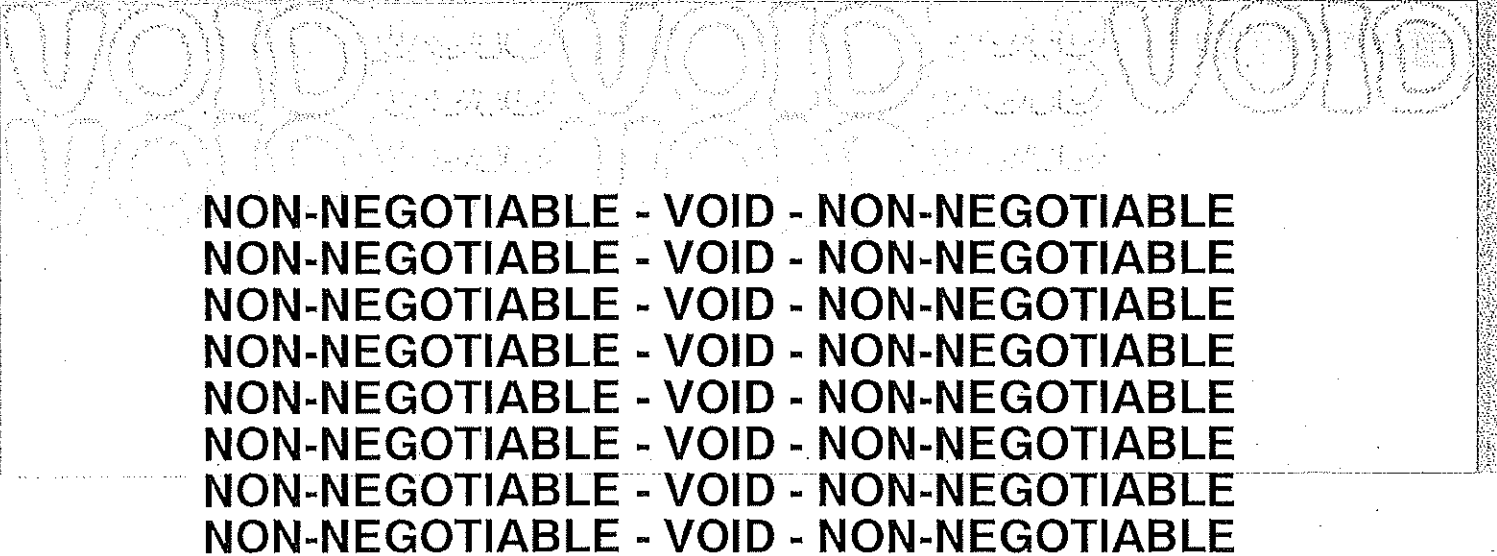
211843.10 GROSS
113386.46 NET PAY (INCLUDING ALL DEPOSITS)
22544.08 FEDERAL TAX
12909.27 SOCIAL SECURITY
3019.07 MEDICARE
.00 MEDICARE SURTAX
.00 SUI/DI/FLI/MLI TAX
12639.22 STATE TAX
.00 LOCAL TAX
160731.46 DEDUCTIONS
.00 NET CHECK

SEAT COMPANY CODE 312
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Check History Listing
Clackamas River Water

Bank code: apbank

Check #	Date	Vendor	Status	Clear/Void Date	Invoice	Inv. Date	Amount Paid	Check Total
6034	01/05/2022	00095 ING			PR 12/31/2021	12/31/2021	5,754.78	5,754.78
6035	01/05/2022	00336 CITISTREET - STATE OF O			PR 12/31/2021	12/31/2021	1,921.31	1,921.31
6036	01/05/2022	00029 OREGON PERS			12/06-12/20/2021	12/30/2021	127,251.84	127,251.84
6037	01/11/2022	01959 US BANK			12/27/21 BJORNSTEDT	01/06/2022	2,946.00	
					11/26/21 KEOBOUNNAMc	11/17/2021	2,388.00	
					12/27/21 CUMMINGS	12/27/2021	1,765.85	
					12/27/21 HOLZGANG	12/27/2021	1,330.01	
					11/26/21 HOLZGANGb	11/22/2021	960.00	
					11/26/21 HOLZGANGa	11/18/2021	476.01	
					12/27/21 CAMPBELL	12/27/2021	439.00	
					12/27/21 TRIPLETT	12/27/2021	338.36	
					11/26/21 BRYCK	11/08/2021	135.00	
					12/27/21 RAY	12/27/2021	108.65	
					12/27/21 KEOBOUNNAM	12/27/2021	99.99	
					12/27/21 MCGINNIS	12/27/2021	89.31	
					11/26/21 KEOBOUNNAMt	11/11/2021	57.94	
					11/26/21 KEOBOUNNAMe	11/05/2021	31.98	
					12/27/21 VOYLES	12/27/2021	12.99	11,179.09
6038	01/11/2022	04272 GLOBAL PAYMENTS INTEG			DECEMBER 2021	12/31/2021	16,165.05	16,165.05
6039	01/19/2022	00336 CITISTREET - STATE OF O			PR 01/14/2022	01/14/2022	1,771.73	1,771.73
6040	01/19/2022	00095 ING			PR 01/14/2022	01/14/2022	5,741.78	5,741.78
6041	01/19/2022	01959 US BANK			12/27/21 SLEIGHTc	12/27/2021	1,797.00	
					12/27/21 VOYLESa	12/14/2021	900.00	
					12/27/21 MCGINNISa	12/15/2021	400.00	
					12/27/21 BJORNSTEDTb	12/20/2021	328.32	
					12/27/21 BJORNSTEDTc	12/20/2021	328.32	
					12/27/21 KEOBOUNNAMi	12/06/2021	323.68	
					12/27/21 VOYLESb	12/15/2021	280.00	
					12/27/21 TRIPLETTa	12/20/2021	260.99	

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					12/27/21 BJORNSTEDTa	12/16/2021	259.92	
					12/27/21 TRIPLETtb	12/20/2021	186.36	
					12/27/21 HOLZGANGh	12/17/2021	167.84	
					12/27/21 PRESTWOODb	12/20/2021	167.29	
					12/27/21 BRYCKa	12/22/2021	120.00	
					12/27/21 KEBOUNNAMf	12/27/2021	99.99	
					12/27/21 KEBOUNNAMe	12/27/2021	94.99	
					12/27/21 HOLZGANGj	12/21/2021	85.50	
					12/27/21 RAYb	12/16/2021	75.82	
					12/27/21 MCGINNISb	12/16/2021	66.82	
					12/27/21 CUMMINGSa	12/14/2021	66.21	
					12/27/21 KEBOUNNAMc	12/17/2021	64.95	
					12/27/21 HOLZGANGi	12/17/2021	56.01	
					12/27/21 KEBOUNNAMc	12/17/2021	52.99	
					12/27/21 RAYd	12/17/2021	51.47	
					12/27/21 KEBOUNNAMi	12/06/2021	39.85	
					12/27/21 CUMMINGsb	12/22/2021	37.48	
					12/27/21 RAYa	12/15/2021	28.22	
					12/27/21 SLEIGHTb	12/23/2021	26.51	
					12/27/21 CAMPBELL	12/23/2021	25.00	
					12/27/21 PRESTWOODd	12/27/2021	25.00	
					12/27/21 HOLZGANGg	12/16/2021	23.02	
					12/27/21 PRESTWOODa	12/17/2021	20.83	
					12/27/21 SLEIGHTa	12/22/2021	15.04	
					12/27/21 HOLZGANGf	12/15/2021	13.99	
					12/27/21 BRYCKb	12/23/2021	12.99	
					12/27/21 HOLZGANGe	12/15/2021	12.54	
					12/27/21 PRESTWOODc	12/20/2021	10.99	
					12/27/21 HOLZGANGb	12/02/2021	9.99	
					12/27/21 HOLZGANGc	12/03/2021	8.25	
					12/27/21 HOLZGANGa	12/01/2021	6.98	
					12/27/21 RAYc	12/16/2021	6.07	6,557.22
6042	01/25/2022	00029 OREGON PERS		01/06-01/20/2022		01/21/2022	101,045.27	
				12/21-01/05/2022		01/12/2022	10,218.94	111,264.21

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93085	01/05/2022	00285 ARAMARK UNIFORM SERV			529000192969	01/04/2022	67.75	67.75
93086	01/05/2022	01546 CASCADE COLUMBIA DIST			825402	12/16/2021	3,920.50	3,920.50
93087	01/05/2022	00164 CENTURYLINK			Dec. 16 - Jan. - 16	12/16/2021	86.74	86.74
93088	01/05/2022	00008 CONSOLIDATED SUPPLY C			S010559745.001	12/15/2021	7,948.56	
					S010617748.001	12/15/2021	5,254.40	
					S010554270.003	12/15/2021	416.00	13,618.96
93089	01/05/2022	02856 CRYSTAL GREENS LANDS			48217	12/16/2021	1,450.00	1,450.00
93090	01/05/2022	03887 DBA: NAPA AUTO PARTS G			4462-00-298432	12/20/2021	92.45	
					4462-00-299288	12/23/2021	65.71	
					4462-00-299592	12/27/2021	31.50	189.66
93091	01/05/2022	00124 H D FOWLER CO INC			I5986796	12/21/2021	736.35	736.35
93092	01/05/2022	01541 HARRIS WORKSYSTEMS			21-4212	12/28/2021	675.00	675.00
93093	01/05/2022	02570 HOME DEPOT CREDIT SEF			H4017-321500	12/23/2021	488.21	
					H4017-320716	12/17/2021	254.68	742.89
93094	01/05/2022	00127 ICMA RETIREMENT TRUST			PR 12/31/2021	12/31/2021	500.00	500.00
93095	01/05/2022	02487 LLC LINESCAPE DIRECTIO			56769	12/14/2021	550.00	550.00
93096	01/05/2022	04180 MADRONE TECHNOLOGY I			1893	12/28/2021	2,939.00	
					1885	12/17/2021	330.00	3,269.00
93097	01/05/2022	00138 MILWAUKIE, CITY OF			INV00635	12/15/2021	5,435.21	5,435.21
93098	01/05/2022	00138 MILWAUKIE, CITY OF			24-3520 11/20-12/20	12/31/2021	135.40	135.40
93099	01/05/2022	00013 NW NATURAL			863832-2 11/22-12/27	12/27/2021	20.05	20.05
93100	01/05/2022	00306 OFFICE DEPOT INC			216787474001	12/24/2021	50.76	50.76
93101	01/05/2022	00229 RICOH USA, INC.			105710278	01/04/2022	208.86	208.86
93102	01/05/2022	04310 ROBERT HALF LLC			59118790	12/30/2021	1,674.38	1,674.38
93103	01/05/2022	00282 TERMINIX INTERNATIONAL			415860557	01/03/2022	117.00	117.00

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Clackamas River Water

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Bank code: apbank								
93104	01/05/2022	00555 TYLER TECHNOLOGIES IN			045-362693	12/01/2021	37,959.88	37,959.88
93105	01/05/2022	02391 VEBA SERVICE GROUP, LL			01-01-22	01/01/2022	18,500.00	18,500.00
93106	01/05/2022	00130 WASTE MANAGEMENT OF			9232639-1574-9 9232640-1574-7	01/01/2022 01/01/2022	1,941.30 505.07	2,446.37
93107	01/05/2022	00110 WATER ENVIRONMENT SE			03-28986-00 DEC 2021	12/28/2021	131.75	131.75
93108	01/11/2022	03811 CHRISTENSEN INC			0261759-IN	01/04/2022	1,138.53	1,138.53
93109	01/11/2022	04256 CITY WIDE FACILITY SOLU			32035001135	11/01/2021	8,082.26	8,082.26
93110	01/11/2022	02127 CLACKAMAS RIVER WATEI			3RD QTR FY 2021-22	01/06/2022	29,816.00	29,816.00
93111	01/11/2022	00519 COLONIAL LIFE			77938620105449	01/05/2022	276.80	276.80
93112	01/11/2022	01188 DHS-DRINKING WATER PR			CROSS CONN CERT	01/07/2022	97.50	97.50
93113	01/11/2022	01844 FERGUSON ENTERPRISES			1057136 1022164-2 1041034-1 0996821-1 1026410-1	12/29/2021 12/29/2021 12/29/2021 12/29/2021 12/29/2021	1,480.36 408.00 404.40 69.96 39.00	2,401.72
93114	01/11/2022	03240 GARY RUDNIK P HARRANG			95126	12/25/2021	4,240.00	4,240.00
93115	01/11/2022	01541 HARRIS WORKSYSTEMS			21-4212A	12/21/2021	50.00	50.00
93116	01/11/2022	00133 LES SCHWAB TIRE CENTE			22700748626 22700747751	12/23/2021 12/20/2021	703.72 428.30	1,132.02
93117	01/11/2022	04180 MADRONE TECHNOLOGY (1904 1905 1906	01/07/2022 01/07/2022 01/07/2022	3,300.00 715.00 110.00	4,125.00
93118	01/11/2022	03238 MURRAYSMITH INC			19-2630.00-11	08/26/2021	1,194.50	1,194.50
93119	01/11/2022	00056 OAK LODGE WATER SERVI			01/10/2022	01/10/2022	3,227.51	3,227.51
93120	01/11/2022	00306 OFFICE DEPOT INC			218018869001 220430542001	01/04/2022 01/07/2022	57.21 50.28	107.49

Check History Listing
Clackamas River Water

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93121	01/11/2022	00048 OREGON CITY, CITY OF			01/10/2022	01/10/2022	11,737.78	15,812.21
					11/30-12/31/2021	11/05/2022	4,074.43	
93122	01/11/2022	00048 OREGON CITY, CITY OF			10/31-11/30/21	12/31/2021	18.26	18.26
93123	01/11/2022	04294 PARC RESOURCES LLC			12-21-823	01/06/2022	1,715.70	1,715.70
93124	01/11/2022	03815 PETROCARD INC			C841210	12/15/2021	1,144.92	1,144.92
93125	01/11/2022	00021 PGE			WTP DECEMBER 2021	01/01/2022	31,552.53	
					PUMP STATION DEC. 21	01/01/2022	16,244.81	
					ADMIN DECEMBER 2021	01/01/2022	2,897.29	50,694.63
93126	01/11/2022	04310 ROBERT HALF LLC			59098128	12/27/2021	1,336.50	
					59166572	01/06/2022	1,057.50	2,394.00
93127	01/11/2022	00024 SOUTH FORK WATER BOA			DECEMBER 2021	01/05/2022	33,940.16	33,940.16
93128	01/11/2022	00329 NORTH CLACKAMAS COU			01/10/2022	01/10/2022	1,533.93	1,533.93
93129	01/11/2022	02247 WHA INSURANCE AGENCY			01/01/2022	01/01/2022	17,000.00	
					01/07/2022	01/07/2022	50.00	17,050.00
93130	01/19/2022	00002 AMERICAN FAMILY LIFE AS			871513	01/13/2022	1,463.74	1,463.74
93131	01/19/2022	00285 ARAMARK UNIFORM SERV			529000197384	01/11/2022	67.75	
					529000202432	01/18/2022	67.75	135.50
93132	01/19/2022	00304 CANTEL SWEEPING			e15243	01/19/2022	235.00	
					e15242	01/19/2022	180.00	
					e15244	01/19/2022	165.00	580.00
93133	01/19/2022	00317 CDW GOVERNMENT INC.			Q775155	01/12/2022	64.17	
					Q834225	01/13/2022	59.04	123.21
93134	01/19/2022	00164 CENTURYLINK			503Z05-0025 01/05/22	01/05/2022	1,774.56	1,774.56
93135	01/19/2022	00164 CENTURYLINK			276406193	01/04/2022	73.67	73.67
93136	01/19/2022	03644 CITY OF HAPPY VALLEY			01/01/2022	01/14/2022	1,875.00	1,875.00
93137	01/19/2022	04256 CITY WIDE FACILITY SOLU			ST1035000036	01/03/2021	6,459.44	6,459.44

Check History Listing
Clackamas River Water

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Bank code: apbank	Check #	Date	Vendor	Status	Clear/Void Date	Invoice	Inv. Date	Amount Paid	Check Total
	93138	01/19/2022	00200 CLACKAMAS COUNTY			20-5512	01/11/2022	425.00	425.00
	93139	01/19/2022	03468 BOARD OF EDUCATION CL			221292	01/05/2022	900.00	900.00
	93140	01/19/2022	00227 CLACKAMAS GARBAGE CC			DECEMBER 2021	12/31/2021	367.96	367.96
	93141	01/19/2022	02555 COMCAST			2099723, 1/14-2/13	01/04/2022	248.85	248.85
	93142	01/19/2022	03218 DIRECT TRANSPORT INC			278887	01/19/2022	55.09	55.09
	93143	01/19/2022	00124 H D FOWLER CO INC			I5979070	12/09/2021	725.70	725.70
	93144	01/19/2022	00232 HEXAGON TECHNOLOGIE			32734	12/06/2021	2,133.00	2,133.00
	93145	01/19/2022	00127 ICMA RETIREMENT TRUST			PR 01/14/2022	01/14/2022	500.00	500.00
	93146	01/19/2022	00373 OREGON AFSCME			PR 01/07/2022	01/07/2022	886.25	886.25
	93147	01/19/2022	00048 OREGON CITY, CITY OF			01/01/2022	01/01/2022	4,612.03	4,612.03
	93148	01/19/2022	00229 RICOH USA, INC.			5063530224	01/01/2022	236.71	236.71
						5063523663	01/01/2022	130.69	367.40
	93149	01/19/2022	03548 RIVER CITY ENVIRONMEN			732260	12/22/2021	1,600.00	
						728204	12/17/2021	1,500.00	
						730928	12/21/2021	1,500.00	4,600.00
	93150	01/19/2022	00577 SPECIAL DISTRICTS ASSO			03-0054042, 01/01/22	12/29/2021	63,528.54	63,528.54
	93151	01/25/2022	00092 AIRGAS USA INC			9120913778	12/21/2021	4,758.31	4,758.31
	93152	01/25/2022	00164 CENTURYLINK			Jan. 16 - Feb. 16	01/16/2022	85.19	85.19
	93153	01/25/2022	04295 CG CONTRACTORS LLC			Ref000187610	09/08/2021	1,200.00	1,200.00
	93154	01/25/2022	03192 MSDSONLINE INC DBA VEL			250713	01/20/2022	2,125.00	2,125.00
	93155	01/25/2022	03504 ENTERPRISE FLEET MANA			FBN4383315	01/05/2022	635.72	635.72
	93156	01/25/2022	01844 FERGUSON ENTERPRISES			0990286-1	12/01/2021	47.20	47.20
	93157	01/25/2022	00073 FIRST RESPONSE INC.			18130	01/01/2022	822.00	822.00
						17957	12/20/2021	792.47	1,614.47

Check History Listing
Clackamas River Water

apCkHist
01/26/2022 1:46PM

Check #	Date	Vendor	Status	Clear/Void Date	Invoice	Inv. Date	Amount Paid	Check Total
93158	01/25/2022	04080 GREEN GUARD			C501247	01/19/2022	909.95	909.95
93159	01/25/2022	02288 GSI WATER SOLUTIONS IN			00244.010-8	01/14/2022	640.19	640.19
93160	01/25/2022	03473 HASA INC			795738	01/24/2022	6,392.06	6,392.06
93161	01/25/2022	02284 K & D SERVICES OF OREG			17378	12/28/2021	3,140.27	
					17479	01/07/2022	1,678.52	
					17453	01/07/2022	1,020.39	
					17416	01/04/2022	742.50	6,581.68
93162	01/25/2022	03759 KENNEDY/JENKS CONSUL			152311	01/19/2022	6,439.51	6,439.51
93163	01/25/2022	04180 MADRONE TECHNOLOGY I			1921	01/21/2022	880.00	
					1926	01/25/2022	511.96	
					1910	01/14/2022	330.00	
					1923	01/21/2022	110.00	
					1922	01/21/2022	55.00	1,886.96
93164	01/25/2022	00012 METEREADERS LLC			10066	12/21/2022	5,074.68	
					10065	12/21/2021	3,820.44	8,895.12
93165	01/25/2022	00013 NW NATURAL			102924-8 12/14-01/18	01/18/2022	244.32	244.32
93166	01/25/2022	00306 OFFICE DEPOT INC			209076921001	12/01/2021	79.98	
					214512370001	02/01/2021	62.58	
					212857945001	12/02/2021	55.93	
					216773394001	12/27/2021	4.99	203.48
93167	01/25/2022	02386 PRINCIPAL FINANCIAL GRC			FEBRUARY 2022	01/17/2022	6,206.68	6,206.68
93168	01/25/2022	00229 RICOH USA, INC.			105801247	01/17/2022	208.86	208.86
93169	01/25/2022	02854 VERIZON WIRELESS			9897003073	01/10/2022	1,513.41	
					9897003074	01/10/2022	896.39	2,409.80
93170	01/25/2022	01736 WEST YOST ASSOCIATES			2047676	11/30/2021	1,592.00	1,592.00
93171	01/25/2022	02373 WORLD CUP COFFEE & TE			0198654	01/21/2022	365.05	365.05

Check History Listing Clackamas River Water

apCkHist
01/26/2022 1:46PM

Bank code: apbank	Check #	Date	Vendor	Status	Clear/Void Date	Invoice	Inv. Date	Amount Paid	Check Total
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apbank Total: 705,563.15

Total Checks: 705,563.15

96 checks in this report

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

February 8, 2022

SUBJECT **Cash Position and Transfers**

DRAFT MOTION	Move to approve the consent agenda
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EFFECTIVE DATE	February 8, 2022
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PRINCIPAL STAFF PERSON Jason Kirkpatrick, CFO

BOARD ACTION REQUESTED Approve the consent agenda items.

DOCUMENTS ATTACHED None

Agenda Summary

BACKGROUND Cash and Investment Position as of January 30, 2022 is:

	General Checking	LGIP	Total
Balance as of 12/31/2021	\$ 5,687,504	\$ 15,601,220	\$ 21,288,724
Cash receipts	516,785		516,785
Payroll	364,648		364,648
A/P checks	(705,563)		(705,563)
Bond and other electronic payments			-
Transfers between accounts			-
Balance as of 1/30/2022	<u>\$ 5,863,373</u>	<u>\$ 15,601,220</u>	<u>\$ 21,464,594</u>

Interest Earnings for January 2022 are not included.

CLACKAMAS RIVER WATER

Agenda Item –
CA-3

REGULAR BOARD MEETING

February 8, 2022

SUBJECT Consent to Transfer Cardholder Data and Release of Liability

DRAFT MOTION Move the Board to authorize the General Manager to execute the Consent to Transfer Cardholder Data and Release of Liability requested by PayPros LLC d/b/a OpenEdge in connection with the transfer of customer cardholder data to CRW's new payment processing vendor, Network Merchants, LLC

EFFECTIVE DATE February 8, 2022

PRINCIPAL STAFF PERSON Todd Heidgerken, General Manager

BOARD ACTION REQUESTED

DOCUMENTS ATTACHED PayPros LLC OpenEge consent form

BACKGROUND CRW is in the process of transferring bill print services and as a part of that process cardholder data will need to be transferred to the new company. The approval of the release will allow the transfer of cardholder data and a release of Liability as requested by PayPros LLC d/b/a OpenEdge in connection with the transfer of customer cardholder data to CRW's new payment processing vendor, Network Merchants, LLC

2/3/2022

PayPros LLC d/b/a OpenEdge
8200 Central Avenue
Newark, CA 94560

RE: Consent to Transfer Cardholder Data and Release of Liability, **Merchant ID: 8788242974398**

By this letter, this company **CLACKAMAS RIVER WATER d/b/a CLACKAMAS RIVER WATER** ("**Merchant**") requests PayPros LLC d/b/a OpenEdge ("**OpenEdge**") to move certain data which identifies the issuer and the particular cardholder account ("**PAN**") and also includes cardholder name, card expiration date, Service Code (collectively referred to herein as "**Cardholder Data**") under OpenEdge's management in its vault to Network Merchants, LLC so that Merchant can then have such Cardholder Data in a Network Merchants, LLC managed vault under the requirements of current PCI DSS Regulations.

In consideration of the time and efforts required to effect such transfer of Cardholder Data and for other good and valuable consideration, which Merchant and OpenEdge hereby acknowledge as received, Merchant does hereby release, and forever discharge and agree to defend, indemnify and hold harmless OpenEdge, its affiliated organizations, its employees, officers, directors, members, or agents from any and all claims brought by any person or party in any way associated with such Cardholder Data, from any and all actions, negligence, damages, losses, and costs whatsoever, including attorneys fees, resulting from or related to (i) OpenEdge's transfer of the Cardholder Data from its vault to Network Merchants, LLC's vault; and (ii) the use, security, and handling of such Cardholder Data by Network Merchants, LLC and Merchant after such transfer by OpenEdge to Network Merchants, LLC.

Vault Data Migration Expense Fee. Prior to the transfer of Cardholder Data, Merchant shall pay to OpenEdge a fee of \$499.00 per transfer to offset expenses associated with the preparation and release of Cardholder Data.

I acknowledge that I have carefully read, understand and agree to be bound to the above and consent to the above transfers of Cardholder Data.

Merchant: **CLACKAMAS RIVER WATER d/b/a CLACKAMAS RIVER WATER**

By: _____
Todd Heidgerken, General Manager
16770 SE 82nd Dr
Clackamas, OR 97015
503-722-9223
theidgerken@crwater.com

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

February 8, 2022

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 –
 - B1. Clackamas River Water Providers Newsletter

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

February 8, 2022

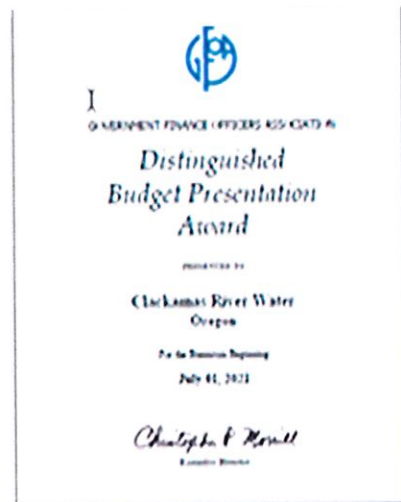
SUBJECT Management Report

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. **CRW Receives Budget Presentation Award:** CRW was recently notified that it has received GFOA's Distinguished Budget Presentation Award for its biennial budget for 2021-2023. CRW has been honored to receive this recognition for every budget since 2014. The Budget document must be rated proficient in four categories and fourteen mandatory criteria to be eligible for the award. The four categories are:
 - a policy document
 - a financial plan
 - an operations guide
 - a communications device



Thanks to all the employees for helping to create this document that provides for the four criteria above. Also, thanks to the Board and the Citizen Budget Committee members for your deliberation, review, and approval of the proposed budget. Especially thanks to Finance, Accounting and Customer Service staff for their inputs and work

consolidating this information into an interesting and readable document that will guide our spending for the biennium.

3. **Staffing Update:** The district is pleased to share a number of staffing items. We are excited to have Jon Sleight accept the promotion to the position of Water Distribution Supervisor. Jon has served at the District for over 19 years, most recently as a Senior Water Works Mechanic. Congratulations Jon.

We are also pleased to announce the arrival of Jason Kirkpatrick as the Chief Financial Officer for the District. Jason brings with him considerable government finance experience and we are looking forward to his contributions to the CRW team. Jason started on Monday, January 28.

Carol Bryck has retired from CRW as CFO effective on January 28. CRW is grateful to Carol for her over 12 years of service to the District and congratulate her on her well-deserved retirement.

Rob Cummings, CRW's Water Resources Manager, has announced his retirement at the end of April. Rob has served at the District for over 42 years and has had a significant impact on not only CRW but numerous water treatment professionals in the region.

4. **Intergovernmental Relations:**
Special Districts Association of Oregon (SDAO) – The start of the Oregon Legislature's "Short Session" has seen the introduction of some pieces of legislation of interest to water providers. Given the quick timelines it is not clear how many of the legislative concepts will get hearings.

CRW coordinates with SDAO Governmental Affairs staff who track items of interest to Special Districts. SDAO Legislative and water/wastewater committees met to review bills and gather input from CRW and other special districts. In the next couple of weeks, we will have a better understanding of what issues of interest will be moving through the process. CRW will continue to work with the SDAO Governmental Affairs staff as the session progresses.

Regional Water Providers Consortium (RWPC) Board Meeting – The RWPC Board meet on February 2. Due to the deadline for this report, results from that meeting will be shared verbally during the Board meeting. Included on the agenda is a review and approval of the FY 2022-2023

RWPC Budget and Work Plan. In addition, Andrew Phelps of the Oregon Office of Emergency Management (OEM) will provide an overview of OEM and discuss engagement with water providers.

Clackamas River Water Providers (CRWP) – The February CRWP meeting will be held on February 2 so any outcomes will be shared verbally during the CRW Board meeting.

Items on the agenda to discuss include:

- Discussion of the FY 2022-2023 Budget
- Brainstorming on CRWP member needs and how the CRWP can assist
- Review of the Algal Communication Framework Status
- Presentation from the Cybersecurity and Infrastructure Security Agency (CISA).
- CRWP staff will also provide updates on activities.

Oregon Water Utilities Council (OWUC) – The OWUC members focused on discussing potential impacts of legislative concept under consideration during the 2022 Oregon Legislative “Short” Session. The group also received a report from the Oregon Health Authority Drinking Water Program Administrator on projects involving:

- Monitoring for PFAS in smaller water systems. Approximately half of the 158 systems have had samples analyzed and no detections above the water quality goal have been observed so far. The remainder of the sampling should be completed in February.
- Shared anticipated timeline and process for the implementation of the federal lead and copper rule. Water providers are encouraged to pay attention to the deadline to complete an inventory of their system by October 2024.
- Reviewed the latest discussions about how federal infrastructure funding will be allocated in Oregon. Most of the funds will be distributed through the Safe Drinking Water Revolving Loan Fund and will be subject to those requirements. Additional funds will be more focused on addressing emerging contaminants and lead service line replacements.

5. **Water Management and Conservation Plan (WMCP)**

Update: The opportunity for the public to submit comments to the Oregon Water Resources Department (WRD) regarding the CRW WMCP has expired. They did not receive any comments so they will now proceed with

completing their review of the plan. We are hopeful that their review will be completed in March or April.

6. **Emergency Management:** From our partners in Continuity of Operations planning, BOLD Planning, we want to feature this web article to help you think about what should be in your Drive-Away-Kit.

<https://www.boldplanning.com/2021/07/15/do-you-have-a-drive-away-kit/>

7. **Security Update:**

The District continues to share information with staff on issues related to cybersecurity and the water utility industry.

Cyber-attacks on water or wastewater utility business enterprise or process control systems can cause significant harm, such as:

- Upset treatment and conveyance processes by opening and closing valves, overriding alarms, or disabling pumps or other equipment; (could you imagine a day without SCADA (Supervisory Control and Data Acquisition – how we monitor and operate components like our pumps and reservoirs)?
- Deface the utility’s website or compromise the email system;
- Steal customers’ personal data; and
- Install malicious programs like ransomware, which can disable business enterprise or process control operations.

These attacks can: compromise the ability of water and wastewater utilities to provide clean and safe water to customers, erode customer confidence, and result in financial and legal liabilities. At CRW, we are committed to ensuring that our systems are not vulnerable to attacks.

Across the industry, utility personnel need to be aware of steps they can take to strengthen their cybersecurity. A first step is to use basic cybersecurity best practices that can be carried out by everyone without specialized training.

Let’s start with password strength tips.

Characteristics of strong passwords

- At least 8 characters—the more characters, the better.
- A mixture of both uppercase and lowercase letters.
- A mixture of letters and numbers.

- Inclusion of at least one special character, e.g., ! @ # ?
(Note: do not use < or > in your password, as both can cause problems in Web browsers).

8. Safety Update:

25 employees are now Certified Heart Savers!!! A thank you goes out to those staff for their willingness to be a community resource.

Heartsaver



According to the American Heart Association, Bystander CPR improves survival. The location of Out of Hospital Cardiac Arrests (OHCA) most often occur in homes/residences (70%), followed by public settings (18.8%), and nursing homes (11.2%). If performed immediately, **CPR can double or triple the chance of survival** from an out of hospital cardiac arrest.

9. Looking Ahead:

- CRW office will be closed Monday, February 21 in observance of the President's Day Holiday.
- The agenda preparation meeting for the March Board meeting will be held on Thursday February 24 at 12:30 pm
- The February Board Work Session will be held on Monday, February 28.
- March Board meeting will be held on Thursday, March 10.

Indoor Water Conservation

It's easy and inexpensive to make changes in your house that can save you money each time you turn on the water, flush your toilet, and wash dishes - all year round.

Start with your bathroom. If you're like most people, you probably use the most water in your bathroom, so it makes sense to make your first changes there:



1. Switch your bathroom faucet aerator and showerhead to WaterSense-labeled models - they use 20% less water without compromising performance. The CRWP provides our member customers with free bathroom and kitchen faucet aerators and shower heads. To request your free water conservation devices email Christine at: christine@clackamasproviders.org.

2. Reduce the amount of water flowing through your toilet by regularly checking for and fixing leaks, and retrofitting older toilets. Contact Christine (@ link above) for your free toilet leak detection tablets and information about our EPA Water Sense High Efficiency Toilet Rebates.

3. Take shorter showers. Each minute you shave off your shower time saves up to 2.5 gallons of water.

Beyond the bathroom. Check other parts of your house for water savings:

1. Look for leaks - Many leaks are inexpensive and easy to fix. Check out our "How to Check For Leaks" article on page 2.

2. Consider upgrading your clothes washer. The CRWP provides rebates for *Energy Star* certified clothes washers. Visit the [rebate page](#) on our website for a list of eligibility requirements, available rebates, and application information.

3. Turn the sink faucet on only to rinse or use a large container filled with rinse water when washing dishes by hand. You will save about 2.5 gallons of water for every minute your faucet does not run.

4. Scrape instead of pre-rinsing. Save yourself up to 20 gallons of water by scraping food off your dishes instead of pre-rinsing them. *Energy Star* certified dishwashers and today's detergents are designed to do the cleaning so you don't have to. If your dirty dishes sit overnight, use your dishwasher's rinse feature. It uses a fraction of the water needed to hand rinse.

5. Wash only full loads. Dishwashers use about the same amount of energy and water regardless of the number of dishes inside, so run full loads whenever possible.

6. Know where your master shut-off valve is located. [Click Here](#) for more information and images of water shut-off valves.

What's Inside:

Indoor Conservation	P1
Check for Leaks	P2
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Faces Interview	P3
Water Systems	P4
Winter Quiz	P4
Water Protection Plan	P5
Partner Spotlight	P6
GIS Assessment	P7
ELC Wildlife	P8
Indoor Tips	P9

How to Check for Leaks

HOW TO USE YOUR WATER METER TO CHECK FOR LEAKS

Undetected leaks can be costly. Your water meter can tell you how much water you use in a day, week or a month. It can also help you measure the effectiveness of your household's water conservation program and help detect leaks.

Whether inside or outside your home, a leak can waste hundreds of gallons of water per year. Some leaks are easy to see or hear. Others are small. However, big or small, any leak will cost you money and should be repaired as soon as possible.

How to locate your meter

Your water meter should be located in front of your house, inside a concrete or plastic meter box that is set flush with the ground. Look for your meter behind the sidewalk at a side lot line near the street. If your home is on a corner lot, your water meter could be located either on the front or side street. Sometimes, meter boxes are not easily visible due to landscaping and other obstructions. If you cannot find your meter contact your water provider.

How to read your meter

Reading your water meter is like reading the odometer in your car. Read all the numbers from left to right that appear under the words "cubic feet".

The first digit on the right represents one cubic foot. The second from the right represents 10 cubic feet. The third



from the right (usually a different color) represents 100 cubic feet – or one ccf. One revolution of the meter sweep-hand equals one cubic foot, or 7.48 gallons.

Checking your system for leaks

There is a simple test you can perform to use your water meter to detect leaks. First, turn off all your faucets and water-using appliances (such as dish and clothes washers) and be sure no one is using any water. Then go to your water meter and lift the cover of the meter dial. Note the position of the sweep-hand by using a piece of tape, or by using a marker on the lens cover.

Then, wait 20-30 minutes (do not use *any* water during this time) and check the sweep-hand location again. If the sweep-hand has moved, you probably have a leak somewhere in your system. If the small red diamond shaped indicator on the face of the meter is moving, it also means you probably have a leak. Retest to be certain; then locate the leak by inspecting all the pipes, fixtures and appliances that use water.

[Click Here](#) to view an easy step by step video on how to find a water leak at your home.

Oregon Department of Fish and Wildlife Beaver State Podcast

In October of 2021 our CRWP Water Resource Manager sat down with staff from *Portland General Electric* and the *Oregon Department of Fish and Wildlife* (ODFW) to talk about climate change, drought, partnerships, and fish as they relate to the Clackamas River. Below is a summary of the talk from the ODFW's website.

Episode 71: Water Part I – The Clackamas River Watershed

Oregon's rivers, streams, and aquifers support a wide range of benefits for both humans and the environment, along with sources of water for drinking, agriculture, recreation,

and essential habitat for fish and wildlife. A clean and reliable source of water is critical for meeting Oregonian's basic needs and for supporting Oregon's economy, but it all hangs under the shadow of climate change.

In this episode, we talk to ODFW's Ben Walczak, along with Clackamas River Water Provider's Kim Swan, and PGE's Nick Ackerman about a partnership to tackle the impacts of drought. To listen to the podcast click here: https://myodfw.com/articles/episode_71_water_part_1_Clackamas_watershed

Faces of Drinking Water

by Christine Hollenbeck

To begin 2022 and for this winter issue of our quarterly E-Newsletter we interviewed Justin Poyser, City of Gladstone, Public Works Supervisor: Utilities Department.

CRWP: How long have you been working for the City of Gladstone Public Works?

Justin: I've been at the City of Gladstone for 16 years.

CRWP: How did you acquire your position with the City of Gladstone?

Justin: I began working as a Seasonal Employee for the City of Gladstone while going to college. After graduating college, a Journeyman Utility position opened up here at the City. I enjoyed working in Public Works and decided to apply. I was fortunate enough to be awarded the position and worked as a Journeyman Utility worker for a number of years. I was promoted to my current position, Public Works Supervisor about five years ago.

CRWP: What are the duties of the Public Works Supervisor: Utilities Department?

Justin: In a nutshell, planning, organizing and overseeing Utilities Dept. maintenance activities. Public and private development plan review and construction inspections, regulatory agency reporting, and Customer service.

CRWP: What is your favorite/least favorite part of your job?

Justin: *The best part of my job is the opportunity to work together with a great crew delivering quality essential services to the public on a daily basis.*

My least favorite part of my job is when I have to break the news to customers that certain repair responsibilities are up to the property owner and not the responsibility of the City. Customer water and sewer lateral lines tend to fail without notice and repair/replacement costs are rarely in

customers' budgets. These tend to be stressful times for customers.

CRWP: What accomplishments are you most proud of in your public drinking water career?

Justin: I am proud to be part of a team here at public works that has developed documents such as utility maintenance procedure books, on call procedure books, emergency operations procedures, emergency response plans, risk/resilience assessments, annual storm water reports, storm water plans, maintenance standards, etc. These are all important documents that were developed outside of our day-to-day maintenance activities and really are the backbone that guide maintenance activities and emergency response operations.

CRWP: Do you plan to retire from City of Tigard Public Works?

Justin: I have many years left until I can think about retirement, but I do know I'll retire from the water profession.

CRWP: : What advice would you give to someone starting out in the public drinking water industry (What do you wish you knew your first week on the job)?

Justin: Learn, learn, learn! Soak it all up. Everything is grist for the mill. Pay attention and always do your best. Volunteer. Take pride in your work, no matter how big or small the task is. This is time well spent in the present, keeps spirits high, enables growth, and prepares you for promotional opportunities as they arise on your career path.

CRWP: How has the industry changed since you started?

Justin: Technology. Advancements in technology allow us to do things with

Justin Poyser
Public Works Supervisor/Utilities
City of Gladstone



greater precision and efficiency. Take a backhoe for instance. The backhoe I started with was clunky and seemed like something Fred Flintstone would operate. It had a mind of its own (in a bad way). The backhoes we currently have are sleek and seem like something out of a modern Batman movie. They have minds of their own, but in a good way.

CRWP: What do you think is most important about your job?

Justin: Preparation and planning. Preventative maintenance. Staying one step ahead of the game. In the world of underground utilities, nothing is routine (especially here in Gladstone). Things break without notice, and a bad situation can take a turn for the worst fast. Having a well-trained staff, keeping equipment ready for emergencies, a well-stocked repair parts inventory and strong emergency response procedures are essential in minimizing customer service outages.

CRWP: What's the one thing you can't live without at work?

Justin: Sadly enough, I would have to say my computer lol. All kidding aside, my computer is a great and much needed tool and I enjoy working with it, but it sure is nice to work with a shovel or backhoe from time to time.

(Continued on page 9)

How Our Water Systems Work

Water Conservation Programs

Municipal Water Management and Conservation Plans provide a process for municipal water suppliers to develop Plans to meet future water needs. All CRWP members are required to develop these Plans as part of their water right permit conditions.

These Plans are used to demonstrate our communities' needs for increased diversions of water under their water permits as our communities and water demands grow. The Plans explain how we will manage and conserve water supplies and are intended to represent a pro-active evaluation of conservation measures that we can undertake.

All water providers must implement the following conservation measures:

- Conduct annual water distribution system audits.
- Full metering of their system.
- A meter testing and maintenance program.
- A rate structure based, at least in part, on the quantity of water used.
- A leak detection program.
- A public education program on efficient water use and low water use landscaping.

In addition, many water providers are required to implement technical and financial assistance programs such as rebate programs, where the cost of purchasing water-efficient fixtures or equipment are partially offset.



Water conservation is an important tool in meeting the water supply needs of our communities and can help us reduce the cost of developing new water supplies. It also allows us to leave more water in the river for fish and other uses. The CRWP implements a **Public Outreach and Education Program** on behalf of its members to encourage efficient water use.

FOR MORE INFORMATION:

To learn more about how you can save water year-round, to receive free conservation devices, or information about the Clackamas River Water Providers **Conservation Rebate Program**, contact the Public Outreach and Education Coordinator: (503) 723-3511 or visit our website at <https://www.clackamasproviders.org/>.

Winter Quiz:

Answers - Can be found on page 8

1. To check your water system for leaks, you can use your water meter.

- A. True
- B. False

2. Achieving Source Water Protection in the Clackamas watershed includes:

- A. Identifying Impacts
- B. Preventing Harm
- C. Minimizing Activities
- D. All of the Above

3. The Environmental Learning Center is currently offering a first workshop on...?

- A. Rafting the Clackamas River
- B. Garden with Less Water
- C. Plant Identification
- D. None of the above

4. Which room of your home usually uses the most water?

- A. Bedroom
- B. Kitchen
- C. Bathroom
- D. Laundry room

The CRWP Drinking Water Protection Plan

In 2010 the CRWP adopted a Drinking Water Protection Plan. The purpose of this document is to provide the CRWP with a road map of potential strategies and programs to continue to implement over the next decade to preserve the Clackamas River as a high-quality drinking water source and to minimize future drinking water treatment costs.

The CRWP has spent the last year updating this Plan. Part of these updates included better aligning our plan with our existing source water protection and public outreach and education efforts. Another big change was adding a Subprogram to address Climate Change and Water Supply.

We have three primary goals for achieving source water protection in the Clackamas watershed. They are to:

1. Identify, prevent, minimize and mitigate activities that have known or potentially harmful impacts on drinking water quality so that the Clackamas River can be preserved as a high-quality drinking water source to meet the needs of an increasing human population into the future.

2. Identify climate mitigation and adaption strategies that will help ensure a more resilient watershed and drinking water source.

3. Promote public awareness and stewardship of healthy watershed ecology in collaboration with other stakeholders.

To accomplish these goals and objectives the CRWP recognizes that we will need to:

- **Take a leadership role** in the protection of the Clackamas River.
- **Promote the CRWP's mission** of interagency water provider cooperation through the implementation of source water protection mitigation strategies and programs.
- **Seek and develop** partnerships with agencies, landowners, stakeholders, and academia to solicit feedback and to identify opportunities to develop long-term relationships so that water quality objectives, data and information can be shared.
- **Collaborate** with partners/stakeholders to maximize opportunities to develop and implement long-term



solutions for the protection of drinking water supplies as well as the enhancement of water quality for fish and wildlife.

- **Conduct additional sub-basin analysis** through studies, GIS analysis, pollution load modeling, and water quality monitoring to help prioritize or reprioritize Best Management Practices (BMP) and mitigation strategies.
- **Promote public education, awareness, and cooperation** in the watershed that supports voluntary watershed protection activities.
- **Provide funding and resources** to implement mitigation strategies and programs recognizing that grants and other outside resources will also be needed.
- **Investigate methods** to meet future water supply needs for people, through moving water around between providers, looking at alternative water sources, or more aggressive water conservation, while maintaining stream flows for fish and wildlife.
- **Identify high-quality lands** which contribute to improved water quality and preserve their function.

To learn more about our updated Drinking Water Protection Plan go to: <https://www.clackamasproviders.org/drinking-water-protection-plan/>.

Partner Spotlight

Working with Portland State University

Portland State University's mission begins by serving and sustaining a vibrant urban region through creativity, collective knowledge, and expertise. Exemplifying that mission, professors and students at Portland State University have worked with CRWP for a number of years on various projects. This partnership has allowed the CRWP to gain a better understanding of different issues in the watershed while providing masters (MS) and doctoral (PhD) students training with the opportunity to address real life problems. The CRWP also provides annual stipends to PSU students to support work related to the Clackamas watershed. Below is a brief summary of some of projects that we have worked on together.

- **The 2015 Clackamas River Watershed Survey: Landowner perspective on watershed stewardship programs** (Matt DeAngelo, MS Student in Environmental Science and Management). Matt's work was designed to provide water resource managers practical recommendations to better engage private landowners in watershed stewardship.

The primary objectives of this research were to:

- a) **Determine the interest level** of watershed landowners for participation in a watershed stewardship program;
- b) **Evaluate potential features** of a program that are likely to encourage enrollment;
- c) **Identify key barriers** to enrollment in watershed stewardship programs;
- d) **Identify key differences** between likely and unlikely program participants.

- **The 2016 Clackamas River Drinking Water Customer Survey: Customer Perspectives on Source Water Protection** (Dan Larson, PhD Student). Through a large number of questionnaires delivered throughout CRWP's service territory, Dan characterized the perspectives of water consumers who rely on the Clackamas River for their drinking water, and how their perspectives influence their willingness to support source water protection efforts in the Clackamas River Watershed, including their willingness to pay for such programs.

- **The Clackamas Watershed Resiliency Project** (Arielle Catalano, Postdoctoral Fellow; Erin Upton, PhD Student; Andy McEvoy and Junjie Chen, MS Students in



Environmental Science and Geography). In 2018 the CRWP initiated a multi-year project with Portland State University faculty and graduate students and the Institute of Sustainable Solutions (ISS) aimed to provide water resource stakeholders in the Clackamas River watershed with guidance for managing resilience in the face of climate change.

Phase I of this project was to establish a baseline of historical trends in the Clackamas River watershed relevant to climate change and identify issues pertinent to stakeholders in the context of climate change (e.g., diminished summer water supply, water quality degradation resulting from urban development and intense rainfall, etc.). Phase II of this project sought to continue that research with two objectives: (1) applied climate science, including the effects of climate change on hydrology and wildfire risk, and (2) climate adaptation planning.

The goal of the Clackamas Watershed Resilience project was to help the CRWP understand local impacts of climate change on water quality and quantity in the region; and develop strategies to sustain a healthy, reliable water source.

- **Clackamas River Water Providers Summer Watering Campaign Assessment** (Rikki Oden, Masters of Environmental Management Student). Rikki's research conducted an evaluation of CRWP's summer watering campaign (*Fish on the Run, Irrigation Done*) to make recommendations for improvements. Data were gathered for this project through a focus group and survey research. Recommendations to improve the campaign were made based on the findings of the focus group and survey, as well as a literature review of water conservation and other environmental messaging campaigns designed to create large-scale behavior change.
- **Spatial and seasonal variations of microplastic concentrations in Oregon's freshwater** (Johnson Creek/Clackamas River; Rebecca Talbott, MS Student in Geography). While the presence of numerous pollutants and contaminants has been well-documented in rivers

(Continued on page 7)

GIS Assessment of Drinking Water

Between 2012 and 2015 the CRWP hired a contractor to complete a series of geographic information system (GIS) analyses in order to help identify potential pathways for pollutants to enter into the Clackamas River. The goal of these GIS analyses was to map risk factors known to have a strong negative correlation with drinking water quality in the Clackamas River watershed.

These mapped risks identified “hot spots” and provided a spatial context for both the geography and intensity of risk by activity that has been used by the CRWP to help prioritize mitigation efforts. In 2021 these risk analyses were updated. Each of the final reports outline

the analysis objectives, the data sources and limitations, the methodologies used, and the results and recommendation.

Click on the links below to see the Final Report for each analysis.

[Septic Systems Risk Analysis Results 2021](#)

[Agriculture Risk Analysis Results 2021](#)

[Forestry Risk Analysis Results 2021](#)

[Urban Development Risk Analysis Results 2021](#)

[Point Source Pollutant Risk Analysis Results 2021](#)

[Hazardous Materials Risk Analysis Results 2021](#)

[Vulnerable Soils Risk Analysis Results 2021](#)

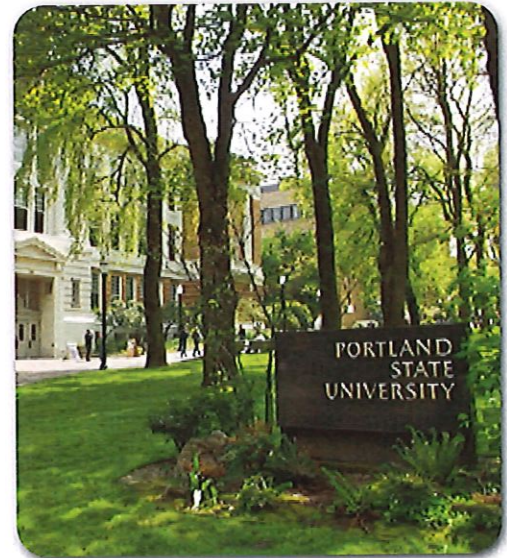
Partner Spotlight continued

in the Portland area, much remains unclear regarding the degree to which microplastics impact these freshwater bodies. Rebecca’s study addresses these data and knowledge gaps by investigating microplastics in two Portland watersheds with varying degrees of urban development, and by evaluating seasonal variability in microplastic concentrations with different flow regimes.

- *Agricultural Water Rights in the Clackamas River Watershed* (Jordan Hamann, MS Student in Geography). Jordan is developing a dataset of the agricultural and related surface water rights on the Clackamas River mainstem and tributaries, including their location, quantities (i.e., cfs), priority dates, and beneficial uses. Second, his research examines existing models of buying, leasing, or otherwise transferring water rights for instream water conservation in Oregon. His conclusions will assess the feasibility of these models in the Clackamas watershed. This work should be completed during the summer of 2022.

To see the results from many of these projects go to;

<https://sites.google.com/a/pdx.edu/maxnp/research/Clackamas-watershed>



Winter Quiz:

Answers

Question 1 - Answer is A
Question 2 - Answer is D

Question 3 - Answer is B
Question 4 - Answer is C

Wildlife & Water-Friendly Garden Series Programs

CLACKAMAS COMMUNITY COLLEGE ENVIRONMENTAL LEARNING CENTER



The John Inskeep Environmental Learning Center (ELC) is a treasure trove for nature lovers. Here you can follow a meandering waterway, spot many different bird species, and listen to rustling trees and singing frogs. Located on the edge of Clackamas Community College's Oregon City campus, the ELC is a special place for all to enjoy.

The ELC offers many opportunities for adults and children alike to explore and learn about the outdoors through hands-on environmental education: field trips and camps for K-12 students, continuing education trainings for professionals, and workshops and special events for community members.

The ELC offer a variety of events and classes that bring the community together to enjoy what the Environmental Learning Center has to offer.

The ELC current offerings:

The Environmental Learning Center presents a free workshop series for anyone interested in home gardening for wildlife and water quality.

THEME: SUCCESSFUL GARDENING IN TIMES OF CLIMATE CHANGE

Learn to adapt your gardening practices to meet the challenge of changing climate conditions.

When: Fridays, Jan. 21-March 4, 2022

Time: Noon-12:45 p.m.

Cost: Free

Where: ZOOM - [SIGN-UP](#) now for one or all of the following sessions!

Each week, professional landscapers and water quality experts will share their expertise with you! There will be plenty of time for discussion, so come prepared with your garden questions.

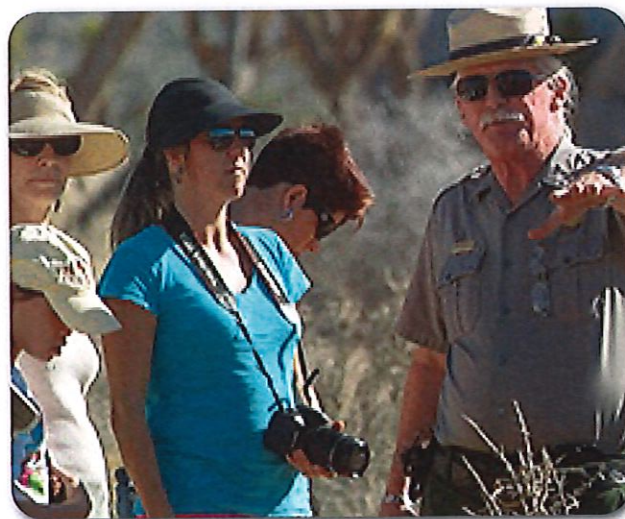
SCHEDULE OF GARDEN SERIES PROGRAMS:

- **Jan 21:** Garden with Less Water - CRWP staff will lead the discussion on how to create and maintain a water efficient landscape.
- **Jan. 28:** Birds in Your Garden
- **Feb. 4:** Healthy Trees
- **Feb. 11:** Non-chemical Pest Control
- **Feb. 18:** Scrumptious Soil for Watershed Wellness
- **Feb. 25:** Permeable Hardscapes
- **March 4:** Non-Chemical Weed Control

REGISTER NOW!

SPECIAL THANKS go to ELC sponsors, Clackamas Water Environment Services, and our community partners, North Clackamas Watersheds Council, Oak Lodge Water Services, Oregon City Public Works, and the Clackamas River Water Providers.

If you have questions about this series, email: elcatccc@clackamas.edu.



Winterizing your Water Pipes Inside and Out

Initiating an annual winterization program is a good step toward preventative pipe maintenance. If you haven't already done so, follow the steps below to prevent your pipes from freezing and costly repairs later.

Winterizing your irrigation system

- **Turn off the water to the irrigation system** at the main shut-off valve. Open all drain valves. Drain valves are usually located at low points of the system. If they are not opened water can collect and freeze.



- **Remove water from system.**

Opening the drain valves is not usually enough. The best method to fully ensure that your system will not suffer freeze damage is to blow out the system with air. It is recommended that

a professional is hired. Check for listings of landscape professionals that offer winterization services.

- **Wrap all above ground** valves and backflow prevention devices with insulating material to prevent freezing.
- **Shut down the automatic controller** by either putting it on "rain mode" which will keep all of the programming information (start times, valve run times, etc.) or simply shut the power off to the controller.

Winterizing the rest of your water pipes

- **Disconnect and drain all outdoor hoses**, and protect outside pipes and faucets. In some homes, the outside faucet has a

separate "shut-off" in the basement or crawl space. If you have a separate valve for outside faucets, SHUT IT OFF. Then go outside, disconnect the garden hose and turn ON the faucets to drain water from the line.

- **Locate the master water shut-off valve to your home.** It may be near the water heater or the washing machine. More likely it's where the water line comes into your house from the street. If a pipe bursts anywhere in the house - kitchen, bathroom, basement, or crawl space - this valve turns all the water OFF.

- **Seal off access doors, vents and cracks.** Repair broken basement windows. Winter winds whistling through overlooked openings can quickly freeze exposed water pipes. But don't plug air vents your furnace or water heater needs for good combustion.

When winter weather is especially cold, open the cupboard doors beneath your sinks. This will allow warm air to circulate around the pipes. Allow water to trickle from faucets with pipes underneath your home or near outside walls that may be exposed to extreme weather conditions. Over a 24-hour period this will cost less than 15 cents per faucet - much less than it costs to repair broken pipes!

And last, but not least, HAVE YOUR PLUMBER'S TELEPHONE NUMBER HANDY. During an extended cold spell, your pipes might freeze despite the best precautions.

For more information and tips on how to use water wisely indoors and out visit our website at <https://www.clackamasproviders.org/water-conservation/>.

Faces continued

CRWP: What would you say H2O is to you?

Justin: Water is life. Our bodies are made up of roughly 60% water. Nearly 70% of the planet's surface is covered by water. Water plays a key role in a great deal of our daily lives serving essential needs and providing recreational opportunities and so on. We are extremely fortunate to have the luxury of quality finished water available at the twist of a tap.

CRWP: What's on your to-do list?

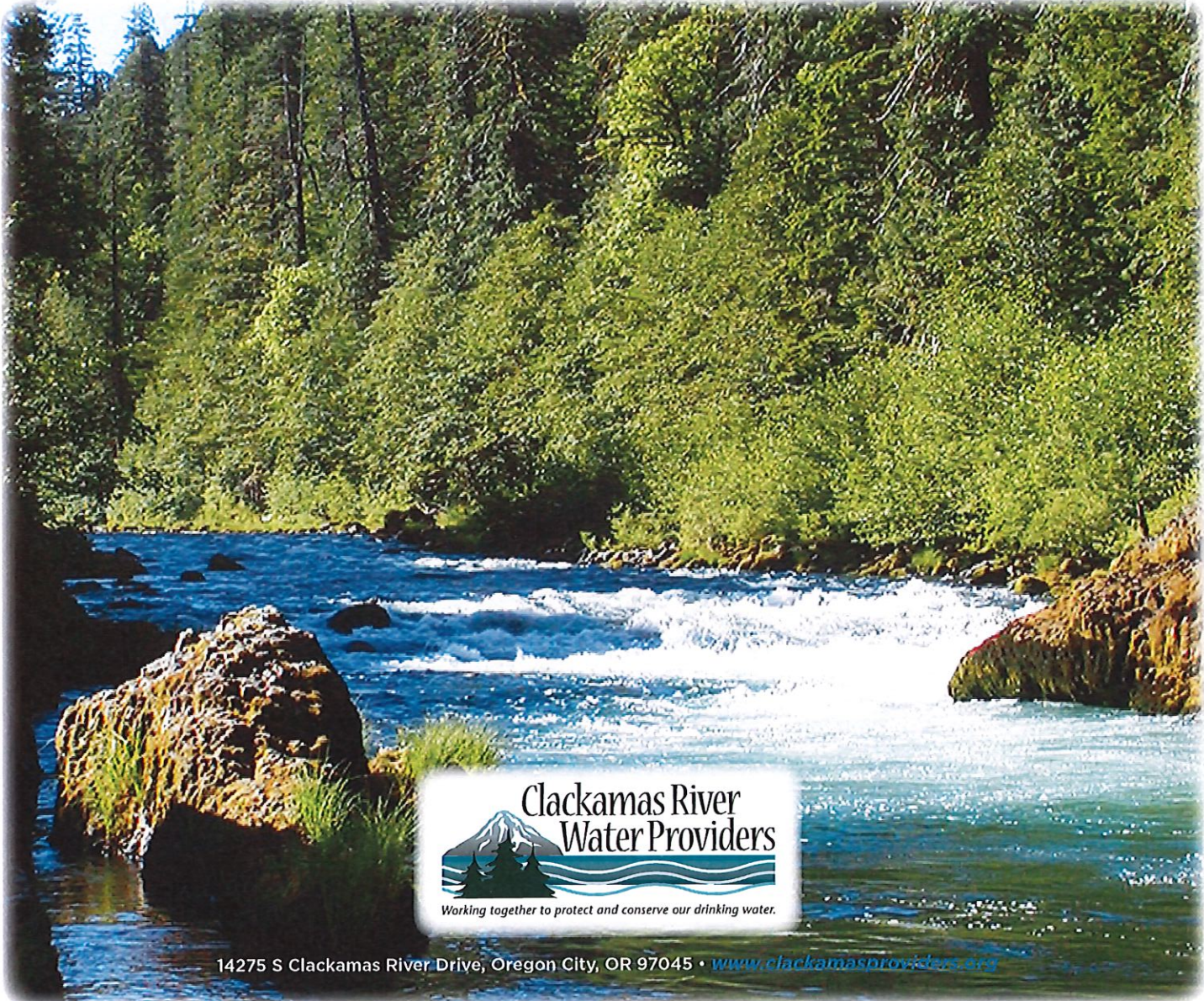
Justin: What isn't on my to-do list is more like it, lol. We are very busy here in Gladstone. I am constantly juggling day to day field maintenance activities, planning, customer service, emergency responses, public/private

development, operations/emergency procedures, and State/Federal regulations compliance to name a few things. Busy is not a bad thing. It keeps me on my toes and I like it.


CRWP: What do you do for fun when you're not working?

Justin: I have a wonderful wife, two kids and a puppy, so naturally I stay pretty busy. Hiking, fishing, camping, visiting parks, sports and Scouts are some fun things we like to do.

Thank you, Justin, for taking time out of your busy schedule for this interview. It is a true pleasure working with you, and your dedication to the City of Gladstone is part of what makes you so good at your position. The CRWP look forward to many more years of working with you.



Clackamas River Water Providers



Working together to protect and conserve our drinking water.

14275 S Clackamas River Drive, Oregon City, OR 97045 • www.clackamasproviders.org

Our Members:



www.cewater.com

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www.sfwb.org

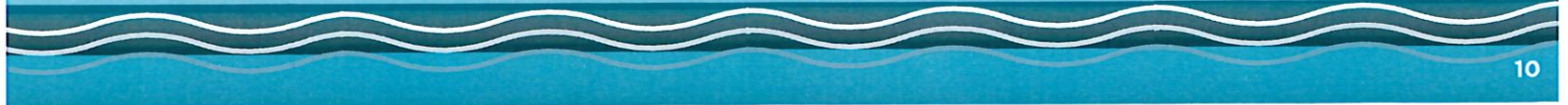


www.sunrisewater.com



www.tigard-or.gov

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KIM SWAN, Water Resource Manager, (503) 723-3510 • kims@clackamasproviders.org



CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

February 8, 2022

SUBJECT Commissioner Reports and Reimbursement Requests

DRAFT MOTION	NO MOTION REQUIRED
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EFFECTIVE DATE	
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PRINCIPAL STAFF PERSON Board of Commissioners

BOARD ACTION REQUESTED Commissioner Communications

DOCUMENTS ATTACHED Commissioner Garrison’s meeting summary for the NCCWC 1/27 Meeting

Agenda Summary

BACKGROUND

None

1/27/2022

NCCWC Meeting report to CRW Board and GM.

All,

NCCWC met today at 5:30 PM (*I almost missed it, thinking it was at 6 PM*).

My notes follow.

The meeting was called to order at 5:30 PM, Chris Hawes presiding.

Highlights:

- Gail Stevens was appointed Budget officer for preparation of the new budget.
- Budget calendar adopted.
- The FY 2020-2021 Audit was received.
- The current Financial Statement was received.
- The operations Report from Joe Rogers, Plant Manager was received.
- Wayne Hathhorn, GM, presented his Manager's Report.

My notes:

Joe Rogers, Plant Supervisor, reported on production for the last 4 months. Average plant production was 190 MG/Month, ~6.2 MGD. Most impressive to me was the flexibility of the plant. The Slow Sand Filtration production ranged from 20 to 225 MG/Month, and the Membrane Filters produced from 6.3 to 128 MG/Month. That represents a very versatile, flexible production system. Joe also reported that no water was purchased from or sold to SFWB over the 4-month period.

Wade Hawthorn, GM, reported that he had received a revised draft of the new Water Supply Agreement between the two agencies, NCCWC and CRW, from our GM, Todd Heidgerken, just this week, representing the latest round of revisions. NCCWC and CRW are operating under an agreement on a month-to-month basis until June 30, 2022, as the most recent agreement expired on 12/31/2021.

Wade also reported that their plant is operating with only one senior operator, one entry-level operator, and a temporary operator. This means the plant is operating with only one experienced operator, i.e., the Plant Manager, making leave and vacation awkward. They continue to look for a qualified, experienced operator.

Respectfully submitted,

Lester 'Rusty' Garrison
CRW Commissioner, Position #4