

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



Clackamas River Water

**This Meeting will have both an in person and remote option for attending  
December 12, 2024 at 6:00pm**

**AGENDA**

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

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

Anyone who wishes to attend the meeting remotely may do so by internet at <https://us02web.zoom.us/j/84533285429> or by calling the following number [1-253-215-8782](tel:1-253-215-8782) and join meeting 845 3328 5429#. **Passcode:** 107557

**REGULAR MEETING @ 6:00pm**

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

- a. Approval of the Agenda

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

**Presentations**

- Insurance Presentation by Jeff Griffin with WHA Insurance
- Xpress Bill Pay Presentation by Jared Swinford

**Consent Agenda**

CA-1: Gross Payroll and Accounts Paid: November 2024

CA-2: Cash & Investment Ending Balances Report

**Action Items**

1. **Contract Award: Construction Contract for Redland Rd Waterline Abandonment, Project, 23-5307-** *Joe Eskew, Engineering Manager*
2. **Consider Approval Contract for Landscaping Services with Crystal Greens Landscape, Inc.-** *Todd Heidgerken, General Manager*
3. **Consider Approval Contract with Xpress Bill Pay for Customer Utility Bill Payments-** *Christina Irish, Chief Financial Officer*
4. **Consider Adoption of Resolution 07-2025 Updating Wholesale Water Rates Charges to Oregon City Effective January 1, 2025-** *Todd Heidgerken, General Manager*

**Next Page**

5. **Consider Adoption of Resolution 08-2025 Updating Wholesale Water Rates Charges to Oregon City for Thimble Creek Concept Area Effective January 1, 2025-** *Todd Heidgerken, General Manager*

### **Informational Reports**

6. Management Report – *Todd Heidgerken, General Manager*
  - *CRW Website Presentation*
  - *Proposed Draft BN 2025-2027 Budget Calendar*
7. Public Comment (*see blue box at the top of the agenda*)

### **Commissioner Business**

8. Commissioner Reports and Reimbursements

*Adjourn regular meeting*

### **EXECUTIVE SESSION- will start immediately following the regular meeting**

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

The executive session is closed to the public. Only those persons whose attendance is requested by the Board of Commissioners and those persons who must be allowed to attend pursuant to ORS 192.660 will be allowed to attend. If you must be allowed to attend pursuant to ORS 192.660 and you wish to attend by remote means, please text or call Todd Heidgerken at 971-645-1610 for the meeting access information.

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

---

December 12, 2024

**SUBJECT** Clackamas River Water Insurance Renewal Overview

**PRINCIPAL STAFF PERSON** Todd Heidgerken, General Manager  
Adora Campbell, Human Resources Manager  
Jeff Griffin, WHA Insurance

**DOCUMENTS ATTACHED** None

### Agenda Summary

**BACKGROUND** As part of District’s continued strategy to manage risk, we conduct an annual review of insurance coverages. Assisting CRW with its review of coverage needs is the District’s insurance agent of record, Mr. Jeff Griffin, President of WHA Insurance (*See Section 4.7 of the CRW Board Policies*).

The District’s insurance coverages include the following areas:

- General Liability
- Property/Auto
- Excess Liability
- Crime
- Director’s and Officer’s
- Employment Practices Liability
- Workers Compensation (renews in July)

Staff has worked with Mr. Griffin to review our list of assets, property, facilities, and other insurance needs as indicated above. Mr. Griffin will provide an overview of the insurance market, District coverage, and be available to answer the Board’s questions. The process for renewing insurance is underway, with final premiums anticipated in December 2024 for a January 1, 2025 renewal date.

**CLACKAMAS RIVER WATER**

**REGULAR BOARD MEETING**

---

**December 12, 2024**

**SUBJECT** Xpress Bill Pay Presentation

**PRINCIPAL STAFF PERSON** Christina Irish, Chief Financial Officer  
Jared Swinford, Xpress Bill Pay

**DOCUMENTS ATTACHED** None

**Agenda Summary**

**BACKGROUND** The district is currently in the process of implementing Springbrook Software for Utility Billing and Finance. To complement this, Xpress Bill Pay would serve as the online platform that allows our customers to manage their utility bills. This platform works seamlessly alongside Springbrook to provide an efficient payment experience. The purpose of this presentation is to showcase the user interface and features that our customers will encounter when using the Xpress Bill Pay platform.

Later in the meeting, the Board will be asked to consider approval of an agreement with Xpress Bill Pay.

**CLACKAMAS RIVER WATER**

**REGULAR BOARD MEETING**

**December 12, 2024**

---

**SUBJECT**                      **Gross Payroll and Accounts Paid**

|                     |   |
|---------------------|---|
| <b>DRAFT MOTION</b> | Move to approve the consent agenda items as presented |
|---------------------|---|

|                       |                   |
|-----------------------|-------------------|
| <b>EFFECTIVE DATE</b> | December 12, 2024 |
|-----------------------|-------------------|

**PRINCIPAL STAFF  
PERSON**

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

**DOCUMENTS  
ATTACHED**

- 1) Earnings Statements for November 2024, Payrolls – 3 regular payrolls and 2 supplemental payroll - \$499,311.09
- 2) Monthly Check History for November 2024 - \$760,114.38 (net)









| PERSONNEL                                     | HOURS |     |            | EARNINGS |     |               | GROSS          | STATUTORY DEDUCTIONS                |                             | VOLUNTARY DEDUCTIONS | NET PAY <input checked="" type="checkbox"/>                                   |
|---|-------|-----|------------|----------|-----|---------------|----------------|-------------------------------------|-----------------------------|----------------------|---|
|   | Reg   | O/T | Hours 3&4  | Reg      | O/T | Earnings 3&4  |                | Earnings 5                          | Federal                     |                      |   |
| File: 000291<br>Dept: 101100<br>Rate: 3914 52 | 40    | 00  |            |          |     | 1,957 26      | 40 5           |                                     |                             |                      |   |
|   |       |     |            |          |     |               | 1,957 66       | 81 64 FIT<br>121 35 SS<br>28 38 MED | 122 51 OR 39 S<br>1 96 099T |                      | Adjustment <input type="checkbox"/><br>Void PP:<br>0000017052<br><br>1,589.68 |
| DEPT TOTAL<br>101100                          | 40    | 00  | REG        |          |     | 1,957 26      | REG            | 00 O/T                              | 81 64 FIT                   |                      | 0 Pays <input type="checkbox"/><br>1,589.68                                   |
|   |       |     | 00 O/T     |          |     | 40 EARNINGS 3 | 00 EARNINGS 4  | 121 35 SS                           |                             |                      |   |
|   |       |     | 00 HOURS 3 |          |     | 00 EARNINGS 5 | 1,957 66 GROSS | 28 38 MED                           |                             |                      |   |
|   |       |     | 00 HOURS 4 |          |     |               |                | 122 51 STATE                        |                             |                      |   |
|   |       |     |            |          |     |               |                | 1 96 LOCAL                          |                             |                      |   |

EARNINGS ANALYSIS: 40 5 ORWBF  
MEMO ANALYSIS: 1,957 26 PML  
STATUTORY DED ANALYSIS: 122 51 39 OR  
1 96 099T TRIMET EXCIS  
VOLUNTARY DED ANALYSIS: 40 5 ORWBFT 11 74 PML PML

REG

| COMPANY TOTAL        | HOURS   | EARNINGS   | STATUTORY DEDUCTIONS  | VOLUNTARY DEDUCTIONS | NET PAY                                     |
|----------------------|---|--|---|----------------------|---|
| COMPANY CODE:<br>312 | 80 00 REG<br>00 O/T<br>126 83 HOURS 3<br>00 HOURS 4 | 3,995 20 REG<br>2,339 49 EARNINGS 3<br>00 EARNINGS 5<br>6,334 69 GROSS | 00 O/T<br>00 EARNINGS 4<br>1,026 91 FIT<br>392 75 SS<br>91 85 MED<br>457 53 STATE | TOTAL DEDUCTIONS     | 0 Pays <input type="checkbox"/><br>4,042.07 |

|                         |        |          |          |           |
|-------------------------|--------|----------|----------|-----------|
| HOURS ANALYSIS:         | 80 00  | 5 ORWBF  | 46 83    | 11 LS VAC |
| EARNINGS ANALYSIS:      | 80     | 5 ORWBF  | 2,338 69 | 11 LS VAC |
| MEMO ANALYSIS:          | 881 34 | T EROPSR | 6,333 89 | PML       |
| STATUTORY DED ANALYSIS: | 457 53 | 39 OR    |          |           |
| VOLUNTARY DED ANALYSIS: |        |          |          |           |

|                 |          |              |                                |        |                           |
|-----------------|----------|--------------|--------------------------------|--------|---------------------------|
| NET PAYROLL:    | 4,042 07 | CHECKS:      | FLAGGED:                       | *NONE* | STARTING CHECK NUMBER:    |
| TOTAL DEPOSITS: | 00       | VOUCHERS:    | NET CASH PAYS 1,000 00 OR MORE | *NONE* | ENDING CHECK NUMBER:      |
| NET VOIDS:      | 4,042 07 | ADJUSTMENTS: | 2                              |        | eVOUCHERS: 0              |
| NET CASH:       | 00       |              |                                |        | PAPER VOUCHERS PRINTED: 0 |

EST

Monthly Check History Listing  
Clackamas River Water  
11/1/2024 to 11/30/2024

Bank code: apbank

| Check # | Date       | Vendor                             | Description                              | Invoice              | Amount Paid | Check Total |
|---------|------------|------------------------------------|--|----------------------|-------------|-------------|
| 6619    | 11/01/2024 | 00029 OREGON PERS                  | PERS PYMT: 1736343 - 1736345, 1736745-17 | PR 10.25.24          | 97,490.77   | 97,490.77   |
| 6620    | 11/01/2024 | 04390 OMEGA PROCESSING             | SEPTEMBER 2024 PAYMENT PROCESSING (MERCH | SEPTEMBER 2024       | 14,444.94   | 14,444.94   |
| 6621    | 11/01/2024 | 00336 CITISTREET - STATE OF OREGON | VOLUNTARY PAYROLL DEDUCTION: DEFER COMP  | PR 11.01.24          | 4,543.49    | 4,543.49    |
| 6622    | 11/01/2024 | 00095 ING                          | VOLUNTARY PAYROLL DEDUCTION: DEFER COMP  | PR 11.01.24          | 3,003.58    | 3,003.58    |
| 6623    | 11/01/2024 | 01959 US BANK                      | MERCHANT BILLING SEPTEMBER 2024          | MB SEPTEMBER<br>***  | 107.23      | 107.23      |
| 6624    | 11/01/2024 | 01959 US BANK                      | CUSTOMER ANALYSIS SEPTEMBER 2024         | CAS SEPTEMBER<br>*** | 2,645.92    | 2,645.92    |
| 6625    | 11/08/2024 | 01959 US BANK                      | CITY OF MILWAUKIE PERMITS                | 10/25/24 SLEIGHTb    | 1,775.00    |             |
|         |            |                                    | GETSTREAMLINE.COM WEB                    | 10/25/24 HOLZGANGb   | 1,500.00    |             |
|         |            |                                    | WILLIAMETE PRINT & BLUEPR                | 10/25/24 BJORNSTEDTa | 1,448.00    |             |
|         |            |                                    | FOX VALVE DEVELOPMENT                    | 10/25/24 SCRANTONa   | 1,196.00    |             |
|         |            |                                    | MCMaster-CARR                            | 10/25/24 MCCOMISKEYw | 1,185.86    |             |
|         |            |                                    | CCC ENROLLMENTSVC WEB                    | 10/25/24 HOUCKj      | 447.00      |             |
|         |            |                                    | DRAIN AWAY ROOTER                        | 10/25/24 MCCOMISKEYd | 424.00      |             |
|         |            |                                    | OR *MILWAUKIE UTILITY                    | 10/25/24 PAYABLEj    | 385.70      |             |
|         |            |                                    | SOCIETYFORHUMANRESOURCE                  | 10/25/24 CAMPBELLa   | 363.00      |             |
|         |            |                                    | MCMaster-CARR                            | 10/25/24 MCCOMISKEYm | 344.48      |             |
|         |            |                                    | MCMaster-CARR                            | 10/25/24 MCCOMISKEYj | 329.34      |             |
|         |            |                                    | ACME CONSTRUCTION SUPPLY                 | 10/25/24 MCCOMISKEYn | 319.80      |             |
|         |            |                                    | ROLLER RENTAL PROJECT NUMBER 1157 SUBGRA | 10/25/24 OPERATIONSD | 309.00      |             |
|         |            |                                    | CLACKAMAS COUNTY WATER EN                | 10/25/24 PAYABLEf    | 306.40      |             |
|         |            |                                    | USPS PO BOXES ONLINE                     | 10/25/24 PAYABLEq    | 302.00      |             |
|         |            |                                    | SQ *AQUARIUM SERVICES OF                 | 10/25/24 MCCOMISKEYi | 250.00      |             |
|         |            |                                    | ROAD FABRIC FOR PROJECT 1157             | 10/25/24 OPERATIONSB | 245.00      |             |
|         |            |                                    | THE HOME DEPOT #4017                     | 10/25/24 MCCOMISKEYr | 238.40      |             |
|         |            |                                    | INTERSTATE ADVANCED MATE                 | 10/25/24 MCCOMISKEYg | 226.21      |             |
|         |            |                                    | WILCO FARM STORE                         | 10/25/24 OPERATIONSh | 215.98      |             |
|         |            |                                    | MCMaster-CARR                            | 10/25/24 MCCOMISKEYb | 208.82      |             |
|         |            |                                    | HARBOR FREIGHT TOOLS 243                 | 10/25/24 SCRANTONf   | 205.96      |             |
|         |            |                                    | CLACKAMAS COUNTY WATER EN                | 10/25/24 PAYABLEd    | 191.10      |             |
|         |            |                                    | NW NATURAL 8004224012                    | 10/25/24 PAYABLEm    | 182.45      |             |
|         |            |                                    | THE HOME DEPOT #4017                     | 10/25/24 MCCOMISKEYv | 177.40      |             |
|         |            |                                    | IN *ACCURATE BACKFLOW LLC                | 10/25/24 OPERATIONSa | 175.00      |             |

Monthly Check History Listing

Clackamas River Water  
11/1/2024 to 11/30/2024

Bank code: apbank

| Check # | Date | Vendor | Description               | Invoice              | Amount Paid | Check Total |
|---------|------|--------|---------------------------|----------------------|-------------|-------------|
|         |      |        | THE HOME DEPOT #4017      | 10/25/24 MCCOMISKEYx | 166.85      |             |
|         |      |        | THE HOME DEPOT #4017      | 10/25/24 OPERATIONSp | 166.24      |             |
|         |      |        | NATIONAL BULK EQUIPMENT   | 10/25/24 MCCOMISKEYu | 154.98      |             |
|         |      |        | CLACKAMAS COUNTY WATER EN | 10/25/24 PAYABLEe    | 154.70      |             |
|         |      |        | FLUORAMICS                | 10/25/24 SCRANTONe   | 130.96      |             |
|         |      |        | DNH*GODADDY#3318462236    | 10/25/24 KEOBOUNNAMb | 116.99      |             |
|         |      |        | USABLUEBOOK               | 10/25/24 BJORNSTEDTb | 112.50      |             |
|         |      |        | HIRINGTHING INC           | 10/25/24 CAMPBELLb   | 110.00      |             |
|         |      |        | SUPPLYHOUSE.COM           | 10/25/24 HOUCKa      | 107.56      |             |
|         |      |        | NEW SEASONS MARKET        | 10/25/24 HOLZGANGc   | 105.92      |             |
|         |      |        | INGALLINAS BOX LUNCH PORT | 10/25/24 HOLZGANGf   | 105.67      |             |
|         |      |        | AMAZON MKTPL*285R16T63    | 10/25/24 HOUCKf      | 104.92      |             |
|         |      |        | THE HOME DEPOT #4017      | 10/25/24 MCCOMISKEYt | 104.51      |             |
|         |      |        | CALLFIRE                  | 10/25/24 PAYABLEr    | 101.97      |             |
|         |      |        | AMAZON MKTPL*0216N43P3    | 10/25/24 KEOBOUNNAMf | 99.99       |             |
|         |      |        | AMAZON MKTPL*435KX4MJ3    | 10/25/24 HOUCKe      | 83.51       |             |
|         |      |        | SUPPLYHOUSE.COM           | 10/25/24 HOUCKb      | 80.72       |             |
|         |      |        | AMAZON.COM*Q58PM7EX3      | 10/25/24 KEOBOUNNAMa | 79.96       |             |
|         |      |        | THE HOME DEPOT #4017      | 10/25/24 MCCOMISKEYf | 79.83       |             |
|         |      |        | HARBOR FREIGHT TOOLS 477  | 10/25/24 MCCOMISKEYh | 78.91       |             |
|         |      |        | NW NATURAL 8004224012     | 10/25/24 PAYABLEh    | 78.58       |             |
|         |      |        | AMAZON MKTPL*N46YO42H3    | 10/25/24 SCRANTONc   | 75.36       |             |
|         |      |        | THE HOME DEPOT #4017      | 10/25/24 HOUCKh      | 75.21       |             |
|         |      |        | USPS PO 4016800129        | 10/25/24 PAYABLEp    | 72.20       |             |
|         |      |        | USPS PO 4016800129        | 10/25/24 IRISH       | 72.20       |             |
|         |      |        | AMAZON MKTPL*150Q57UL3    | 10/25/24 HOLZGANGe   | 65.29       |             |
|         |      |        | PAYPAL *PNWS AWWA PNWS    | 10/25/24 SLEIGHTa    | 60.00       |             |
|         |      |        | ADOBE *ADOBE              | 10/25/24 KEOBOUNNAMc | 59.99       |             |
|         |      |        | AMAZON.COM*SO0FD8QO3      | 10/25/24 SLEIGHTc    | 59.86       |             |
|         |      |        | MCMaster-CARR             | 10/25/24 MCCOMISKEYq | 53.49       |             |
|         |      |        | MCMaster-CARR             | 10/25/24 MCCOMISKEYe | 50.21       |             |
|         |      |        | CONTRACTOR SUPPLY         | 10/25/24 MCCOMISKEYa | 49.97       |             |
|         |      |        | AMZN MKTP US*HI5VT7Z13    | 10/25/24 HOUCKi      | 47.50       |             |
|         |      |        | AMAZON MKTPL*UO9OT91K3    | 10/25/24 SCRANTONb   | 39.99       |             |
|         |      |        | NW NATURAL 8004224012     | 10/25/24 PAYABLEn    | 38.82       |             |
|         |      |        | FRED-MEYER #0393          | 10/25/24 HOLZGANGd   | 38.41       |             |
|         |      |        | HEAVENLY DONUTS           | 10/25/24 CAMPBELLc   | 37.99       |             |
|         |      |        | PLATT ELECTRIC 038        | 10/25/24 MCCOMISKEYs | 36.04       |             |

Monthly Check History Listing  
Clackamas River Water  
11/1/2024 to 11/30/2024

Bank code: apbank

| Check # | Date       | Vendor                             | Description                              | Invoice              | Amount Paid | Check Total |
|---------|------------|------------------------------------|--|----------------------|-------------|-------------|
|         |            |                                    | NORTH COAST ELECTRIC                     | 10/25/24 MCCOMISKEYc | 34.21       |             |
|         |            |                                    | AMAZON MKTPL*BZ5SK8FW3                   | 10/25/24 HOUCKd      | 28.62       |             |
|         |            |                                    | AMAZON.COM*BU4CU9HE3                     | 10/25/24 OPERATIONsf | 28.41       |             |
|         |            |                                    | AMZN MKTP US*6I4JZ2AR3                   | 10/25/24 OPERATIONSe | 26.87       |             |
|         |            |                                    | HOBBY-LOBBY #807                         | 10/25/24 MCCOMISKEYo | 24.99       |             |
|         |            |                                    | NW NATURAL 8004224012                    | 10/25/24 PAYABLEi    | 23.14       |             |
|         |            |                                    | THE HOME DEPOT #4017                     | 10/25/24 OPERATIONSc | 22.96       |             |
|         |            |                                    | CONTRACTOR SUPPLY                        | 10/25/24 MCCOMISKEYp | 21.94       |             |
|         |            |                                    | CITY OF OREGON CITY- UTI                 | 10/25/24 PAYABLEs    | 21.16       |             |
|         |            |                                    | NW NATURAL 8004224012                    | 10/25/24 PAYABLEo    | 20.49       |             |
|         |            |                                    | OPENAI *CHATGPT SUBSCR                   | 10/25/24 VOYLES      | 20.00       |             |
|         |            |                                    | NW NATURAL 8004224012                    | 10/25/24 PAYABLEI    | 18.86       |             |
|         |            |                                    | AMAZON.COM*9H2OI5173                     | 10/25/24 HOLZGANGa   | 18.13       |             |
|         |            |                                    | AMAZON MKTPL*QD0O05S53                   | 10/25/24 PAYABLEk    | 15.82       |             |
|         |            |                                    | AMAZON MARK* 4A0P80AI3                   | 10/25/24 SCRANTONd   | 15.64       |             |
|         |            |                                    | INTERSTATE ADVANCED MATE                 | 10/25/24 MCCOMISKEYI | 14.57       |             |
|         |            |                                    | AMAZON MKTPL*EB1I22883                   | 10/25/24 KEOBOUNNAMd | 11.99       |             |
|         |            |                                    | AMAZON MKTPL*3T6XD3AX3                   | 10/25/24 KEOBOUNNAME | 11.99       |             |
|         |            |                                    | AMAZON MARK* XU0D14DY3                   | 10/25/24 TRIPLETT    | 9.98        |             |
|         |            |                                    | AMAZON MKTPL*QR2A52ZV3                   | 10/25/24 HOUCKc      | 8.99        |             |
|         |            |                                    | AMAZON MKTPL*8N4VP8M83                   | 10/25/24 PAYABLEg    | 7.99        |             |
|         |            |                                    | DOLLAR TREE                              | 10/25/24 MCGINNISa   | 7.25        |             |
|         |            |                                    | THE HOME DEPOT #4040                     | 10/25/24 MCGINNISb   | 3.75        |             |
|         |            |                                    | TBL* DRONE LAUNCH ACAD                   | 10/25/24 HOUCKg      | -149.00     | 16,478.45   |
| 6626    | 11/14/2024 | 04390 OMEGA PROCESSING             | OCTOBER 2023 PAYMENT PROCESSING (MERCHAN | OCT 2024             | 16,136.71   | 16,136.71   |
| 6627    | 11/13/2024 | 01959 US BANK                      | CUSTOMER ANALYSIS OCTOBER 2024           | CAS OCTOBER<br>---   | 1,461.28    | 1,461.28    |
| 6628    | 11/20/2024 | 00336 CITISTREET - STATE OF OREGON | VOLUNTARY PAYROLL DEDUCTION: DEFER COMP  | PR 11.15.24          | 4,588.75    | 4,588.75    |
| 6630    | 11/20/2024 | 01959 US BANK                      | MERCHANT BILLING OCTOBER 2024            | MC OCTOBER 2024      | 125.04      | 125.04      |
| 6631    | 11/20/2024 | 00095 ING                          | VOLUNTARY PAYROLL DEDUCTION: DEFER COMP  | PR 11.15.24          | 3,053.58    | 3,053.58    |
| 6632    | 11/19/2024 | 00029 OREGON PERS                  | PERS PYMT:1740988,1741897,1742127,174098 | PR 11.15.24          | 42,863.43   | 42,863.43   |
| 6633    | 11/26/2024 | 00029 OREGON PERS                  | PERS PYMT:1747615                        | PR 11.29.24          | 98.87       | 98.87       |
| 97068   | 11/01/2024 | 03525 BIO-MED TESTING SERVICES INC | BACKGROUND CHECK                         | 109696               | 29.00       | 29.00       |

Monthly Check History Listing  
Clackamas River Water  
11/1/2024 to 11/30/2024

Bank code: apbank

| Check # | Date       | Vendor   | Description  | Invoice  | Amount Paid   | Check Total |
|---------|------------|--|--|--|---|-------------|
| 97069   | 11/01/2024 | 04635 BRIDGE CITY HVAC                               | HVAC REPAIR WORK<br>HVAC MOTOR REPLACEMENT<br>TROUBLESHOOT SWITCH  | 4696<br>4707<br>4716   | 1,470.00<br>717.00<br>390.00                          | 2,577.00    |
| 97070   | 11/01/2024 | 04654 FRED & MARY CAREY                              | UB Refund Cst #019917  | Ref000203336   | 178.11  | 178.11      |
| 97071   | 11/01/2024 | 03325 CHEMTRADE CHEMICALS US LLC                     | ALUMINUM SULFATE   | 90133322   | 6,359.14  | 6,359.14    |
| 97072   | 11/01/2024 | 04320 CHOWN INC                                      | EAST GENERAL ACCESS DOOR HARDWARE  | 358694   | 884.30  | 884.30      |
| 97073   | 11/01/2024 | 04256 CITY WIDE FACILITY SOLUTIONS                   | PUMP STATION GRAFFITI REMOVAL  | STI035000206   | 585.00  | 585.00      |
| 97074   | 11/01/2024 | 04649 LANCE F HARRIS CLACKAMAS<br>SUBSIDIARY COMPANY | EXAM   | 10.28.24   | 100.00  | 100.00      |
| 97075   | 11/01/2024 | 00200 CLACKAMAS COUNTY                               | ACC.# 00486593 - YEARLY PROPERTY TAX   | 07/01/24-06/30/25  | 14,681.52   | 14,681.52   |
| 97076   | 11/01/2024 | 00519 COLONIAL LIFE                                  | NOVEMBER 2024 VOLUNTARY PAYROLL DEDUCTIO   | 77938621105165   | 461.52  | 461.52      |
| 97077   | 11/01/2024 | 00008 CONSOLIDATED SUPPLY CO.                        | 2 PCS 7200-08  | S012120486.001   | 818.26  | 818.26      |
| 97078   | 11/01/2024 | 02856 CRYSTAL GREENS LANDSCAPING                     | OCTOBER 2024 LANDSCAPING MAINTENANCE   | 397057   | 5,540.00  | 5,540.00    |
| 97079   | 11/01/2024 | 04560 CSC INTERIOR WORKS & REPAIRS                   | VINYL PLANK FLOORING REPAIR WTP  | 1038   | 200.00  | 200.00      |
| 97080   | 11/01/2024 | 01844 FERGUSON ENTERPRISES INC                       | WTP TRAINING<br>30 PCS SAMPLE STATION REPAIR KIT   | 1288702<br>1287410   | 4,595.00<br>103.38                                    | 4,698.38    |
| 97081   | 11/01/2024 | 01844 FERGUSON ENTERPRISES INC                       | 29 PCS SODA ASH FITTINGS<br>CPVC 25 PCS, CL2<br>3 PCS PVC, SODA ASH FITTINGS<br>6 PCS PVC, SODA ASH FITTINGS<br>6 PCS PVC, SODA ASH FITTINGS<br>4 PCS PVC, SODA ASH FITTINGS | 3137157<br>2898605<br>3007933<br>3014174<br>3005253<br>3020239 | 502.75<br>117.24<br>112.89<br>66.84<br>35.24<br>14.70 | 849.66      |
| 97082   | 11/01/2024 | 03887 DBA: NAPA AUTO PARTS GENUINE<br>PARTS CO INC   | ANTIFREEZE WINDSHIELD WASH<br>15-100 WIPERS & HEAD LIGHT<br>25 AMP CIRCUIT BREAKER CRW #2200   | 526101<br>529309<br>528453                                     | 50.58<br>48.52<br>4.60                                | 103.70      |
| 97083   | 11/01/2024 | 04411 GOODFELLOW BROS LLC                            | 11 LOADS OF SPOILS DUMPING   | 18779  | 1,056.00  | 1,056.00    |
| 97084   | 11/01/2024 | 00167 GRAINGER INC                                   | 2 PCS AA BATTERIES, 12 PCS GATORADE PACK   | 9292462737   | 144.86  | 144.86      |
| 97085   | 11/01/2024 | 00124 H D FOWLER CO INC                              | 2 PCS 6" HYMAX 2 COUPLINGS   | 16857925   | 738.24  | 738.24      |

Monthly Check History Listing  
Clackamas River Water  
11/1/2024 to 11/30/2024

Bank code: apbank

| Check # | Date       | Vendor                                 | Description                              | Invoice      | Amount Paid | Check Total |
|---------|------------|--|--|--------------|-------------|-------------|
| 97086   | 11/01/2024 | 03240 HARRANG LONG PC                  | GENERAL LEGAL                            | 104131       | 4,600.00    | 4,600.00    |
| 97087   | 11/01/2024 | 03473 HASA INC                         | HYPOCHLORITE SOLUTION                    | 990360       | 10,390.00   | 10,390.00   |
| 97088   | 11/01/2024 | 04509 DANIELLE HOAG                    | UB Refund Cst #044550                    | Ref000203339 | 206.97      | 206.97      |
| 97089   | 11/01/2024 | 04652 JAMES E HOPE                     | UB Refund Cst #009376                    | Ref000203334 | 38.98       | 38.98       |
| 97090   | 11/01/2024 | 04657 HOUSE OF PIPES                   | UB Refund Cst #048215                    | Ref000203340 | 2,480.02    | 2,480.02    |
| 97091   | 11/01/2024 | 04656 HUSTON TAX & ACCOUNTING          | UB Refund Cst #044390                    | Ref000203338 | 67.93       | 67.93       |
| 97092   | 11/01/2024 | 04650 CHRISTINA IRISH                  | SPRINGBROOK ACTIVATE 2024                | 10.28.24     | 170.00      | 170.00      |
| 97093   | 11/01/2024 | 02284 K & D SERVICES OF OREGON INC     | 17150 SE WILDE RD                        | BILL25319    | 2,155.96    | 2,155.96    |
| 97094   | 11/01/2024 | 00133 LES SCHWAB TIRE CENTERS INC      | CRW #927 TWO BATTERIES                   | 22700901044  | 359.98      | 359.98      |
| 97095   | 11/01/2024 | 02487 LLC LINESCAPE DIRECTIONAL BORING | 9285 SE 58TH DRIVE WO 25-0003            | 63318        | 550.00      | 550.00      |
| 97096   | 11/01/2024 | 04180 MADRONE TECHNOLOGY GROUP INC.    | DATA BACKUP                              | 4190         | 3,306.42    |             |
|         |            |  | CONTRACT WORK-SCADA                      | 4158         | 1,350.00    |             |
|         |            |  | CONTRACT WORK                            | 4169         | 337.50      |             |
|         |            |  | CONTRACT WORK                            | 4187         | 38.20       | 5,032.12    |
| 97097   | 11/01/2024 | 00012 METEREADERS LLC                  | OCTOBER READS NORTH                      | 11475        | 8,019.14    |             |
|         |            |  | OCTOBER READS SOUTH                      | 11491        | 6,121.56    |             |
|         |            |  | CORRECTION TO APRIL MISREAD CHARGES      | 11227-A      | 720.00      | 14,860.70   |
| 97098   | 11/01/2024 | 04655 LINDSEY & THOMAS MORRIS          | UB Refund Cst #044173                    | Ref000203337 | 21.11       | 21.11       |
| 97099   | 11/01/2024 | 04576 STEVEN MOTT                      | ACTIVATE 2024- SPRINGBROOK CONFERENCE    | 10.28.24     | 170.00      | 170.00      |
| 97100   | 11/01/2024 | 01641 MP PLUMBING COMPANY              | ADMIN TOILET REPAIR                      | 419563-1     | 768.57      |             |
|         |            |  | UNCLOGGED ADMIN WASTE DISPOSAL           | 420296       | 185.00      |             |
|         |            |  | LEAK INVESTIGATION SYSOPS                | 420169       | 184.48      | 1,138.05    |
| 97101   | 11/01/2024 | 00306 OFFICE DEPOT INC                 | ACCT#90261180 - ID#38683228 - OFFICE SUP | 386925074001 | 128.18      |             |
|         |            |  | ACCT#90261180 - ID#38683228 - OFFICE SUP | 392255533001 | 25.32       | 153.50      |
| 97102   | 11/01/2024 | 04653 GARY D OLSON**                   | UB Refund Cst #014065                    | Ref000203335 | 86.48       | 86.48       |
| 97103   | 11/01/2024 | 00373 OREGON AFSCME                    | UNION DUES FOR PR 11.01.24               | PR 11.01.24  | 1,040.39    | 1,040.39    |

Monthly Check History Listing  
Clackamas River Water  
11/1/2024 to 11/30/2024

Bank code: apbank

| Check # | Date       | Vendor                               | Description  | Invoice                     | Amount Paid                    | Check Total |
|---------|------------|--------------------------------------|--|-----------------------------|--------------------------------|-------------|
| 97104   | 11/01/2024 | 04367 OREGON CITY GARAGE DOOR LLC    | REINSTALL DOOR 1 OPENER  | 55942619                    | 250.00                         | 250.00      |
| 97105   | 11/01/2024 | 03329 PACIFIC MARKETING AND PROMOTIO | TEE SHIRTS AND HOODED SWEATSHIRTS  | VLF3130753                  | 4,544.59                       | 4,544.59    |
| 97106   | 11/01/2024 | 00018 PITNEY BOWES GLOBAL FIN SVC LL | RELAY 1000 INSERTING SYSTEM LEASE (09/05   | 3319854679                  | 385.89                         | 385.89      |
| 97107   | 11/01/2024 | 04521 PORTLAND ENGINEERING, INC      | CONTRACT WORK- SCADA SUPT.   | 12643                       | 3,306.25                       | 3,306.25    |
| 97108   | 11/01/2024 | 02386 PRINCIPAL FINANCIAL GROUP      | NOVEMBER 2024 LIFE, AD&D & LTD, ACC.# 1  | NOV 2024                    | 10,555.16                      | 10,555.16   |
| 97109   | 11/01/2024 | 02833 PROCOM TECHNOLOGIES, LLC       | NEW DATA LINE & EQUIPMENT MOUNT<br>NEW DATA LINE RUN WTP                             | 26101<br>26100              | 1,658.50<br>838.00             | 2,496.50    |
| 97110   | 11/01/2024 | 03548 RIVER CITY ENVIRONMENTAL INC   | 9285 SE 58TH DR, 18411 S FERGUSON RD   | 363941085                   | 2,825.10                       | 2,825.10    |
| 97111   | 11/01/2024 | 04651 JENNIFER ROSS                  | SPRINGBROOK ACTIVATE 2024  | 10.28.24                    | 170.00                         | 170.00      |
| 97112   | 11/01/2024 | 03083 S-2 CONTRACTORS, INC           | PAVING REQUEST: MULTIPLE SERVICES  | 2411E3                      | 20,700.00                      | 20,700.00   |
| 97113   | 11/01/2024 | 04637 SPRINGBROOK SOFTWARE           | ACCOUNTS RECEIVABLE SUBSCRIPTION   | INV-018834                  | 5,293.84                       | 5,293.84    |
| 97114   | 11/01/2024 | 00564 STATE OF OREGON                | ERB MEDIATION 9/10/24 CLACK RIV WATER /  | ACC01846                    | 500.00                         | 500.00      |
| 97115   | 11/01/2024 | 03394 TEAM ELECTRIC COMPANY          | REPLACE BACKWASH PUMP BREAKER<br>HEAT TAPE & OFFICE LIGHTS<br>BLOW FUSE PUMP 2       | 28599<br>28661<br>28598     | 2,727.00<br>2,594.00<br>444.00 | 5,765.00    |
| 97116   | 11/01/2024 | 00282 TERMINIX INTERNATIONAL INC     | ADMIN BUILDING-CUST.# 1703011 OCTOBER PE<br>9100 SE MANGAN DR- CUST.# 1703007 OCTOBE | 452759589<br>452760192      | 141.00<br>121.00               | 262.00      |
| 97117   | 11/01/2024 | 00107 UNITED SITE SERVICES INC       | PORTABLE RESTROOM CLEANING AND RENTALS   | INV-4865430                 | 46.45                          | 46.45       |
| 97118   | 11/01/2024 | 00165 UNIVAR SOLUTIONS USA INC       | CALCIUM HYPOCHLORITE 3" TABS   | 52432444                    | 2,879.20                       | 2,879.20    |
| 97119   | 11/01/2024 | 00237 USA BLUE BOOK                  | PH CAL BUFFER PACKS, PUMP TUBING PARTS   | INV00515270                 | 384.55                         | 384.55      |
| 97120   | 11/01/2024 | 02373 WORLD CUP COFFEE & TEA SERVICE | COFFEE, TEA & SUPPLIES   | 0285778                     | 217.20                         | 217.20      |
| 97121   | 11/07/2024 | 03319 C & R REFORESTATION            | WEED SPRAY & CUTTING ON EASEMENTS  | 10182024                    | 4,578.75                       | 4,578.75    |
| 97122   | 11/07/2024 | 03811 CHRISTENSEN INC                | UNLEADED AND DIESEL  | 0635572-IN                  | 2,825.17                       | 2,825.17    |
| 97123   | 11/07/2024 | 04256 CITY WIDE FACILITY SOLUTIONS   | OCTOBER 2024 CLEANING/SUPPLIES - ADMN/OP<br>CLEANING OF SETTLING PONDS               | STI035000220<br>72035000277 | 5,565.37<br>1,660.00           | 7,225.37    |



Monthly Check History Listing

Clackamas River Water  
11/1/2024 to 11/30/2024

Bank code: apbank

| Check # | Date       | Vendor                               | Description  | Invoice  | Amount Paid                        | Check Total |
|---------|------------|--------------------------------------|--|--|------------------------------------|-------------|
| 97124   | 11/07/2024 | 00227 CLACKAMAS GARBAGE CO INC       | ACC. #04370 - TRASH REMOVAL SERVICE- OCT   | OCT 2024   | 441.83                             | 441.83      |
| 97125   | 11/07/2024 | 02774 COMPASS LAND SURVEYORS, INC.   | HUNTER HEIGHTS SURVEY DRIVEWAY EASEMENT  | 42972  | 9,473.00                           | 9,473.00    |
| 97126   | 11/07/2024 | 01305 DEPT OF ENVIRONMENTAL QUALITY  | WATER QUALITY ANNUAL PERMIT  | WQ25IND-0316                                     | 859.00                             | 859.00      |
| 97127   | 11/07/2024 | 04380 EXECUTIVE SECURITY SERVICES    | ROUTINE PATROL OF RIVERSIDE PARK<br>INCREASED PATROLS AT RIVERSIDE PARK                    | 16513<br>16602                                   | 3,900.00<br>3,255.00               | 7,155.00    |
| 97128   | 11/07/2024 | 01844 FERGUSON ENTERPRISES INC       | 1 PC OF DJ405 4X12.75  | 1277712-1  | 763.26                             | 763.26      |
| 97129   | 11/07/2024 | 02284 K & D SERVICES OF OREGON INC   | 7930 SE OVERLAND ST 2204-0232<br>25-0002 6708 SE FERN AVE<br>2214-0256 17990 S FIR CONE CT | BILL25424<br>BILL25423<br>BILL25422              | 1,442.69<br>941.50<br>669.82       | 3,054.01    |
| 97130   | 11/07/2024 | 04180 MADRONE TECHNOLOGY GROUP INC.  | TELECOMMUNICATION VOIP<br>CONTRACT WORK SCADA<br>CONTRACT WORK                             | 4211<br>4193<br>4192                             | 1,600.70<br>1,417.50<br>67.50      | 3,085.70    |
| 97131   | 11/07/2024 | 01196 METRO                          | TICKET # 5830676 FOR SOLID WASTE DISPOSA   | 10.30.24   | 51.59                              | 51.59       |
| 97132   | 11/07/2024 | 00056 OAK LODGE WATER SERVICES DISTR | PAYMENTS FOR SVC TO CRW CUST. IN OAK LOD   | 08/25-10/25/24                                   | 19,602.13                          | 19,602.13   |
| 97133   | 11/07/2024 | 00306 OFFICE DEPOT INC               | ACCT#90261180 - ID#38683228 - OFFICE SUP   | 392502027001                                     | 80.40                              | 80.40       |
| 97134   | 11/07/2024 | 00048 OREGON CITY, CITY OF           | PAYMENTS FOR SVC TO CRW CUST. IN OREGON  | 08/25-10/25/24                                   | 39,831.76                          | 39,831.76   |
| 97135   | 11/07/2024 | 02240 PACIFIC POWER GROUP LLC        | ANNUAL MAINTENNANCE #928   | 506598   | 1,131.44                           | 1,131.44    |
| 97136   | 11/07/2024 | 04646 RESYS INCORPORATED             | INTIAL INSTALL OF FILTER TANKS   | 36832  | 808.11                             | 808.11      |
| 97137   | 11/07/2024 | 00229 RICOH USA, INC.                | COPIER LEASE<br>COPIER LEASE   | 108600167<br>108678802                           | 208.86<br>208.86                   | 417.72      |
| 97138   | 11/07/2024 | 00229 RICOH USA, INC.                | COPIER LEASE<br>COPIER LEASE<br>COPIER LEASE<br>COPIER LEASE                               | 108600935<br>108686196<br>108610156<br>108689660 | 208.86<br>208.86<br>45.75<br>45.75 | 509.22      |
| 97139   | 11/07/2024 | 00577 SPECIAL DISTRICTS ASSOC OREGON | NOVEMBER HEALTH BENEFITS PROGRAM   | 03-0054042<br>*****                              | 70,551.00                          | 70,551.00   |
| 97140   | 11/07/2024 | 00130 WASTE MANAGEMENT OF OREGON     | TRASH REMOVAL SERVICES-RIVERSIDE PARK -<br>TRASH REMOVAL SERVICES MANGAN DR                | 9561721-1574-6<br>9561722-1574-4                 | 2,264.50<br>625.82                 | 2,890.32    |

Monthly Check History Listing  
Clackamas River Water  
11/1/2024 to 11/30/2024

Bank code: apbank

| Check # | Date       | Vendor                              | Description  | Invoice  | Amount Paid                        | Check Total |
|---------|------------|-------------------------------------|--|--|------------------------------------|-------------|
| 97141   | 11/07/2024 | 02247 WHA INSURANCE AGENCY INC      | MERP ADMIN FEE SEPTEMBER 2024  | 10.21.24   | 50.00                              | 50.00       |
| 97142   | 11/07/2024 | 03540 ELTING NORTHWEST INC          | Refund receipt #: 003832<br>Refund receipt #: 004284   | Ref000203415<br>Ref000203416                       | 985.00<br>415.00                   | 1,400.00    |
| 97143   | 11/14/2024 | 04307 BEND MAILING SERVICES, LLC    | OCTOBER & NOVEMBER 2024 PROCESSING & PO  | 93164  | 2,543.53                           | 2,543.53    |
| 97144   | 11/14/2024 | 00317 CDW GOVERNMENT INC.           | IT SOFTWARE SUBSCRIPTION   | AB4F31S  | 24.93                              | 24.93       |
| 97145   | 11/14/2024 | 02774 COMPASS LAND SURVEYORS, INC.  | CONTRACT #02774-07-2024  | 43020  | 932.00                             | 932.00      |
| 97146   | 11/14/2024 | 03887 DBA: NAPA AUTO PARTS GENUINE  | ELECTRIC PARTS FOR HEADACHE RACK 23-100  | 532546   | 54.83                              | 54.83       |
| 97147   | 11/14/2024 | 00167 GRAINGER INC                  | 65 GALLON SPILL KIT  | 9302463394   | 723.35                             | 723.35      |
| 97148   | 11/14/2024 | 03473 HASA INC                      | HYPOCHLORITE SOLUTION  | 1001886  | 5,124.00                           | 5,124.00    |
| 97149   | 11/14/2024 | 00306 OFFICE DEPOT INC              | ACCT#90261180 - ID#38683228 - OFFICE SUP<br>ACCT#90261180 - ID#38683228 - OFFICE SUP                                       | 393691855001<br>393692099001                       | 87.07<br>71.40                     | 158.47      |
| 97150   | 11/14/2024 | 00373 OREGON AFSCME                 | UNION DUES FOR PR 11.15.24   | PR 11.15.24  | 1,122.60                           | 1,122.60    |
| 97151   | 11/14/2024 | 03645 RITZ SAFETY LLC               | CONFINED SPACE TRAINING  | 6831753  | 800.00                             | 800.00      |
| 97152   | 11/14/2024 | 00021 PGE                           | WATER TREATMENT PLANT OCTOBER 2024~<br>PUMP STATION OCTOBER 2024<br>ADMIN OCTOBER 2024~                                    | WTP OCT 2024<br>PUMP STAT OCT 24<br>ADMIN OCT 2024 | 38,870.76<br>29,900.72<br>3,286.81 | 72,058.29   |
| 97153   | 11/22/2024 | 00304 CANTEL SWEEPING               | NOVEMBER LOT SWEEPING SERVICES - OPS<br>NOVEMBER LOT SWEEPING SERVICES - ADMIN<br>NOVEMBER LOT SWEEPING SERVICES - RIVERSI | e38086<br>e38085<br>e38087                         | 275.00<br>210.00<br>193.00         | 678.00      |
| 97154   | 11/22/2024 | 04250 DBA GC SYSTEMS CIMCO-GC       | CHECK VALVES FOR BARLOW CREST PUMP #1 CL   | 44185  | 588.83                             | 588.83      |
| 97155   | 11/22/2024 | 03597 CLOUD RECORDS MANAGEMENT      | ORMS-0153 / MONTHLY USER FEE PER USER OR   | 214320   | 370.20                             | 370.20      |
| 97156   | 11/22/2024 | 02555 COMCAST                       | COMCAST MONTHLY CABLE INTERNET   | 2099723  | 256.85                             | 256.85      |
| 97157   | 11/22/2024 | 02856 CRYSTAL GREENS LANDSCAPING    | NOVEMBER 2024 LANDSCAPING MAINTENANCE  | 398261   | 4,490.00                           | 4,490.00    |
| 97158   | 11/22/2024 | 00009 DAILY JOURNAL OF COMMERCE     | ADVERTISEMENT FOR REDLAND RD WL ABANDON  | 745740350  | 724.95                             | 724.95      |
| 97159   | 11/22/2024 | 01305 DEPT OF ENVIRONMENTAL QUALITY | 2025 AIR CONTAMINANT DISCHARGE PERMIT FE   | AQCDP25-0506                                       | 2,644.00                           |             |

Monthly Check History Listing  
Clackamas River Water  
11/1/2024 to 11/30/2024

Bank code: apbank

| Check # | Date       | Vendor                               | Description                              | Invoice         | Amount Paid | Check Total |
|---------|------------|--------------------------------------|--|-----------------|-------------|-------------|
|         |            |                                      | 2025 CLEANER AIR FEE - ANNUAL AIR CONTAM | AQCAO25-0879    | 560.00      | 3,204.00    |
| 97160   | 11/22/2024 | 03218 DIRECT TRANSPORT INC           | DELIVERY OF BOARD PACKETS                | 331738          | 65.04       | 65.04       |
| 97161   | 11/22/2024 | 00402 DLT SOLUTIONS                  | AUTODESK AEC COLLECTION IC GOVERNMENT NE | SI675355        | 2,983.73    | 2,983.73    |
| 97162   | 11/22/2024 | 04380 EXECUTIVE SECURITY SERVICES    | ARMED OFFICER ESCORT OF STAFF            | 16685           | 200.00      | 200.00      |
| 97163   | 11/22/2024 | 01844 FERGUSON ENTERPRISES INC       | PRV REPAIR PARTS                         | 3198845         | 103.16      | 103.16      |
| 97164   | 11/22/2024 | 03887 DBA: NAPA AUTO PARTS GENUINE   | 3 PCS CLEANER DEGREASER                  | 533034          | 31.47       | 31.47       |
| 97165   | 11/22/2024 | 04180 MADRONE TECHNOLOGY GROUP INC.  | CONTRACT WORK SCADA                      | 4201            | 2,835.00    |             |
|         |            |                                      | CONTRACT WORK-SCADA                      | 4245            | 1,552.50    |             |
|         |            |                                      | CONTRACT WORK-SCADA                      | 4244            | 810.00      | 5,197.50    |
| 97166   | 11/22/2024 | 00048 OREGON CITY, CITY OF           | PAYMENTS FOR SVC TO CRW CUST. IN OREGON  | 10.31.24        | 7,422.52    | 7,422.52    |
| 97167   | 11/22/2024 | 00151 PROVIDENCE OCCUPATIONAL HEALTH | PHYSICAL EXAM - DOT                      | 55475           | 100.00      | 100.00      |
| 97168   | 11/22/2024 | 04646 RESYS INCORPORATED             | MONTHLY TANK RENTAL                      | 36847           | 432.00      | 432.00      |
| 97169   | 11/22/2024 | 00229 RICOH USA, INC.                | ADDITIONAL IMAGES #4992825               | 5070393258      | 242.25      |             |
|         |            |                                      | ADDITIONAL IMAGES 10/01/24/10/31//24     | 5070392870      | 113.24      |             |
|         |            |                                      | ADDITIONAL IMAGES #4940612 10/01-10/31/2 | 5070405971      | 32.23       | 387.72      |
| 97170   | 11/22/2024 | 00229 RICOH USA, INC.                | COPIER LEASE                             | 108753280       | 208.86      | 208.86      |
| 97171   | 11/22/2024 | 00574 ROGERS MACHINERY CO INC.       | AIR COMPRESSOR REPLACEMENT - REDLAND PUM | 1428579         | 5,719.97    | 5,719.97    |
| 97172   | 11/22/2024 | 03083 S-2 CONTRACTORS, INC           | PAVING REQUEST: MULTIPLE SERVICES        | 2411 E4         | 6,100.00    | 6,100.00    |
| 97173   | 11/22/2024 | 04658 CODY SORENSON                  | Refund receipt #: 004835                 | Ref000203530    | 405.46      | 405.46      |
| 97174   | 11/22/2024 | 00024 SOUTH FORK WATER BOARD         | WATER PURCHASED - OCTOBER 2024           | 10.31.24        | 33,935.81   | 33,935.81   |
| 97175   | 11/22/2024 | 00577 SPECIAL DISTRICTS ASSOC OREGON | 2025 SDAO MEMBERSHIP DUES                | 2025 ANNUAL FEE | 5,750.00    | 5,750.00    |
| 97176   | 11/22/2024 | 00107 UNITED SITE SERVICES INC       | RIVERSIDE PARK                           | 114-13965537    | 406.00      | 406.00      |
| 97177   | 11/22/2024 | 00107 UNITED SITE SERVICES INC       | 91ST PUMP STATION                        | INV-4923244     | 51.00       |             |
|         |            |                                      | GLEN OAK PIUMP STATION                   | INV-4929640     | 51.00       | 102.00      |
| 97178   | 11/22/2024 | 02854 VERIZON WIRELESS               | ACC.#642537089-00001 CELL PHONE CHARGES  | 9977677738      | 37.87       | 37.87       |

Monthly Check History Listing  
Clackamas River Water  
11/1/2024 to 11/30/2024

Bank code: apbank

| Check #              | Date       | Vendor                               | Description                              | Invoice        | Amount Paid | Check Total       |
|----------------------|------------|--------------------------------------|--|----------------|-------------|-------------------|
| 97179                | 11/22/2024 | 04642 VESTIS SERVICES                | FY25 SUPPLY OF BUILDING SUPPLES, MATS AN | 5291556535     | 95.44       |                   |
|                      |            |                                      | FY25 SUPPLY OF BUILDING SUPPLES, MATS AN | 5291561057     | 95.44       |                   |
|                      |            |                                      | FY25 SUPPLY OF BUILDING SUPPLES, MATS AN | 5291565546     | 95.44       |                   |
|                      |            |                                      | FY25 SUPPLY OF BUILDING SUPPLES, MATS AN | 5291570049     | 95.44       |                   |
|                      |            |                                      | FY25 SUPPLY OF BUILDING SUPPLES, MATS AN | 5291574469     | 95.44       | 477.20            |
| 97180                | 11/26/2024 | 03525 BIO-MED TESTING SERVICES INC   | BACKGROUND, MVR & CLEARING HOUSE QUERY   | 110291         | 212.00      | 212.00            |
| 97181                | 11/26/2024 | 00200 CLACKAMAS COUNTY               | RECORDING OF EASEMENT REDLAND RD PHASE O | 11.19.24       | 123.00      | 123.00            |
| 97182                | 11/26/2024 | 03238 CONSOR NORTH AMERICA           | ENGINEERING DESIGN                       | W221673OR.A10  | 26,841.94   |                   |
|                      |            |                                      | ENGINEERING DESIGN                       | W221673OR.A210 | 8,364.25    | 35,206.19         |
| 97183                | 11/26/2024 | 04044 GOLD STANDARD DIAGNOSTICS HORS | ANNUAL MAINTENANCE CONTRACT FOR CAAS CYA | CRW01-S0924    | 8,000.00    | 8,000.00          |
| 97184                | 11/26/2024 | 00167 GRAINGER INC                   | PHASE MONITOR RELAY                      | 9139476452     | 226.38      | 226.38            |
| 97185                | 11/26/2024 | 03476 GROUND BREAKERS CONSTRUCTION   | Refund receipt #: 004819                 | Ref000203584   | 824.50      | 824.50            |
| 97186                | 11/26/2024 | 03289 LANE COUNCIL OF GOVERNMENTS    | CRW DISTRICT BARGAINING SERVICES.        | 95715          | 19,322.91   | 19,322.91         |
| 97187                | 11/26/2024 | 04532 MCCAMPBELL ANALYTICAL, INC     | UCMR5 WATER TESTING                      | 2411869        | 480.00      |                   |
|                      |            |                                      | UCMR5 WATER TESTING                      | 2411870        | 480.00      | 960.00            |
| 97188                | 11/26/2024 | 00306 OFFICE DEPOT INC               | ACCT#90261180 - ID#38683228 - OFFICE SUP | 39737069001    | 18.66       |                   |
|                      |            |                                      | ACCT#90261180 - ID#38683228 - OFFICE SUP | 397370820001   | 7.88        | 26.54             |
| 97189                | 11/26/2024 | 00373 OREGON AFSCME                  | UNION DUES FOR PR 11.15.24               | PR 11.15.2024  | 38.99       | 38.99             |
| 97190                | 11/26/2024 | 03701 SHRED NORTHWEST LLC            | SYSOPS SHREDDING SERVICE                 | 14568112224    | 108.00      |                   |
|                      |            |                                      | ADMIN SHREDDING SERVICE                  | 29451112224    | 108.00      | 216.00            |
| 97191                | 11/26/2024 | 00282 TERMINIX INTERNATIONAL INC     | ADMIN BUILDING-CUST.# 1703011 NOVEMBER P | 453937869      | 141.00      |                   |
|                      |            |                                      | 9100 SE MANGAN DR- CUST.# 1703007 NOVEMB | 459938954      | 121.00      | 262.00            |
| 97192                | 11/26/2024 | 02854 VERIZON WIRELESS               | ACC.#472115222-00001 CELL PHONE CHARGES  | 9978409251     | 2,103.19    |                   |
|                      |            |                                      | ACC.#472115222-00002 CELL PHONE CHARGES  | 9978409252     | 640.76      | 2,743.95          |
| 97193                | 11/26/2024 | 02373 WORLD CUP COFFEE & TEA SERVICE | Coffee and Tea Service                   | 0288536        | 95.35       | 95.35             |
| <b>apbank Total:</b> |            |                                      |  |                |             | <b>760,114.38</b> |

### Monthly Check History Listing

Clackamas River Water  
11/1/2024 to 11/30/2024

Bank code: apbank

| Check #                   | Date | Vendor | Description | Invoice | Amount Paid          | Check Total       |
|---------------------------|------|--------|-------------|---------|----------------------|-------------------|
| 140 checks in this report |      |        |             |         | <b>Total Checks:</b> | <b>760,114.38</b> |

# CLACKAMAS RIVER WATER

## REGULAR BOARD MEETING

December 12, 2024

**SUBJECT**                                      **Cash & Investment Ending Balances Report**

|                       |                                    |
|-----------------------|------------------------------------|
| <b>DRAFT MOTION</b>   | Move to approve the consent agenda |
| <b>EFFECTIVE DATE</b> | December 12, 2024                  |

**PRINCIPAL STAFF PERSON**

**BOARD ACTION REQUESTED**                      Approve the consent agenda items.

**DOCUMENTS ATTACHED**                      None

### Agenda Summary

**BACKGROUND**

Clackamas River Water  
Cash & Investment Ending Balances by Month  
FY 2025

|      | US Bank<br>General<br>Checking | LGIP          | Total         | Change       | LGIP<br>Interest<br>Earnings | LGIP<br>Interest<br>Rate |
|------|--------------------------------|---------------|---------------|--------------|------------------------------|--------------------------|
| July | \$ 2,480,716                   | \$ 25,458,991 | \$ 27,939,707 | \$ (378,744) | \$ 113,225                   | 5.27%                    |
| Aug  | \$ 2,970,496                   | \$ 25,573,278 | \$ 28,543,775 | \$ 604,067   | \$ 114,287                   | 5.30%                    |
| Sept | \$ 4,402,156                   | \$ 25,684,342 | \$ 30,086,498 | \$ 1,542,723 | \$ 111,064                   | 5.30%                    |
| Oct  | \$ 4,055,203                   | \$ 25,795,536 | \$ 29,850,739 | \$ (235,759) | \$ 111,194                   | 5.11%                    |
| Nov  | \$ 5,216,348                   | \$ 25,901,044 | \$ 31,117,391 | \$ 1,266,653 | \$ 105,508                   | 4.99%                    |

# **CLACKAMAS RIVER WATER**

## **REGULAR BOARD MEETING**

### **December 12, 2024**

**SUBJECT**                         **Contract Award:** Construction Contract for Redland Rd Waterline Abandonment, Project, 23-5307

**DRAFT MOTION**                 Move to award the Redland Rd. Waterline Abandonment, Project, 23-5307 construction contract to S & W Underground Inc. for the bid amount of \$397,485.40 and authorize the General Manager to sign the completed contract.

**EFFECTIVE DATE**             December 12, 2024

**PRINCIPAL STAFF PERSON**     Joseph D. Eskew PE – Engineering Manager

**BOARD ACTION REQUESTED**     The Board is requested to authorize a construction contract for \$397,485.40 to construct the Redland Rd. Waterline Abandonment Project, 23-5307.

**DOCUMENTS ATTACHED**             Exhibit A: “Invitation to Bid”, published 11/14/2024.  
Exhibit B: “Notice of Intent to Award” with Bid Tally, 11/29/2024

### **Agenda Summary**

**BACKGROUND**                     The Redland Rd. Waterline Abandonment project is part of the adopted 2023-2025 Biennial CIP Budget contained within the project titled Redland Rd. PRV and Services.

The project area extends from Neibur Rd. to Ferguson Rd. and contains two parallel water mains: an 8-inch main installed in the 1960’s and a 12-inch main installed in 1993 with both mains currently active. The 8-inch main retains all services and side street connections. Several recent severe main failures and other historic failures of the 8-inch main have occurred prompting the need to abandon the main.

This project includes reconnecting 41 domestic services to the newer 12-inch main and connecting the side street mains at Neibur Rd., Anderson Rd. and Ferguson Rd. These connections will allow the abandonment of the old 8-inch main ahead of the remaining PRV project work intended to convey water from the Redland Pressure zone to the Henrici and Beavercreek Pressure zones thereby reducing the water purchase from the South Fork Water Board.

**PUBLIC INVOLVEMENT**             Public Bid process

**ANALYSIS**

Review and Evaluation of Bids:

At 2:00 p.m. on Thursday, November 21, 2024, formal proposals were received in response to the public advertisement for this project; ten (10) proposals were received. A bid tally is attached and included in Exhibit B.

The low bid was submitted by S & W Underground Inc. Their proposal was for \$397,485.40 which is \$125,014.60 or 24% under the Engineer's estimate of \$522,500.00. The remaining bids were between \$429,487.30 and \$620,875.00.

S & W Underground Inc. has been in the utility contracting trade for many years and has successfully completed similar projects in the recent past. Staff believes their bid to be responsible, responsive, reflects the current marketplace, and meets the requirements identified in the Bid Documents.

Staff reviewed information available for S & W Underground Inc. from the Oregon Construction Contractors Board and found no unsatisfactory reports. Reference checks on similar projects for this contractor confirm that they are a responsible and competent firm.

**STAFF  
RECOMMENDATION**

Based on past work experience, bonding ability and successful completion of similar projects, staff recommend that the contract be awarded to S & W Underground Inc. in the amount of \$397,485.40.



SECTION 00020 - INVITATION TO BID  
FOR  
REDLAND RD. WATERLINE ABANDONMENT, PROJECT 23-5307  
FOR  
CLACKAMAS RIVER WATER  
CLACKAMAS, OREGON

Sealed bids marked “**REDLAND RD. WATERLINE ABANDONMENT, Project 23-5307**” will be received by Karin Holzgang, Contracts Coordinator, at the Clackamas River Water Office, located at 16770 SE 82<sup>nd</sup> Drive, Clackamas, Oregon 97015. Bids must be received at the located noted above no later than **2:00 PM** Pacific Time on **THURSDAY, NOVEMBER 21<sup>ST</sup>**, at which time the bids will be publicly opened and read. There will be a remote option for the bid opening. Remote access information will be posted on the CRW website at <https://crwater.com/contracting-opportunities/> at least seven days prior to the bid opening. All Bidders must submit a list of their first-tier subcontractors, as required by ORS 279C.370, in a separate envelope no later than 4:00 PM Pacific time that same day. Any and all bids received after the deadline for submission, or for which the list of first-tier subcontractors has not been submitted by the deadline for disclosure of first-tier subcontractors, shall be declared “non-responsive” and shall not be considered for award. A contract will be awarded or bids rejected within 30 calendar days after the opening.

**Bid Opening**

1. Bids will be opened by CRW staff in the CRW Board Room at the date and time stipulated above.
2. The bid opening may be attended in person in the Board Room or viewed by Zoom meeting. Information on connecting to the Zoom meeting will be found on the CRW website at <https://crwater.com/contracting-opportunities/> at least seven days prior to the bid opening.
3. Bid results will be available on the CRW website at <https://crwater.com/contracting-opportunities/>.

**This project being located within South Redland Road; West of South Ferguson Road and East of South Garden Lane; all within Clackamas County, Oregon, includes, but is not limited to the following Work:**

1. Furnish and install eight (8) wet taps and approximately 250 LF of 8-inch diameter Restrained Joint Class 52 Ductile Iron waterline, fire hydrant assemblies, fittings, and appurtenances to connect to existing pipelines and including the reconnection of 41 domestic services; and the abandonment of 8” cast iron waterline.
2. All required erosion control, traffic control, excavation, backfill, surface restoration and other work as required.
3. The Work includes, but is not limited to furnishing all required supervision, labor, equipment, materials, appurtenances, and miscellaneous work necessary for the construction.

**The complete Contract Documents are available for viewing and download at CRW's website, [www.crwater.com](http://www.crwater.com). Bid submission is via hardcopy at the time and place indicated above. Prospective bidders must acknowledge all sections of the bid documents, and print and complete all required forms as part of their bid submission. All plan holders who download the contract documents from the CRW website must fill out the form with correct contractor information to be included on the plan holders list.**

No prebid meeting will be held prior to bid submission.

Each bid must be submitted on the bid form included in the bid package issued by Clackamas River Water or issued by addendum and accompanied by bid security as prescribed in the Instructions to Bidders and payable to Clackamas River Water, Clackamas, Oregon, in an amount not less than ten percent (10%) of the total amount bid.

The successful Bidder will be required to furnish the necessary additional bond(s) for the faithful performance of the Contract, as prescribed in the Bidding Documents.

Each bid must contain a statement as to whether the Bidder is a Resident Bidder, as defined in ORS 279A.120.

This project is a public work project covered by ORS 279C.800 *et seq.* (Oregon Prevailing Wages). By submitting a bid, the Bidder certifies that it will comply with all the requirements of Oregon's prevailing wage laws and regulations.

Clackamas River Water may reject any bid not in compliance with all prescribed public bidding procedures and requirements, and may reject for good cause any or all bids upon a finding of the agency that it is in the public interest to do so.

Clackamas River Water will not receive or consider a bid for a public improvement contract unless the Bidder is licensed by the Construction Contractors Board or the State Landscape Contractors Board.

The Contract, if awarded, is to be awarded to the lowest responsive bid of a responsible bidder. The responsibility of all bidders will be determined in accordance with ORS 279C.375.

This project does not contain asbestos abatement work and the contractor or (any) subcontractor will not be required to be licensed by the Department of Environmental Quality (ORS 468A.720).

Clackamas River Water programs, services and activities are open to all persons without regard to race, sex, age, handicap, religion, ethnic background or national origin. For further information about this equal opportunity policy, contact the Clackamas River Water District Office, 503-722-9220.

By Order of Clackamas River Water



## Notice of Intent to Award a Contract

November 26, 2024

CRW Project No. 23-5307

To: Interested Parties

**Re: Redland Rd. Waterline Abandonment Project- CIP 23-5307**

After preliminary review of the bids submitted in response to public solicitation, Clackamas River Water hereby intends to award a contract for construction of the Redland Rd. Waterline Abandonment Project, CIP 23-5307 in the amount of **\$397,485.50** to:

S & W Underground, Inc  
2360 NW Marine Dr.  
Troutdale, OR 97060

The contract award will be heard by the Clackamas River Water Board of Commissioners at their scheduled Regular Board meeting on December 12, 2024. An award will become final upon the vote of the Board.

A bidder may submit a formal written protest within seven (7) calendar days of the date of this Notice of Intent to Award. Submit such protest to: General Manager, Clackamas River Water, 16770 SE 82<sup>nd</sup> Drive, Clackamas, Oregon, 97015.

The written protest must specify the grounds upon which the protest is based and must show the protesting party is an adversely affected or aggrieved bidder. A bidder is adversely affected or aggrieved only if the bidder is eligible for award of the contract as the responsible bidder submitting the lowest responsive bid next in line for award and claims that the lower bidders are ineligible for award in accordance with law. Enclosed for your records is a bid tally spreadsheet and first-tier subcontractor disclosure.

Any protest received after the seventh-day deadline will not be considered.

Sincerely,

Karin Holzgang  
Contracts Coordinator/Executive Assistant, Clackamas River Water

*Enclosures: Bid Tally Sheet, Contractor First Tier Form*

CC: CRW Plan Holders List (20); Bob Steringer; Joe Eskew, PE



SECTION 00415

FIRST-TIER SUBCONTRACTOR DISCLOSURE FORM

REDLAND RD. WATERLINE ABANDONMENT, Project 23-5307

PROJECT NAME: REDLAND RD. WATERLINE ABANDONMENT, Project 23-5307

BID CLOSING: Date: NOVEMBER 21, 2024, Time: 2:00 PM

FIRST TIER SUBCONTRACTOR FORM DUE: Time: 4:00 PM

This form must be submitted at the location specified in the Invitation to Bid on the advertised bid closing date and within two working hours after the advertised bid closing time.

List below the name of each subcontractor that will be furnishing labor or will be furnishing labor and materials and that is required to be disclosed, the category of work that the subcontractor will be performing and the dollar value of the subcontract. Enter "NONE" if there are no subcontractors that need to be disclosed. (ATTACH ADDITIONAL SHEETS IF NEEDED.)

| NAME                                 | DOLLAR VALUE        | CATEGORY OF WORK            |
|--------------------------------------|---------------------|-----------------------------|
| 1. <u>D and H Flaggging</u>          | <u>\$ 51,006.00</u> | <u>Traffic Control</u>      |
| 2. <u>A and A Drilling</u>           | <u>\$ 29,435.00</u> | <u>Wet Taps on Mainline</u> |
| 3. <u>Jucin and Sons Enterprises</u> | <u>\$ 51,450.00</u> | <u>Paving</u>               |
| 4. _____                             | \$ _____            | _____                       |
| 5. _____                             | \$ _____            | _____                       |
| 6. _____                             | \$ _____            | _____                       |

Failure to submit this form by the disclosure deadline will result in a nonresponsive bid. A nonresponsive bid will not be considered for award.

Form submitted by (Bidder name): S and W Underground Inc.

Contact name: Corbin W. Smith

Phone No.: 503-969-2171

**CLACKAMAS RIVER WATER**

**REGULAR BOARD MEETING**

**December 12, 2024**

**SUBJECT** Consider Approval of Contract with Crystal Greens Landscape, Inc.

**DRAFT MOTION** Move that the Board approve a contract with Crystal Greens Landscape, Inc. for landscape services for a not to exceed amount of \$80,000 and authorize the General Manager to sign the contract.

**EFFECTIVE DATE** December 12, 2024

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

**BOARD ACTION REQUESTED** Authorize the General Manager to enter a contract with Crystal Greens Landscape, Inc. for landscape services

**DOCUMENTS ATTACHED** Crystal Greens Landscape bid response form

**Agenda Summary**

**BACKGROUND** With the expiration of the current landscape services contract, CRW recently completed a competitive process to establish new landscape services for its administration, system operations, water treatment plant, remote locations, and park facilities. Three vendors with a dependable presence and who could demonstrate a strong track record of performance were asked to provide a quote for the CRW landscape services.

**ANALYSIS** CRW received quotes from three local commercial landscape services contractors. The quotes ranged from \$64,800 to \$141,600. The most competitive quote was received from Crystal Greens Landscape, Inc. in the amount of \$64,800. The staff is recommending that the not to exceed amount include an additional \$15,200 to provide the flexibility to address unforeseen landscape response needs through Crystal Greens Landscape, Inc. Since the contract amount is more than the General Manager’s signing authority, the Board is being asked for their approval.

**STAFF RECOMMENDATION** Approve the General Manager to enter into a contract with Crystal Greens Landscape, Inc.

CLACKAMAS RIVER WATER  
Landscape Maintenance Services  
Bid Response Form

---

**Bidder Information**

- Company Name: Crystal Greens Landscape
- Contact Person: David Rovianek
- Address: 15815 SE 135th Ave. Clackamas, OR 97015
- Phone Number: 503-577-2095
- Email Address: david.rovianek@crystalgreens.com

**Base Monthly Fee for Landscape Maintenance Services**

The Bidder agrees to maintain the landscape of Clackamas River Water (CRW) properties according to the CRW **Service Agreement, Calendar, and Specifications**. This service is to be billed in equal monthly installments over the initial two-year contract term. Seasonal variations in workload should be accounted for in the quoted monthly fee.

- Monthly Fee: \$ 5,400

**Hourly Rate for Additional Services**

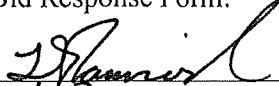
In addition to the monthly base fee, please provide an hourly rate for labor and equipment required for services outside of the contract specifications (e.g., brush clearing, extra tree trimming, additional landscaping tasks as requested by CRW).

- Hourly Rate for Additional Services: \$ 75.<sup>00</sup> per hour

---

**Signature**

The undersigned agrees to the terms specified in the RFQ and confirms the accuracy of the information provided in this Bid Response Form.

- Bidder's Signature: 
  - Printed Name: David Rovianek
  - Title: Account Manager
  - Date: 11/13/2024
-

**Submission Instructions:**

This Bid Response Form, along with any required documents, must be submitted through the **OregonBuys e-Bid Platform** by **12:00 PM, November 20, 2024**. Please ensure all information is complete and accurate.

---

Thank you for your interest in providing landscape maintenance services for Clackamas River Water.



CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

December 12, 2014

**SUBJECT** Consider Approval of Contract with Xpress Bill Pay for Customer Utility Bill Payments

**Draft Motion** I move that the Board approves the contract with Xpress Bill pay for Customer Utility Bill Payments for a not to exceed amount of \$320,000 and authorize the General Manager to sign the contract

**Effective Date** December 12, 2024

**PRINCIPAL STAFF PERSON** Christina Irish, Chief Financial Officer

**DOCUMENTS ATTACHED** None

**Agenda Summary**

**BACKGROUND** The district is in the process of implementing Springbrook Software for Utility Billing and Finance. To enhance this system, staff is recommending that CRW us Xpress Bill Pay to serve as the online platform for customers to manage their utility bills. Designed to integrate smoothly with Springbrook, Xpress Bill Pay offers a streamlined, efficient payment experience.

Xpress Bill Pay (XBP) specializes in the electronic processing of utility payments, court fines, license fees, and more, serving over 920 local governments and service districts across 37 states, including 75 in Oregon.

Founded in 2004, Xpress Bill Pay was created in response to the City of Lehi in Utah’s request for a more efficient way to handle utility payments. Their CEO and co-founder developed the platform as a solution, and it has since grown rapidly. They continue to innovate and develop new solutions to meet the evolving needs of their customers.

**ANALYSIS**

Advantages of Xpress Bill Pay:

- Integration - Real-time data sync with Springbrook Software
- Product Features - Mobile app, pay-by-text, admin auto-pay options, etc.
- Customer Support (including onboarding new customers)
- Price

**STAFF**

**RECOMMENDATION**

A presentation outlining these advantages in more depth will be provided at the board meeting.

Approve Contract with Xpress Bill Pay for Customer Utility Bill Payments



*Clackamas River Water*

# Clackamas River Water

## Xpress Bill Pay for Online Utility Bill Pay

Board Meeting – December 12, 2024

Christina Irish



# Advantages of **xpress** BILL PAY



- Integration - Real-time data sync with Springbrook Software



- Product Features - Mobile app, pay-by-text, admin auto-pay options, etc.



- Customer Support (including onboarding new customers)



- Price

# Xpress Bill Pay is integrated with Springbrook

- All account information is updated, regardless of the source of the change. This includes updates to the account balance, phone number, and mailing address
- Reduces overpayments on accounts
- Email reminder alerts sent to customers when bills arrive, when they're due, and when they're paid
- A complete history of payment confirmations and online transactions.

The logo for Xpress Bill Pay is contained within a white circle with a blue border. The word "xpress" is written in a bold, red, lowercase sans-serif font. Below it, the words "BILL PAY" are written in a smaller, grey, uppercase sans-serif font.

**xpress**  
BILL PAY

# Xpress Bill Pay product features

- Mobile app
- Pay-by-text
- Auto-pay options
- Customer-selected auto-pay dates
- Partial payments available

# Customer Support

Xpress Bill Pay provides support to our staff and customers

They also provide valuable support during the customer signup process as we integrate with their billing system, ensuring a seamless experience for all users.

Proposed  
marketing plan to  
transition our  
customers from  
our current online  
payment provider  
to Xpress Bill Pay  
(XBP):

- 1) 2 – 3 months before going live, put a note on your website and on your printed statements to the effect of:
  - 1) “Clackamas River Water will soon be changing our online payment system to provide you with many new options and features like real-time balances, paperless billing, auto pay, mobile app, pay by text, and many more. Please look for additional details in the coming months.”
- 2) On the date you go live with XBP, switch the link on your website from your current provider to XBP.
- 3) On the date you go live, have XBP send out a change in provider email (details of this email will be in email 2 of 3) with a First Time User’s manual.
- 4) Upon going live, post an XBP Sign Up flyer or First Time User’s manual on any social media platforms the district may have.
- 5) Update district’s phone menu to let customers know they can now pay online by visiting the district’s website and selecting the online payment option.
- 6) Remind your staff to mention the change to XBP in all phone calls and face-to-face interactions. Print a stack of XBP Sign Up flyers to give to any customers that visit the office.
- 7) Upon first billing when XBP has gone live, add a note to pay bill online to the billing envelope. Add a note to the mailed statement. Add an XBP Sign Up flyer or stuffer to each bill that is mailed out.
- 8) During the following 4 months after going live, use XBP’s various marketing flyers on the district’s website, social media platforms, and potentially with mailed statements to encourage: Auto Pay, Paperless Billing, IVR, and Mobile App (see details in email 2 of 4).

# Price

Currently we pay 2.49% (per transactions amount)

Xpress Bill Pay is 2.42% (per transaction amount)

Cost Analysis for October 2024

- We paid \$16,136.59
- Xpress Bill Pay would have been \$15,703.87
- SAVINGS OF \$432.72

Contract not to exceed is \$320,000



# Security

## Xpress Bill Pay is Serious About Safeguarding Information

- Xpress Bill Pay follows rigorous security procedures to protect information and transactions against unauthorized access. Their entire system was developed from the ground up to protect and ensure the confidentiality of our customer's information.

## TLS Encryption

- For many years the term SSL has been synonymous with security. Today's most secure systems use Transport Layer Security (TLS) technology to encrypt your personal information such as User IDs, Passwords, and account information transmitted over the internet. Xpress Bill Pay always uses the latest and strongest possible TLS to secure your information.

## Customer's Information is of Utmost Importance.

- Xpress Bill Pay maintains procedural safeguards that comply with all industry standards related to protecting personal and financial information. Xpress Bill Pay's thorough security procedures are designed to ensure that your information is kept completely confidential. That's why Xpress Bill Pay works with the industry security standards groups to assure full Payment Card Industry (PCI) Data Security Standard compliance.

The background is a solid blue color with numerous water droplets of various sizes scattered across it. The droplets are rendered with realistic shading and highlights, giving them a three-dimensional appearance. Some droplets are large and prominent, while others are small and numerous, creating a dense, textured effect.

Questions?

**CLACKAMAS RIVER WATER**

**REGULAR BOARD MEETING**

**December 12, 2014**

**SUBJECT** Consider Approval of Resolution 07-2025 – Updating Water Rates Charges to Oregon City Effective January 1, 2025

|                       |  |
|-----------------------|--|
| <b>Draft Motion</b>   | I move that the Board approve Resolution 07-2025 Updating water rates charges to Oregon City effective January 1, 2025 |
| <b>Effective Date</b> | December 12, 2024  |

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

**DOCUMENTS ATTACHED** Res 07-2025 Establishing Wholesale Water Rates Charged to Oregon City

**Agenda Summary**

**BACKGROUND** In October of 2016, Clackamas River Water (CRW) and the City of Oregon City (City) entered into an agreement whereby CRW would sell water to the City to provide water service to the property development located at 19896 Beaver Creek Road in Oregon City. The property consists of about 9.7 acres and is located within the City. Service to this property is provided through an intertie between CRW and the City that is known as the “Glen Oak Master Meter Intertie”.

Included in the agreement between CRW and the City is a process to establish the water rate and update the rate. The initial rate of \$1.82 per ccf was established with an effective date of January 1, 2018, as part of the rate analysis conducted by FCS Group on behalf of CRW back in 2016.

**ANALYSIS** The rate is comprised of two components, the CRW operations and maintenance (O&M) amount and the actual rate charged by South Fork Water Board (SFWB) for water purchased by CRW from SFWB. The agreement allows for the O&M portion to be adjusted to account for inflation but capped at 3% per year. Resolution 07-2025 updates the rate CRW will charge the City effective January 1, 2025. The updated rate is \$2.188 per CCF and is effective on January 1, 2025.

**STAFF RECOMMENDATION** Adopt Resolution 07-2025

# CLACKAMAS RIVER WATER

RESOLUTION No. 07-2025

## Establishing Wholesale Water Rates Charged to Oregon City

WHEREAS, Clackamas River Water ("CRW") has entered into an Intergovernmental agreement Relating to Provision of Water Service to the City of Oregon City (the "IGA") for the Glen Oak Master Meter Intertie; and

WHEREAS, the IGA provides that the CRW Board of Commissioners is to adopt rates each year and,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF CLACKAMAS RIVER WATER THAT:

- Section 1: The following rates are per CCF and shall apply for water purchased.
- Section 2: Effective January 1, 2025, the Oregon City rate for water delivered near the Glen Oak Pump Station from the Beaver Creek Pressure Zone shall be \$2.188
- Section 3: The rate established in Section 2 of this Resolution shall be changed effectively upon the adoption of any SFWB rate changes as provided in Section 8(c) of the IGA.

ADOPTED by the Clackamas River Water Board of Commissioners this 12th day of December 2024.

---

Sherry French, Board President

---

Naomi Angier, Board Secretary

**CLACKAMAS RIVER WATER**

**REGULAR BOARD MEETING**

**December 12, 2014**

**SUBJECT** Consider Approval of Resolution 08-2025 – Updating Water Rates Charges to Oregon City for the Thimble Creek Concept Area Effective January 1, 2025

**Draft Motion** I move that the Board approve Resolution 08-2025 Updating water rates charges to Oregon City for Thimble Creek Concept Area Effective January 1, 2025

**Effective Date** December 12, 2024

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

**DOCUMENTS ATTACHED** Res 08-2025 Establishing Wholesale Water Rates Charged to Oregon City for the Thimble Creek Concept Area

**Agenda Summary**

**BACKGROUND** In October of 2023, Clackamas River Water (CRW) and the City of Oregon City (City) entered into an agreement whereby CRW would sell water to the City to provide water service to the Thimble Creek Concept Area until the City has the system capacity to serve the area.

Included in the agreement between CRW and the City is a process to establish the water rate and update the rate. The initial rate was established in the agreement with an effective date of October 4, 2023. The agreement allows for the rate to be updated annually.

**ANALYSIS** The rate is comprised of two components, the CRW operations and maintenance (O&M) amount and the actual rate charged by South Fork Water Board (SFWB) for water purchased by CRW from SFWB. The agreement states the CRW O&M rate will be adjusted annually with an effective date of January 1 and change be based on the Engineering News Record (ENR) Construction Cost Index (CCI) for Seattle for the prior September. Resolution 08-2025 updates the rate CRW will charge the City effective January 1, 2025. The updated rate is \$2.368 per CCF and is effective on January 1, 2025.

**STAFF RECOMMENDATION** Adopt Resolution 08-2025

# CLACKAMAS RIVER WATER

RESOLUTION No. 08-2025

## **Establishing Wholesale Water Rates Charged to Oregon City for the Thimble Creek Concept Area**

WHEREAS, Clackamas River Water ("CRW") has entered into an Intergovernmental agreement Relating to Provision of Water Service to the City of Oregon City (the "IGA") for the Thimble Creek Concept Area; and

WHEREAS, the IGA provides that the CRW Board of Commissioners is to adopt rates each year and,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF CLACKAMAS RIVER WATER THAT:

- Section 1: The following rates are per CCF and shall apply for water purchased.
- Section 2: Effective January 1, 2025, the Oregon City rate for water delivered to the Thimble Creek Concept Area shall be \$2.368
- Section 3: The rate established in Section 2 of this Resolution shall be changed effectively upon the adoption of any SFWB rate changes as provided in Section 7(a) of the IGA.

ADOPTED by the Clackamas River Water Board of Commissioners this 12th day of December 2024.

---

Sherry French, Board President

---

Naomi Angier, Board Secretary

**CLACKAMAS RIVER WATER**

**REGULAR BOARD MEETING**

**December 12, 2024**

---

**SUBJECT                      Management Report**



**PRINCIPAL STAFF      Todd Heidgerken**  
**PERSON**

**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-**

**B.1 – Draft BN 2025-2027 Budget Calendar**

# CLACKAMAS RIVER WATER

## REGULAR BOARD MEETING

### December 12, 2024

---

**SUBJECT**                      Management Report

**PRINCIPAL STAFF PERSON**      Todd Heidgerken

**BOARD ACTION REQUESTED**      None

#### A. Management Report

1. **Communications:**

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

2. **Draft CRW Budget Calendar** – In preparation for the development of the CRW 2025-2027 Biennial Budget, CRW CFO, Christina Irish will review a draft budget calendar (attached) with the Board. The Board will be asked to approve a Budget Officer and a Budget Calendar at the January Board meeting. Board members should be prepared to indicate if there are any potential meeting conflicts.

3. **Overview of Draft CRW Website** – As mentioned in previous reports, CRW has been working with Streamline to update and improve the CRW Website. The updated website will be compliant with website requirements and have a variety of improvements to the functionality. Karin Holzgang and Kham Keobounnam will provide an overview of the new website at the Board meeting prior to it being launched later this month.

4. **Clackamas River Water Providers (CRWP) Meeting**– The CRWP members met on Wednesday, December 4 to receive program updates and check in on coordination items. The members had a chance to meet and hear from Mary Logalbo from the Clackamas River Basin Council (CRBC). Mary started as the CRBC Executive Director earlier this year and used the opportunity to introduce herself and share her vision for the CRBC. One area the CRWP has been expanding its efforts is in emergency preparedness. CRW’s Emergency Manager, Beth McGinnis, spearheaded this work on behalf of the CRWP. Given Beth’s transitions to her new role as Emergency Manager for Clean Water Services, the CRWP members used this meeting as an opportunity to initiate a discussion regarding the next steps with emergency preparedness coordination within the basin. The remainder of the meeting was spent receiving updates from CRWP staff on programs and sharing updates from the members.

5. **Special Districts Association of Oregon (SDAO) Board Meeting** – Todd participated in the SDAO and Special Districts Insurance Services (SDIS) joint planning meetings and the SDAO Board meeting. The planning meeting focused on discussing concepts to consider in both entities next 5-year work plan. Concepts from this meeting will be refined by staff and presented next spring for consideration. Both SDAO and SDIS Boards also received updates



on the completed audits and presentations by the investment advisors. The SDAO Board met separately to review the status of SDAO programs and activities.

6. **SDAO Annual Conference Registration** – Registration for the SDAO Conference in February is now open. Those Board member wishing to attend should contact Karin Holzgang to coordinate. Space may be limited so please let Karin know no later than December 9.
7. **Emergency Update** – To determine the priorities for planning and mitigation, water providers are required to conduct a Risk and Resilience Assessment (RRA). For CRW, the RRA seeks to describe the natural, person-made, and technological hazards that can impact our mission and facilities. To meet regulatory requirements, CRW anticipates engaging a firm to assist in the review of the current RRA, revising it, and creating prioritized project lists to help CRW include projects in its new biennial budget to further resiliency.

This work must be completed by the end of 2025. Once the RRA is completed, the Emergency Response Plan (ERP) will be revised and renewed. This document will be reviewed with the CRW Board to inform the board members and meet the requirements set by the Federal legislation. The ERP revision must be completed by June 2026.

8. **Safety** – The safety training calendar for the first half of 2025 has been drafted. December's safety training will focus on fire extinguisher safety.
9. **Looking Ahead:**
  - The agenda setting meeting for the January Board meeting will be held on Monday, December 23 at 11:30 am.
  - CRW Offices will be closed on Wednesday, December 25 to observe the Christmas Holiday and on Wednesday, January 1 to observe the New Year's Day Holiday
  - The CRW Regular January Board meeting will be held Thursday, January 14, 2025.
  - The January CRW Board Work Session will be held on Monday, January 27, 2025.

**CLACKAMAS RIVER WATER  
Budget Schedule – Proposed  
BN 2025-2027**

**B.1**

Budget review and adoption schedule: Budget Committee includes CRW Board of Commissioners

**\*January 9, 2025 (Thursday; Regular Board Meeting)**

- Board appoints Budget Officer (by resolution)
- Schedule date for Budget Committee meeting(s) (by motion)

**\*January 27, 2025 (Monday; Board Work Session) (if needed)**

- Board meets/interviews Budget Committee Applicants

**\*February 13 or March 13, 2025 (Thursday; Regular Board Meeting)**

- Board appoints Budget Committee citizen members (by resolution)

**April 8, 2025 (Tuesday; Publish notice of all 3 meetings 5 to 30 days before first meeting and post on CRW's Website for not less than 10 days, or publish two notices)**

- Publish Notice of Budget Committee Meetings

**April 17, 2025**

- Distribute Proposed Budget to Budget Committee members and make copies available for public review

**\*April 24, 2025 (Thursday; Only one meeting is required, but all must be noticed)**

- Budget Committee meeting – Receive the budget message, Approve budget or schedule additional meetings if necessary

**\*April 28, 2025 (Monday) and May 5, 2025 (Monday)– (if needed)**

- Budget Committee meeting(s) – Discuss, Approve budget or schedule additional meetings

**May 28, 2025 (Weds.; Publish notice 5 to 30 days before hearing)**

- Publish Notice of Budget Hearing and Budget Summary

**\*June 12, 2025 (Thurs.; Regular Board Meeting)**

- Budget Hearing for BN 2023-2025
- Adopt Budget for BN 2023-2025 by Resolution

**July 7, 2025 (Monday)**

- Submit Adopted Budget document to State and other agencies

\*meeting of the Board of Commissioners or Budget Committee

**CLACKAMAS RIVER WATER**

**REGULAR BOARD MEETING**

**December 12, 2024**

---

**SUBJECT** Commissioner Reports and Reimbursement Requests

|                     |                           |
|---------------------|---------------------------|
| <b>DRAFT MOTION</b> | <b>NO MOTION REQUIRED</b> |
|---------------------|---------------------------|

|                       |  |
|-----------------------|--|
| <b>EFFECTIVE DATE</b> |  |
|-----------------------|--|

**PRINCIPAL STAFF PERSON** Board of Commissioners

**BOARD ACTION REQUESTED** Commissioner Communications

**DOCUMENTS ATTACHED**

- Commissioner Reimbursement Requests

**Agenda Summary**

**BACKGROUND**

# CLACKAMAS RIVER WATER

Commissioner Request for Reimbursement

Month October 2024

Commissioner's Name Naomi Angier Please Print

| Date | Meetings                                     | Amount   |
|------|--|----------|
|      | CRW Regular Board Meeting --                 | \$ 50.00 |
|      | CRW Work Session                             | \$       |
|      | Miscellaneous Meeting Regional Water meeting | \$ 50.00 |
|      | Agenda setting meeting                       | \$ 50.00 |
|      |  | \$       |
|      |  | \$       |

Total \$ 150.00

| Date | Meals | Amount |
|------|-------|--------|
|      |       | \$     |
|      |       | \$     |
|      |       | \$     |
|      |       | \$     |

Total \$ \_\_\_\_\_

| Date | Mileage * | Amount |
|------|-----------|--------|
|      |           | \$     |
|      |           | \$     |
|      |           | \$     |
|      |           | \$     |
|      |           | \$     |

Total \$ \_\_\_\_\_

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

Total \$ \_\_\_\_\_

| Date | Miscellaneous *** | Amount |
|------|-------------------|--------|
|      |                   | \$     |
|      |                   | \$     |
|      |                   | \$     |

Total \$ \_\_\_\_\_

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

|                                 |                         |
|---------------------------------|-------------------------|
| <b>Total Expenses</b>           | \$ _____                |
| <b>Adjustments</b>              | \$ _____                |
| <b>Amount Due Commissioners</b> | <b>\$ <u>150.00</u></b> |

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

Respectfully submitted Naomi Angier  
Commissioner's Signature

For Accounting: Payroll: Taxable \$ 150.00 Non-Taxable \$ \_\_\_\_\_ entered P/R Naomi Angier

Accounts Payable: VENDOR # \_\_\_\_\_ ACCT# 01.601.5730 AMOUNT \$ \_\_\_\_\_ Entered A/P \_\_\_\_\_

Board: Reimbursement as of \_\_\_\_\_

Christina Vash 11/21/24  
CFO Date

# CLACKAMAS RIVER WATER

Commissioner Request for Reimbursement

Month Nov 2024

Commissioner's Name Sherry French Please Print

| Date | Meetings                              | Amount   |
|------|---------------------------------------|----------|
|      | CRW Regular Board Meeting - 11/14     | \$ 50.00 |
|      | CRW Work Session - 11/17              | \$ 50.00 |
|      | Miscellaneous Meeting 11/12 Oak Lodge | \$ 50.00 |
|      | 11/13 MPAC                            | \$ 50.00 |
|      | 11/21 Agenda + Sunrise                | \$ 50.00 |

Date                      Meals Total \$ 250

|       |    |
|-------|----|
| _____ | \$ |
| _____ | \$ |
| _____ | \$ |

Date                      Mileage \* Total \$ \_\_\_\_\_

|       |    |
|-------|----|
| _____ | \$ |
| _____ | \$ |
| _____ | \$ |
| _____ | \$ |
| _____ | \$ |

Date                      Motel/Hotel Lodging \*\* Total \$ \_\_\_\_\_

|       |    |
|-------|----|
| _____ | \$ |
| _____ | \$ |
| _____ | \$ |

Date                      Miscellaneous \*\*\* Total \$ \_\_\_\_\_

|       |    |
|-------|----|
| _____ | \$ |
| _____ | \$ |
| _____ | \$ |

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

**Total Expenses** \$ \_\_\_\_\_  
**Adjustments** \$ \_\_\_\_\_  
**Amount Due Commissioners** \$ 250

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

Respectfully submitted Sherry French  
Commissioner's Signature

|                                   |                          |                                |                   |
|-----------------------------------|--------------------------|--------------------------------|-------------------|
| For Accounting:                   |                          | entered P/R <u>H. Quibogue</u> |                   |
| Payroll: Taxable \$ <u>258.00</u> | Non-Taxable \$ _____     | AMOUNT \$ _____                | Entered A/P _____ |
| Accounts Payable: VENDOR # _____  | ACCT# <u>01.601.4105</u> |                                |                   |
| Board: Reimbursement as of _____  |                          |                                |                   |

[Signature]  
CFO                      Date

# CLACKAMAS RIVER WATER

Commissioner Request for Reimbursement

Month Oct 2024

Commissioner's Name Lester B Garrison Please Print

| Date | Meetings                                     | Amount   |
|------|--|----------|
|      | CRW Regular Board Meeting -- <u>10.17.24</u> | \$ 50.00 |
|      | CRW Work Session                             | \$       |
|      | Miscellaneous Meeting                        | \$       |
|      |  | \$       |
|      |  | \$       |

Total \$ 50.00

| Date | Meals | Amount |
|------|-------|--------|
|      |       | \$     |
|      |       | \$     |
|      |       | \$     |
|      |       | \$     |

Total \$ \_\_\_\_\_

| Date | Mileage * | Amount |
|------|-----------|--------|
|      |           | \$     |
|      |           | \$     |
|      |           | \$     |
|      |           | \$     |

Total \$ \_\_\_\_\_

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

Total \$ \_\_\_\_\_

| Date | Miscellaneous *** | Amount |
|------|-------------------|--------|
|      |                   | \$     |
|      |                   | \$     |
|      |                   | \$     |

Total \$ \_\_\_\_\_

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

Total Expenses \$ \_\_\_\_\_

Adjustments \$ \_\_\_\_\_

Amount Due Commissioners \$ 50.00

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

Respectfully submitted Lester Garrison

*Lester B Garrison*  
Commissioner's Signature

|                                  |                          |                               |                      |                              |
|----------------------------------|--------------------------|-------------------------------|----------------------|------------------------------|
| For Accounting: <u>110</u>       |                          | Payroll: Taxable \$ <u>50</u> | Non-Taxable \$ _____ | entered P/R <u>M Quigley</u> |
| Accounts Payable: VENDOR # _____ | ACCT# <u>01.601.5730</u> | AMOUNT \$ _____               | Entered A/P _____    |                              |
| Board: Reimbursement as of _____ |                          |                               |                      |                              |

*Charles R* \_\_\_\_\_ 11/18/24  
CFO Date

# CLACKAMAS RIVER WATER

Commissioner Request for Reimbursement

Month November, 2024

Commissioner's Name Robert Rubitschun  
Please Print

| Date | Meetings   | Amount          |
|------|--|-----------------|
|      | CRW Regular Board Meeting - <u>11/14/24</u> <u>5:00 pm</u> | \$ <u>50.00</u> |
|      | CRW Work Session   | \$ _____        |
|      | Miscellaneous Meeting                                      | \$ _____        |
|      |  | \$ _____        |
|      |  | \$ _____        |
|      |  | \$ _____        |

Total \$ 50.00

| Date | Meals |          |
|------|-------|----------|
|      |       | \$ _____ |
|      |       | \$ _____ |
|      |       | \$ _____ |
|      |       | \$ _____ |

Total \$ \_\_\_\_\_

| Date | Mileage * |          |
|------|-----------|----------|
|      |           | \$ _____ |
|      |           | \$ _____ |
|      |           | \$ _____ |
|      |           | \$ _____ |

Total \$ \_\_\_\_\_

| Date | Motel/Hotel Lodging ** |          |
|------|------------------------|----------|
|      |                        | \$ _____ |
|      |                        | \$ _____ |
|      |                        | \$ _____ |
|      |                        | \$ _____ |

Total \$ \_\_\_\_\_

| Date | Miscellaneous *** |          |
|------|-------------------|----------|
|      |                   | \$ _____ |
|      |                   | \$ _____ |
|      |                   | \$ _____ |
|      |                   | \$ _____ |

Total \$ \_\_\_\_\_

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

**Total Expenses** \$ \_\_\_\_\_  
**Adjustments** \$ \_\_\_\_\_  
**Amount Due Commissioners** \$ 50.00

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

Respectfully submitted, Robert Rubitschun  
 Commissioner's Signature

|   |                      |                              |                   |
|---|----------------------|------------------------------|-------------------|
| For Accounting:   |                      | entered P/R <u>ll Rubgue</u> |                   |
| Payroll: Taxable \$ <u>50.00</u>                          | Non-Taxable \$ _____ | AMOUNT \$ _____              | Entered A/P _____ |
| Accounts Payable: VENDOR # _____ ACCT# <u>01.601.5730</u> |                      |                              |                   |
| Board: Reimbursement as of _____                          |                      |                              |                   |

Christine [Signature] 11/13/24  
 CFO Date