

**CLACKAMAS RIVER WATER BOARD OF COMMISSIONERS
REGULAR BOARD MEETING
April 8, 2021**

COMMISSIONERS PRESENT VIA ZOOM MEETING:

Sherry French President
Naomi Angier, Secretary
Tessah Danel, Treasurer
Rusty Garrison
Hugh Kalani -Absent

STAFF PRESENT:

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

CRW Employees: Chief Financial Officer, Carol Bryck; Chief Engineer, Adam Bjornstedt; IT Manager, Kham Keobounnam; Engineering Manager, Joe Eskew; Human Resources Generalist, Adora Campbell

COMMISSIONERS ABSENT: 1

VISITORS: Bob Steringer, Kevin Williams, Christine Alexander, Chris Hawes, Pierre Robert

Call Regular Meeting to Order

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

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

MOTION CARRIED 4-0

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

Public Comment- none

Agenda Item 1.0 Ordinance 01-2021 Second Reading and consideration of adoption of proposed changes to Rates, Fees, and Charges (By Title Only)

Ms. Bryck shared that this is the second reading of the ordinance and reminded the Board that the SDC fees were not included but would be included separately when the updated rates are proposed for adoption at a future Board meeting. Comm. French asked a question about when the GM would grant the waiver of a fee in an emergency or for an instance for something that does not have a fee associated with it. Comm. Garrison asked about the rates being applicable to all customers and some of the other fees are for individual instances or circumstances.

MOTION: Commissioner Angier move the CRW Board approve Carol Bryck, CFO to conduct the Second Reading by title only of Ordinance 01-2021 and to adopt the ordinance. Commissioner Danel seconded the motion.

MOTION CARRIED 4-0

Ayes: Angier, Danel, French, Garrison

Nays:

Abstentions:

Ms. Bryck read the ordinance by title only

Agenda Item 2.0 Audit Services Contract

Ms. Bryck shared that there was an RFP process for soliciting for an audit firm. There were two proposals received and there were three staff members on the committee to review the proposals.

MOTION: Commissioner Angier move to approve the selection of Moss Adams, LLC for audit services for the year ended June 30, 2021 through fiscal year 2023 and authorize the General Manager to negotiate and sign the contract on behalf of the Clackamas River Water Board of Commissioners. Commissioner Danel seconded the motion.

MOTION CARRIED 4-0

Ayes: Angier, Danel, French, Garrison

Nays:

Abstentions:

Agenda Item 3.0 Consider Approval of the contract with City Wide Facility Solutions for Janitorial Services

Mr. Heidgerken shared that the current janitorial contract is expiring so the District conducted a competitive process to select a janitorial firm. There were three firms responded and staff is proposing contracting with City Wide. This contract NTE will exceed the GM signatory so staff is asking for the Board to approve the contract.

Comms. Angier & Garrison asked about the wages that the janitorial company was paying their employees and asked if CRW can ask for those rates.

MOTION: Commissioner Angier move the Board authorize the General Manager to enter a contract with City Wide Facility Solutions Janitorial Services for a Not to Exceed amount of \$77,328 per contract year. Commissioner Danel seconded the motion.

MOTION CARRIED 4-0

Ayes: Angier, Danel, French, Garrison

Nays:

Abstentions:

Agenda Item 4.0 Consider Approval installation cost of Information Technology Equipment

Mr. Heidgerken explained that in January the Board approved the purchase of IT equipment that had been budgeted for as well as some additional equipment that was identified by the AWAI study. At the time the installation and consulting costs were not included and now staff is asking to have that amount approved to complete the project.

Comms. Danel & Angier are supportive of protecting the district against cyber threats.

MOTION: Commissioner Angier move the Board approve the information technology equipment installation cost and approve the General Manager to authorize the payment not to exceed \$22,300. Commissioner Danel seconded the motion.

MOTION CARRIED 4-0

Ayes: Angier, Danel, French, Garrison

Nays:

Abstentions:

Consent Agenda

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

CA-2: Cash Position and Transfers March 2021

Comm. French asked about a check to HR Answers, this company assisted the district in interviewing candidates for two previously open positions.

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

MOTION CARRIED 4-0

Ayes: Angier, Danel, French, Garrison

Nays:

Abstentions:

Agenda Item 5.0 Management Report

- The monthly report was sent via email today
- Work has begun on an update to the Districts Water Management & Conservation Plan with assistance from a consultant.
- The draft Natural Hazard & Mitigation Plan will be posted on the CRW website and sent to surrounding stakeholders for time to comment as a part of the required process. The Board will approve the final plan
- The first Budget committee meeting will be held April 22 @ 6pm
- There is no April work session
- NCCWC has sent over a draft water supply agreement for CRW staff to review and discuss.

- SDAO has asked that Special Districts reach out to the state officials to receive 5% of the dollars from the American Rescue Act dollars for COVID related responses and expenses. Mr. Heidgerken confirmed that there as no concern from the Board that letters are sent on behalf of CRW to state officials.
- The Board received a copy of the bill insert that will be going out with the April bills
- Todd is meeting with Nick Browne the new Clackamas Fire Chief next week for an introductory meeting.

Agenda Item 6.0 **2020 Year in Review Report-** The Board received in their packet the 2020 year in review document which highlights activities of the past year and provides a look ahead for what will occur in 2021.

Ms. Bryck shared that CRW received about \$11,000 in reimbursement from FEMA for Wildfire Related expenses.

Agenda Item 7.0 **Regional Water Providers Consortium Presentation** (see attached presentation)

Agenda Item 9.0 **Commissioner Reimbursements and Reports**

Comm. French attended the Oak Lodge board meeting and the Sunrise Water Meeting.

Open meeting is adjourned at 7:00pm

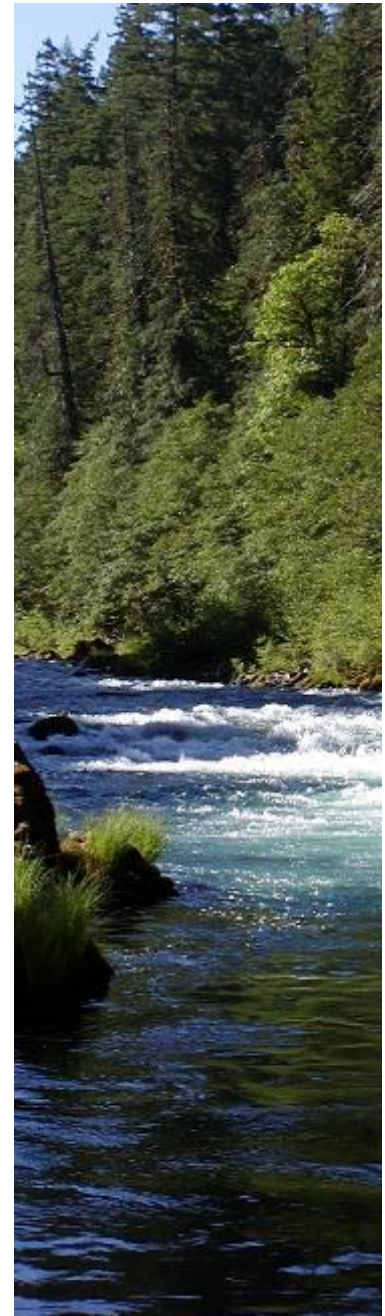
Adjourn to Executive Session

1. To discuss information or records that are exempt by law from public inspection pursuant to ORS 192.660 (2) (f) and 192.355 (9)
2. Conduct deliberations with persons designated by the governing body to carry on labor negotiations ORS 192.660 (2) (d)

Regional Water Providers Consortium

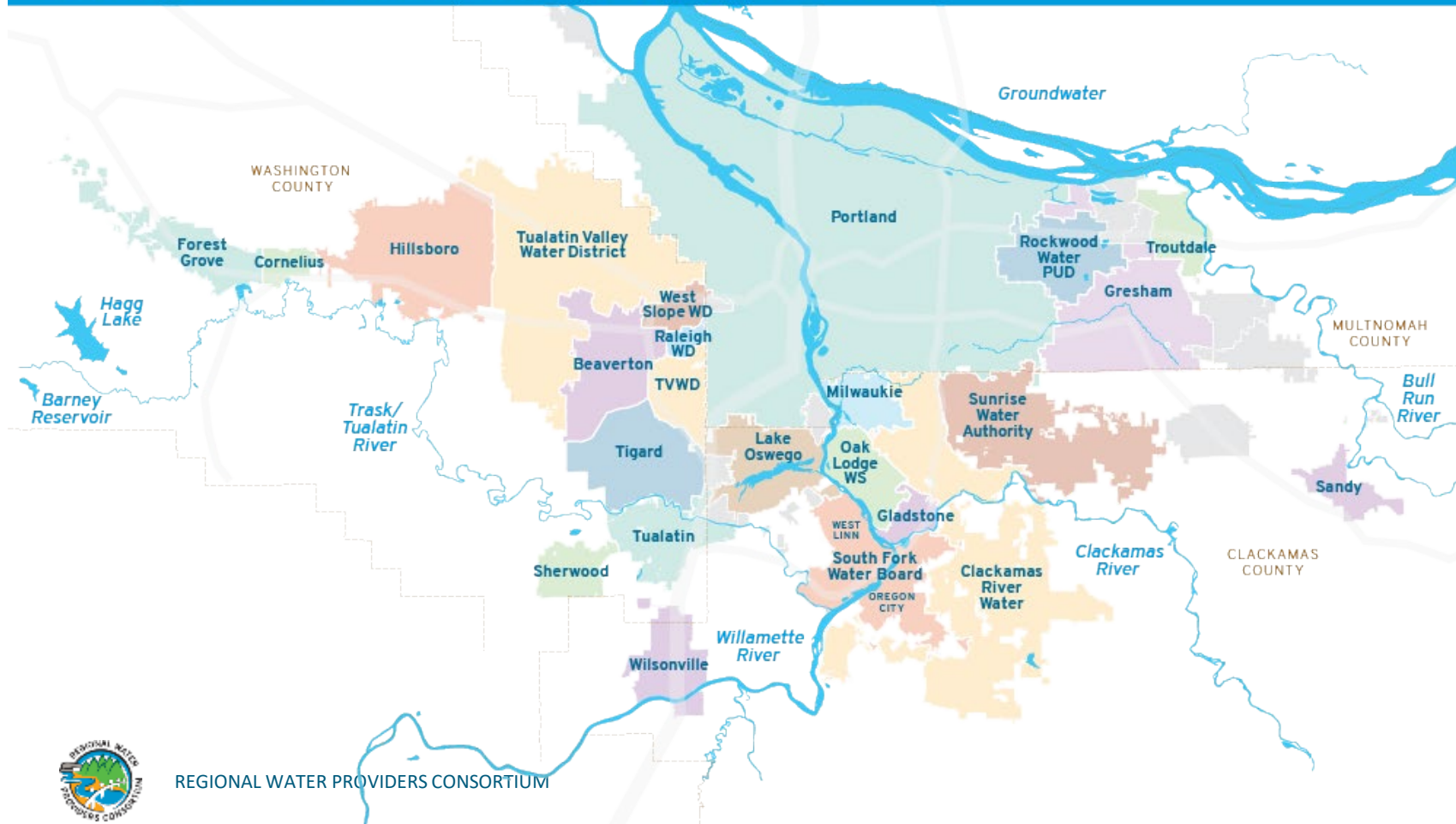


REGIONAL WATER PROVIDERS CONSORTIUM



Who We Are

Consortium Members and Regional Water Sources



- Beaverton, City of
- Clackamas River Water
- Cornelius, City of
- Forest Grove, City of
- Gladstone, City of
- Gresham, City of
- Hillsboro, City of
- Lake Oswego, City of
- Milwaukie, City of
- Newberg, City of
- Oak Lodge Water District
- Portland, City of
- Raleigh Water District
- Rockwood Water PUD
- Sandy, City of
- Sherwood, City of
- South Fork Water Board
- Sunrise Water Authority
- Tigard, City of
- Troutdale, City of
- Tualatin, City of
- Tualatin Valley Water District
- West Slope Water District
- Wilsonville, City of



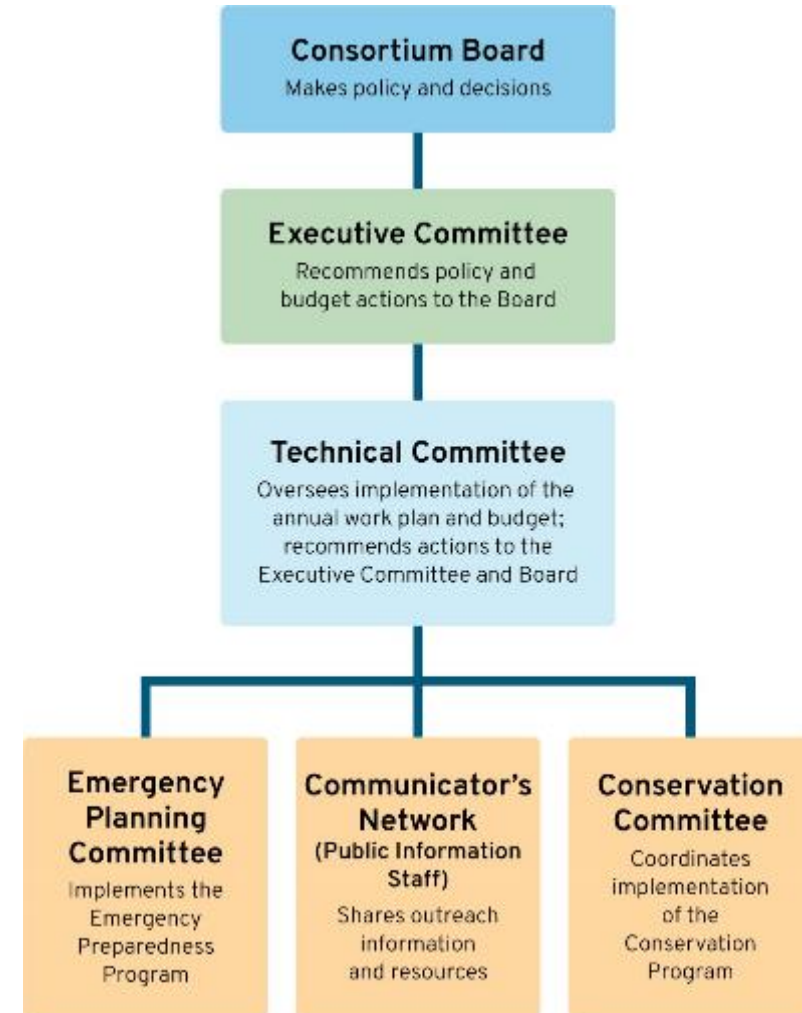
REGIONAL WATER PROVIDERS CONSORTIUM

About the Consortium

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

Strategic Focus Areas:

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



About the Consortium, Continued

Benefits:

- Speak with a unified voice on water issues
- Learn from each other through an established network of peers
- Represent collective interests of members and their customers
- Save money and reduce risk by pooling resources and working together around common goals

Funding:

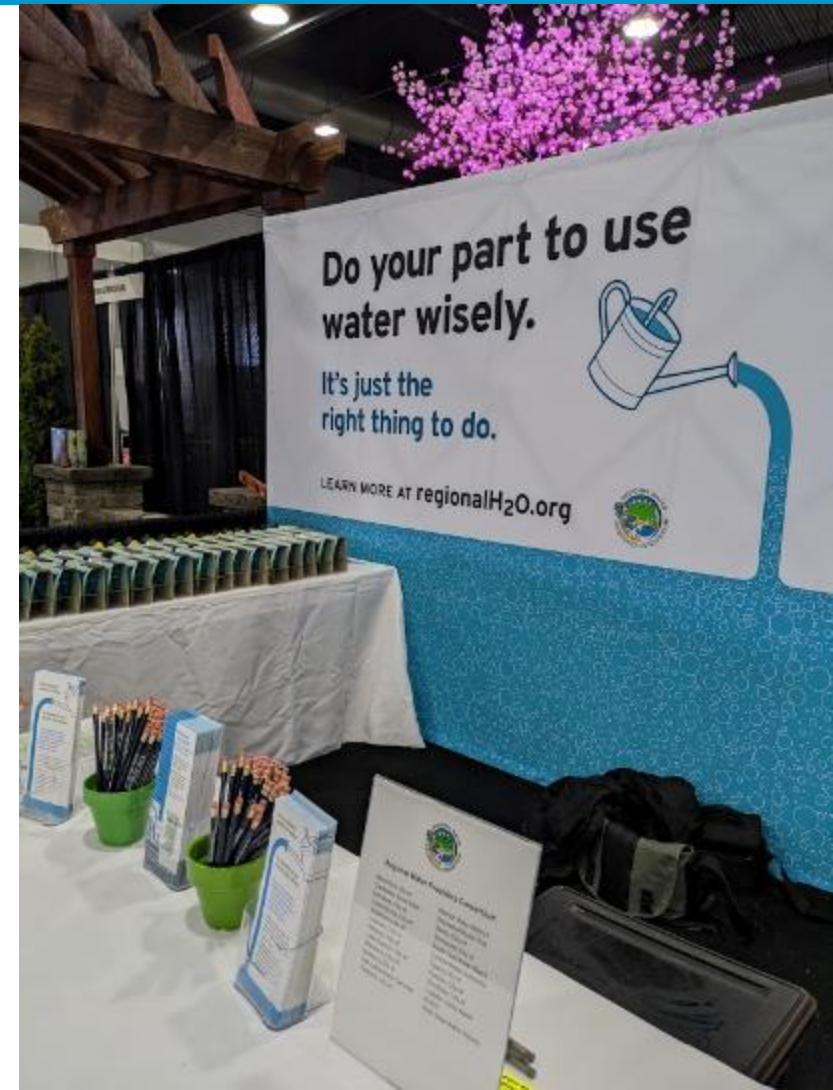
- Membership dues



Focus Area: Meeting Water Needs

Make best use of water resources by implementing:

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



Focus Area: Meeting Water Needs, Continued

Provide programs and resources to help members:

- Increase accessibility of messaging and resources to diverse audiences
- Print and digital resources focused on meeting diverse needs of public
- Prepare population estimates and forecasts for supply planning
- Learn about climate change and impacts to water systems



Focus Area: Emergency Preparedness and Resiliency

- Coordinate training, exercises, and drills
- Create and support mutual aid and data sharing agreements
- Develop resources, studies, and tools to support water provider preparedness
 - For example, helped members meet regulatory requirements for risk and resiliency and emergency response planning under America's Water Infrastructure Act through training and resource sharing



Focus Area: Emergency Preparedness and Resiliency, Continued

- Apply for grants to support our work, buy equipment and conduct studies
- Promote public preparedness with multimedia campaigns and other programming



BEFORE THERE'S AN EMERGENCY

Get ready. Get water.

GET PREPARED AT regionalH2O.org



Helping Others


- All members of the Consortium are members of ORWARN: the Oregon Water/Wastewater Agency Response Network
- Members deployed water distribution equipment to Salem during their water quality event in 2018



Focus Area: Strengthening Regional Partnerships

- Expand awareness of Consortium and its value
- Build strong community relationships
- Be trusted source for drinking water related information
- Facilitate network of peers
- Legislative advocacy

Drinking Water Advisory Tool

 **Who is my water provider?**

This lookup tool only works for customers whose water providers are members of the [Regional Water Providers Consortium](#).

- ✓ Find out which water provider serves your address
- ✓ Check here for boil water and other emergency notices



Emergency Water Equipment Drill

September 26, 2019

104 Participants from 25 Agencies

Drill Objectives:

- Exercise regional water treatment and distribution equipment
- Identify gaps, issues, and opportunities to learn from each other
- Mentor and train new staff
- Practice interoperable communication by using radios to communicate with each other
- Use the Incident Command System (ICS) to plan and implement exercise objectives



Makeover of Regionalh2o.org

- Better site navigation
- ADA compliant
- More information in Spanish
- Built in scalability for multiple screen sizes
- More user-friendly
- Updated member page



The screenshot displays the website's interface. At the top, there is a navigation bar with the logo on the left, social media icons, and a language selector (English | Español). The main navigation menu includes: Water Conservation, Emergency Preparedness, Our Region's Water, and Resources. A prominent blue banner features a toilet icon and the text "Toilet leaks waste more than water." Below the banner, a paragraph describes the consortium's role in the Portland, OR metropolitan area. The page is divided into three utility tool sections: "Drinking Water Advisory Tool" with a search box for "Who is my water provider?", "Weekly Watering Number" with a date selector and "more info" link, and "I Want To..." with a list of tasks: Winterize my sprinkler system, Find and fix toilet leaks, Learn where my water comes from, Get the Weekly Watering Number, Learn about the Consortium, and Start an emergency kit. The footer contains links for About Us, Contact Us, Consortium Members, and Newsroom, along with the organization's name, address (1120 SW 5th Ave #405 Portland, OR 97204), and copyright notice (Copyright 2020).



Increased Spanish Language Outreach

Conservation and Emergency Preparedness Messaging in Español

- Television ads and interviews
- Three e-newsletters
- Radio ads
- Social media ads and web content
- Reviewed by staff and community partners for cultural competency



COVID-19 Response

- “Your Water is Safe to Drink” messaging campaign delivered via web, social media ads, and radio ads in multiple safe harbor languages
- Moved all meetings to virtual format
- Served as forum for regional information and resource sharing

Your water is safe to drink.



Learn More



Consortium Staff



(from left to right)

Patty Burk - Management Analyst
Bonny Cushman - Outreach Coordinator
Rebecca Geisen - Managing Director
Riley Berger - Program Specialist





regional H₂O.org



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