

CLACKAMAS RIVER WATER
BOARD OF COMMISSIONERS
WORK SESSION, REGULAR MEETING & EXECUTIVE SESSION
THIS MEETING WILL HAVE REMOTE ACCESS VIA ZOOM*
February 11, 2021 at 6:00pm



AGENDA

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

To protect the health of our customers, staff, and commissioners, CRW’s Board of Commissioners and most of its staff will attend this meeting through an online Zoom meeting. Anyone who wishes to attend the meeting may do so by internet at <https://us02web.zoom.us/j/81891574056> or by calling the following number 1-253-215-8782 and join meeting 81891574056 #. **Passcode: 805202**

WORK SESSION @ 6:00pm

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

1. Budget Committee Applicant Interview-*Sherry French, Board President*

Adjourn Work Session

REGULAR MEETING -immediately following the Work Session

Call to Order– *Sherry French, President*

- a. Approval of the Agenda

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

Action Items

1. **Resolution 02-2021 Appointment for 4-year term to Budget Committee for the Biennium 2021-2023-** *Carol Bryck, Chief Financial Officer*
2. **Resolution 03-2021 Appointment for 2-year term to Budget Committee for the Biennium 2021-2023-** *Carol Bryck, Chief Financial Officer*

Consent Agenda

- CA-1: **Gross Payroll and Accounts Paid: January 2021–** *Carol Bryck, Chief Financial Officer*
CA-2: **Cash Position and Transfers: January 2021–** *Carol Bryck, Chief Financial Officer*

Informational Reports

3. Quarterly Report- *Carol Bryck, Chief Financial Officer*
4. Management Report – *Todd Heidgerken, General Manager*
5. Public Comment (*see blue box at the top of the agenda*)

NEXT PAGE

Commissioner Business

6. 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)
2. Conduct deliberations with persons designated by the governing body to carry on labor negotiations ORS 192.660 (2) (d)

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

CLACKAMAS RIVER WATER

BOARD WORK SESSION

February 11, 2021

SUBJECT Budget Committee Interview

PRINCIPAL STAFF PERSON Carol Bryck, Chief Financial Officer

DOCUMENTS ATTACHED Budget Committee Applications

Agenda Summary

BACKGROUND **Oregon Local Budget Law under ORS 294.414 (2)** requires each local government and special district to appoint a budget committee consisting of the governing body and an equal number of electors.

Board Policy Section 3.1 Formulation of Budget Documents states: Within the budget process the Board shall appoint the Budget Committee membership, appoint the CRW Budget Officer and adopt the budget.

Section 3.2 Budget Committee – Membership and Responsibilities states: The Budget Committee shall consist of five (5) members of the Board of Commissioners and five (5) community members. Board members shall be responsible for recommending a candidate for consideration and subsequent appointment by the Board of Commissioners, for a four (4) year term.

Currently, four openings exist on the Budget Committee. Two vacancies are due to openings remaining from the prior budget cycle (fulfilling a two-year term), and two vacancies are due to completion of the four-year terms for Erin Blue and Gary Kerr. The remaining Budget Committee member is Janet Brandt.

To solicit interest for these four positions, CRW included information in the bill inserts for October and December 2020 and posted information on the CRW website and social media. As of the submittal deadline, CRW received applications from six qualified ratepayers.

Five of the six applicants were able to attend the interviews during the January 25, 2021 Work Session. Mr. Leipzig had a previous commitment and was unable to attend. The Board is providing an opportunity for Mr. Leipzig to be interviewed at a Work Session prior to the start of the Regular February Board Meeting where the Board will appoint the Budget Committee.

CRW Budget Committee Applicants

Candidate 1

Name: Erin Blue

Occupation: Financial Analyst

Employer: Clackamas Water Environment Services

Years of Residence as a CRW ratepayer: 11 years

Education Background: Bachelor of Science, Accounting from Lindfield College.

Certified Management Accountant (CMA)

Professional or Vocational Background:

- Clackamas Water Environment Services Financial Analyst- 2014 to Present
Provide financial and data analysis, provide financial and data analysis, support, and information to both internal and external stakeholders to facilitate and enhance decision making, financial transparency, and stakeholder value.
- People's Herbs, Inc
Assistant Branch Manager / Co-owner
2001 - 2014
Managed small business accounting and other administrative functions, including SOP development, inventory management, product costing, and software systems implementation.

Prior Civic Activities:

- Clackamas River Water
Budget Committee Member
2017 - 2020
- CASH Oregon / AARP
Volunteer Tax Aide
2011 - 2016
- Government Finance Officers Association
Member of Special Review Committee
2015 - Present

Briefly explain why you want to serve on the CRW budget committee.

The work that CRW does is vital to our community. I greatly appreciated the opportunity to serve as a budget committee member for the last two biennial budgets and would love to serve again to contribute to the community and participate in the important work CRW does.

Candidate 2

Name: James Dille

Occupation: Retired

Employer: N/A

Years of Residence as a CRW ratepayer: 44 years

Education Background: Central Catholic HS 1968 4-year Honors Program

14th of 192 Graduates

1968-69 Seattle University

Fall '69 Portland State University

Professional or Vocational Background:

- 17 years in family service business after US Navy in Vietnam
- Svc Billing Supervisor, Allison Electric
- Accounting Supervisor, Coffey Laboratories
- Last 11 years before retirement in Mortgage Business, finishing as Operations VP at Premier Mortgage

Prior Civic Activities:

- 1974-86 Board Member Clackamas Fire #71
- 1975-87 Board Member Clackamas Water, followed by
- one year on the Budget Committee
- CFD #1 Civil Service Commission 1986-Present
- 2012-2019 Treasurer Crooked River Ranch HOA
- 2017-19 Board Member Crooked River Ranch Fire

Briefly explain why you want to serve on the CRW budget committee.

I was raised by parents who believed in community involvement. At 24 years old I was elected to CFD #71, assuming the seat my father held for several years. I added Clackamas Water the next year serving both for 11 years. The HOA was almost like a small city council and after giving that up I felt the need to get back into my local community.

Candidate 3

Name: Paul Leipzig

Occupation: Retired

Employer: N/A

Years of Residence as a CRW ratepayer: 6 years

Education Background: Bachelor of Science, Plant Ecology-UC Berkeley

Professional or Vocational Background:

- Natural Resources Conservation Service- 5 years
- Banking Industry- 30 years

Prior Civic Activities:

- Chamber of Commerce
- Rotary
- Agricultural organizations
- Homeowner's Associations

Briefly explain why you want to serve on the CRW budget committee.

I view this as an opportunity to contribute my experience in both financial matters (including budgeting) and environmental and resource management. A chance to give back to the community.

Candidate 4

Name: Robert Rubitschun

Occupation: Part-time Senior Consultant

Employer: Optware Solutions, LLC

Years of Residence as a CRW ratepayer: 34 years

Education Background: Bachelor of Science, Forestry from Michigan State university

Masters in Forest Products from Oregon State University

MBA from Marylhurst University (concentration in Strategic Planning/Leadership)

My early education focused on learning industry specific knowledge and technical skills. I began my career by applying these skills to help customers solve problems. Years later, I earned an MBA and acquired in-depth business management understanding. I feel this combination of education would be an asset to CRW.

Professional or Vocational Background:

I have had a full career and very much enjoyed being part of a team focused on making a difference. I have held several management positions throughout my career. Listed below are three distinct professional jobs that I spent considerable time in:

- I worked in the natural resources field for over 20 year and helped landowners be good stewards of their resources. The focus was on sustainability and doing more with less. Financial management was paramount to decision-making.
- I worked in the software industry helping customers use business analytics to improve competitiveness and update their legacy systems. One position concentrated on the implementation of activity-based costing and budgeting solutions.
- I worked in a private software company that specialized in a management solution for Vocational Rehabilitation clientele used by state governments. Adhering to government regulations and procedures was essential for getting reimbursed for services provided. Core skills used in these positions: Budgeting, Analysis, Planning, Project Management, Management, Problem-solving, Mathematical business modeling, Thinking-outside-the-box, Leadership, Writing, Presenting, etc.

Prior Civic Activities:

I have helped others outside my professional duties:

- Oregon City High School Band volunteer (leadership committee, media contact, fundraising, community liaison, board member liaison)
- Oregon City High School Country Cross volunteer (coach mentor, fundraising, community liaison, purchasing manager, media contact)
- Oregon City High School Track volunteer (meet event announcer)
- Night with Sylvia (fundraising event to raise funds to pay for medical expensive for an Oregon City woman who had limbs amputated)
- Neighborhood Leadership Committee (organize work parties, committee member to update CCR's, new neighbor welcoming group, provide elderly home maintenance assistance)

Briefly explain why you want to serve on the CRW budget committee.

I have had a very rewarding professional career and I still feel I have more to give. My combination of education and work experience is unique, and I believe it could be beneficial to CRW. I believe water is one of the most precious natural resources on our planet. Water is synonymous with life--where there's water, life can thrive. We need to be good stewards of our water resources and provide high quality water at affordable rates. The Pacific Northwest is known for some of the best water in the country and with that comes a responsible to demonstrate leadership and to be the best stewards possible. Additionally, I have family relations who farm in Boise, ID and water management is a constant conversation topic. We all need water, and I would enjoy using my skills to help CRW be the best possible provider of water to our community. Thank you for your consideration.

Candidate 5

Name: Vasiliy Safin

Occupation: Researcher

Employer: Reed College

Years of Residence as a CRW ratepayer: 1 year

Education Background: Bachelor of Arts in Psychology, Reed College

MA and PhD in Psychology/Cognitive Science, Stony Brook University
(Stony Brook, NY)

Professional or Vocational Background:

I worked in secondary school and non-profits since college, but the last few years I have been working in academia primarily as a researcher.

Prior Civic Activities:

My volunteering activities are primarily in education and immigrant services through organizations like IRCO. In addition, I have also worked to be a resource for the Slavic community who are adapting to our region and seeking to better understand our civic system.

Briefly explain why you want to serve on the CRW budget committee.

I served on several budget committees as a doctoral student and it gave me a greater understanding of the university's decision-making and budgetary needs that go with it. Of course, I also enjoyed being part of the decision-making body. I have been looking to volunteer for local committees to be more civically involved. Since I have lived in Clackamas for nearly 15 years and care deeply about this community and our water, serving on the CRW budget committee feels like a great fit.

Candidate 6

Name: David Shireman

Occupation: Manager; Instructional Design

Employer: K12, Inc./Stride, Inc.

Years of Residence as a CRW ratepayer: 1 year

Education Background: Master of Education, Educational Leadership-Eastern Washington University, Cheney, WA

Bachelors of Arts, Psychology & German, Whitman College, Walla Walla, WA

Professional or Vocational Background:

The majority of my professional background has been as a K-12th grade educator, curriculum developer and curriculum design manager. Following are specific roles:

- Manager, Curriculum Design, K12, Inc./ Stride, Inc. private educational company, work remotely. This role has progressed from instructional designer to team leader and manager from 2007 to present.
- Senior Project Manager (instruction and Curriculum), HOSTS Learning, private educational company. This role progressed from curriculum specialist to senior manager from 2000 to 2007.
- Classroom teacher and Administrative Intern, Milton-Freewater School District, Milton-Freewater, OR. This role included instructing at grades K-6, instruction in Spanish, and instruction of English Language Development from 1995 to 2000.

Prior Civic Activities:

- Legislative Intern, Office of Vice President Dan Quayle, Washington, DC, 1992.
- Volunteer Firefighter, College Place, WA, 1993-1996.
- Planning Commissioner, City of College Place, WA, 1995-1997.
- Meals on Wheels Weekly Volunteer, 2011-2014.
- Men's Lacrosse Referee and Scorekeeper, Oregon Youth Lacrosse Association/Oregon High School Lacrosse Association, 2012-present

Briefly explain why you want to serve on the CRW budget committee.

A community's water system is vital to its health and wellbeing. The manner in which that water system is managed and its impact on the greater environment is important in both the short term (will there be enough clean, usable water for the community in the immediate future?) and the long term (are the practices being used to manage the resource sustainable into the future?) I am generally familiar with the complexities of running a municipal or special district agency such as this, including staffing, budgetary constraints, regulatory practices, and community interest, and I understand that such organizations need budget committee members who will review the budget proposal, provide feedback, and monitor activities. I recognize that such a role is advisory and is not to manage staff or overstep into the board's role. Instead, it is to receive the proposed budget and consider, from multiple viewpoints if that budget will meet the organization's needs while also upholding sound fiscal practices. For me, contributing to my community, whether through youth sports organizations, volunteer firefighting, participating on planning commission, or weekly food delivery to homebound community members, is a responsibility that we all share. I recently relocated to Redland and am seeking to become more involved in my local community. Part of the reason that I relocated to this area was its proximity to the Clackamas and Willamette rivers. I am an outdoorsman and appreciate the importance of stewardship for the environment. I welcome the opportunity to learn more about the Clackamas River Water Agency while helping to shape its future.

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

February 11, 2021

SUBJECT Resolution 02-2021 Appointments for
Four-year term to Budget Committee beginning with Biennium 2021-2023

DRAFT MOTION	I move that the CRW Board adopt resolution No. 02-2021 appointing _____ and _____ as Budget Committee citizen members for four-year terms beginning with the Biennium 2021-2023.
EFFECTIVE DATE	February 11, 2021

PRINCIPAL STAFF PERSON Carol Bryck, Chief Financial Officer

BOARD ACTION REQUESTED Approve Resolution No. 02-2021 appointing citizen members of the budget committee for four-year terms beginning with the Biennium 2021-2023 budget.

DOCUMENTS ATTACHED Resolution 02-2021

Agenda Summary

BACKGROUND Oregon Local Budget Law under ORS 294.414 (2) requires each local government and special district to appoint a budget committee consisting of the governing body and an equal number of electors.

Board Policy Section 3.1 Formulation of Budget Documents states: Within the budget process the Board shall appoint the Budget Committee membership, appoint the CRW Budget Officer and adopt the budget.

Section 3.2 Budget Committee – Membership and Responsibilities states: The Budget Committee shall consist of five (5) members of the Board of Commissioners and five (5) community members. Board members shall be responsible for recommending a candidate for consideration and subsequent appointment by the Board of Commissioners, for a four (4) year term.

The District has two openings for four-year terms. Budget committee members are expected to attend the public meeting(s) to receive the budget message, receive comments and questions from interested citizens, deliberate on the budget, and when satisfied approve the budget. This could take one or more meetings.

Budget committee members (elected or appointed) cannot receive compensation for attending the budget committee meetings.

ANALYSIS

In addition to the Board, current Budget Committee members include Janet Brandt.

CRW has four (4) vacant positions on the budget committee for the Biennium 2021-2023. Two openings will be filled for four-year terms and additional positions will be filled for two-year terms (see agenda item #2).

The vacant budget committee positions were advertised in the October and December 2020 billing statements and on the CRW web site.

Six applications were received for appointment to the CRW Budget Committee. The Board had an opportunity to meet and ask questions of the applicants at their Work Session on January 25th or February 11th.

Since there are more applicants than available positions, the following process will be used to appoint budget committee members:

- Each Commissioner will select their top four candidates and send their selection to Carol Bryck via the Chat function in the Zoom meeting.
- The meeting will take a short recess for the votes to be tallied.
- When the meeting reconvenes, the selection of each Commissioner will be read into the record and the two applicants with the largest number of votes will be included in Resolution 02-2021 for consideration of appointment to the Budget Committee for a four-year term.
- If there is a tie (more than two applicants with the same number of votes), the Board will select from the highest vote getters to determine the two candidates for the four-year terms.
- Once the two candidates are determined, the Board will consider Resolution 02-2021 (see the Draft Motion) which will include the names of the applicants to the Budget Committee for four-year term.

CLACKAMAS RIVER WATER

RESOLUTION No. 02-2021

APPOINTMENTS TO BUDGET COMMITTEE FOR THE BIENNIUM 2021-2023

WHEREAS, it is recommended by the Oregon Local Budget Law to have equal lay member representation to elected Board Members; and

WHEREAS, some of the Clackamas River Water citizen Budget Committee members' terms of office have expired and need to be replaced or renewed; and

WHEREAS, Clackamas River Water Board of Commissioners adopted Resolution Number 05-2015 adopting a budget period of 24 months as provided in ORS 294.323; and

WHEREAS, the Budget Committee will be appointed to four (4) year terms per ORS 294.414 (6); and

NOW, THEREFORE, BE IT RESOLVED, by the Clackamas River Water Board of Commissioners that the following named individuals shall serve on the Budget Committee:

<u>Budget Member</u>	<u>Budgets</u>		
Janet Brandt	BN 2019-21, 2021-23	4-year term	1 st Appointment
_____	BN 2021-23, 2023-25	4-year term	
_____	BN 2021-23, 2023-25	4-year term	

ADOPTED by the Clackamas River Water Board of Commissioners this 11th day of February 2021.

Sherry French, President

Naomi Angier, Secretary

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

February 11, 2021

SUBJECT Resolution 03-2021 Appointments for two-year term to Budget Committee for the Biennium 2021-2023

DRAFT MOTION	I move that the CRW Board adopt resolution No. 03-2021 appointing _____ and _____ as Budget Committee citizen members for two-year terms for Biennium 2021-2023.
EFFECTIVE DATE	February 11, 2021

PRINCIPAL STAFF PERSON Carol Bryck, CFO, Budget Officer

BOARD ACTION REQUESTED Approve Resolution No. 03-2021 appointing citizen members of the budget committee for two-year terms for the Biennial 2021-2023 budget.

DOCUMENTS ATTACHED Resolution 03-2021

Agenda Summary

BACKGROUND Oregon Local Budget Law under ORS 294.414 (2) requires each local government and special district to appoint a budget committee consisting of the governing body and an equal number of electors.

Board Policy Section 3.1 Formulation of Budget Documents states: Within the budget process the Board shall appoint the Budget Committee membership, appoint the CRW Budget Officer and adopt the budget.

Section 3.2 Budget Committee – Membership and Responsibilities states: The Budget Committee shall consist of five (5) members of the Board of Commissioners and five (5) community members. Board members shall be responsible for recommending a candidate for consideration and subsequent appointment by the Board of Commissioners, for a four (4) year term.

The District has two openings for two-year terms to complete vacated positions. Budget committee members are expected to attend the public meeting(s) to receive the budget message, receive comments and questions from interested citizens, deliberate on the budget, and when satisfied approve the budget. This could take one or more meetings. Budget

Committee meetings are proposed to start at 6:00 PM on April 22nd, April 26th, and May 6th, 2021.

Budget committee members (elected or appointed) cannot receive compensation for attending the budget committee meetings.

ANALYSIS

In addition to the Board, current Budget Committee members include Janet Brandt.

CRW has two (2) remaining vacant positions on the budget committee to fill vacated positions prior to the end of the four-year terms. Two openings have been filled for four-year terms (Agenda Item #1, Resolution 02-2021).

The vacant budget committee positions were advertised in the October and December 2020 billing statements and on the CRW web site.

Six applications were received for appointment to the CRW Budget Committee. The Board had an opportunity to meet and ask questions of the applicants at their Work Sessions on January 25th or February 11th.

The appointments to four-year terms on the Budget Committee were accomplished with the approval of Resolution 02-2021 (See agenda item 1).

Since there are more applicants than the two remaining positions, the following process will be used to determine the final two budget committee members to include in Resolution 03-2021:

- Each Commissioner will select their top two candidates and send their selection to Carol Bryck via the Chat function in the Zoom meeting.
- The selection of each Commissioner will be read into the record and the two applicants with the largest number of votes will be included in Resolution 03-2021 for consideration of appointment to the Budget Committee for a two-year term.
- In the event of a tie (more than two applicants receive the highest number of votes), the Board will deliberate and select two applicants to include in Resolution 03-2021.
- Once the two candidates are determined, the Board will consider Resolution 03-2021 (see the Draft Motion) which will include the names of the applicants to the Budget Committee for two-year terms.
- Upon approval of Resolution 03-2021, the CRW Budget Committee will be adopted.

CLACKAMAS RIVER WATER

RESOLUTION No. 03-2021

APPOINTMENTS TO BUDGET COMMITTEE FOR THE BIENNIUM 2021-2023

WHEREAS, it is recommended by the Oregon Local Budget Law to have equal lay member representation to elected Board Members; and

WHEREAS, some of the Clackamas River Water citizen Budget Committee members' terms of office have expired and need to be replaced or renewed; and

WHEREAS, Clackamas River Water Board of Commissioners adopted Resolution Number 05-2015 adopting a budget period of 24 months as provided in ORS 294.323; and

WHEREAS, the Budget Committee will be appointed to four (4) year terms per ORS 294.414 (6); and

WHEREAS, two positions were vacated prior to completion of the four year term and need appointments for the remaining two years; and

NOW, THEREFORE, BE IT RESOLVED, by the Clackamas River Water Board of Commissioners that the following named individuals shall serve on the Budget Committee to complete the terms of two budget committee positions that were vacated:

<u>Budget Member</u>	<u>Budgets</u>		
Janet Brandt	BN 2019-21, 2021-23	4-year term	1 st Appointment
_____	BN 2021-23, 2023-25	4-year term	
_____	BN 2021-23, 2023-25	4-year term	
_____	BN 2021-23	2-year term	
_____	BN 2021-23	2-year term	

ADOPTED by the Clackamas River Water Board of Commissioners this 11th day of February 2021.

Sherry French, President

Naomi Angier, Secretary

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

February 11, 2021

SUBJECT Gross Payroll and Accounts Paid

DRAFT MOTION	Move to approve the consent agenda items as presented
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EFFECTIVE DATE	February 11, 2021
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PRINCIPAL STAFF PERSON Carol Bryck, CFO

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

DOCUMENTS ATTACHED

- 1) Earnings Statements for January 31, 2021 Payrolls – 2 payrolls - \$297,693.93
- 2) Monthly Check History for January 31, 2021 - \$739,391.67 (net)

MONTHLY CHECK HISTORY LISTING
 CLACKAMAS RIVER WATER
 1/1/2021 TO 1/31/2021

CHECK #	DATE	VENDOR	DESCRIPTION	INVOICE	AMOUNT PAID	CHECK TOTAL
5085	01/20/2021	00336 CITISTREET - STATE OF OREGON	VOLUNTARY PAYROLL DEDUCTION:	01/15/21	8,842.43	8,842.43
5086	01/20/2021	00095 ING	VOLUNTARY PAYROLL DEDUCTION:	PR 01/15/21	5,066.84	5,066.84
5087	01/20/2021	00029 OREGON PERS	PERS PMT: # 1357862 1358408	12/21-01/05/2021	102,640.62	102,640.62
5088	01/26/2021	01959 US BANK	CUSTOMER ANALYSIS	DEC 2020	2,113.78	2,113.78
5089	01/26/2021	01959 US BANK	VISA	12/25/20 RAY	1,948.53	
			VISA	12/25/20 HOLZGANG	1,664.88	
			VISA	12/25/20 CAMPBELL	124.00	
			VISA	12/25/20 CUMMINGS	3,494.90	
			VISA	12/25/20 BUNYARD	1,792.21	
			VISA	12/25/20 LABRIE	107.99	
			VISA	12/25/20 BJORNSTEDT	518.49	
			VISA	12/25/20 TRIPLETT	392.66	
			VISA	12/25/20 VOYLES	292.99	
			VISA	12/25/20 KEBOUNNAM	1,654.75	
91737	01/06/2021	02213 BRAWN MECHANICAL CORP	AIR FILTERS ON HVAC EQUIPMENT	11512	575.30	575.30
91738	01/06/2021	00085 CASCADE CENTERS INC	EMPLOYEE ASSISTANCE PROGRAM	103933	116.00	116.00
91739	01/06/2021	01546 CASCADE COLUMBIA DIST CO INC	SODIUM HYPOCHLORITE - 53 GAL. DRUMS	793774	457.39	457.39
91740	01/06/2021	03325 CHEMTRADE CHEMICALS US LLC	ALUMINIUM SULFATE	93035380	4,974.83	4,974.83
91741	01/06/2021	00200 CLACKAMAS COUNTY	STREET LIGHTING 7-1 TO 6-30-2021	2020-135	117.73	117.73
91742	01/06/2021	02127 CLACKAMAS RIVER WATERPROVIDERS	PROJECT PARTICIPATION - 3RD QTR FY 2020-	3RD QTR FY20-21 BAL	11,137.00	11,137.00
91743	01/06/2021	00519 COLONIAL LIFE	DEC 2020, VOLUNTARY PAYROLL DEDUCTION, E	7793862-0105550	320.61	320.61
91744	01/06/2021	02617 DELUXE FOR BUSINESS	CUST. # 994030-460323 - DBA RETAIL DEP T1	0204-8585029	72.86	72.86
91745	01/06/2021	00073 FIRST RESPONSE INC.	BATTERIES FOR AES AND PANELS AT WTP	F126471	105.00	105.00
91746	01/06/2021	03805 ERIC FULLAN	CRANE TRAINING	110520	828.75	828.75
91747	01/06/2021	04080 GREEN GUARD	FIRST AID KIT RESTOCK	C500227	104.76	104.76
			FIRST AID SUPPLIES	C500277	19.46	124.22

MONTHLY CHECK HISTORY LISTING
CLACKAMAS RIVER WATER
1/1/2021 TO 1/31/2021

BANK	APBANK	CHECK #	DATE	VENDOR	DESCRIPTION	INVOICE	AMOUNT PAID	CHECK TOTAL
		91748	01/06/2021	00012 METERREADERS LLC	DEC METER READS	9599	5,073.12	
					DEC METER READS	9596	3,803.28	8,876.40
		91749	01/06/2021	00138 MILWAUKIE, CITY OF	8201 SE LAKE RD	24-3520-00 11 -12/20	176.91	176.91
		91750	01/06/2021	00048 OREGON CITY, CITY OF	ACC:# 04-792203-01 (130825) - NOV 2020	10-31-11/30	17.91	17.91
		91751	01/06/2021	00018 PITNEY BOWES GLOBAL FIN SVC LL	LEASE ACCT #0010797993	3312732631	472.83	472.83
		91752	01/06/2021	00229 RICOH USA, INC.	BLACK AND WHITE	5060729218	55.45	55.45
		91753	01/06/2021	03597 CLOUD RECORDS MANAGEMENT SOLUTION	ORMS-0153 / MONTHLY USER FEE PER USER OR	191800	370.20	370.20
		91754	01/06/2021	03394 TEAM ELECTRIC COMPANY	TROUBLESHOOT NOISE IN THE SERVER	22705	150.00	150.00
		91755	01/06/2021	03953 TRI MOTOR & MACHINERY CO. INC	SODIUM HYPOCHLORITE - 53 GAL. DRUMS	26066	4,775.00	4,775.00
		91756	01/06/2021	01736 WEST YOST ASSOCIATES	RRA TASKS 7 ERP TASK *	2043338	2,679.25	2,679.25
		91757	01/06/2021	02373 WORLD CUP COFFEE & TEA SERVICE	COFFEE AND TEA	0174115	127.50	127.50
		91758	01/11/2021	02247 WHA INSURANCE AGENCY INC	MERP REIMBURSEMENT ACCT INIT FUNDING	01/08/21	10,000.00	10,000.00
		91759	01/13/2021	00285 ARAMARK UNIFORM SERVICES INC	ACC. #934649000 - BUILDING MAINT. SUPPLI	000864796034	81.41	
					ACC. #934649000 - BUILDING MAINT. SUPPLI	000864787044	81.41	162.82
		91760	01/13/2021	03777 CAROLLO ENGINEERS INC	FACILITIES MASTER PLAN	194141	6,746.50	6,746.50
		91761	01/13/2021	03725 CASCADE BUILDING SERVICES	DEC 2020 CLEANING	96164	8,821.64	8,821.64
		91762	01/13/2021	03644 CITY OF HAPPY VALLEY	ROW USAGE FEE - REG/LICENSE FEE 2ND QUAR	01/01/21	1,250.00	1,250.00
		91763	01/13/2021	00227 CLACKAMAS GARBAGE CO INC	ACC. #04370 - TRASH REMOVAL SERVICE-DEC	DEC 2020	344.40	344.40
		91764	01/13/2021	02774 COMPASS LAND SURVEYORS, INC.	TASK ORDER 1 - VIEW ACRES SITE SURVEY	41670	3,757.00	3,757.00
		91765	01/13/2021	03700 DBA: ALL CLEAN! SOFTWASH DBA: ALL CLEAN! WINDOW SERVICE	OPS GUTTER CLEANING	150663	2,948.00	2,948.00
		91766	01/13/2021	00073 FIRST RESPONSE INC.	MONTHLY MONITORING PATROL JAN 2020	175133	3,284.00	3,284.00
		91767	01/13/2021	03240 GARY RUDNIK P HARRANG LONG	LEGAL SERVICES DEC 20	92675	5,408.00	5,408.00
		91768	01/13/2021	02922 KONE INC	QUARTERLY MAINTENANCE	959750279	405.60	
					QUARTERLY MAINTENANCE	959723838	124.80	530.40

MONTHLY CHECK HISTORY LISTING
CLACKAMAS RIVER WATER
1/1/2021 TO 1/31/2021

BANK	APBANK	CHECK #	DATE	VENDOR	DESCRIPTION	INVOICE	AMOUNT PAID	CHECK TOTAL
		91769	01/13/2021	00133 LES SCHWAB TIRE CENTERS INC	TIRE CHANS	22700692700	416.30	416.30
		91770	01/13/2021	04180 MADRONE TECHNOLOGY GROUP INC.	MS OFFICE PROJECT AND VIZIO LIC	1378 1403	170.20 570.00	740.20
		91771	01/13/2021	03846 MCCOY FREIGHTLINER	BLOCK HEATER #2500 BLOCK HEATER INSTALL CB	R081186079.01 C1081250977.01 R081184504.01	441.62 83.06 353.18	877.86
		91772	01/13/2021	00353 METRO OVERHEAD DOOR INC	REPLACE ROLLERS	200911	2,825.00	2,825.00
		91773	01/13/2021	00056 OAK LODGE WATER SERVICES DISTR	10/25/20-12/25/20 PMT F SVS TO CUST. IN	01/13/21	4,078.46	4,078.46
		91774	01/13/2021	00048 OREGON CITY, CITY OF	PAYMENT FOR CRW CUSTOMERS IN OREGON CITY PUMPING CHARGES - DEC 2020 4TH QTR OREGON CITY RIGHT OF WAY USAGE F	01/12/21 11/31 - 12/30 01/01/21	11,345.12 4,769.85 4,477.70	20,592.67
		91775	01/13/2021	03815 PETROCARD INC	15-100 WATER QUALITY 2300 PLANT OPS 21-1	C677581	823.49	823.49
		91776	01/13/2021	00021 PGE	PUMP STATION DEC 20	PUMP STATION DEC 20	15,417.65	
		91777	01/13/2021	00459 SAME DAY AUTO SERVICE INC	WATER TREATMENT PLANT DEC 2020	WTP DEC 2020 ADMIN DEC 20	30,650.07 2,712.81	48,780.53
		91778	01/13/2021	00024 SOUTH FORK WATER BOARD	WATER QUALITY 15-100	203144	41.76	41.76
		91779	01/13/2021	04138 THE CHARLES MACHINE WORKS INC	WATER PURCHASED - DEC 2020	1/07/21	34,606.02	34,606.02
		91780	01/13/2021	00160 TOP INDUSTRIAL SUPPLY INC	SUBSITE LOCATOR	92554157	6,884.60	6,884.60
		91781	01/13/2021	03953 TRIMOTOR & MACHINERY CO. INC	GARDEN HOSE	110843	23.74	23.74
		91782	01/13/2021	00107 UNITED SITE SERVICES INC	SODIUM HYPOCHLORITE - 53 GAL. DRUMS	26066	4,775.00	4,775.00
		91783	01/13/2021	00130 WASTE MANAGEMENT OF OREGON	PORTABLE PARK PORTABLES OVER BILLED	114-10814881 114-10964292 214-2834299	62.40 179.37 -24.96	216.81
		91784	01/13/2021	00329 NORTH CLACKAMAS COUNTY WATER COMMISSION - NCCWC	DEC 2020 TRASH REMOVAL SERVICES - RIVERS DEC - TRASH REMOVAL SERVICES - 9100 SE M 10/25/20-12/25/20 PAMTS FOR CUSTOMERS IN	9114209-1574-4 9114210-1574-2 01/13/21	934.42 504.18 1,741.87	1,438.60 1,741.87
		91785	01/19/2021	02391 VEBA SERVICE GROUP, LLC	HRA VEBA CONTRIBUTION - BI ANNUALK - 01-	01/12/21	19,500.00	19,500.00

MONTHLY CHECK HISTORY LISTING
CLACKAMAS RIVER WATER
1/1/2021 TO 1/31/2021

BANK	CHECK #	DATE	VENDOR	DESCRIPTION	INVOICE	AMOUNT PAID	CHECK TOTAL
APBANK	91786	01/14/2021	02663 ACCENT SIGNS, LLC	DOOR NAME PLATES WALL MOUNTS	21-1-45	28.23	28.23
	91787	01/14/2021	00092 AIRGAS USA INC	BOTTLE RENTAL	9976650182	107.05	107.05
	91788	01/14/2021	00285 ARAMARK UNIFORM SERVICES INC	ACC. #934649000 - BUILDING MAINT. SUPPLI	0008864805332	81.41	81.41
	91789	01/14/2021	02213 BRAUN MECHANICAL CORP	REPAIR TEMP PROBLEMS	11395 (11449)	140.00	140.00
	91790	01/14/2021	01376 BUD'S CRANE SERVICE INC	CRANE SERVICE TO INSTALL HLS	15622	568.75	568.75
	91791	01/14/2021	01546 CASCADE COLUMBIA DIST CO INC	SODA ASH - DENSE	796539	3,313.00	3,313.00
	91792	01/14/2021	00200 CLACKAMAS COUNTY	CLACKAMAS BROADBAND CONNECTION JUL 20-JU ONE CREW	20-2728 20-2400	10,179.96 425.00	10,604.96
	91793	01/14/2021	00113 CLACKAMAS STEEL & MFG INC.	METAL FOR PORT HOLING	244072	225.95	225.95
	91794	01/14/2021	02555 COMCAST	COMCAST MONTHLY CABLE INTERNET - 1/14-2/	2099723, 1/14-2/13	243.35	243.35
	91795	01/14/2021	03218 DIRECT TRANSPORT INC	BOARD MEETING PACKETS	258235	51.74	51.74
	91796	01/14/2021	01844 FERGUSON ENTERPRISES INC	12 PCS 5100-06 8 PCS 5100-08	951893	1,843.44	1,843.44
	91797	01/14/2021	03887 DBA: NAPA AUTO PARTS GENUINE PARTS CO. INC	18-100 HEAD LIGHT AND TAIL LIGHTS	209621	39.64	39.64
	91798	01/14/2021	00167 GRAINGER INC	BATTERIES	9763966349	47.96	47.96
	91799	01/14/2021	03473 HASA INC	BATTERIES	9764301918	23.02	70.98
	91800	01/14/2021	00127 ICMA RETIREMENT TRUST-457	HYPOCHLORITE SOLUTION	722589	5,404.40	5,404.40
	91801	01/14/2021	02284 K & D SERVICES OF OREGON INC	VOLUNTARY PAYROLL DEDUCTION: DEFER COMP	1/8/21	462.72	462.72
	91802	01/14/2021	02545 LAKESIDE INDUSTRIES INC	2204-0256 22140230 RELOCATE SERVICE WATE	15622	3,191.01	3,191.01
	91803	01/14/2021	04241 LUGO'S CONSTRUCTION INC.	2214-0256 2214-0256 RAPAIR PATCHES WATER	15592	3,016.25	3,016.25
	91804	01/14/2021	04180 MADRONE TECHNOLOGY GROUP INC.	2214-0256 FISHERS MILL RD LEAK	15547	2,044.00	2,044.00
				2204-0230 REPLACE HYDRANT	15554	1,163.50	9,414.76
				HOT MIX PATCH	02545	187.24	187.24
				REFUND RECEIPT #: 004068	REF000186123	1,185.00	1,185.00
				RECORDING WEB FILTERING BACKUP MIGRATION	1413	1,815.00	1,815.00
				DATA BACKUP	1383	2,939.00	2,939.00

MONTHLY CHECK HISTORY LISTING
CLACKAMAS RIVER WATER
1/1/2021 TO 1/31/2021

BANK	APBANK	CHECK #	DATE	VENDOR	DESCRIPTION	INVOICE	AMOUNT PAID	CHECK TOTAL
					SERVER UPDATES	1414	880.00	5,634.00
91805	01/14/2021	00138	MILWAUKIE, CITY OF	00138 MILWAUKIE, CITY OF	3310 07-200 VEHICLE MAIN	INV00502	78.75	78.75
91806	01/14/2021	03238	MURRAYSMITH INC	03238 MURRAYSMITH INC	CONSTRUCTION PERIOD ENGINEERING SERVICES	18-2160-34	912.96	912.96
91807	01/14/2021	00013	NW NATURAL	00013 NW NATURAL	102053-6 - 9100 SE MANGAN DR	102053-6 12/15-1/18	845.25	
					102053-6 - 9100 SE MANGAN DR	102053-6 11/13-12/12	791.01	
					181027-4 16770 SE 82ND DR 1ST FLOOR	181027-4 11/21-12/20	656.40	
					3446861-01 - 17257 HANNEMAN CT.	3446861 11/21-12/20	35.86	
					181026-6 16770 SE 82ND DR	181026-6 11/21-12/20	341.64	2,670.16
91808	01/14/2021	00373	OREGON AFSCME	00373 OREGON AFSCME	UNION DUES	PR 01/08/21	946.88	946.88
91809	01/14/2021	02681	PAUL H. ROEGER	02681 PAUL H. ROEGER	LEGAL DESCRIPTION DEVELOPMENT FOR WITHDR	2	1,400.00	1,400.00
91810	01/14/2021	03815	PETROCARD INC	03815 PETROCARD INC	15-100 WATER QUALITY 2300 PLANT OPS 21-1	C882997	913.02	913.02
91811	01/14/2021	04228	PRESZNECKER BROTHERS INC	04228 PRESZNECKER BROTHERS INC	FABRICATE A NEW BASE PLATE FOR HIGH	84971	1,452.00	1,452.00
91812	01/14/2021	00151	PROVIDENCE OCCUPATIONAL HEALTH	00151 PROVIDENCE OCCUPATIONAL HEALTH	MEDICAL EXAM	7528	95.00	95.00
91813	01/14/2021	00229	RICOH USA, INC.	00229 RICOH USA, INC.	RENT	104403496	363.25	363.25
91814	01/14/2021	00229	RICOH USA, INC.	00229 RICOH USA, INC.	BLACK AND WHITE	5061099661	31.03	
					BLACK AND WHITE	5061121295	40.48	71.51
91815	01/14/2021	03645	RITZ SAFETY LLC	03645 RITZ SAFETY LLC	24 SAFETY GLASSES	6076138	135.77	135.77
91816	01/14/2021	03548	RIVER CITY ENVIRONMENTAL INC	03548 RIVER CITY ENVIRONMENTAL INC	MOVE SERVICE HENRICI 2214-0230	483800	1,440.00	
					LEAK REPAIR THEISEN RD 2204-0256	483801	1,080.00	
					2204-0232 HYDRANT MAINT JENNIFER	491249	900.00	3,420.00
91817	01/14/2021	00459	SAME DAY AUTO SERVICE INC	00459 SAME DAY AUTO SERVICE INC	15-400 OIL CHANGE	203453	68.81	
					OIL CHANGE 15-500	203389	41.76	110.57
91818	01/14/2021	04240	SCOTT & MARYANNE SMYTHE	04240 SCOTT & MARYANNE SMYTHE	UB REFUND CST #037607	REF000186122	115.00	115.00
91819	01/14/2021	00577	SPECIAL DISTRICTS ASSOC OREGON	00577 SPECIAL DISTRICTS ASSOC OREGON	INS. RENEWAL 2021 - GL/PROP/CASUALTY	36P54042-5191	213,910.00	213,910.00
91820	01/14/2021	00282	TERMINIX INTERNATIONAL INC	00282 TERMINIX INTERNATIONAL INC	DEC PEST CONTROL SERVICES - CUST#1703007	404080426	94.00	
					DEC PEST CONTROL SERVICES - CUST#1703007	404078666	110.00	204.00
91821	01/14/2021	00107	UNITED SITE SERVICES INC	00107 UNITED SITE SERVICES INC	PARK PORTAPOTTIES	114-11485230	1,953.28	1,953.28

MONTHLY CHECK HISTORY LISTING
CLACKAMAS RIVER WATER
1/1/2021 TO 1/31/2021

BANK	APBANK	CHECK #	DATE	VENDOR	DESCRIPTION	INVOICE	AMOUNT PAID	CHECK TOTAL
		91822	01/14/2021	02247 WHA INSURANCE AGENCY INC	INS. RENEWAL: 2021 - RISK MGMT. & INS. FE	01/01/2021	17,000.00	17,000.00
		91823	01/14/2021	00168 WICHITA FEED & HARDWARE	CUTTING FLUID AND WHEELS	5541	30.79	30.79
		91824	01/14/2021	03106 WRIGHT BUSINESS GRAPHICS	JAN PROCESSING	4223760	1,764.65	
					JAN PROCESSING	4223762	4,730.28	
					JAN PROCESSING	4223761	2,456.16	8,951.09
		91825	01/27/2021	00267 ALEXIN ANALYTICAL INC	WM0318 Q4 DEC SWA DBP'S	41703	2,700.00	2,700.00
		91826	01/27/2021	00285 ARAMARK UNIFORM SERVICES INC	ACC. #934649000 - BUILDING MAINT. SUPPLI	864814480	81.41	81.41
		91827	01/27/2021	00304 CANTEL SWEEPING	JAN- PARKING LOT SWEEPING - OPS (CUST. #0	E10908	220.00	
					JAN - PARKING LOT SWEEPING - ADMIN (CUST	E10907	170.00	
					JAN - PARKING LOT SWEEPING - RIVERSIDE (E10909	155.00	545.00
		91828	01/27/2021	01546 CASCADE COLUMBIA DIST CO INC	ALUMINUM CHLORHYDRATE	796104	13,812.28	13,812.28
		91829	01/27/2021	00164 CENTURYLINK	PHONE SERVICE	503Z05-0025 1/05/21	1,887.97	1,887.97
		91830	01/27/2021	00008 CONSOLIDATED SUPPLY CO.	BROOKS MOTEL 65 COVER AND LIDS	S010102492.001	310.26	310.26
		91831	01/27/2021	03472 CREATIVE FINANCIAL STAFFING	TEMP SERVICES - FACS	121030152	1,488.38	1,488.38
		91832	01/27/2021	00125 ENCORE GRAPHIC	#10 WINDOW ENVELOPE	5985472	780.00	
					REGULAR ENVELOPES #10	5985461	260.00	
					TERM NOTICE	5985475	520.00	1,560.00
		91833	01/27/2021	03504 ENTERPRISE FLEET MANAGEMENT	CUST#488054 TRUCK LEASE 1/01/21-1/31/20	FBN4123806	635.72	635.72
		91834	01/27/2021	03212 EVOQUA WATER TECHNOLOGIES, LLC	TANK RENTALS	904740344	457.13	457.13
		91835	01/27/2021	02965 FCS GROUP	FINALIZING SDC RELATED UPDATE FY20	3228-22101007	3,615.00	3,615.00
		91836	01/27/2021	00120 FEDEX	ACCT# 1075-8809-4 - GRANTS PASS LABS	7-246-89947	159.54	159.54
		91837	01/27/2021	01844 FERGUSON ENTERPRISES INC	6 PCS 7200-04 7201-04 4 PCS	951067	1,499.70	
					2 PCS 7160-09 2 PCS 7160-05	952498	254.80	1,754.50
		91838	01/27/2021	00124 H D FOWLER CO INC	HYDRANT PARTS	L5679409	156.69	
					2 PCS 0660-07 25PCS 0660-07 25 PCS 0920-	L5679417	2,353.21	2,509.90
		91839	01/27/2021	03473 HASA INC	HYPOCHLORITE SOLUTION	729413	5,452.70	5,452.70

MONTHLY CHECK HISTORY LISTING
CLACKAMAS RIVER WATER
1/1/2021 TO 1/31/2021

BANK	CHECK #	DATE	VENDOR	DESCRIPTION	INVOICE	AMOUNT PAID	CHECK TOTAL
APBANK	91840	01/27/2021	02487 LLC LINESCAPE DIRECTIONAL BORING	21-0023 INSTALL HENRICI RD	54346	350.00	350.00
	91841	01/27/2021	04180 MADRONE TECHNOLOGY GROUP INC.	NETWORK EQUIPMENT PURCHASE	1422	37,075.35	
				DATA BACKUP	1421	2,939.00	40,014.35
	91842	01/27/2021	00306 OFFICE DEPOT INC	ACCT#90261180 - ID#38883228 - OFFICE SUP	152164108001	10.29	
				ACCT#90261180 - ID#38883228 - OFFICE SUP	152164107001	39.59	49.88
	91843	01/27/2021	00552 OREGON IRRIGATION	BACKFLOW TESTING AND REPAIR	236214	1,496.00	1,496.00
	91844	01/27/2021	03815 PETROCARD INC	15-100 WATER QUALITY 2300 PLANT OPS 21-1	C690659	966.82	966.82
	91845	01/27/2021	02386 PRINCIPAL FINANCIAL GROUP	LIFE, AD&D & LTD, ACC. # 108 1726-10001	JAN 2021	6,261.37	6,261.37
	91846	01/27/2021	00215 RELIABLE FENCE & CONSTRUCTION	FENCE REPAIR	16805	1,789.00	1,789.00
	91847	01/27/2021	00229 RICOH USA, INC.	COPIER LEASE #3745995 - 02/05 TO 03/04/2	104569501	208.86	208.86
	91848	01/27/2021	03548 RIVER CITY ENVIRONMENTAL INC	21-0023 SERVICE INSTALL HENRICI RD	495276	1,170.00	1,170.00
	91849	01/27/2021	02854 VERIZON WIRELESS	CC. #472115222-00002 CELL PHONE CHARGES - ACC. #472115222-00001 CELL PHONE CHARGES	9870970534 9870970533	309.62 1,438.45	1,748.07

APBANK TOTAL: 744,166.67

118 CHECKS IN THIS REPORT

TOTAL CHECKS: 744,166.67

Check History Listing
Clackamas River Water

Bank code: apbank

Check #	Date	Vendor	Status	Clear/Void Date	Invoice	Inv. Date	Amount Paid	Check Total
91755	01/06/2021	03953 TRI MOTOR & MACHINERY	V	01/11/2021	26066	12/09/2020	4,775.00	4,775.00
apbank Total:							4,775.00	4,775.00
Total Checks:							4,775.00	4,775.00

1 checks in this report

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

February 11, 2021

SUBJECT Cash Position and Transfers

DRAFT MOTION	Move to approve the consent agenda
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EFFECTIVE DATE	February 11, 2021
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PRINCIPAL STAFF PERSON Carol Bryck, CFO

BOARD ACTION REQUESTED Approve the consent agenda items.

DOCUMENTS ATTACHED None

Agenda Summary

BACKGROUND Cash and Investment Position as of January 31, 2021:

	General		
	Checking	LGIP	Total
Balance as of 12/31/2020	\$ 3,039,747	\$ 13,024,367	\$ 16,064,114
Cash receipts	1,340,923		1,340,923
Payroll	(297,694)		(297,694)
A/P checks	(739,392)		(739,392)
Bond and other electronic payments			-
Transfers between accounts			-
Balance as of 01/30/2021	\$ 3,343,583	\$ 13,024,367	\$ 16,367,950

Interest Earnings for January are not included.

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

February 11, 2021

SUBJECT Quarterly Report – 2nd Quarter FY 2021

PRINCIPAL STAFF PERSON Carol Bryck, Chief Financial Officer

DOCUMENTS ATTACHED Exhibit A - Revenue Status Report – FY 2020-2021
Exhibit B- Expenditure Status Report – FY 2020-2021
Exhibit C - Capital Improvements Project Fund – FY 2020-2021
Exhibit D - CIP Bond Construction Fund – FY 2020-2021
Exhibit E - System Development Charges - FY 2020-2021

Agenda Summary

BACKGROUND Each quarter the Board is provided with summary data of budget to actual by line item. This report shows activity through the second quarter of fiscal year 2021, July 1, 2020 through December 31, 2020. This is 75% through the biennial budget.

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

General Fund

- Revenue is 76.4% of biennial budget. The rate increase from May 2020 was postponed until November 2020, so we have one commercial and one residential billing cycle reflecting the new rates.
- Personnel Services is 68.7% of biennial budget
- Materials & Services are at 65.4% of the biennial budget.
- Capital Outlay is 58.6% of the biennial budget.

Capital Improvements Fund

- Expenditures at 50.6% of biennial budget.

CIP Bond Construction Fund

- Expenditures at 84.8% of biennial budget. We budgeted projects in year one of the biennium and have some minor final expenses in fiscal year 2021.

System Development Fund revenue is 43.1% of biennial budget.

Clackamas River Water Revenue Status Report Biennium 2019-2021

GENERAL FUND Account Title	Budget Appropriation BN 2019- 2021	Year-to-Date FY 2019-20	Actual		Year to Date FY 2020-21	Percent Received
			Jul-Sept 20	Oct - Dec 20		
Operating Revenue	25,318,000	12,385,318	3,709,262	3,542,726	7,251,988	77.6%
Water Sales	24,880,000	12,220,769	3,695,559	3,528,257	7,223,816	78.2%
Service Connection Fees	282,000	97,553	6,783	11,003	17,786	40.9%
Service Charges	136,000	44,985	187	-	187	33.2%
Miscellaneous - Operating	20,000	22,011	6,733	3,467	10,199	161.1%
Non-Operating Revenue	451,100	328,055	53,860	119,430	173,290	111.1%
Rental Income	232,400	119,717	28,915	39,421	68,336	80.9%
Earnings from Investments	125,000	92,988	9,208	7,421	16,629	87.7%
Miscellaneous - Non Operating	10,000	9,140	-	856	856	100.0%
Surplus Property Sales	40,000	-	-	20,028	20,028	50.1%
Grants - Non-Operating	-	82,638	11,463	44,160	55,623	(138,260)
Right of Way Fee	43,700	23,572	4,275	7,544	11,819	81.0%
Transfers from Other Funds						
CRWSC Activity Fund	1,722,600	857,000	-	-	-	49.8%
Total Revenue	\$ 27,491,700	\$ 13,570,372	\$ 3,763,122	\$ 3,662,156	\$ 7,425,278	\$ 6,669,340
						76.4%

Clackamas River Water Expenditure Status Report Biennium 2019-2021

GENERAL FUND Account Title	Budget		Year-to-Date FY 2019-20	1st Quarter FY 2020-21	2nd Quarter FY 2020-21	YTD FY 2020-21	Balance	Percent Used
	Appropriation BN 2019-2021							
Personnel Services								
Salaries and Wages	6,753,800	3,067,648		708,509	893,605	1,602,114	2,084,038	69.1%
Commissioner Stipend	19,200	5,752		1,900	1,900	2,963	10,485	45.4%
Manager	1,385,424	739,125		157,762	188,174	345,936	300,363	78.3%
Engineering Manager	122,962	42,110		8,478	17,574	26,052	54,800	55.4%
Professional & Technical - NR	526,126	258,724		59,428	70,376	129,804	137,599	73.8%
Professional & Technical	1,411,076	602,982		145,165	186,414	331,579	476,516	66.2%
Water Treatment Specialist	1,026,906	486,863		118,793	172,934	291,728	248,315	75.8%
Water Worker Distribution	1,335,080	660,560		155,834	183,223	339,057	335,464	74.9%
Administrative Specialist	488,130	211,595		42,348	53,291	95,639	180,897	62.9%
Overtime	160,096	39,020		15,927	12,852	28,779	92,297	42.3%
Holiday Pay	14,000	5,842		1,403	2,451	3,854	4,304	69.3%
Other Benefits	263,400	15,077		2,308	4,417	6,724	241,599	8.3%
Awards		-					1,400	0.0%
Benefits and Taxes	4,754,500	2,377,853		385,801	471,221	857,022	1,519,625	68.0%
FICA - Social Security	509,671	244,461		57,916	67,625	125,541	139,669	72.6%
Worker's Compensation	179,403	28,951		-	34,023	34,023	116,429	35.1%
Pension	2,199,321	1,360,178		161,196	189,665	350,860	488,282	77.8%
Health Insurance	1,549,492	614,057		132,553	157,779	290,331	645,103	58.4%
Dental Insurance	135,770	50,900		10,306	12,277	22,583	62,287	54.1%
Life Insurance	42,614	21,655		4,330	5,168	9,498	11,460	73.1%
HRA VEBA	84,000	40,500		19,500	500	20,000	23,500	72.0%
Tri-Met Tax	54,229	14,912		-	4,186	4,186	35,131	35.2%
Total Personnel Services	\$ 11,508,300	\$ 5,445,501		\$ 1,094,310	\$ 1,364,826	\$ 2,459,136	\$ 3,603,663	68.7%

Clackamas River Water Expenditure Status Report Biennium 2019-2021

GENERAL FUND Account Title	Budget		Year-to-Date FY 2019-20	1st Quarter FY 2020-21	2nd Quarter FY 2020-21	YTD FY 2020-21	Balance	Percent Used
	Appropriation BN 2019-2021							
Materials & Services								
Customer Services	342,900		182,195	46,101	67,715	113,816	46,889	86.3%
Bad Debt	32,000		15,964	(766)	(184)	(950)	16,985	46.9%
Credit Card Processing Fees	211,500		123,644	35,898	59,241	95,139	(7,283)	103.4%
Collection Expenses	14,700		7,722	1,329	3,357	4,686	2,291	84.4%
Customer Credit Allowance	10,600		5,185	5,000	-	5,000	415	96.1%
Customer Statement Processing	60,000		28,413	4,639	4,962	9,601	21,986	63.4%
Promotional Items	6,000		333	-	-	-	5,667	5.6%
Public Notices	8,100		933	-	339	339	6,828	15.7%
Facilities & Security	699,300		284,123	44,908	79,775	124,682	290,495	58.5%
Assessments & Taxes	71,100		35,034	-	17,944	17,944	18,121	74.5%
Building & Grounds Maintenance	542,600		210,619	34,815	51,949	86,764	245,217	54.8%
Security	85,600		38,470	10,092	9,881	19,974	27,156	68.3%
General Administration	935,500		455,348	207,402	51,385	258,787	221,365	76.3%
Bank Charges	73,000		72,057	5,841	9,740	15,581	(14,639)	120.1%
Dues & Memberships	345,500		161,598	104,413	38,020	142,433	41,469	88.0%
Insurance	457,000		191,441	96,647	225	96,872	168,687	63.1%
Insurance Deductible	60,000		30,252	500	3,400	3,900	25,848	56.9%
Materials	363,600		145,382	50,581	40,682	91,264	126,954	65.1%
Inventory	250,000		108,089	20,234	27,577	47,811	94,100	62.4%
Maintenance Supplies	113,600		37,293	30,347	13,106	43,453	32,854	71.1%
Office	170,900		47,836	7,028	10,167	17,195	105,869	38.1%
Office Supplies	22,000		8,639	747	3,172	3,919	9,443	57.1%
Postage	100,300		33,074	5,383	6,330	11,714	55,512	44.7%
Printing	36,200		5,112	887	374	1,261	29,827	17.6%
Miscellaneous	12,400		1,012	10	291	301	11,087	10.6%

Clackamas River Water Expenditure Status Report Biennium 2019-2021

GENERAL FUND Account Title	Budget		1st Quarter FY 2020-21	2nd Quarter FY 2020-21	YTD FY 2020-21	Balance	Percent Used
	Appropriation BN 2019-2021	Year-to-Date FY 2019-20					
Other Support Costs	308,600	80,756	8,218	13,478	21,696	206,147	28.8%
Books & Publications	2,700	955	260	252	512	1,233	54.3%
Certifications	6,500	4,460	293	1,655	1,947	93	98.6%
Employee Relations	35,200	7,324	845	1,505	2,350	25,526	27.5%
Medical Exams	8,400	2,049	-	285	285	6,066	27.8%
Payroll Processing Fees	36,700	14,926	3,529	4,015	7,544	14,230	61.2%
Protective Clothing	43,900	7,109	349	190	539	36,252	17.4%
Safety & Health	31,500	16,093	2,693	4,620	7,313	8,095	74.3%
Training	135,200	26,484	250	932	1,182	107,534	20.5%
Travel - Local	8,500	1,357	-	25	25	7,118	16.3%
Professional & Contracted Servi	1,911,600	841,199	106,560	153,510	260,070	810,332	57.6%
Audit	68,700	34,005	-	22,050	22,050	12,645	81.6%
Contract Work	997,900	452,342	95,116	108,023	203,139	342,420	65.7%
Engineer Service	550,000	303,174	4,257	12,993	17,250	229,575	58.3%
Legal	295,000	51,678	7,187	10,444	17,631	225,692	23.5%
Equipment	809,700	329,885	93,851	107,413	201,263	278,552	65.6%
Computers, Peripherals & Softwat	96,000	20,195	714	15,446	16,160	59,646	37.9%
Equipment Maintenance	133,500	54,217	7,141	10,805	17,946	61,337	54.1%
Equipment Rental	49,400	29,405	8,853	4,728	13,580	6,415	87.0%
Maintenance Agreements	300,600	148,961	60,031	54,943	114,974	36,665	87.8%
Small Tools & Equipment	89,500	39,100	10,515	8,269	18,784	31,616	64.7%
Vehicle Maintenance	140,700	38,007	6,598	13,222	19,820	82,873	41.1%
Utilities	1,753,400	726,428	174,228	195,005	369,233	657,739	62.5%
Telecommunications	135,300	67,199	10,255	15,320	25,576	42,526	68.6%
Utilities	1,618,100	659,229	163,973	179,685	343,658	615,214	62.0%

Clackamas River Water Expenditure Status Report Biennium 2019-2021

GENERAL FUND Account Title	Budget Appropriation BN 2019-2021	Year-to-Date FY 2019-20	1st Quarter FY 2020-21	2nd Quarter FY 2020-21	YTD FY 2020-21	Balance	Percent Used
Water Purchases & Treatment	2,086,400	1,059,489	292,104	254,736	546,840	480,071	77.0%
Permits	50,100	4,992	9,855	3,202	13,057	32,051	36.0%
Telemetry	20,000	5,203	33	-	33	14,764	26.2%
Water Purchases	1,452,200	790,044	241,188	188,261	429,450	232,706	84.0%
Watershed Management	107,000	51,904	6,924	6,581	13,505	41,591	61.1%
Water Treatment & Analysis	457,100	207,346	34,104	56,691	90,795	158,959	65.2%
Materials & Services - Subtotal	9,381,900	4,152,641	1,030,981	973,866	2,004,847	3,224,412	65.6%
Overhead, Labor & Equip	(530,600)	(280,510)	(30,156)	(24,832)	(54,988)	(195,101)	63.2%
Materials & Services - TOTAL	\$ 8,851,300	\$ 3,842,680	\$ 1,000,825	\$ 949,034	\$ 1,949,858	\$ 3,029,311	65.4%
Capital Outlay	1,411,000	317,482	76,075	433,491	509,567	583,952	58.6%
Land	250,000	22,600	271	217,238	217,509	9,891	96.0%
Improvements	248,000	5,578	-	-	-	242,423	2.2%
Vehicles	294,600	-	75,804	30,345	106,149	188,451	36.0%
General Equipment & Tools	384,200	165,599	-	185,909	185,909	32,693	91.5%
Computer Equipment	84,200	6,496	-	-	-	77,704	7.7%
Other	150,000	99,704	-	-	-	50,296	66.5%
Capital Outlay - TOTAL	\$ 1,411,000	\$ 317,482	\$ 76,075	\$ 433,491	\$ 509,567	\$ 583,952	58.6%
InterFund Transfers	7,385,750	2,695,275	-	2,258,250	2,258,250	2,432,225	67.1%
Operating Contingency	750,000	-	-	-	-	750,000	0.0%
General Fund - TOTAL	\$ 29,906,350	\$ 12,300,937	\$ 2,171,210	\$ 5,005,601	\$ 7,176,811	\$ 10,428,602	65.1%

Clackamas River Water Expenditure Status Report Biennium 2019-2021

**CAPITAL IMPROVEMENT PROJECTS FUND
Budget**

Account Title	Appropriation BN 2019- 2021	Year-to-Date FY 2019-20	Actual		Biennial Totals	Balance	Percent Used
			Jul - Sept 2020	Oct - Dec 2020			
Manager	-	4,780	2,538	926	8,243	(8,243)	
Engineering Manager	-	43,901	17,156	12,416	73,474	(73,474)	
Professional & Technical	-	38,590	13,105	12,422	64,117	(64,117)	
Water Treatment Specialist	-	312	1,076	-	1,388	(1,388)	
Water Worker Distribution	-	30,224	12,232	2,933	45,389	(45,389)	
Contract Work	-	948,543	138,597	364,343	1,451,483	(1,451,483)	
Engineer Services	-	27,161	24,218	3,341	54,720	(54,720)	
Legal	-	226	986	-	1,212	(1,212)	
Materials Inventoried	-	9,970	4,479	16	14,464	(14,464)	
Miscellaneous	-	1,415	418	-	1,834	(1,834)	
Overhead, Labor & Equip Caf	-	71,110	26,366	24,294	121,770	(121,770)	
Capital Outlay	3,631,000	-	-	-	-	3,631,000	
Total Expenditures	\$ 3,631,000	\$ 1,176,233	\$ 241,171	\$ 420,690	\$ 1,838,094	\$ 1,792,906	50.6%

Clackamas River Water Expenditure Status Report Biennium 2019-2021

CIP BOND CONSTRUCTION FUND

Account Title	Budget		Year-to-Date FY 2019-20	Actual Jul - Sept 2020	Actual Oct - Dec 2020	Biennial Totals	Balance	Percent Used
	Appropriation	BN 2017-2019						
	BN 2017-2019	FY 2019-20						
Manager	-	-	28,313	1,760	344	30,416	(30,416)	
Engineering Manager	-	-	8,466	-	-	8,466	(8,466)	
Professional & Technical - NR	-	-	47	-	-	47	(47)	
Professional & Technical	-	-	20,197	1,633	-	21,830	(21,830)	
Water Treatment Specialist	-	-	1,582	645	-	2,227	(2,227)	
Water Worker Distribution	-	-	16,784	-	-	16,784	(16,784)	
FICA - Social Security	-	-	-	-	-	-	-	
Pension	-	-	-	-	-	-	-	
Contract Work	-	-	2,259,840	59,151	-	2,318,992	(2,318,992)	
Engineer Services	-	-	505,702	9,102	1,016	515,820	(515,820)	
Equipment Rental	-	-	723	-	-	723	(723)	
Legal	-	-	1,475	-	-	1,475	(1,475)	
Materials Inventoried	-	-	326	-	-	326	(326)	
Miscellaneous	-	-	10,400	-	(200)	10,200	(10,200)	
Permits	-	-	(1,894)	-	-	(1,894)	1,894	
Overhead, Labor & Equip Cap	-	-	193,890	3,790	538	198,219	(198,219)	
Capital Outlay	-	3,139,000	-	-	-	-	3,139,000	
Total Expenditures	\$ 3,139,000	\$ 3,045,849	\$ 76,082	\$ 1,698	\$ 3,123,630	\$ 15,370	99.5%	

Clackamas River Water
Revenue Status Report
Biennium 2019-2021

Account Title	Budget Appropriation BN 2019- 2021	Year-to-Date FY 2019-20	Actual		Biennial Total	Remaining Balance	Percent Received
			Jul-Sept 2020	Oct-Dec 2020			
SYSTEM DEVELOPMENT CHARGES RESERVE FUND							
Revenue	1,632,100	515,433	98,550	73,520	687,503	944,597	42.1%
SDC Reimbursement	797,600	240,523	43,979	32,812	317,314	480,286	39.8%
SDC Improvements	834,500	274,910	54,571	40,708	370,189	464,311	44.4%
Non-Operating Revenue	23,700	20,817	3,014	2,238	26,069	(2,369)	110.0%
Earnings from Investments	23,700	20,817	3,014	2,238	26,069	(2,369)	110.0%
Total Revenue	\$ 1,655,800	\$ 536,250	\$ 101,564	\$ 75,758	\$ 713,572	\$ 942,228	43.1%

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

February 11, 2021

SUBJECT Management Report

PRINCIPAL STAFF PERSON Todd Heidgerken

DOCUMENTS ATTACHED

Table of Contents

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

- A. Management Report
- B. Informational articles

B.1- Clackamas River Water Providers Consortium Newsletter

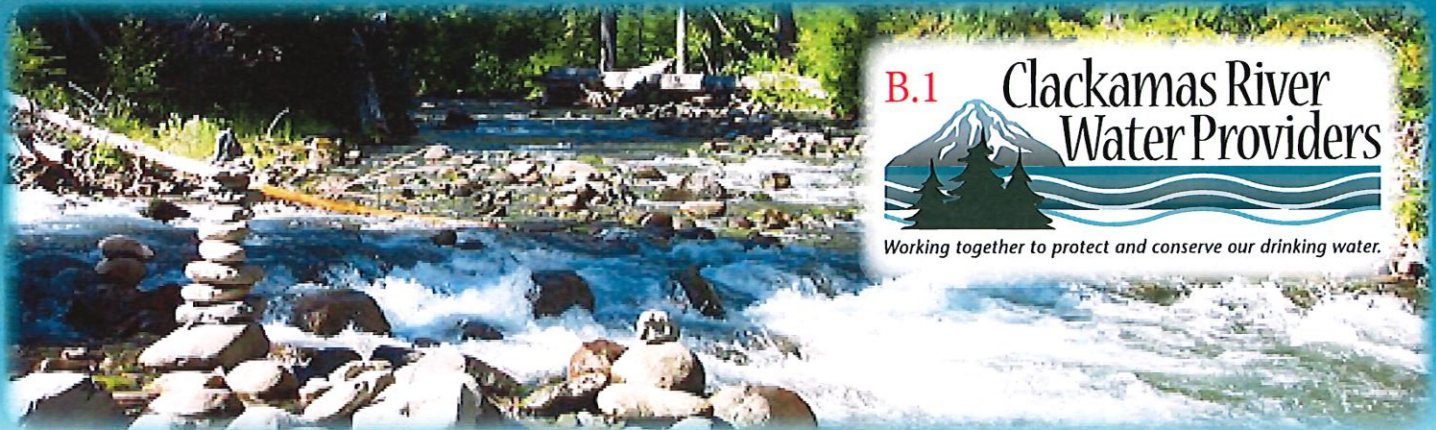
The expectation is for the number to grow to over 3000 in the coming week. Most of the legislative activities are being conducted “virtually”.

CRW coordinates with SDAO Governmental Affairs staff who track items of interest to Special Districts. SDAO Legislative and water/wastewater committees meeting to review bills and gather input from CRW and other special districts. Legislation has been introduced on an array of topics of interest ranging from water related fees, water pipe materials, customer financial assistance, conservation easements, public records, annexations, and many more. In the next few weeks, we will have a better understanding of what issues of interest will be moving through the process. CRW will continue to work with the SDAO Governmental Affairs staff as the session progresses.

4. **Staffing Update:** We have filled the Water Treatment Operator position. Tony Lopez will be joining CRW on February 8th. Tony is an experienced Water Treatment Operator and is familiar with water treatment in the Clackamas Basin. We are pleased to have Tony join us.

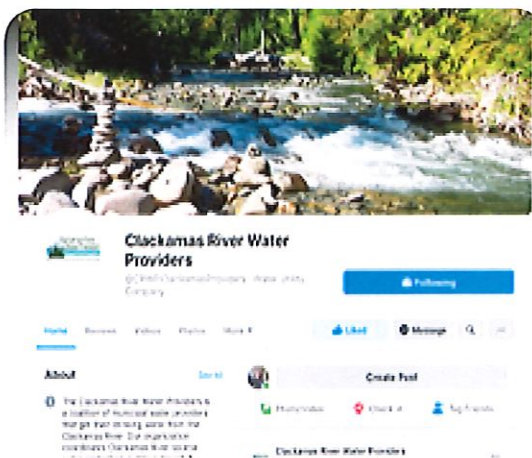
5. **Looking Ahead:**

- CRW Offices will be closed Monday, February 15th for the President’s Day Holiday
- Todd is out on vacation February 12th -17th.
- The agenda preparation meeting for the March Board meeting will be held on Thursday, February 25th at 12:30pm.
- The February work session will be held on Monday, February 22nd at 6 pm.
- The March 2021 Board Meeting will be held on Thursday, March 11th, at 6 pm.



WINTER 2021 News

The CRWP Now on Facebook



The CRWP has joined the social media world by creating a Facebook page.

Visit our new FB page to see what's new with the CRWP. Learn more about the Clackamas River and what we are doing to help protect our drinking water source. Receive seasonal water conservation tips, and information on our rebate programs, teacher resources, and much more.

Like us at [@CRWP.ClackamasProviders](https://www.facebook.com/CRWP.ClackamasProviders) and become a follower and supporter of the Clackamas River Water Providers.

What's Inside:

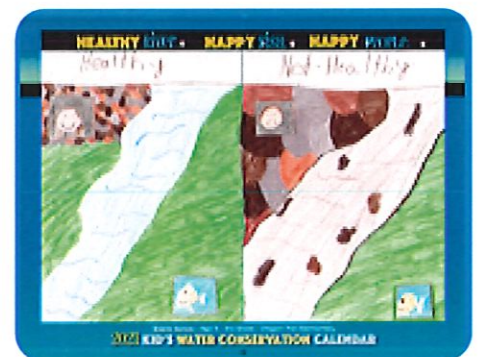
Facebook	P1
Conservation Calendar	P1
Partner Spotlight	P2
Teacher Support	P3
Winter Prep	P4
Fall Quiz	P4
Source Water	P5
Six Tips	P6
Plant Guide	P6
'Faces' Interview	P7

2021 Water Conservation Calendar

AVAILABLE NOW! Each year the Clackamas River Water Providers invite teachers and their students to participate in our annual water conservation calendar coloring contest.

The theme for the 2021 Calendar is "Healthy River, Happy Fish, Happy People". Because of the COVID-19 pandemic and students being taught from home submitting pictures for the calendar posed some challenges. That being said, we had 19 classes from 10 different schools participate in the contest. Thirteen pictures were chosen and posted on the CRWP website for one week (May 25th - June 1st,) so students, their teachers, families and friends, and the general public could vote for which one of the 13 pictures will be on the cover of the 2021 calendar. Each school that participated in the contest receives a box of calendars (#125) to give away to students and families.

The 2021 Calendars are available to the public upon request by contacting our office at **503-723-3511** or by emailing christine@clackamasproviders.org.



The CRWP annual calendar contest continues to be one of our most successful projects because of the enthusiastic participation of our teachers, students, and community members. Thank you to everyone for your support.

CHRISTINE HOLLENBECK, Public Education and Conservation Program Coordinator, (503) 723-3511 • christine@clackamasproviders.org
 KIM SWAN, Water Resource Manager, (503) 723-3510 • kims@clackamasproviders.org

Partner Spotlight: Clackamas Stewardship Partners

The Clackamas Stewardship Partners (CSP) is a group of diverse stakeholders dedicated to restoring ecological function of the Clackamas River Basin while benefiting local economies. Discussions of forming a collaborative group began in the summer of 2004 when members of the Clackamas Ranger District of the Mt. Hood National Forest, the Clackamas River Basin Council, and members of the Clackamas County Economic Development Commission began to explore the possibilities of using the new federal Stewardship Contracting Authority to drive restoration and create jobs in Clackamas County. After several months of independently gathering support from a wide range of stakeholders, Clackamas County arranged a meeting for these stakeholders to come together for a collaborative planning effort.

The stewardship authority was created by Congress to give the U.S. Forest Service and Bureau of Land Management the authority to “perform services to achieve land management goals for the national forests and the public lands that meet local and rural community needs.” Stewardship contracting allows for national forests to achieve ecological restoration goals while also providing economic benefits to local communities by keeping these restoration dollars local.

Stewardship contracts have enabled Clackamas Stewardship Partners (CSP) to identify and recommend funding for restoration and stewardship projects throughout the Clackamas River Basin. The CSP has activity collaborated with the Forest Service in developing Stewardship Contracts as well as providing recommendation on how to use the Retain Receipts funding from these contracts for restoration efforts in the Clackamas Basin. Between 2009 and 2017, CSP recommended Retained Receipts funding for restoration projects in the Basin totaling over \$2,912,700. In 2019, CSP recommended 12 projects for full or partial funding.

The CSP has worked steadily over the years to bring its mission to life on the ground. In addition to working on Stewardship



Contracts, the group has resolved conflicts over forest thinning projects that would have otherwise been litigated by building trust and understanding between the diversity of members at the table. CSP’s strength is in the broad knowledge and experience that its members bring to the collaborative processes.

The CSP continues to work closely with the Mt. Hood National Forest on projects to improve and expand habitat for salmon and other aquatic species of concern, on road repair and decommissioning of unneeded roads, to address and repair sites damaged by inappropriate off-highway vehicle recreation and shooting, enhancement of peregrine falcon nest sites, and thinning projects to increase resistance to insects and wildfire. The CSP is currently working with the forest service to identify ways to help with the Riverside Fire recovery process.

The Clackamas River Water Providers has been part of this group almost since its inception. Participation with the group has helped the CRWP forge relationships with other basin stakeholders and the forest service which allows us to be champions for water quality and efforts that help protect our



Clackamas Stewardship Partners

Promoting Healthy Forests and Local Communities in the Clackamas River Basin

clackamasstewardshippartners.org

CRWP is Supporting Teachers with Virtual Learning

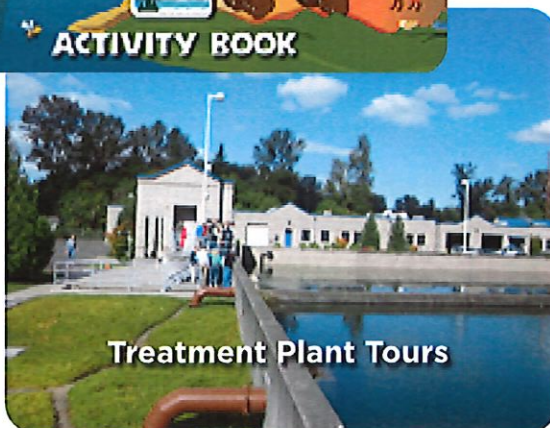
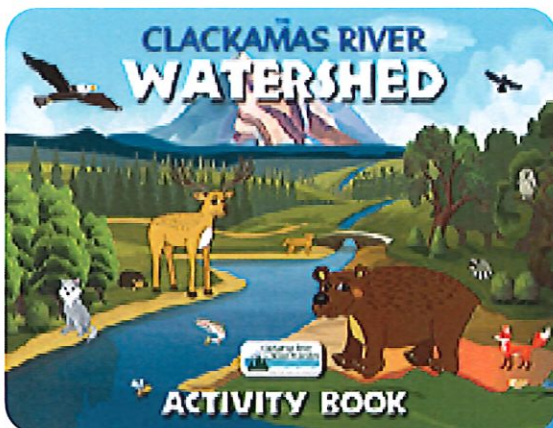
Over the years the Clackamas River Water Providers have supported our teachers with a number of free water and water conservation resources available to schools and teachers within the [CRWP service areas](#). Among other things this includes a full library of water videos and books for all grade levels on everything from the water cycle, properties of water, and how drinking water is made. We also provide a number of class room presentations, and water related assembly programs.

During the time of COVID-19 social-distancing and at home learning the CRWP has created many virtual learning options to continue supporting our teachers in their water and watershed education efforts. Our newly updated [Teacher Resource Page](#) provides access to our Educating from Home resource list, an interactive Clackamas River watershed map, virtual drinking water treatment plant tours, virtual assembly videos with Master Storyteller Will Hornyak, virtual classroom presentations, access to our 'Become a Clackamas River Hero' activity booklet, mini water education grants, and much more.



Storyteller, Will Hornyak, in a classroom presentation

All of these resources and programs are offered at no cost to our schools and teachers, and upon request some of the presentations include curriculum packets and promotional items, such as shower timers, and brochures for students to share with their families. To see the list of schools where these resources are available, [click here](#), or for more information contact our Public Outreach and Education Coordinator at christine@clackamasproviders.org.



Winter Preparation for Outdoor Summer Conservation

Healthy soil is a key tool for managing outdoor water use during the summer months. Soil is more than just dirt; it contains the nutrients plants need and its structure allows for better water holding compactly throughout the dry summer months. However, few gardeners are lucky enough to have healthy soil without some sort of gardener intervention. Adding soil amendments to improve nutrition, pH and structure is an expected garden chore and one that's easily carried out during the winter months.

Cleaning

Begin preparing the soil by removing all dead plant material from this past season's garden. Dead roots, stems and foliage can harbor insects and diseases that emerge in the spring to infect next year's garden.

Soil

Unless soil erosion poses a problem, winter is the best time to turn the garden. While you're working the soil, incorporate organic material, such as well-rotted manure or finished compost.



Winter is also a good time to have your soil tested, giving you the opportunity to incorporate any amendments needed to correct nutritional or pH problems before spring.

Compost

Make compost right in the garden, where it's on hand for incorporation into the soil. Spread layers of soil and partially finished compost with grass clippings and other compost-able materials right on top of the soil. The materials will break down over the winter, providing nutrition for your spring garden, as well as reducing winter soil erosion.

Erosion

Winter rain can create erosion of bare soil which can run off into the street, down into the storm drain and directly to our rivers and streams. To prevent erosion, cover the soil and garden areas with a thick layer of leaves. The leaves will form a mat that can be pulled up in the spring when you're ready to plant. For vegetable gardens plant cover crops to reduce erosion while restoring soil fertility, plant legumes and grasses that cover bare garden soil for the winter. In the spring, till under the cover crops to enhance the nutrients and organic matter in your soil.

Though spring and summer seem a long way off they are just around the corner. Following these easy tips will help your garden soils be healthier and have better water holding capacity during the summer. For more information on outdoor water conservation, visit our website at www.clackamasproviders.org/outdoor-conservation/.

Winter Quiz:

Answers - Can be found on page 6

1. The CSP (Clackamas Stewardship Partners) are working to:

- A. Improve habitat for salmon/aquatic species
- B. Improve road repair
- C. Enhance Peregrine Falcon nest sites
- D. All of the above

2. CRWP provides access to an 'Educating from Home' resource list.

- A. True
- B. False

3. Managing healthy soil can be accomplished in the winter months by:

- A. Removing dead plants
- B. Turning soil with organic material
- C. Planting cover crops
- D. All of the above

4. Disinfection Byproducts are defined as:

- A. Similar to bleach
- B. Substances formed in a reaction of chlorine with organic matter
- C. Chemicals found in raw river water
- D. None of the above

The "What and Why's" of Source Water Protection



When the CRWP began our source water protection efforts more than a decade ago there were not many similar types of programs here in Oregon or around the nation. This has changed in the last five years with a number of oil spills, chemical spills (West Virginia 2014), and hazardous algal blooms which have impacted drinking water sources across the USA. This has promoted the need, and the recognition that water providers need to be looking upstream and understand potential drinking water risks.

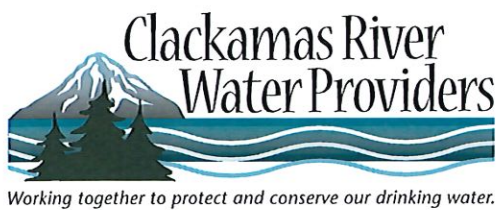
So, what exactly is Source Water Protection?

Source water protection is the foundation of any drinking water utility and is one of the primary ways to reduce the risk to a source from contamination or decline in production. Source water protection not only helps the utility identify its risk, it is also a necessary part of educating regulatory agencies, permitting authorities, and the community about the impacts their actions can have on drinking water source water quality and quantity.

Source water protection can also:

- Reduce the need for additional treatment to meet water quality standards.
- Help a utility be prepared and reduce the impacts and cost of an emergency when they understand the risk to source quality from contamination or reduce quantity due to climate change.
- Help sustainability when an alternative source of water may not be available or cost prohibitive.

It is also one of the first key steps in a multiple barrier approach to providing clean drinking water which involves several consecutive steps including: high quality source



water, source water protection, optimized water treatment, distribution system maintenance and water quality monitoring.

The overall concept of source protection is to have the ability to measure the balance between watershed health and human use over time and implement actions that maintain a healthy balance for production of exceptional water quality. This requires not only being aware of all the different human activities going on, and their risks to drinking water, within the watershed but also understanding the limits of what the river can handle and still maintain a high level of water quality.

In addition, CRWP members recognize the need to better understand climate change and the potential future impacts to water quality and quantity that a changing climate may have on our watershed and water source.

By identifying, preventing, minimizing, and mitigating for activities that have known or potentially harmful impacts on drinking water quality, we are able to preserve the Clackamas River as a high-quality drinking water source, minimizing future drinking water treatment costs, while being good stewards of the river.

To see what strategies and efforts we are implementing to achieve our Source Water Protection goals visit our website at www.clackamasproviders.org or contact Kim Swan at kims@clackamasproviders.org

Water Saving Tips

Visit our [website](#) for more indoor water saving tips.

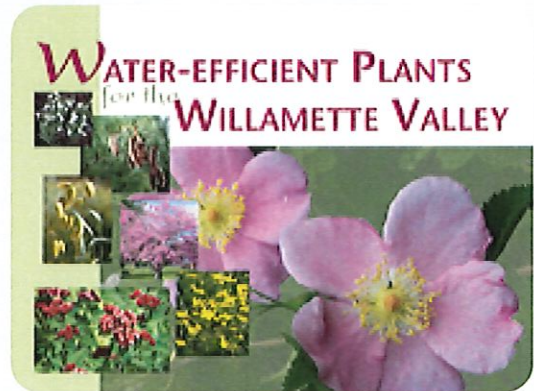


- **Done with your holiday baking?** Use your leftover food coloring to check your toilet for leaks. [Click here](#) to learn how to check your toilet for leaks.
- **Let your dishwasher do the work.** Energy Star certified dishwashers include several innovations that reduce energy and water consumption. Visit our [website](#) to learn about our \$75 rebate.
- **Thawing food?** Use the microwave, a bowl of water, or place it in the fridge overnight instead of running the tap. You'll save about two gallons of water for each minute the faucet does not run.

- **Freeze the grease** instead of pouring it down the drain and letting the water run. Keep your kitchen sink draining well by pouring all cooking grease into a can, freezing it, and then tossing the frozen contents into the trash.
- **Using one glass all day** will mean fewer dishes to do. Especially if everyone joins in!
- **Scrape instead of pre-rinsing.** Save yourself up to 20 gallons of water by scraping food off your dishes instead of pre-rinsing them.

Water Efficient Plant Guide

Are you spending the winter designing or redesigning for a more water-efficient landscape? Check out our "[Water Efficient Plants for the Willamette Valley](#)" plant guide. During the summer months water usage in our area increases 2 - 3 times from the amount of water we use in the winter. This is primarily due to landscape and landscape watering practices. The need to conserve water, however, does not mean that we have to abandon our beautiful landscapes. The notion that water efficient landscapes have to be barren and dry is changing as people realize that they can have the best of both worlds when it comes to water conservation and landscaping. With proper irrigation design and management, and with proper plant selection and placement, responsible water users can enjoy a full range of landscape styles. A hard



copy of this booklet is also available by mail. Give us a call at 503-723-3511, or email us at christine@clackamasproviders.org.

Winter Quiz:

Answers

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

- Question 3 - Answer is D
Question 4 - Answer is B

Faces of Drinking Water

by Christine Hollenbeck

For this 2021 winter edition of our E newsletter, we thought we would formally introduce Katelynn Niece, our tour guide for the South Fork Water Board video tour. South Fork Water Board provides drinking water to, and is jointly owned and governed by the cities of Oregon City and West Linn.

Because of COVID 19 the CRWP is unable to give tours of our member's drinking water treatment plants. In order to provide this educational opportunity to our communities and students we have develop video tours of our treatment plants available on our website under the [Teacher Resource](#) page.

CRWP: How long have you been working for South Fork Water Board?

Katelynn: I have been employed by South Fork for 11 yrs. I started my internship at South Fork through Clackamas Community College in 2009 and then I moved into the summer help position which led to a position within operations.

CRWP: What is your position at SFWB?

Katelynn: Currently I manage the Regulatory Compliance department for the plant.

CRWP: How did you acquire your current position with SFWB?

Katelynn: I started my career with South Fork assisting Maintenance/Operations, my experience over the years has led me to be able to take over the Regulatory Compliance responsibilities.

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

Katelynn: I am a very detail oriented and organized person, what I like most about this position is having sole accountability within my responsibilities and my role within the facility. I also find satisfaction in being able to participate in critical projects involving our facility's future.

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

Katelynn: My greatest accomplishment within my career has been my love and dedication to this field and my dedication to expanding my responsibilities and gain a leadership position in this industry.

CRWP: : What advice would you give to someone starting out in the drinking water industry?

Katelynn: My advice for someone starting out in the field of public drinking water is to explore other positions/departments within your place of employment if it could help you succeed. I have worked within the Maintenance department, Operations, and now Regulatory Compliance and I'm thankful for all the knowledge I've gained because it helps me to have a real understanding of the facility as a whole.

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

Katelynn: The most important part of my job is ensuring our facilities compliance with State and Federal agencies through water quality sampling and data.

CRWP: What would you like the public to know about their drinking water and what your role is in delivering that water?

Katelynn: I would like the public to know first and foremost that the drinking water is safe. I think my role in that is equal to that of the entire team in serving our communities.

CRWP: What's the most significant project you've been involved in during your career?

Katelynn: I would say the combination of projects within my career are

Katelynn Niece
Regulatory Compliance
South Fork Water Board



significant but if I had to choose one it would be taking over the responsibility of Regulatory Compliance for this utility.

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

Katelynn: Coffee.

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

Kate: When I'm not working, I enjoy fishing, especially bass fishing. I'm also really big on family, so when I'm not working, I'm spending time with them.

During the filming of our video tour at South Fork Water Board I had the opportunity to get to know Katelynn much better. I truly look forward to working with her in the years to come. Thank you, Katelynn, for all your hard work and dedication helping to ensure that our customers in Oregon City and West Linn are receiving high quality, safe, and clean drinking water every day.

How Our Water Systems Work - Water Quality & Testing

Clackamas River Water Provider member's drinking water is closely regulated by both the Environmental Protection Agency (EPA) and the Oregon Health Authority (OHA). Water Provider staff and testing experts conduct more than a thousand tests every month in our source water, drinking water treatment plants, and in our distribution systems. This continuous monitoring of quality and safety, ensures that our drinking water more than meets strict federal and state drinking water standards.

A few examples of required water quality testing are:

- **Coliform Bacteria** - Organisms that are present in the environment and in the feces of all warm-blooded animals and humans. Their presence in drinking water indicates that disease-causing organisms (pathogens) could be in the water system.



- **Inorganic Compounds & Radionuclides** – Nitrates, manganese, other simple chemicals and minerals, and radium.
- **Volatile Organic Compounds (VOCs)** – Solvents, cleaners, pesticides, and other man-made contaminants.
- **Disinfection Byproducts** - Chemical, organic and inorganic substances that can form during a reaction of a disinfectant (chlorine) with naturally present organic matter in the water.



For more information:

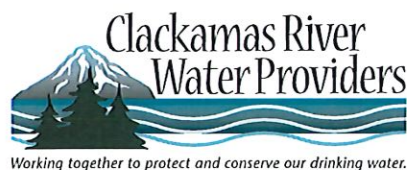
Go to your local water provider's website to view the "Annual Consumer Confidence Report" (Annual Water Quality Report). [Click here](#) to find your CRWP water provider.

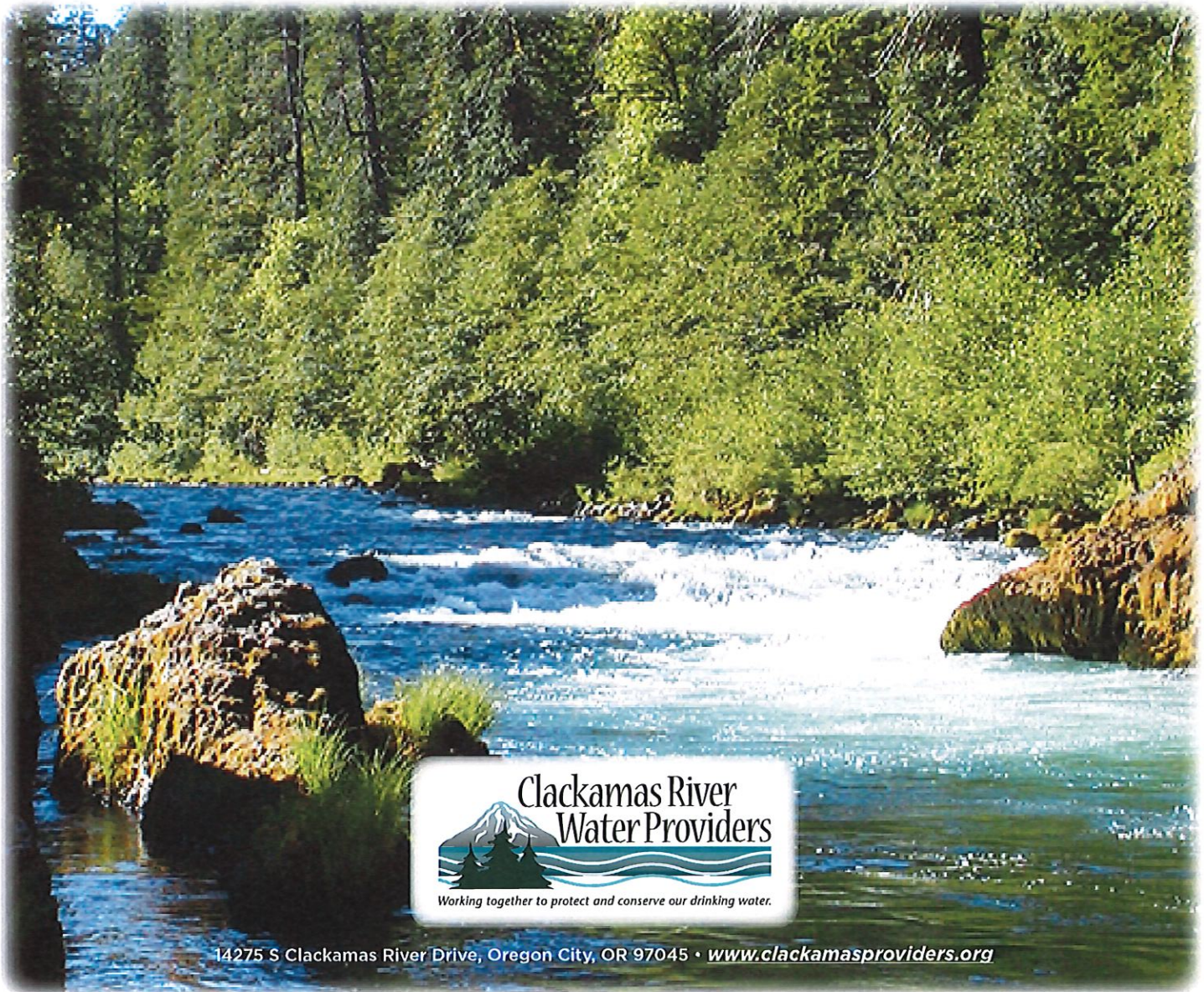

Environmental Protection Agency Safe Drinking Water Act:

The EPA sets legal limits on over 90 contaminants in drinking water. The legal limit for a contaminant reflects the level that protects human health and that water systems can achieve using the best available technology. EPA rules also set water-testing schedules and methods that water systems must follow. <https://water.epa.gov/lawsregs/rulesregs/sdwa/index.cfm>

State of Oregon Drinking Water Program: Oregon Drinking Water Services (DWS) administers and enforces drinking water quality standards for public water systems in the state of Oregon. DWS focuses resources in the areas of highest public health benefit and promotes voluntary compliance with state and federal drinking water standards. DWS also emphasizes prevention of contamination through source water protection, provides technical assistance to water systems, and provides water system operator training.

<https://public.health.oregon.gov/HealthyEnvironments/DrinkingWater>



**Clackamas River
Water Providers**

Working together to protect and conserve our drinking water.

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

Our Members:



www.cwater.com



www.cityofestacada.org



www.ci.gladstone.or.us



www.ci.oswego.or.us



www.oaklodgewaterservices.org



www.sfwb.org



www.sunrisewater.com



www.tigard-or.gov

CHRISTINE HOLLENBECK, Public Education and Conservation Program Coordinator, (503) 723-3511 • christine@clackamasproviders.org
 KIM SWAN, Water Resource Manager, (503) 723-3510 • kims@clackamasproviders.org



CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

February 11, 2021

SUBJECT Commissioner Reports and Reimbursement Requests

DRAFT MOTION NO MOTION REQUIRED

EFFECTIVE DATE

PRINCIPAL STAFF PERSON Board of Commissioners

BOARD ACTION REQUESTED Commissioner Communications

DOCUMENTS ATTACHED

Agenda Summary

BACKGROUND None

ANALYSIS None

STAFF RECOMMENDATION

CLACKAMAS RIVER WATER

Commissioner Request for Reimbursement

Month December 2020

Commissioner's Name Lester Garrison

Please Print

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

Total \$ 50.00

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

Total \$ _____

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

Total \$ _____

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

Total \$ _____

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

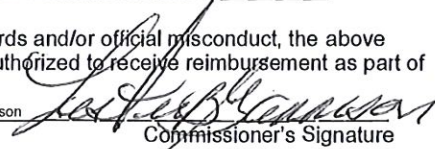
Total \$ _____

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

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

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

Respectfully submitted Lester Garrison


 Commissioner's Signature

For Accounting:
 Payroll: Taxable \$ _____ Non-Taxable \$ _____ entered P/R 1/15/2021 *AS*
 Accounts Payable: VENDOR # _____ ACCT# 01.601.5730 AMOUNT \$ _____ Entered A/P _____
 Board: Reimbursement as of _____

Carol Smyke 1.8.21
 CFO Date



Clackamas River Water

Clackamas River Water

Board Meeting – February 11, 2021



2nd Quarterly Update – FY 2021 Agenda Item #3

Carol Bryck, CPFO, CTP

2nd Quarter Update – FY 2021

- 2nd Quarter – Second year of Biennium – July 1, 2020 through December 31, 2020
- Showing costs through 18 of 24 periods for the Biennium – 75%
- This is also 50% of the new fiscal year – but for budgetary purposes we compare actual costs to the two-year budget.
- Sharing impact of decisions related to COVID

2nd Quarter Update – FY 2021 Revenue

Through the second quarter (July 1, 2020 through December 31, 2020) of Fiscal Year 2021- year two of the biennium BN 2019-2021 we are 75% through the budget.

Total Revenue is 76.4% of the biennial budget.

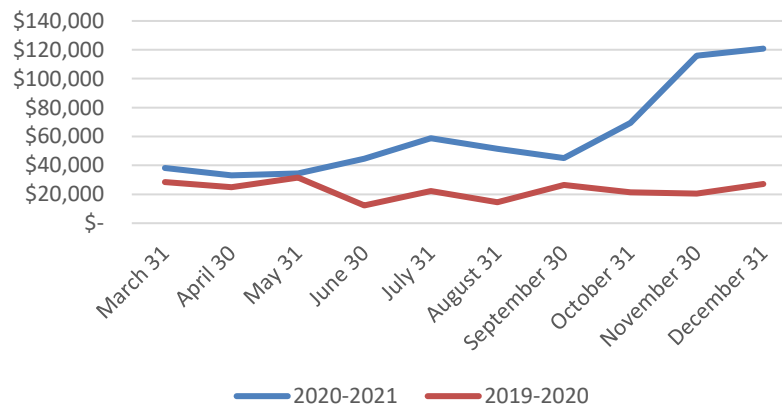
Water sales budget is \$24,880,000 for the biennium and we have recorded \$19,637,306 through December. Water sales are 78.2% of the biennial budget.

2nd Quarter Update – FY 2021 Revenue

- The rate increase schedules for May 2020 was implemented November 2020. We estimate (based on known consumption through October) that our water revenue is \$300,000 lower. We have also forgone late fees and the impact there is more difficult to measure (would customers have paid to avoid negative consequences?) is approximately \$40,000.
- There are increases in some revenues:
 - Miscellaneous Operating Revenue
 - Earnings from Investments
 - Grant Revenue (CRW share of CARES funding reimbursement for COVID related costs). We have received nearly \$140,000 in reimbursement.

2nd Quarter Update – FY 2021 Revenue

- Impacts (of COVID) on outstanding balances. Revenue is recorded when we bill but cash isn't received until customers pay.
- Aging Balance over 90 days has increased significantly (is now one percent of annual water sales).
- Graph is comparison of current aging balances with prior year.
 - All Status is active, closed, collections
 - Active Status – currently active customers



2nd Quarterly Update – FY 2021

General Fund Expenses

- Personnel Services
 - 68.7% of biennial budget
 - Total costs Fiscal Year 2020 and 1st Quarter Fiscal Year 2021 - \$6.5 million
 - 62.5% of budgeted amount - \$7.9 million
 - Reasons we are below 75%
 - Vacancies that have not yet been filled
 - Retirement payouts – anticipated in budget process that have not yet occurred
 - Modification to health plan that lowered premiums in first year of biennial budget





2nd Quarterly Update – FY 2021

General Fund Expenses

- Materials & Services – 65.4%
 - Analysis of categories that are greater than 75% reveal that these are items where payments are made annually, semi-annually or that have seasonal components
- Capital Outlay – 58.6%
 - Was 27.9% at the end of the first quarter
 - Reminder that Capital Outlay items come in larger chunks and can move up quickly

Other Funds

SDC Revenue, CIP and CIP Bond
Construction expenditures

2nd Quarterly Update – FY 2021

new demand

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 growth
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 revenues
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 capacity
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 extension
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 equity
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 improvements
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 expansion
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SDC Revenues

- Biennial Budget - \$1,655,800
- Actual to Date - \$713,572 – 43.1%
- Should have an SDC payment of approximately \$450,000 by end of 3rd Quarter



New Construction

2nd Quarterly Update – FY 2021

Capital Improvements Project Fund

Project #	Description	BN 19-21 Budget	FY 2020 Actual	FY 2021 Actual	Total	% of Budget
5249	ODOT/City/County DTD Adj	\$ 286,000	\$ 67,024	\$ 11,690	\$ 78,714	58.58%
5243	CRC Mobility (see 5249 budget)*	-	50,772	28,547	79,319	N/A
5241	Sunnybrook & 93rd Loop Waterline (see 5249 budget)	-	5,320	-	5,320	N/A
5270	Linnwood Ave Improvements	-	-	4,172	4,172	N/A
5239	Edgewood Neighborhood Waterline	1,045,000	907,777	55,386	963,163	92.17%
5251	Forsythe Rd Waterline - Phase 1	572,000	40,223	365,704	405,927	70.97%
TBD	Leland Rd Master Meter & Waterline	480,000	-	-	-	0.00%
5253	82nd Dr Waterline - Phase 1	814,000	840	61,968	62,808	7.72%
5260	Orchid Waterline & Meter	74,000	35,297	317	35,614	48.13%
5250	Mather Reservoir Control Valve	210,000	50,897	39,851	90,748	43.21%
5248	90th Ave Pump Station Valve Replacement	150,000	13,474	118,859	132,333	88.22%
		<u>\$ 3,631,000</u>	<u>\$ 1,171,623</u>	<u>\$ 686,494</u>	<u>\$ 1,858,117</u>	<u>51.17%</u>

*5243 Prior Period (FY 2019) expense - \$6,309

*5239 Prior Period (FY 2019) expense - \$91,467

2nd Quarterly Update – FY 2021

- **Backbone Projects**

- All project have been closed except for 152nd Ave Reservoir as of June 30, 2020 (end of Fiscal Year 2020)
- BN 2019-2021 Budget for Fund 08 – CIP Backbone was \$3,139,000
- Spend through December 31, 2020 (2nd Quarter of Fiscal Year 2021) is \$3,123,629
- 99.5% of budget has been expended
- Minor additional charges – primarily CRW Staff time may be charged against this budget.
- Backbone Phase 1 completed!

The background is a solid blue color with numerous water droplets of various sizes scattered across it. The droplets are more densely packed on the right side and sparser on the left. The text is centered horizontally and vertically.

Questions or comments ?