CLACKAMAS RIVER WATER
BOARD OF COMMISSIONERS
REGULAR MEETING AND EXECUTIVE SESSION
THIS MEETING WILL HAVE REMOTE ACCESS VIA ZOOM*
May 13, 2021 at 6:00pm
AGENDA

Clackamas River Water

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/83708485015 or by calling the following number 1-253-215-8782 and join meeting /83708485015#. **Passcode: 178785**

REGULAR MEETING @ 6 pm

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

a. Approval of the Agenda

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

MOTION TO RECESS REGULAR MEETING & OPEN SYSTEM DEVELOPMENT CHARGES (SDC)HEARING

SYSTEM DEVELOPMENT CHARGE (SDC) HEARING

a. Public Comment on System Development Charges

MOTION TO CLOSE SDC HEARING & RECONVENE REGULAR MEETING

Action Items

1. **Consider First Reading By Title Only of Ordinance 02-2021 System Development Charges Methodology-** *Carol Bryck, Chief Financial Officer*
2. **Consider First Reading By Title Only of Ordinance 03-2021 System Development Charges Fee Schedule-***Carol Bryck, Chief Financial officer*

Consent Agenda

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

Informational Reports

3. Quarterly Report- *Carol Bryck, Chief Financial Officer*
4. Management Report – *Todd Heidgerken, General Manager*

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

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

Agenda Item – 1

REGULAR BOARD MEETING

May 13, 2021

SUBJECT	Consider First Reading by Title Only of Ordinance 02-2021 System Development Charges Methodology
DRAFT MOTION	Move the CRW Board Approve Carol Bryck, CFO to Conduct the First Reading by title only of Ordinance 02-2021
EFFECTIVE DATE	None
PRINCIPAL STAFF PERSON	Carol Bryck, CFO
BOARD ACTION REQUESTED	Consider First Reading of the System Development Charges Methodology Ordinance 02-2021 by title only.
DOCUMENTS ATTACHED	Exhibit A - Ordinance 02-2021 – Updating System Development Charge Methodology for the Water System and Declaring an Effective Date Exhibit B – Methodology memo from FCS Group

Agenda Summary

BACKGROUND

Clackamas River Water System Development Charge methodology was adopted via Ordinance 1-97 effective February 1, 1998. The charges have been updated annually indexed by the Engineering News Record (ENR) Construction Cost Index (CCI) for Seattle, Washington.

Upon completion and adoption of the District's Water System Master Plan and other plans related to capital improvements, the District undertook a review of the System Development Charges methodology. The results of the review and methodology options are contained in the memorandum provided by FCS Group (Exhibit B). The Board held a work session to review the memorandum and discuss the methodology on February 22.

This Ordinance updates the SDC Methodology based on CRW assets as of fiscal year 2020.

Oregon revised Statutes (ORS) 223.297to 223.314 authorize local governments to establish system development charges (SDCs), one-time fees on new development paid at the time of development. SDCs are intended to recover a fair share of the cost of existing and planned facilities that provide capacity to serve future growth.

ANALYSIS

This Ordinance presents the Water System Development Charges as calculated based on the 2019 Water System Master plan as adopted by the Board of Commissioners using the meter capacity equivalents (MCE) approach. This methodology is a common approach in the region.

Ordinance 02-2021 will supersede Ordinance 1-97 once it becomes effective.

EXHIBIT A

CLACKAMAS RIVER WATER
ORDINANCE 02-2021

AN ORDINANCE UPDATING SYSTEM DEVELOPMENT CHARGE METHODOLOGY FOR THE WATER SYSTEM AND DECLARING AN EFFECTIVE DATE

WHEREAS, Clackamas River Water adopted Ordinance 1-97 establishing system development charges (SDC) methodology effective February 1, 1998, pursuant to Oregon Revised Statutes (ORS) 223.297 to 223.314 and the charges therefore, which have been amended from time to time by various Resolutions and Ordinances; and

WHEREAS, Oregon Revised Statutes 223.297 to 223.314 establish procedures to provide a uniform framework for the imposition of System Development Charges by governmental units for specified purposes and to establish that the charges may be used for Capital Improvements; and

WHEREAS, Oregon Revised Statutes 223.297 to 223.314 provide procedures for establishing a Methodology to determine System Development Charges; and

WHEREAS, by this Ordinance, the District intends to reconfirm the authorization for system development charges for capital improvements pursuant to ORS 223.297 to 223.314 for the purpose of creating a source of funds to pay for existing system capacity and/or the installation, construction, and extension of capital improvements to accommodate new connections to the system; and

WHEREAS, these charges shall be due and payable at the time of permitted increased use of the capital improvements that generate a need for those facilities; and

WHEREAS, the system development charges imposed are separate from and in addition to any applicable assessment, charge, or fee otherwise provided by law or imposed as a condition of development, and being fully advised,

NOW, THEREFORE, THE BOARD OF COMMISSIONERS OF CLACKAMAS RIVER WATER HEREBY ORDAINS THAT:

SECTION 1: Title

This Ordinance shall be known as "System Development Charge Ordinance" and may be so referred to.

SECTION 2. *Definitions*. As used in this Ordinance, the following terms shall mean:

A. "Applicant" shall mean the owner or other person who applies for a residential, commercial, industrial, or other connection to the District

water system, or who upsizes an existing meter connecting a parcel to the District water system.

B. "Board" means the Board of Commissioners of Clackamas River Water.

C. "Capital Improvements" shall mean public facilities or assets used for water supply, treatment, and distribution.

D. "Capital Improvement Plan" shall mean any Plan, Public Facilities Plan, Master Plan, Capital Improvements Plan, or similar plan that contains capital improvements upon which system development charges are calculated.

E. "Citizen or Other Interested Person" shall mean any person whose legal residence is within the boundaries of the District, as evidenced by registration as a voter within the District or by other proof of residency; or a person who owns, occupies, or otherwise has an interest in real property which is located within District boundaries or is otherwise subject to the imposition of system development charges, as outlined in Section 3 of this ordinance.

F. "Connection" or "Connection Approval" shall mean physical connection to, or an approval to connect to, the capital improvements of the District.

G. "District" shall mean Clackamas River Water, a unit of local government under ORS 264.

H. "Improvement Fee" shall mean a fee for costs associated with capital improvements to be constructed after the effective date of this ordinance.

I. Meter Capacity Equivalents (MCEs) shall mean flow factors proportionate to the safe operating flow capacity of a full ¾-inch meter, based on American Water Works Association (AWWA) calculations and recommendations. MCE is the basis for the potential demand method of SDC calculation.

J. "Methodology" shall mean the system development charge methodology required by ORS 223.301 (1) and (2).

K. "Owner" shall mean the person holding legal title to the parcel upon which a service connection or meter upsizing is to occur.

L. "Parcel" shall mean any unit of land, lot or real property created by subdivision or partition in compliance with any state statute or the applicable planning and zoning codes and regulations; or by deed or land sale contract if not created by subdivision or partition.

M. "Person" shall mean an individual, corporation, partnership, incorporated association, or any other similar entity.

N. "Qualified Public Improvement" shall be defined as provided in ORS 223.304(3).

O. "Reimbursement Fee" shall mean fee for costs associated with capital improvements already constructed or under construction when the fee is established and for which capacity exists.

P. "Single-family housing" shall mean a detached dwelling unit, constructed on-site, and located on an individual parcel.

Q. "System Development Charge" or "SDC" shall mean a reimbursement fee and/or an improvement fee assessed or collected at the time of meter upsizing or connection to a District capital improvement.

SECTION 3. Assessment of Charge

A. A System Development Charge is hereby imposed upon new service connections to the District's capital improvements and upon the upsizing of existing meters connected to the District's capital improvements.

B. System development charge rates shall be established and may be revised or adjusted from time to time, by Ordinance or Resolution of the District.

C. The system development charges imposed by this Ordinance are separate from and in addition to any applicable tax, assessment, charge, or fee otherwise provided by law or imposed as a condition of development.

D. The SDC paid for a parcel shall be deemed to apply only to the specific parcel and facility thereon and is not transferrable to another parcel except as specified herein.

E. Where an existing service is located on a parcel that is partitioned or subdivided, the owner may apply to the District to assign the

service and any existing system development charge credit to a specific lot or apportioned among the lots that comprised the original parcel. The owner of each parcel shall then pay the SDC amount for the new or existing meter less the SDC credit assigned to that parcel.

F. When a request or requirement for a larger service is made to the District by an applicant for parcels within the District, SDC credit for the existing service at the parcel will be granted.

   a. Credit shall be given for inactive services or services previously removed by the District, if that can be verified by District records. No credit will be allowed for a service that was removed based on the owner's request, when verified by District records.
   b. Credit for the existing meter will be subtracted from the determined SDC amount based on the District's current adopted SDC schedule. If an available credit exceeds the SDC amount, the balance shall remain with the parcel previously receiving water service for no more than two years from the date the credit is first used. No cash refunds shall be provided for the amount of this credit.
   c. SDC credits are non-transferable to other parcels within the District unless contiguous parcels under the same ownership within the District's service area are combined to facilitate development.
   d. SDC credits will only apply to parcels with accounts with the District that are in good standing and have no unpaid charges.

SECTION 4. System Development Charge Methodology

A. The methodology used to establish the reimbursement fee portion of the system development charge shall take into account the cost of then-existing facilities, prior contributions by then-existing users, the value of unused capacity, generally accepted rate-making principles employed to finance publicly owned capital improvements, and other relevant factors identified by the District. The methodology shall promote the objective that future system users shall contribute no more than an equitable share of the cost of then-existing facilities.

B. The methodology used to establish the improvement fee portion of the system development charge shall take into account the cost of projected capital improvements needed to increase the capacity of the systems to which the fee is related, and other relevant factors identified by the Board.

C. The District adopts the MCE-based methodology set out in the 2021 "Water System Development Charge Update" by FCS Group, attached hereto as Attachment A. Amendments thereto or adoption of a new methodology may be adopted by ordinance or resolution of the District.

SECTION 5. System Development Charge Plan

A. The Board has adopted the Water System Master Plan, which is periodically updated. This Plan:
   a. Lists the planned capital improvements that may be funded with improvement fee revenues; and
   b. Lists the estimated cost and time of construction of each improvement.

The Board may also incorporate by reference all or a portion of any Facilities Plan, Master Plan, Capital Improvements Plan, or similar plan that contains the information required by this Section. The Board may modify the projects listed in that Plan at any time through the adoption of a Resolution.

SECTION 6. Collection

A. The System Development Charge shall be due and payable upon tentative approval by the District to connect to the District system or to upsize an existing meter. This Ordinance shall apply to any parcel for which connection or upsizing approval has not been given prior to the adoption hereof.
B. If connection is made to the District's capital improvements or an existing meter is upsized without an appropriate approval and payment of the applicable SDC, the applicable SDC is immediately payable.
C. The District shall not issue approval for connection or meter upsizing until the SDC has been paid in full unless an exemption is granted pursuant to Section 6E.
D. In addition, each person making an application for connection shall pay an inspection charge and all other applicable fees and costs

imposed by the District. The fees and charges shall be immediately due and payable.

E. Notwithstanding Section 3A of this Ordinance, the following developments shall be exempt from payment of the System Development Charges:
(1) Fire-only service connections.
(2) Temporary connections for construction Purposes.

SECTION 7. Credits for Developer Contributions of Qualified Public Improvements

A. The District may grant a credit against the improvement fee component of system development charges imposed pursuant to Section 3 of this Ordinance for the donation of land for, or for the actual cost of construction of, any qualified public water improvements set forth in the CIP.

B. Prior to the developer's application to the governing jurisdiction for a building or development permit, the applicant shall submit to the District a proposed plan and estimate of cost for contributions of qualified public water system improvements. The proposed plan and estimate shall include:

(1) A designation of the development for which the proposed plan is being submitted;

(2)A legal description of any land or interest in land such as an easement or right-of-way proposed to be donated;

(3)A list of the contemplated capital improvements contained within the plan;

(4) An estimate of proposed construction costs certified by a professional engineer; and

(5) A proposed schedule for completion of the proposed plan.

C. The applicant shall have the burden of demonstrating that a particular improvement qualifies for credit. The amount of credit to be applied shall be tentatively determined according to the most current and accepted standards of valuation:

(1) The value of donated lands shall be based upon a written appraisal of fair market value by a qualified and professional appraiser acceptable to the District. The appraisal will be based

upon comparable sales of similar property between unrelated parties in a bargaining transaction; and

(2) The cost of anticipated construction of qualified public improvements shall be based upon cost estimates certified by a professional engineer and relevant District data as determined by the Chief Engineer.

D. Upon completion of construction and placement of the improvement in service the actual credit shall be calculated based upon the land value, if any, and the actual cost of the qualified public improvement based on a verified accounting of costs provided to the General Manager. The District may require such documentation as it deems necessary to evaluate actual costs.

E. The credit described in this Section 7 shall apply only to the improvement fee charged for the type of improvement being constructed. Credit under this Section may be granted only (i) for the cost of that portion of the improvement that exceeds the facility size or capacity needed to serve the development project, or (ii) where their oversizing provides capital improvements usable by the District.

F. If a donation or construction of a qualified public improvement gives rise to a credit amount greater than the amount of the system development charge that would otherwise be levied against the project receiving development approval, the excess credit may be applied against system development charges that accrue in subsequent phases of the original development project. Any excess credit must be used not later than ten years from the date it is given.

G. The decision of the General Manager as to whether to accept the proposed improvement and the value of such contribution shall be in writing and issued within fifteen (15) working days of the date all data is received for review. Notification shall be provided to the applicant via regular mail.

H. After completion of a qualified public improvement, the applicant shall, within 30 days of completion, submit to the District an accounting of actual costs. Upon District verification of such costs, the credit shall be increased or reduced accordingly. If reduced, the applicant shall pay to the District the amount of such reduction in cash within 20 days of notice of such reduction.

I. Any applicant who submits a proposed plan pursuant to this Section and desires the immediate issuance of a building permit or development permit shall pay the applicable system development charges. Said payment shall not be construed as a waiver of any credit. Any difference between the amount paid and the amount due, as determined by the Board, shall be refunded to the applicant. In no event shall refund by the District under this subsection exceed the amount originally paid by the applicant.

J. Credits shall be apportioned against the parcel which was subject to the requirements to construct an improvement eligible for credit. Unless otherwise requested, apportionment against lots constituting the entire parcel shall be proportionate to the anticipated public facility service requirements generated by the respective lots or parcels. Upon written application to the District, however, credits shall be reapportioned from any lot or parcel to any other lot or parcel within the confines of the entire parcel originally eligible for the credit.

SECTION 8. Review Hearings

A. An applicant who is required to pay system development charges shall have the right to request a hearing before the Board to review any of the following:
   a. The General Manager's determination of the amount of SDCs assessed or credits granted.
   b. The General Manager's denial of a proposed credit for contribution of qualified public improvements pursuant to Section 7.
   c. A decision of the General Manager interpreting the provisions of this Ordinance.

B. A review hearing shall be requested by the applicant within thirty (30) days of the date of the General Manager's written decision. Failure to request a hearing within the time provided shall be deemed a waiver of such right.

C. The request for hearing shall be filed with the General Manager and shall contain the following:
   a. The name and address of the applicant;
   b. The legal description of the parcel in question;

c. If issued, the date the tentative connection approval was issued;
d. A brief description of the nature of the development being undertaken;
e. If paid, the date the system development charges were paid; and
f. A statement of the reasons why the applicant is requesting review.

D. Upon receipt of a request for a review hearing, the General Manager shall schedule a hearing before the Board of Commissioners at a regularly scheduled meeting or special meeting called for the purpose of conducting the hearing and shall provide the applicant written notice of the time and place of the hearing. Such hearing shall be held within forty-five (45) days of the date the request for hearing was filed.

E. Such hearing shall be conducted in a manner designed to obtain all information and evidence relevant to the requested hearing as determined by the Board. Formal rules of civil procedure and evidence shall not be applicable; however, the hearing shall be conducted in a fair and impartial manner with each party having an opportunity to be heard and to present information and evidence.

F. Any applicant who requests a hearing pursuant to this Section and desires the immediate issuance of a connection or upsizing approval shall pay, prior to or at the time the request for hearing is filed, the applicable system development charges. Said payment shall not be construed as a waiver of any review rights.

G. An applicant may request review under this Section 8 without paying the applicable system development charges as long as no connection approval has been issued and no connection has occurred.

H. The decision of the Board shall be subject to writ of review under ORS 34.010 to 34.100.

SECTION 9. Review of Methodology and Rates

A. This ordinance, the system development charge methodology, and the capital improvement plan required by ORS 223.309 shall

be reviewed by the Board of Commissioners at intervals it deems appropriate. The review shall consider new estimates of population and other socioeconomic data, changes in the cost of construction and land acquisition, and adjustments to the assumptions, conclusions or findings set forth in the methodology. The purpose of this review is to evaluate and revise, if necessary, the rates of the system development charges to ensure that they do not exceed the actual or reasonably anticipated costs of the District's capital improvements.

B. Notwithstanding any adjustments made under Section 9.A. of this Ordinance, the District shall annually review the SDC methodology and rates in relation to the Engineering News Record (ENR) Construction Cost Index (CCI) for Seattle, Washington, or comparable index as adopted by the Board, for the geographical region for which such index is prepared that more appropriately reflects cost indexing for the Portland Metropolitan Area. The Board may, by ordinance or resolution, modify the District's SDC charges in keeping with such index. A change in an SDC under this subsection shall not be considered a modification to the SDC or methodology under ORS 223.297 through ORS 223.314.

C. In the event the review of the ordinance or the methodology alters or changes the assumptions, conclusions and findings of the methodology, or alters or changes the amount of system development charges, the methodology shall be amended and updated to reflect the assumptions, conclusions and findings of such reviews. If changes in the methodology are undertaken by the District, the District shall comply with the requirements of ORS 223.297 through ORS 223.314.

SECTION 10. Receipt and Expenditure of System Development Charges

A. The District shall establish separate accounts for each type of system development charge, which shall be maintained apart from all other accounts of the District. All system development charge payments shall be deposited in the appropriate account immediately upon receipt.

B. Reimbursement fees shall be applied only to capital improvements associated with the systems for which the fees are assessed, including expenditures relating to repayment of indebtedness.

C. Improvement fees shall be applied only to capacity-increasing capital improvements, including expenditures relating to repayment of debt for the improvements. An increase in system capacity occurs if a capital improvement increases the level of performance or service provided by existing facilities or provides new facilities. The portion of the capital improvements funded by improvement fees shall be related to demands created by development. A capital improvement being funded wholly or in part from revenues derived from the improvement fee shall be included in the Capital Improvement Plan, Master Plan or other plan adopted by the District pursuant to ORS 223.309.

D. Notwithstanding subsections B and C of this Section, system development charge revenues may also be expended on the direct costs of complying with the provisions of this ordinance, including, but not limited to, the costs of developing system development charge methodologies and providing an annual accounting system for development charge expenditures.

E. The monies deposited in the above accounts shall be used solely as allowed by ORS 223.307, including, but not limited to:

(1) Design and construction plan preparation;

(2) Permitting and fees;

(3) Land and materials acquisition, including any costs of acquisition or condemnation;

(4) Construction of capital improvements;

(5) Design and construction of new water facilities required by the construction of capital improvements and structures;

(6) Relocating utilities required by the construction of improvements;

(7) Landscaping;

(8) Construction management and inspection;

(9) Surveying, soils and material testing;

(10) Acquisition of capital equipment;

(11) Repayment of monies transferred or borrowed from any budgetary fund of the District which were used to fund any of the capital improvements as herein provided;

(12) Payment of principal and interest, necessary reserves and costs of issuance under any bonds or other indebtedness issued by the District to fund capital improvements;

(13) Costs of complying with the provisions of ORS 223.297 to 223.314, including the consulting, legal, and administrative costs required for developing and updating the system development charges methodology report, resolution/ordinance, and capital improvements plan; and the costs of collecting and accounting for system development charges expenditures.

F. Funds on deposit in system development charge accounts shall not be used for:

(1) Any expenditure that would be classified as a maintenance expense; or

(2) Costs associated with the construction of administrative office facilities that are more than an incidental part of other capital improvements.

G. Any capital improvement being funded wholly or in part with improvement fee revenue shall be included in the District's capital improvement plan. The capital improvement plan may be modified at any time by the Board of Commissioners and shall:

(1) List the specific capital improvement projects that may be funded with improvement fee revenue;
(2) Provide the estimated cost of each capital improvement project; and
(3) Provide the estimated timing of each capital improvement project.

H. Any funds on deposit in system development charge accounts which are not immediately necessary for expenditure may be invested by the District. All income net of the cost of investment, derived from such investments shall be deposited in the system development charges accounts and used as provided herein.

I. No SDC refund will be given for any reason, including without limitation cases where an applicant wishes to downsize a meter.

J. An annual report accounting for system development charges, including the total amount of system development charge revenue

collected in the accounts, and the capital improvement projects that were funded, will be made available for review.

K. Any citizen or other interested person may challenge an expenditure of system development charges revenues.

(1) Such challenge shall be submitted, in writing, to the Board for review within two years following the subject expenditure, and shall include the following information:

a. The name and address of the citizen or other interested person challenging the expenditures;

b. The amount of the expenditure, the project, payee or purpose, and the approximate date on which it was made; and

c. The reason why the expenditure is being challenged.

(2) If the Board determines that the expenditure was not made in accordance with the purposes of this ordinance and other relevant laws, a reimbursement of system development charge account revenues from other revenue sources shall be made within one year following the determination that the expenditures were not appropriate.

(3.) The Board shall make written notification of the results of the expenditure review to the citizen or other interested person who requested the review within ten (10) days of completion of the review.

SECTION 11. Severability

If any clause, section, or provision of this ordinance shall be declared unconstitutional or invalid for any reason or cause, the remaining portion of said ordinance shall be in full force and effect and be valid as if such invalid portion thereof had not been incorporated herein.

SECTION 12. Implementing Regulations

The Board may adopt, by Resolution, regulations, or administrative procedures to implement the provisions of this Ordinance.

SECTION 13. Public Reading of Ordinance

Pursuant to Oregon Revised Statutes, Chapter 198.540, the ordinance was read at two regular meetings of the Board of Commissioners on two different days, at least six (6) days apart and prior to the adoption thereof.

SECTION 14. Adoption.

This ordinance was adopted by at least the affirmative vote of a majority of the members of the Board of Commissioners of Clackamas River Water at a public meeting.

SECTION 15. Effective Date.

This Ordinance shall take effect at 12:01 a.m., Pacific Daylight Time, on July 10, 2021, being at least thirty (30) days from the date of its adoption.

CLACKAMAS RIVER WATER

By: _____

Sheryl French, President

By: _____

Naomi Angier, Secretary

EXHIBIT B

Clackamas River Water

WATER SYSTEM DEVELOPMENT CHARGE UPDATE

FINAL REPORT
February 2021

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7525 166th Avenue NE, Ste. D215
Redmond, WA 98052
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FCS GROUP
Solutions-Oriented Consulting

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GLOSSARY

ADD	average day demand
AWWA	American Water Works Association
CAAGR	compounded average annual growth rate
CCI	construction cost index
CIAC	contribution in aid of construction
CWIP	construction work in progress
CRW	Clackamas River Water District
EHU	equivalent housing unit
ENR	engineering news record
FY:	fiscal year starting July 1 and going through June 30
GPD	gallons per day
GPM	gallons per minute
MCE	meter capacity equivalent
MDD	maximum day demand
MG	million gallons
MGD	million gallons per day
M&S	meters and services
ORS	Oregon Revised Statutes
R&R	renewal and replacement
SDC	system development charge
SFR	single family residential
T&D	transmission and distribution
WSMP	Water System Master Plan

INTRODUCTION

In April 2019, Carollo Engineers, Inc. (Engineer) finalized the development of the Water System Master Plan (WSMP) for Clackamas River Water's (CRW) North and South Water Systems. Following the completion of the WSMP, in 2020 CRW engaged FCS GROUP to update their system development charges (SDCs) based on the capital improvement plan and capacity information included in the WSMP.

SYSTEM DEVELOPMENT CHARGE BACKGROUND

Oregon Revised Statutes (ORS) 223.297 to 223.314 authorize local governments to establish system development charges (SDCs), one-time fees on new development paid at the time of development. SDCs are intended to recover a fair share of the cost of existing and planned facilities that provide capacity to serve future growth.

ORS 223.299 defines two types of SDCs:

- A *reimbursement fee* designed to recover "costs associated with capital improvements already constructed, or under construction when the fee is established, for which the local government determines that capacity exists"
- An *improvement fee* designed to recover "costs associated with capital improvements to be constructed"

ORS 223.304(1) states, in part, that a reimbursement fee must be based on "the value of unused capacity available to future system users or the cost of existing facilities" and must account for prior contributions by existing users and any gifted or grant-funded facilities. The calculation must "promote the objective of future system users contributing no more than an equitable share to the cost of existing facilities." A reimbursement fee may be spent on any capital improvement related to the system for which it is being charged (whether cash-financed or debt-financed) and on the costs of compliance with Oregon's SDC law.

ORS 223.304(2) states, in part, that an improvement fee must be calculated to include only the cost of projected capital improvements needed to increase system capacity for future users. In other words, the cost of planned projects that correct existing deficiencies or do not otherwise increase capacity for future users may not be included in the improvement fee calculation. An improvement fee may be spent only on capital improvements (or portions thereof) that increase the capacity of the system for which it is being charged (whether cash-financed or debt-financed) and on the costs of compliance with Oregon's SDC law.

SDC CALCULATION

OVERVIEW

In general, SDCs are calculated by adding a reimbursement fee component and an improvement fee component—both with potential adjustments. Each component is calculated by dividing the eligible cost by available future capacity in units of demand. The unit of demand becomes the basis of the charge. **Table 1** shows this calculation in equation format:

Table 1. SDC Calculation

Eligible Costs of Available Capacity in Existing Facilities	+	Eligible Costs of Capacity Increasing Capital Improvements	=	SDC per Unit of Available Future Capacity
Units of Available Future Capacity		Units of Available Future Capacity		

REIMBURSEMENT FEE

The reimbursement fee is the cost of available capacity per unit of available future capacity. In order for a reimbursement fee to be calculated, unused capacity must be available to serve future growth. For facility types that do not have available capacity, no reimbursement fee may be calculated.

IMPROVEMENT FEE

The improvement fee is the cost of planned capacity-increasing capital projects per unit of capacity that those projects will provide for future users. In reality, the capacity added by many projects serves a dual purpose of both meeting existing demand and serving future growth. To compute a compliant improvement fee, capacity enhancing related costs must be isolated, and costs related to meeting current demand must be excluded.

The capacity approach to allocate costs to the improvement fee basis was used. Under this approach, the cost of a given project is allocated to growth by the portion of total project capacity that represents capacity for future users. That portion, referred to as the improvement fee eligibility percentage, is multiplied by the total project cost for inclusion in the improvement cost basis.

Adjustments to the Cost Basis

All accumulated SDC revenue currently available in fund balance is deducted from its corresponding cost basis. This practice prevents a jurisdiction from double-charging for projects that were in the previous methodology's improvement fee cost basis but have not yet been constructed. For this analysis it was assumed that the entire SDC fund balance was associated with the improvement fee and deducted from the improvement fee cost basis. The adjustment described above does not impact CRW's existing credit policy.

CUSTOMER BASE & CAPACITY

The available future capacity calculation is the basis by which an SDC is charged. The charge basis should approximate a pro rata share of total system costs (that is, charges that accurately reflect a customer's demand for system capacity). For water utilities, this is often related to either *potential demand* or *estimated demand*. Estimated demand is often approximated by converting such factors as customer type and customer size into **equivalent housing units (EHUs)** based on *projected water use*, while potential demand is often measured by meter size or other surrogates for *maximum potential demand.*

Water systems, generally, must be sized to meet potential demand. For example, while the estimated demand for a commercial establishment served by a 1-inch meter may be no different than that of a customer served by a 5/8-inch meter, its potential is 2.5 times that of the smaller meter (based on American Water Works Association safe operating capacity by meter size) because of the additional flow capacity. There are exceptions a water utility may consider when serving customers that require large volumes without significant peaking.

For this analysis the charges are calculated in both potential demand, expressed in **meter capacity equivalents (MCEs)**, and estimated demand, expressed in EHUs.

EXISTING DEMAND

Potential Demand and MCE Calculation

According to CRW's records, the water utility had 12,458 accounts in fiscal year (FY) 2020. The standard meter size for CRW is a 3/4-inch meter, which equates to 1 MCE. Applying the MCE flow factor ratios utilizing 3/4-inch equivalents by meter size results in 16,223 MCEs in FY 2020. **Table 2** provides a summary of meter-based accounts, flow factors and MCEs. (The MCE calculation used is based on American Water Works Association (AWWA) flow factors, proportionate to a 3/4-inch safe operating flow capacity).

Table 2. FY 2020 Customer Data

Meter	Accounts FY2020	MCE Factor (3/4" Equivalent)	MCEs (FY2020)
3/4"	11,205	1.00	11,205
1"	750	1.67	1,250
1 1/2"	181	3.33	603
2"	246	5.33	1,312
3"	37	10.67	395
4"	19	16.67	317
6"	12	33.33	400
8"	2	53.33	107
10"	4	76.67	307
12"	1	112.50	113
18"	1	215.12	215
Total	**12,458**		**16,223**

Notes:

1. Flow factors based on AWWA Standards, 1984 and 1990.
2. Flow factors for 18" meter are based on regression analysis utilizing smaller meter size data.
3. Includes wholesale accounts.

Estimated Demand and EHU Calculation

From the WSMP, *Tables 3.13 Projected Parameters* provided the definition of EHUs for each system. This analysis used the medium definition of 166 gallons per day (gpd) per EHU for the north system and 253 gpd per EHU for the south system. The charges developed for this SDC update are system wide; therefore, a system wide weighted average gpd per EHU was derived using additional WSMP data.

Section *3.5.2.1 of the WSMP* defined the medium scenario for an EHU as the average single family residential (SFR) gpd for the prior 4-year period. In order to calculate the system wide average gpd per EHU, historical system specific data for SFR customers was utilized. The SFR accounts for each system were multiplied by gpd per EHU for that specific system, and number of days per year to estimate total demand. The north and south demand by year was combined and divided by combined SFR accounts and number of days per year. The latest 4-year gpd per EHU were averaged to estimate a system wide average of 202 gpd per EHU. **Table 3** provides the summary of the system wide average calculation for CRW.

Table 3. System Wide Average EHU

Year	North			South			Total System		
	gpd/EHU	SFR Accounts	Est. Demand	gpd/EHU	SFR Accounts	Est. Demand	Est. Demand	SFR Accounts	gpd/EHU
2013	169	6,709	413,844,665	245	4,920	439,971,000	853,815,665	11,629	201
2014	167	6,687	407,606,085	245	4,893	437,556,525	845,162,610	11,580	200
2015	166	6,754	409,224,860	269	4,901	481,204,685	890,429,545	11,655	209
2016	160	6,888	403,361,280	252	4,922	453,965,904	857,327,184	11,810	198
4-Year Average	**166**			**253**					**202**

Notes:

1. Tables 3.8 of the North and South WSMP were used for SFR account data.
2. Tables 3.13 of the WSMP were used for the gpd/EHU data.
3. Estimated demand was calculated by multiplying gpd/EHU by SFR and number of days in a year accounting for 2016 leap year.

To calculate existing FY 2020 EHUs, the data from the north and south WSMP tables *3.16* (north) *Projects Summary – Medium Scenario* and *3.15 South System Demand Projection Summary – Medium Scenario* was used. The tables provided EHUs, average day demand (ADD) and maximum day demand (MDD) for the years of 2017, 2028 and 2038. The EHU and gpd/EHU data were used to calculate the system wide EHU projections for 2017, 2028 and 2038. The weighted annual average compounding growth rate was calculated using the 2017 and 2028 projections and applied to the 2017 figures to estimate FY 2020 system wide EHUs of 40,193. **Table 4** provides the summary of the system wide calculation of the FY 2020 EHUs.

Table 4. FY 2020 System Wide EHUs

Year	2017	2028	2038
North EHUs	37,802	40,612	42,653
North gpd/EHU	166	166	166
North Demand - gpd	**6,275,132**	**6,741,592**	**7,080,398**
South EHUs	6,578	7,535	8,691
South gpd/EHU	253	253	253
South Demand - gpd	**1,664,234**	**1,906,355**	**2,198,823**
Total Demand - gpd	**7,939,366**	**8,647,947**	**9,279,221**
System Wide gpd/EHU	202	202	202
System Wide EHUs	**39,267**	**42,771**	**45,893**
CAAGR	0.78%		

Fiscal Year	*EHUs*	*CAAGR*	*EHU w. CAAGR*
2017	39,267	0.78%	39,573
2018	39,573	0.78%	39,882
2019	39,882	0.78%	40,193
2020	40,193		

FY 2020 Estimated EHUs	**40,193**

Notes:

1. System specific EHU data is from tables 3.16 (north) and 3.15 (south) of the north and south WSMP.
2. CAAGR - cumulative annual average growth rate.

FUTURE ALLOCABLE CUSTOMER BASE

Based on the review of the north and south WSMP, CRW's existing system can support varying levels of capacity based on the function of service of the system. Capacity information was provided for the following functions:

1. Supply / Treatment
2. Pumping
3. Storage

Supply / Treatment

From the WSMP, *Chapter 5 – Water Supply – North System* indicates that CRWs existing treatment plant was designed to support 30.0 million gallons per day (mgd). Due to operational constraints, the operational capacity is limited to 23.0 mgd (rounded) as identified in *Section 5.3.1 Comparison of*

Projected Demand to Available Sources. Comparing 23.0 mgd supply / treatment capacity to the existing MDD of 16.0 mgd, identified in Table 5.2 of the north WSMP, indicates that the system currently has 30.4 percent of unused capacity.

Utilizing the unused capacity of 30.4 percent for supply / treatment and existing EHU and MCE figures of 40,193 EHUs and 16,223 MCEs, future available capacity was calculated as identified in **Table 5**.

Table 5. Supply / Treatment Existing and Unused Capacity in EHUs and MCEs

Supply / Treatment	mgd	% Share
Operational capacity	23.00	100.0%
Maximum day demand	16.00	69.6%
Unused capacity	7.00	30.4%

Supply / Treatment	MCEs	% Share
Existing	16,223	69.6%
Future (unused)	7,097	30.4%
Total	23,320	100.0%

Supply / Treatment	EHUs	% Share
Existing	40,193	69.6%
Future (unused)	17,584	30.4%
Total	57,777	100.0%

Existing EHUs of 40,193 and MCEs of 16,223 were divided by the current utilized supply / treatment capacity share of 69.6 percent to estimate the total supply / treatment capacity expressed in EHUs and MCEs. The net difference between the total capacity EHUs of 57,777 and MCEs of 23,320 and existing EHUs of 40,193 and MCEs 16,223, respectively, was calculated to be the unused share of existing available supply / treatment capacity, which is 17,584 EHUs and 7,097 MCEs.

The WSMP for either system does not include capacity enhancing supply treatment projects; therefore, future available capacity EHUs of 17,584 and MCEs of 7,097 remain the same under the existing system and after the improvements identified in the CIPs are implemented.

Pumping

Chapter 6 of both WSMPs provided the firm and required capacities for each booster pumping station. The CIP in the WSMPs did include projects associated with expanding capacity. **Tables 6 and 7** provide the summary of existing and future firm and required capacities as well as pumping capacity expressed in EHUs and MCEs, using data for planning year 2019 from the WSMP.

Table 6. Pumping Firm and Required Capacity

Pumping	Required Exist. (gpm)	Existing Firm (gpm)	Future Firm (gpm)
Mather	11,338	15,300	18,900
Otty	2,427	4,500	4,500
Kirkwood	41	-	100
Redland-Mather	2,900	3,889	3,889
Beavercreek	1,575	2,083	2,083
Henrici	478	750	750
Holcomb	684	-	-
Barlow	53	-	-
Hunter Heights	1,045	430	1,130
Total	**20,541**	**26,952**	**31,352**

Notes:

1. Otty represents 90th and Harmony.
2. Redland-Mather's pumping is performed through the Hattan Pump Station.

Table 7. Pumping Existing and Future Available Capacity in EHUs and MCEs

Pumping	gpm	% Share
Existing required capacity	20,541	76.2%
Existing available capacity	6,411	23.8%
Existing firm capacity	**26,952**	**100.0%**

Existing required capacity	20,541	65.5%
Future available capacity	10,811	34.5%
Future firm capacity	**31,352**	**100.0%**

Pumping - Existing Available	MCEs	% Share
Existing	16,223	76.2%
Future (unused)	**5,063**	**23.8%**
Total	**21,286**	**100.0%**

Pumping - Existing Available	EHUs	% Share
Existing	40,193	76.2%
Future (unused)	**12,544**	**23.8%**
Total	**52,737**	**100.0%**

Pumping - Future Available	MCEs	% Share
Existing	16,223	65.5%
Future	**8,538**	**34.5%**
Total	**24,761**	**100.0%**

Pumping - Future Available	EHUs	% Share
Existing	40,193	65.5%
Future	**21,154**	**34.5%**
Total	**61,347**	**100.0%**

Similar to the supply / treatment discussion above, existing EHUs of 40,193 and MCEs of 16,223 were divided by the current utilized pumping capacity share of 76.2 percent to estimate the total pumping capacity expressed in EHUs and MCEs. The net difference between the total existing pumping capacity EHUs of 52,737 and MCEs of 21,286 and existing EHUs of 40,193 and MCEs of 16,223, respectively, was calculated to be the unused share of existing available pumping capacity, which is 12,544 EHUs or 5,063 MCEs.

Once the CIPs in the WSMPs are implemented, the available future pumping capacity will increase to 34.5 percent compared to the existing capacity of 23.8 percent. Performing the same calculation discussed above will result in future available pumping capacity of 21,154 EHUs or 8,538 MCEs.

Storage

Chapter 6 of both WSMPs provided the existing and required storage capacity. Similar to the supply / treatment function, the CIP in the WSMPs did not include projects associated with expanding capacity. **Tables 8 and 9** provide the summary of existing and future storage capacity and requirements as well as storage capacity expressed in EHUs and MCEs, using data for planning year 2019 from the WSMP.

Table 8. Storage Required and Available Capacity

Storage	Existing Required (MG)	Existing Available MG
Mather	6.83	14.00
Otty	5.51	6.80
Henrici	1.21	1.55
Beavercreek	1.85	3.50
Redland-Mather	1.23	2.00
Hunter Heights	1.05	1.20
Barlow	0.27	0.23
Total	**17.95**	**29.28**

Notes:

1. MG capacities may include rounding.
2. Based on WSMP, Beavercreek Elevated Reservoir is counted as available capacity, but only if added withing the first 10-year window.

Table 9. Storage Existing and Unused Capacity in EHUs and MCEs

Storage	MG	% Share
Existing required	17.95	61.3%
Existing available capacity	11.33	38.7%
Existing firm capacity	**29.28**	**100.0%**

Storage	MCEs	% Share
Existing	16,223	61.3%
Future (unused)	**10,240**	**38.7%**
Total	**26,462**	**100.0%**

Storage	EHUs	% Share
Existing	40,193	61.3%
Future (unused)	**25,370**	**38.7%**
Total	**65,562**	**100.0%**

Consistent with the supply / treatment and pumping sections, existing EHUs of 40,193 and MCEs of 16,223 were divided by the current utilized storage capacity share of 61.3 percent to estimate the total storage capacity expressed in EHUs and MCEs. The net difference between the total storage capacity EHUs of 65,562 and MCEs of 26,462 and existing EHUs of 40,193 and MCEs of 16,223, respectively, was calculated to be the unused share of existing available storage capacity, which is 25,370 EHUs and 10,240 MCEs.

The WSMP for either system does not include capacity enhancing storage projects; therefore, future available capacity EHUs of 25,370 and MCEs of 10,240 remain the same under the existing system and after the improvements identified in the CIPs are implemented.

REIMBURSEMENT FEE BASIS

COST BASIS

The reimbursement fee is the eligible cost of available capacity per unit of growth that such available capacity will serve. Calculation of the reimbursement fee begins with the historical cost of assets or recently completed projects that have unused capacity to serve future users. For each asset or project, the eligible cost is the cost portion of the asset or project that is available to serve future users.

To avoid charging future development for facilities provided at no cost to CRW or its ratepayers, the reimbursement fee cost basis must be reduced by any grants or contributions used to fund the assets or projects included in the cost basis. Furthermore, unless a reimbursement fee will be specifically used to pay debt service, the reimbursement fee cost basis should be reduced by any outstanding debt related to the assets or projects included in the cost basis to avoid double charging for assets paid for by debt service in the rates.

CRW's records list $115,882,793 in water fixed assets, net of small vehicles, and $10,482,495 in construction work in progress as of the end of FY 2020. These assets were then allocated into six functional categories:

1. Supply / treatment
2. Pumping
3. Storage
4. Transmission & distribution
5. Meters & services
6. General

It was determined that in five of these six categories there was available capacity for future users. The meters & services category was deducted since it is paid for through a separate fee. Customer Base & Capacity Section of this report provides the available existing capacity to future users for the supply / treatment, pumping and storage functions. The WSMP did not provide equivalent information for the transmission and distribution function; therefore, it was assumed that the transmission and distribution assets are sized to support the available supply / treatment capacity. The general assets were assumed to be in support of the rest of the system and allocated as all other allocable assets. **Table 10** provides the summary of existing capacity available to future users by function of service.

Table 10. Available Existing System Capacity

Available Existing Unused Capacity	Supply / Treatment	Pumping	Storage	Trans. & Distribution
% Available unused capacity	30.43%	23.79%	38.70%	30.43%

Notes:

1. Supply / treatment identified in table 5 of this report.
2. Pumping identified in table 7 of this report.
3. Storage identified in table 9 of this report.
4. Transmission & distribution assumed to be equivalent to supply / treatment.

REIMBURSEMENT FEE COST BASIS CALCULATION

The reimbursement fee cost is calculated by multiplying the capacity share of each asset category by the net asset value (original cost less contributions) of that category. General plant is allocated as the total capacity share of all other assets. **Table 11** provides the summary of the reimbursement fee cost basis calculation.

Table 11. Net Reimbursement Fee Cost Basis

Reimbursement Fee Cost Basis	Supply / Treatment	Pumping	Storage	T&D	M&S	General	Total
Plant in service	$ 17,671,328	$ 9,197,963	$ 11,201,208	$ 65,912,412	$ 5,396,797	$ 6,503,085	$ 115,882,793
plus: CWIP	167	45,843	9,390,467	1,077,227	-	(31,209)	10,482,495
less: Meters & services					(5,396,797)		(5,396,797)
less: CIAC	(6,589)	(6,590)	(17,591)	(11,856,238)			(11,887,008)
Net plant in service	**$ 17,664,905**	**$ 9,237,217**	**$ 20,574,084**	**$ 55,133,400**	**$ -**	**$ 6,471,876**	**$ 109,081,483**
Reallocation of General	1,114,175	582,617	1,297,665	3,477,418		(6,471,876)	-
Adjusted net plant in service	**$ 18,779,080**	**$ 9,819,834**	**$ 21,871,749**	**$ 58,610,819**	**$ -**	**$ -**	**$ 109,081,483**
Unused capacity	30.43%	23.79%	38.70%	30.43%			
Reimbursement fee cost basis	**$ 5,715,376**	**$ 2,335,818**	**$ 8,463,351**	**$ 17,838,075**	**$ -**	**$ -**	**$ 34,352,620**
less: unused share of existing debt	(958,023)	(306,010)	(1,803,693)	(2,990,057)			(6,057,783)
Net reimbursement fee cost basis	**$ 4,757,352**	**$ 2,029,808**	**$ 6,659,659**	**$ 14,848,018**	**$ -**	**$ -**	**$ 28,294,837**

Notes:

1. Capacity percentages are not rounded, which may cause differences if applying them to the second decimal point.

IMPROVEMENT FEE BASIS

COST BASIS

An improvement fee is the eligible cost of planned projects per unit of future capacity that such projects will serve. For this section, capital improvement information was obtained from Chapter 8 of both North and South WSMP.

IMPROVEMENT FEE COST BASIS CALCULATION

The improvement fee cost basis is based on a specific list of planned capacity-increasing capital improvements. The portion of each project that can be included in the improvement fee cost basis is determined by the extent to which each new project creates capacity for future users. **Tables 12, 13 and 14** show project specific and summary improvement fee cost basis information.

Table 12. Net Improvement Fee Cost Basis

Improvement Fee Cost Basis	Supply / Treatment	Pumping	Storage	T&D	M&S	General	Total
Total capital improvement program	$ 500,000	$ 6,374,000	$ 8,250,000	$ 291,074,000		$ 800,000	306,998,000
less: renewal and replacement share	(347,826)	(5,039,003)	(7,572,831)	(253,531,565)		(530,459)	(267,021,684)
Net capital improvement program	**$ 152,174**	**$ 1,334,997**	**$ 677,169**	**$ 37,542,435**	**$ -**	**$ 269,541**	**$ 39,976,316**
Reallocation of General	1,033	9,062	4,597	254,849		(269,541)	-
Adjusted capital improvement program	**$ 153,207**	**$ 1,344,060**	**$ 681,766**	**$ 37,797,284**	**$ -**	**$ -**	**$ 39,976,316**
less: improvement SDC fund balance	(5,974)	(52,405)	(26,582)	(1,473,724)			(1,558,685)
Net improvement fee cost basis	**$ 147,233**	**$ 1,291,655**	**$ 655,183**	**$ 36,323,559**	**$ -**	**$ -**	**$ 38,417,631**

Notes:

1. Capacity percentages are not rounded, which may cause differences if applying them to the second decimal point.

Note, the net capital improvement program is reduced by any improvement fee revenue currently held by CRW to avoid double-charging for projects that were in the previous methodology's improvement fee cost-basis, and are also in the current WSMP, but have not yet been constructed.

Table 13. Project Specific North System Portion of the Improvement Cost Basis

Project	Description - North System Projects	Total	Type Capacity	Type R&R	Type Improvement	Function	Capacity Share of Improvement	Total Eligible (Future Capacity)	Estimated Timing
	General								
G-01	Water Treatment Plant And Seismic Facility Plan	$ 250,000	0%	0%	100%	Supply / Treatment	30.43%	$ 76,087	1-5 years
G-02	2028 Water System Master Plan	200,000	0%	0%	100%	General	33.69%	67,385	5-10 years
G-03	2038 Water System Master Plan	200,000	0%	0%	100%	General	33.69%	67,385	11-20 years
	Programmatic								
P-01	Repair & Replacement Pipeline Program	55,143,000	0%	100%	0%	T&D	30.43%	-	1-20 years
P-02	Seismic System Pipeline Program	65,011,000	0%	100%	0%	T&D	30.43%	-	11-20 years
	Pressure Zone								
PZ-01	Mather Zone low pressure area near Kirkwood zone	44,000	0%	0%	100%	Pumping	34.48%	15,172	11-20 years
	Storage								
ST-01	Seismic Isolation Valves at Exiting Tanks	1,050,000	0%	0%	100%	Storage	38.70%	406,301	5-10 years
ST-02	Storage Condition Evaluation	250,000	0%	100%	0%	Storage	38.70%	-	11-20 years
ST-03	Storage Repair & Rehabilitation	1,000,000	0%	100%	0%	Storage	38.70%	-	11-20 years
	Pump Station								
PS-01	High Lift Pump Station	525,000	100%	0%	0%	Pumping	34.48%	525,000	5-10 years
PS-02	Kirkwood Pump Station	76,000	0%	0%	100%	Pumping	34.48%	26,207	11-20 years
PS-04	Pump Station Condition Evaluation	250,000	0%	100%	0%	Pumping	34.48%	-	11-20 years
PS-05	Pump Station Repair & Rehabilitation	3,000,000	0%	100%	0%	Pumping	34.48%	-	11-20 years
	Distribution Pipeline								
D-01	SE Jennsen Rd	121,000	0%	100%	0%	T&D	30.43%	-	11-20 years
D-02	SE Flavel Dr Pipe Upsize	277,000	0%	0%	100%	T&D	30.43%	84,304	11-20 years
D-03	Johnson Creek Blvd New Pipe	935,000	0%	0%	100%	T&D	30.43%	284,565	1-5 years
D-04	Springwater Corridor New Pipe	347,000	0%	0%	100%	T&D	30.43%	105,609	11-20 years
D-05	SE 72nd Ave Pipe Upsize	341,000	0%	0%	100%	T&D	30.43%	103,783	11-20 years
D-06	SE Catalina Ln and SE Pembroke Ct Pipe Upsize	332,000	0%	50%	50%	T&D	30.43%	50,522	11-20 years
D-07	SE 75th Ct Pipe Upsize	125,000	0%	0%	100%	T&D	30.43%	38,043	11-20 years
D-08	SE Sunnyside Rd at Clackamas Promenade Pipe Upsize	73,000	0%	0%	100%	T&D	30.43%	22,217	11-20 years
D-09	SE Ryan Ct Pipe Upsize	102,000	0%	50%	50%	T&D	30.43%	15,522	11-20 years
D-10	SE Kuehn Rd/SE Aldercrest Dr New Pipe	506,000	0%	50%	50%	T&D	30.43%	77,000	11-20 years
D-11	SE Rusciff Rd and SE Eric St Pipe Upsize	735,000	0%	0%	100%	T&D	30.43%	223,696	11-20 years
D-12	SE Parmenter Ct Pipe Upsize	258,000	0%	0%	100%	T&D	30.43%	78,522	11-20 years
D-13	SE Thiessen Rd and SE Oatkin Rd Pipe Upsize	509,000	0%	0%	100%	T&D	30.43%	154,913	11-20 years
D-14	SE Wilshire Ct Pipe Upsize	220,000	0%	50%	50%	T&D	30.43%	33,478	11-20 years
D-15	SE Webster Rd Pipe Upsize	185,000	0%	50%	50%	T&D	30.43%	28,152	11-20 years
D-16	SE Stohler Rd Pipe Upsize	182,000	0%	0%	100%	T&D	30.43%	55,391	11-20 years
D-17	SE Brentwood Ct Pipe Upsize	78,000	0%	0%	100%	T&D	30.43%	23,739	11-20 years
D-18	SE Rofini St Pipe Upsize	207,000	0%	0%	100%	T&D	30.43%	63,000	11-20 years
D-19	SE 55th Ave Pipe Upsize	193,000	0%	0%	100%	T&D	30.43%	58,739	11-20 years
D-20	82nd Drive Replacement (2)	3,018,000	0%	100%	0%	T&D	30.43%	-	5-10 years
D-21	HLPS to 152nd Ave Reservoir New Pipe	15,052,000	100%	0%	0%	T&D	30.43%	15,052,000	1-5 years
D-22	82nd Drive Replacement (1)	438,000	0%	100%	0%	T&D	30.43%	-	1-5 years
D-23	Manfield / Strawberry Lane / Kirkwood PS / Kirkwood Rd.	1,313,000	0%	100%	0%	T&D	30.43%	-	5-10 years
D-24	Roots Road - Hwy I 205 Crossing	443,000	0%	100%	0%	T&D	30.43%	-	5-10 years
D-25	SE Thiessen Road	533,000	0%	50%	50%	T&D	30.43%	81,109	11-20 years
D-26	Johnson St Improvements	145,000	0%	0%	100%	T&D	30.43%	44,130	11-20 years
D-27	82nd Avenue Replacement (3)	4,900,000	0%	50%	50%	T&D	30.43%	745,652	5-10 years
D-28	Lake Rd To Ambler Rd	546,000	0%	100%	0%	T&D	30.43%	-	5-10 years
D-29	SE Orchid Ave	64,000	0%	100%	0%	T&D	30.43%	-	11-20 years
D-30	SE Jennings Ave New Pipe	506,000	0%	50%	50%	T&D	30.43%	77,000	11-20 years
Total North System Projects		**$ 159,683,000**	**$ 15,577,000**	**$ 134,239,000**	**$ 9,867,000**		**$ 3,107,625**	**$ 18,684,625**	

Table 14. Project Specific South System Portion of the Improvement Cost Basis

Project	Description - South System Projects	Total	Type			Function	Capacity Share of Improvement	Total Eligible (Future Capacity)	Estimated Timing
			Capacity	R&R	Improvement				
	General								
D-01	Water Treatment Plant And Seismic Facility Plan	250,000	0.00%	0.00%	100.00%	Supply / Treatment	30.43%	$ 76,087	1-5 years
D-02	2028 Water System Master Plan	200,000	0.00%	0.00%	100.00%	General	33.69%	67,385	5-10 years
D-03	2038 Water System Master Plan	200,000	0.00%	0.00%	100.00%	General	33.69%	67,385	11-20 years
	Programmatic								
P-01	Repair & Replacement Pipeline Program	22,953,000	0.00%	100.00%	0.00%	T&D	30.43%	-	1-20 years
P-02	Seismic System Pipeline Program	41,976,000	0.00%	100.00%	0.00%	T&D	30.43%	-	11-20 years
	Pressure Zone								
PZ-02	New Beavercreek Pressure Zone	1,879,000	0.00%	0.00%	100.00%	Pumping	34.48%	647,929	11-20 years
	Storage								
ST-01	Seismic Isolation Valves at Existing Tanks	700,000	0.00%	0.00%	100.00%	Storage	38.70%	270,867	5-10 years
ST-02	Storage Condition Evaluation	250,000	0.00%	100.00%	0.00%	Storage	38.70%	-	11-20 years
ST-03	Storage Repair & Rehabilitation	5,000,000	0.00%	100.00%	0.00%	Storage	38.70%	-	11-20 years
	Pump Station								
PS-03	Hunger Heights Pump Station	350,000	0.00%	0.00%	100.00%	Pumping	34.48%	120,689	11-20 years
PS-04	Pump Station Condition Evaluation	250,000	0.00%	100.00%	0.00%	Pumping	34.48%	-	11-20 years
PS-05	Pump Station Repair & Rehabilitation	-	0.00%	100.00%	0.00%	Pumping	34.48%	-	11-20 years
	Distribution Pipeline								
D-31	Barlow Crest New Pipe	1,194,000	0.00%	0.00%	100.00%	T&D	30.43%	363,391	11-20 years
D-32	S Brunner Rd Pipe Upsize	1,207,000	0.00%	50.00%	50.00%	T&D	30.43%	183,674	11-20 years
D-33	Forsythe Road (1)	966,000	0.00%	100.00%	0.00%	T&D	30.43%	-	1-5 years
D-34	Forsythe Road (2)	886,000	0.00%	100.00%	0.00%	T&D	30.43%	-	1-5 years
D-35	Bradley Road	664,000	0.00%	100.00%	0.00%	T&D	30.43%	-	1-5 years
D-36	S Overlook Rd Pipe	945,000	0.00%	50.00%	50.00%	T&D	30.43%	143,804	11-20 years
D-37	S Archer Dr Pipe Upsize	134,000	0.00%	0.00%	100.00%	T&D	30.43%	40,783	11-20 years
D-38	S Holcomb Blvd Pipe Upsize	675,000	0.00%	0.00%	100.00%	T&D	30.43%	205,435	11-20 years
D-39	E Edgewood St Pipe Upsize	389,000	0.00%	50.00%	50.00%	T&D	30.43%	59,196	1-5 years
D-40	S Dick Dr and S Lucky Ln Pipe Upsize	1,601,000	0.00%	50.00%	50.00%	T&D	30.43%	243,630	11-20 years
D-41	S Clear Acres Dr Pipe Upsize	348,000	0.00%	0.00%	100.00%	T&D	30.43%	105,913	11-20 years
D-42	S Sandalwood Rd and S Brook Ct Pipe Upsize	1,022,000	0.00%	50.00%	50.00%	T&D	30.43%	155,522	11-20 years
D-43	WS Wildflower Ln and S Pam Dr Pipe Upsize	620,000	0.00%	0.00%	100.00%	T&D	30.43%	188,696	11-20 years
D-44	S Neibur Rd Pipe Upsize	1,788,000	0.00%	0.00%	100.00%	T&D	30.43%	544,174	11-20 years
D-45	S Redland Rd New Pipe	2,010,000	0.00%	0.00%	100.00%	T&D	30.43%	611,739	11-20 years
D-46	SE Beckman Rd New Pipe	980,000	0.00%	50.00%	50.00%	T&D	30.43%	149,130	11-20 years
D-47	S Burkstrom Rd Pipe Upsize	301,000	0.00%	50.00%	50.00%	T&D	30.43%	45,804	11-20 years
D-48	S Canter Ln Pipe Upsize	743,000	0.00%	50.00%	50.00%	T&D	30.43%	113,065	11-20 years
D-49	S Norman Rd, S Elida Rd/S Glisan Rd New Pipe	1,178,000	0.00%	0.00%	100.00%	T&D	30.43%	358,522	11-20 years
D-50	Fischers Mill Rd Upsize; S Hinkle Rd/S Kimball Rd New Pipe	11,309,000	0.00%	0.00%	100.00%	T&D	30.43%	3,441,870	11-20 years

Project	Description - South System Projects	Total	Type			Function	Capacity Share of Improvement	Total Eligible (Future Capacity)	Estimated Timing
			Capacity	R&R	Improvement				
D-51	S Dillman Rd Pipe Upsize	$ 390,000	0.00%	0.00%	100.00%	T&D	30.43%	$ 118,696	11-20 years
D-52	S Grasle Rd south of Team Ct Pipe Upsize	199,000	0.00%	0.00%	100.00%	T&D	30.43%	60,565	11-20 years
D-53	S North End Rd, S Terry Michael Dr New Pipe	1,079,000	0.00%	0.00%	100.00%	T&D	30.43%	328,391	11-20 years
D-54	S Thayer Rd, S Walker Rd, S Ferguson Rd Pipe Upsize	4,743,000	0.00%	0.00%	100.00%	T&D	30.43%	1,443,522	11-20 years
D-55	S Maplelane Rd New Pipe, New PRV Station	3,012,000	0.00%	0.00%	100.00%	T&D	30.43%	916,696	1-5 years
D-56	S Maplelane Road	347,000	0.00%	50.00%	50.00%	T&D	30.43%	52,804	11-20 years
D-57	S Loder Rd, Thimble Creek Dr Pipe Upsize	1,380,000	0.00%	50.00%	50.00%	T&D	30.43%	210,000	5-10 years
D-58	S Ferguson Rd, S Heidi St Pipe Upsize	1,288,000	0.00%	50.00%	50.00%	T&D	30.43%	196,000	5-10 years
D-59	S Creek Rd Pipe Upsize	932,000	0.00%	0.00%	100.00%	T&D	30.43%	283,652	11-20 years
D-60	S Athens Rd, S Olympus Rd Pipe Upsize	1,206,000	0.00%	50.00%	50.00%	T&D	30.43%	183,522	1-5 years
D-61	Beavercreek Loop Connection	1,033,000	100.00%	0.00%	0.00%	T&D	30.43%	1,033,000	5-10 years
D-62	Henrici Rd New Pipe; Henrici Tank PRV Station	2,605,000	0.00%	0.00%	100.00%	T&D	30.43%	792,826	1-5 years
D-63	Danny Ln Pipe Upsize	511,000	0.00%	50.00%	50.00%	T&D	30.43%	77,761	1-5 years
D-64	S Saddle Ln Pipe Upsize	393,000	0.00%	0.00%	100.00%	T&D	30.43%	119,609	11-20 years
D-65	Woodglen Way, Crystal Ct Pipe Upsize	536,000	0.00%	0.00%	100.00%	T&D	30.43%	163,130	11-20 years
D-66	Beavercreek - Henrici Rd	959,000	0.00%	0.00%	100.00%	T&D	30.43%	291,870	11-20 years
D-67	S Quail Crest Ln Pipe Upsize	344,000	0.00%	50.00%	50.00%	T&D	30.43%	52,348	5-10 years
D-68	S Mossy Rock Ct, S Greeentree Dr Pipe Upsize	676,000	0.00%	50.00%	50.00%	T&D	30.43%	102,870	11-20 years
D-69	S Clear View Ct Pipe Upsize	350,000	0.00%	0.00%	100.00%	T&D	30.43%	106,522	11-20 years
D-70	S Farm Pond Ct Pipe Upsize	330,000	0.00%	0.00%	100.00%	T&D	30.43%	100,435	11-20 years
D-71	S Hawthorne Ct, S Firethorne Ct Pipe Upsize	778,000	0.00%	50.00%	50.00%	T&D	30.43%	118,391	11-20 years
D-72	S Lammer Rd Pipe Upsize	886,000	0.00%	50.00%	50.00%	T&D	30.43%	134,826	5-10 years
D-73	S Levi Ct, S Levi Rd Pipe Upsize	850,000	0.00%	0.00%	100.00%	T&D	30.43%	258,696	11-20 years
D-74	S Leland Rd, S Beavercreek Rd Pipe Upsize	2,216,000	0.00%	0.00%	100.00%	T&D	30.43%	674,435	11-20 years
D-75	S Leslie Ave Pipe Upsize	382,000	0.00%	0.00%	100.00%	T&D	30.43%	116,261	11-20 years
D-76	S Kamrath Rd Pipe Upsize	735,000	0.00%	0.00%	100.00%	T&D	30.43%	223,696	11-20 years
D-77	S Ferguson Rd Pipe Upsize	680,000	0.00%	0.00%	100.00%	T&D	30.43%	206,957	11-20 years
D-78	Henrici Rd New Pipe; Henrici Tank PRV Station	520,000	0.00%	0.00%	100.00%	T&D	30.43%	158,261	11-20 years
D-79	S Redland School Rd, S Redland Rd New Pipe	1,802,000	0.00%	0.00%	100.00%	T&D	30.43%	548,435	1-5 years
D-80	Redland Road	830,000	0.00%	0.00%	100.00%	T&D	30.43%	252,609	11-20 years
D-81	Ferguson Road (1)	1,006,000	0.00%	0.00%	100.00%	T&D	30.43%	306,174	11-20 years
D-82	Redland Road	733,000	0.00%	0.00%	100.00%	T&D	30.43%	223,087	11-20 years
D-83	S Jason Dr Pipe Upsize	419,000	0.00%	0.00%	100.00%	T&D	30.43%	127,522	11-20 years
D-84	S Dans Ct Pipe Upsize	667,000	0.00%	0.00%	100.00%	T&D	30.43%	203,000	11-20 years
D-85	S Lance Ct Pipe Upsize	564,000	0.00%	0.00%	100.00%	T&D	30.43%	171,652	11-20 years
D-86	S Copley Ct Pipe Upsize	753,000	0.00%	0.00%	100.00%	T&D	30.43%	229,174	11-20 years
D-87	S Hentrici Rd (between Redland Rd and S Bogynski Rd) Pipe Upsize	1,713,000	0.00%	0.00%	100.00%	T&D	30.43%	521,348	11-20 years
	Backbone								
BB-02	Backbone project	6,500,000	0.00%	0.00%	100.00%	T&D	30.43%	1,978,261	1-10 years
Total South System Projects		**$ 147,315,000**	**$ 1,033,000**	**$ 62,570,000**	**$ 96,772,000**		**$ 45,439,882**	**$ 21,291,691**	

SYSTEM DEVELOPMENT CHARGES

CALCULATION

Dividing the sum of the net functional cost bases identified in **Tables 11 and 12** by the future available capacity identified in **Tables 5, 7 and 9** results in the calculated SDC. The charges are calculated both on a per MCE and a per EHU basis. **Tables 15 and 16** provide the calculation of the charges.

Table 15. SDC Calculation – MCE Basis

SDC - MCE Basis	Supply / Treatment	Pumping	Storage	T&D	Total
Net reimbursement cost basis	$ 4,757,352	$ 2,029,808	$ 6,659,659	$ 14,848,018	$ 28,294,837
Allocable future capacity - MCEs	7,097	8,538	10,240	7,097	
Reimbursement fee per MCE	**$ 670**	**$ 238**	**$ 650**	**$ 2,092**	**$ 3,650**
Net improvement cost basis	$ 147,233	$ 1,291,655	$ 655,183	$ 36,323,559	$ 38,417,631
Allocable future capacity - MCEs	7,097	8,538	10,240	7,097	
Improvement fee per MCE	**$ 21**	**$ 151**	**$ 64**	**$ 5,118**	**$ 5,354**
System Development Charge (per MCE)	**$ 691**	**$ 389**	**$ 714**	**$ 7,210**	**$ 9,004**

Table 16. SDC Calculation – EHU Basis

SDC - EHU Basis	Supply / Treatment	Pumping	Storage	T&D	Total
Net reimbursement cost basis	$ 4,757,352	$ 2,029,808	$ 6,659,659	$ 14,848,018	$ 28,294,837
Allocable future capacity - EHUs	17,584	21,154	25,370	17,584	
Reimbursement fee per MCE	**$ 271**	**$ 96**	**$ 263**	**$ 844**	**$ 1,473**
Net improvement cost basis	$ 147,233	$ 1,291,655	$ 655,183	$ 36,323,559	$ 38,417,631
Allocable future capacity - EHUs	17,584	21,154	25,370	17,584	
Improvement fee per MCE	**$ 8**	**$ 61**	**$ 26**	**$ 2,066**	**$ 2,161**
System Development Charge (per EHU)	**$ 279**	**$ 157**	**$ 288**	**$ 2,910**	**$ 3,634**

As discussed in the Customer Base & Capacity Section of this report, either the MCE or EHU bases are appropriate. The MCE approach is less burdensome to administer, because it is based on the physical characteristics of the connection. Utilities commonly utilize either the MCE or EHU approach for SDC fee basis. To equitably recover costs from peak based and large average consumption based future customers, utilities may choose to impose the greater of the two bases for meters 1.5-inches and above. Customers of that size often impact the system more through their total demand, represented by the EHU approach, than by their peaking behavior.

SCHEDULE OF SYSTEM DEVELOPMENT CHARGES

In order to impose water SDCs on an individual developing property, the number of MCEs is determined by the size of the property's water meter. The MCE calculation used is based on American Water Works Association (AWWA) flow factors, proportionate to a 3/4-inch safe operating flow capacity, as shown in **Table 17** where one MCE is a 3/4-inch by 3/4-inch meter.

Table 17. Water SDC Schedule (MCE Basis)

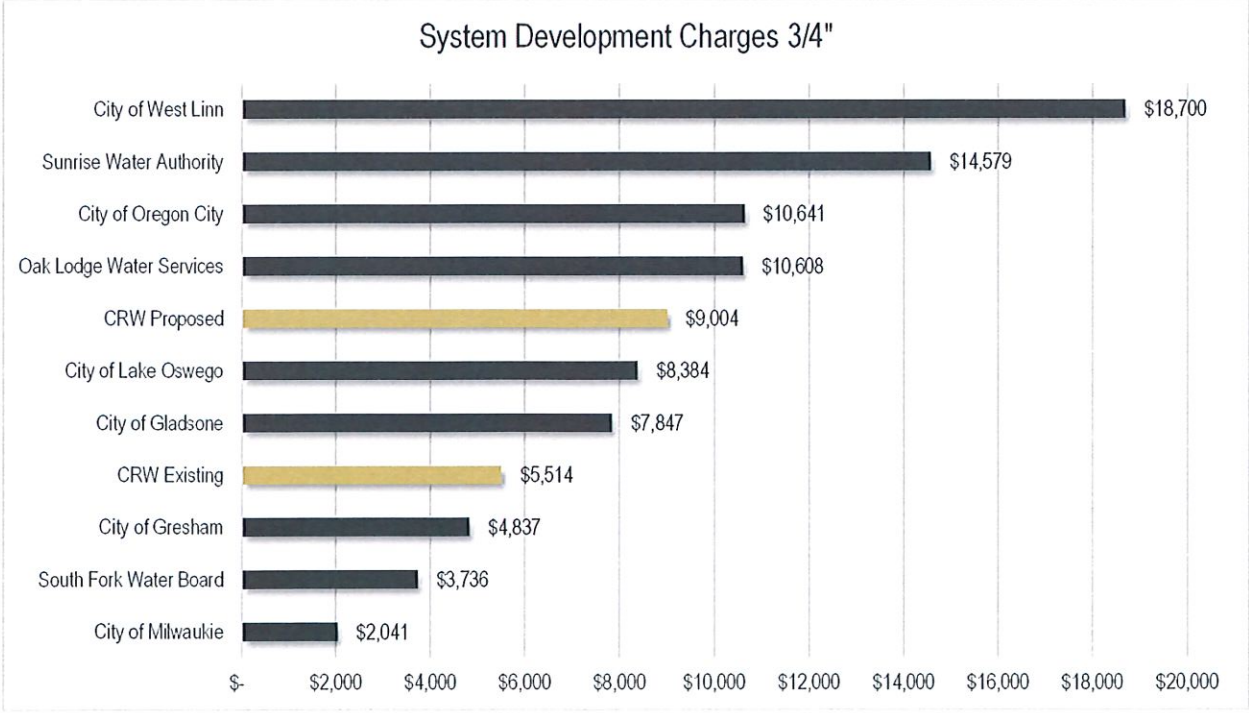
Meter	MCE Factor (3/4" Equiv.)	SDC
3/4"	1.00	$ 9,004
1"	1.67	15,007
1 1/2"	3.33	30,014
2"	5.33	48,023
3"	10.67	96,046
4"	16.67	150,072
6"	33.33	300,144
8"	53.33	480,231
10"	76.67	690,332
12"	112.50	1,012,986
18"	215.12	1,936,997

For new customers connecting to the system, the MCE basis serves as a multiplier for any required capacity greater than that provided by a 3/4-inch meter. Under the EHU basis for services of 1.5-inch or greater, the charge could be calculated based on the number of EHUs, defined as 202 gpd per EHU, multiplied by $3,634 (see **Table 16**).

COMPARISONS AND RECOMMENDATION

Table 18 shows how CRW's existing and proposed 3/4-inch by 3/4-inch water SDCs compare with SDCs adopted by other water utilities in the region. It should be noted, the comparisons include local and regional charges. Specifically, the cities of West Linn and Oregon City include South Fork Water Board's SDC. Based on these comparisons, the characteristics of the District, and this report's resulting calculations for both the MCE and EHU basis for SDCs, it is recommended that the MCE methodology be adopted for all meter sizes as presented in **Table 17**.

Table 18. Regional Comparisons



SDC IMPLEMENTATION

The SDCs calculated in this report represent our opinion of the maximum water SDCs that CRW can legally charge. CRW is under no legal obligation to impose the full, calculated SDC. However, CRW should be aware that any discounting or phase-in period that reduces SDC revenue will, other things being equal, increase the funding requirement from other resources.

CREDITS

A credit is a reduction in the amount of the SDC for a specific development. ORS 223.304 requires that SDC credits be issued for the construction of a qualified public improvement which is: required as a condition of development approval; identified in CRW's adopted SDC project list; and either "not located on or contiguous to property that is the subject of development approval," or located "on or contiguous to such property and is required to be built larger or with greater capacity than is necessary for the particular development project . . ."

Additionally, a credit must be granted "only for the cost of that portion of an improvement which exceeds the minimum standard facility size or capacity needed to serve" the particular project up to the amount of the improvement fee. For multi-phase projects, any "excess credit may be applied against SDCs that accrue in subsequent phases of the original development project."

ORS 223.304 authorizes agencies to grant credits beyond the minimum requirements stated above.

INDEXING

Oregon law (ORS 223.304) also allows for the periodic indexing of SDCs for inflation, as long as the index used is:

> (A) A relevant measurement of the average change in prices or costs over an identified time period for materials, labor, real property or a combination of these;
>
> (B) Published by a recognized organization or agency that produces the index or data source for reasons that are independent of the system development charge methodology; and
>
> (C) Incorporated as part of the established methodology or identified and adopted in a separate ordinance, resolution or order.

It is recommended that CRW index its charges to the Engineering News Record Construction Cost Index for the City of Seattle and adjust its charges annually. There is no comparable Oregon-specific index.

Agenda Item – 2

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

May 13, 2021

SUBJECT	Consider First Reading by Title Only of Ordinance 03-2021 System Development Charges Fee Schedule
DRAFT MOTION	Move the CRW Board Approve Carol Bryck, CFO to Conduct the First Reading by title only of Ordinance 03-2021, System Development Charges rates.
EFFECTIVE DATE	None
PRINCIPAL STAFF PERSON	Carol Bryck, CFO
BOARD ACTION REQUESTED	Consider First Reading of the System Development Charges Rates Ordinance 03-2021
DOCUMENTS ATTACHED	Exhibit A - Ordinance 03-2021 – Updating System Development Charges (SDCs) rates and Declaring an Effective Date Exhibit B – SDC Rate Table Exhibit C – SDC Rate Regional Comparisons

Agenda Summary

BACKGROUND

Clackamas River Water System Development Charge methodology was updated via Ordinance 02-2021 effective July 10, 2021. Future charges will be updated annually effective July 1 of each fiscal year and indexed by the Engineering News Record (ENR) Construction Cost Index (CCI) for Seattle, Washington.

SDC qualifying projects can be found in the CRW Water System Master Plan, the Water Treatment Plant Facilities plan and can be added to or amended by action of the Board to include additional projects.

ANALYSIS

This Ordinance presents the Water System Development Charges as calculated based on the 2019 Water System Master plan as adopted by the Board of Commissioners using the meter capacity equivalents (MCE) approach. This methodology is a common approach in the region.

EXHIBIT A

ORDINANCE 03-2021

AN ORDINANCE OF THE CLACKAMAS RIVER WATER BOARD OF COMMISSIONERS ESTABLISHING SYSTEM DEVELOPMENT CHARGES (SDCs) RATES.

WHEREAS, the Clackamas River Water ("CRW") is a municipal domestic water district organized under ORS Chapter 264 which, among other powers, authorizes CRW to do all acts which may be requisite, necessary or convenient in carrying out the objects of the district or exercising the powers conferred upon it by ORS Chapter 264; and

WHEREAS, the Board of Commissioners of Clackamas River Water ("CRW") finds that Ordinance No. 02-2021 of CRW establishes a System Development Charge ("SDC") methodology for the water system pursuant to ORS 223.297 through 223.314; and

WHEREAS, the Clackamas River Water Board of Commissioners Board establishes a reimbursement fee for existing and available capacity of CRW's facilities and an improvement fee for the costs necessary to expand the system to accommodate future growth; and

WHEREAS, system development charges shall be adjusted on July 1st of each year, based on the changes in the Engineering News Record Construction Cost Index (CCI) for Seattle, Washington. The Seattle area CCI at December, as divided by the Seattle area CCI for December 2021; and

NOW, THEREFORE, BE IT ORDAINED BY THE CLACKAMAS RIVER WATER BOARD OF COMMISSIONERS, AS FOLLOWS:

System development charges methodology was established on Ordinance 02-2021 and all provisions remain in force if not modified by amendments outlined as follows:

A. System development charges shall be adjusted on July 1st of each year, based on the changes in the Engineering News Record Construction Cost Index (CCI) for Seattle, Washington. The Seattle area CCI at December, as divided by the Seattle area CCI for December 2021.

B. The SDC is calculated for a full 3/4-inch meter. The SDC for meters larger than the full 3/4 inch, the calculation will use weighting factors adopted by the American Water Works Association.

C. When anticipated flow information is not readily available from a new customer, average daily flows and peak day water usage may be estimated by CRW staff. In making such an estimate, CRW Staff may use flow data from existing customers with the same meter size and/or water

use characteristics. The decision to make these estimates and the result will be at the sole discretion of CRW.

D. Wavier of SDC, is amended as follows:
The General Manager has the ability to waive the SDC if it is determined that it is in the best interest of CRW to do so.

The effective date of this Ordinance shall be not sooner than on the 30th day following adoption after a second reading of such Ordinance as provided by law.

THIS ORDINANCE FIRST INTRODUCED AND READ BY TITLE ONLY AT A REGULAR MEETING OF THE BOARD OF COMMISSIONERS ON THE 13TH DAY OF MAY 2021 AND READ BY TITLE ONLY FOR A SECOND TIME AT A REGULAR MEETING OF THE BOARD OF COMMISSIONERS ON THE 10TH DAY OF JUNE 2021 AND ADOPTED.

ATTEST:

_____
Sheryl French, President
Clackamas River Water

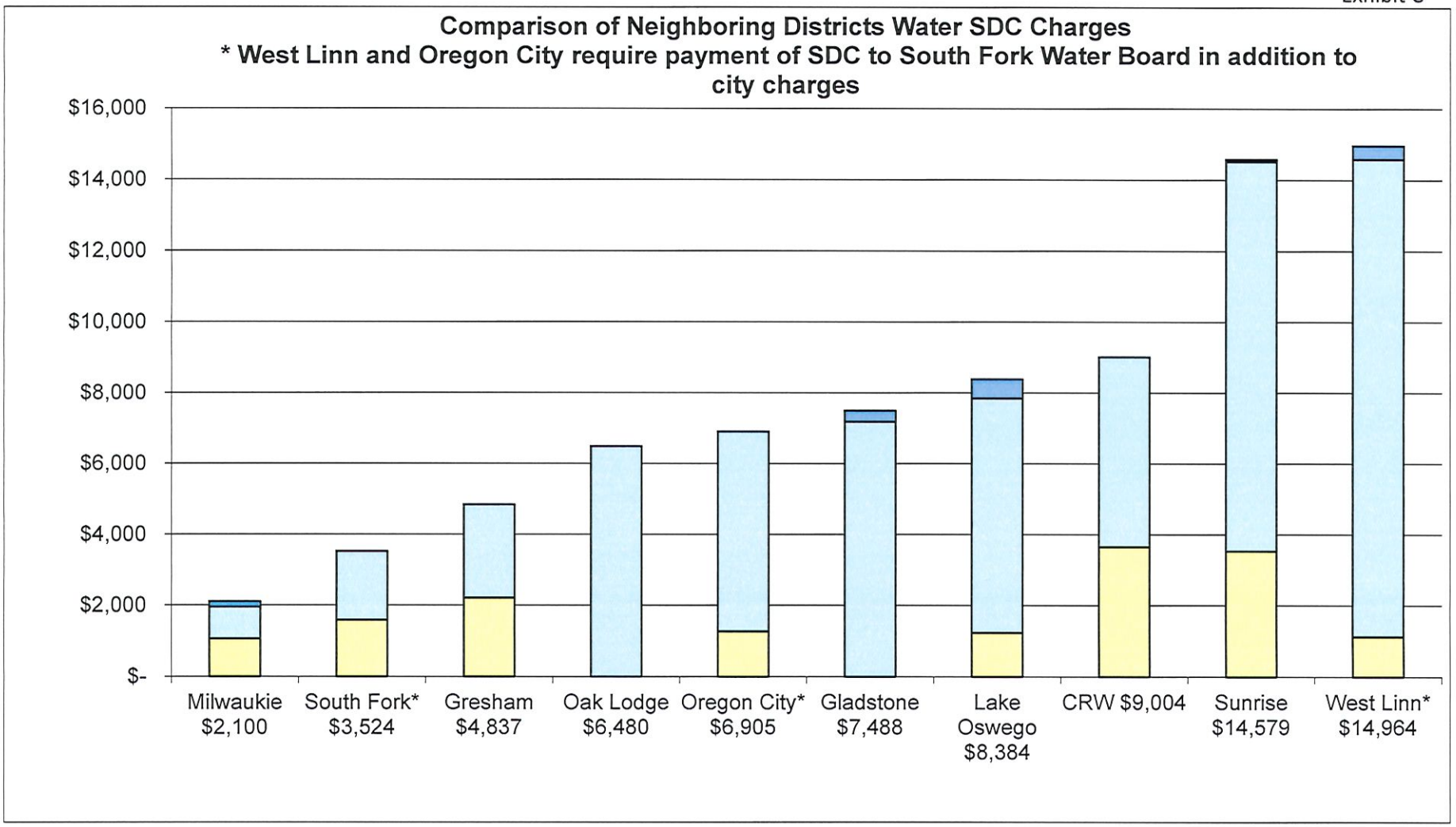
_____
Naomi Angier, Secretary
Clackamas River Water

Exhibit B

SDC Rate Table

Meter Size	MCE Factor	SDC Reimbursement	SDC Improvement	Total SDC Charges
Full 3/4"	1	$ 3,650	$ 5,354	$ 9,004
1"	1.67	6,084	8,923	15,007
1.5"	3.33	12,168	17,846	30,014
2"	5.33	19,469	28,554	48,023
3"	10.67	38,938	57,108	96,046
4"	16.67	60,841	89,231	150,072
6"	33.33	121,681	178,463	300,144
8"	53.33	194,690	285,540	480,230
10"	76.67	279,867	410,464	690,331
12"	112.5	410,675	602,312	1,012,987
18"	215.12	785,278	1,151,719	1,936,997

Exhibit C


Comparison of Neighboring Districts Water SDC Charges
* West Linn and Oregon City require payment of SDC to South Fork Water Board in addition to city charges
$16,000
$14,000
$12,000
$10,000
$8,000
$6,000
$4,000
$2,000
$-
Milwaukie $2,100
South Fork* $3,524
Gresham $4,837
Oak Lodge $6,480
Oregon City* $6,905
Gladstone $7,488
Lake Oswego $8,384
CRW $9,004
Sunrise $14,579
West Linn* $14,964

CLACKAMAS RIVER WATER

Agenda Item – CA-1

REGULAR BOARD MEETING

May 13, 2021

SUBJECT	Gross Payroll and Accounts Paid
DRAFT MOTION	Move to approve the consent agenda items as presented
EFFECTIVE DATE	May 13, 2021
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 April 30, 2021 Payrolls – 2 payrolls - $261,726.47 2) Monthly Check History for April 30, 2021 - $277,740.64 (net)

WEEK 14 BATCH 2342 45 PAYS
0 Employees With Overflow Statement
0 Overflow Statement 1 Total Statement
Tot Cks/Vchrs:00000000017 Total Pages:00000000019 - Page count not applicable for iReports

	First No.	Last No.	Total
Checks:	ADPCHECK	ADPCHECK	00000000000
Vouchers:	00000140001	00000140045	00000000017

Total Vouchers Bypassed: 00000
Total Checks Bypassed: 00000

Earnings Statement

SEAT 312 TOTAL DOCUMENT
CLACKAMAS RIVER WATE
LOCATION 0001

CHECK STUFFING, RECONCILIATION

130706.07	GROSS
81459.14	NET PAY (INCLUDING ALL DEPOSITS)
12248.33	FEDERAL TAX
7896.83	SOCIAL SECURITY
1846.82	MEDICARE
.00	MEDICARE SURTAX
.00	SUI/DI/FLI/MLI TAX
7636.29	STATE TAX
.00	LOCAL TAX
100276.67	DEDUCTIONS
801.13	NET CHECK

SEAT COMPANY CODE 312
CLACKAMAS RIVER WATE
TOTAL DOCUMENT
LOCATION 0001

NON-NEGOTIABLE - VOID - NON-NEGOTIABLE
NON-NEGOTIABLE - VOID - NON-NEGOTIABLE
NON-NEGOTIABLE - VOID - NON-NEGOTIABLE
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NON-NEGOTIABLE - VOID - NON-NEGOTIABLE
NON-NEGOTIABLE - VOID - NON-NEGOTIABLE

WEEK 16 BATCH 2647 43 PAYS
0 Employees With Overflow Statement
0 Overflow Statement 1 Total Statement
Tot Cks/Vchrs:00000000015 Total Pages:00000000017 - Page count not applicable for iReports

	First No.	Last No.	Total
Checks:	ADPCHECK	ADPCHECK	00000000000
Vouchers:	00000160001	00000160043	00000000015

Total Vouchers Bypassed: 00000
Total Checks Bypassed: 00000

Earnings Statement

SEAT 312 TOTAL DOCUMENT
CLACKAMAS RIVER WATE
LOCATION 0001

CHECK STUFFING, RECONCILIATION

131020.40	GROSS
81537.16	NET PAY (INCLUDING ALL DEPOSITS)
12446.68	FEDERAL TAX
7916.30	SOCIAL SECURITY
1851.38	MEDICARE
.00	MEDICARE SURTAX
.00	SUI/DI/FLI/MLI TAX
7731.91	STATE TAX
.00	LOCAL TAX
101074.13	DEDUCTIONS
.00	NET CHECK

SEAT COMPANY CODE 312
CLACKAMAS RIVER WATE
TOTAL DOCUMENT
LOCATION 0001

NON-NEGOTIABLE - VOID - NON-NEGOTIABLE
NON-NEGOTIABLE - VOID - NON-NEGOTIABLE
NON-NEGOTIABLE - VOID - NON-NEGOTIABLE
NON-NEGOTIABLE - VOID - NON-NEGOTIABLE
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NON-NEGOTIABLE - VOID - NON-NEGOTIABLE
NON-NEGOTIABLE - VOID - NON-NEGOTIABLE

MONTHLY CHECK HISTORY LISTING

CLACKAMAS RIVER WATER

4/1/2021 TO 4/30/2021

BANK APBANK

CHECK #	DATE	VENDOR	DESCRIPTION	INVOICE	AMOUNT PAID	CHECK TOTAL
5107	04/14/2021	00095 ING	VOLUNTARY PAYROLL DEDUCTION:	PR 04/02/21	4,622.03	4,622.03
5108	04/14/2021	00336 CITISTREET - STATE OF OREGON	VOLUNTARY PAYROLL DEDUCTION:	PR 04/02/21	2,842.43	2,842.43
5109	04/20/2021	01959 US BANK	MERCHANT BILLING - FEB 2021	FEB 2021	3,188.52	3,188.52
5110	04/20/2021	01959 US BANK	VISA	3/25/21 TRIPLETT	2,124.58	
			VISA	2/25/21 KEOBOUNNAM	1,736.06	
			VISA	3/25/21 CAMPBELL	209.00	
			VISA	3/25/21 HOLZGANG	7.67	
			VISA	3/25/21 RAY	815.53	
			VISA	3/25/21 VOYLES	262.99	
			VISA	3/25/21 LABRIE	1,330.91	
			VISA	3/25/21 CUMMINGS	728.34	7,215.08
5111	04/20/2021	00336 CITISTREET - STATE OF OREGON	VOLUNTARY PAYROLL DEDUCTION:	04/16/21	2,840.63	2,840.63
5112	04/20/2021	00095 ING	VOLUNTARY PAYROLL DEDUCTION:	PR 04/16/21	4,601.79	4,601.79
5113	04/20/2021	00336 CITISTREET - STATE OF OREGON	VOLUNTARY PAYROLL DEDUCTION:	03/19/21	2,840.63	2,840.63
5114	04/20/2021	00095 ING	VOLUNTARY PAYROLL DEDUCTION:	03/19/21	4,601.78	4,601.78
92078	04/07/2021	00285 ARAMARK UNIFORM SERVICES INC	ACC. #934649000 - BUILDING MAINT. SUPPLI	529000001865	96.37	
			ACC. #934649000 - BUILDING MAINT. SUPPLI	529000006081	96.37	192.74
92079	04/07/2021	02196 BOLI	82ND DR WL PHASE 1	04/01/2021	664.80	664.80
92080	04/07/2021	03777 CAROLLO ENGINEERS INC	FACILITIES MASTER PLAN	196885	8,983.94	8,983.94
92081	04/07/2021	00085 CASCADE CENTERS INC	EMPLOYEE ASSISTANCE PROGRAM	105479	116.00	
			EMPLOYEE ASSISTANCE PROGRAM	104956	116.00	232.00
92082	04/07/2021	00317 CDW GOVERNMENT INC.	CABLES FACS MONITORS	9449971	195.84	
			CABLES	9537322	97.96	293.80
92083	04/07/2021	00164 CENTURYLINK	ACC# 503-723-6700 962B - PHONE SERVICES	MAR 16-APR 16	83.51	83.51
92084	04/07/2021	03644 CITY OF HAPPY VALLEY	ROW USAGE FEE - REG/LICENSE FEE 3RD QUAR	04/01/21	1,250.00	1,250.00
92085	04/07/2021	02856 CRYSTAL GREENS LANDSCAPING	LANDSCAPING MAINTENANCE	73750	1,326.00	1,326.00

MONTHLY CHECK HISTORY LISTING

CLACKAMAS RIVER WATER
4/1/2021 TO 4/30/2021

BANK APBANK

CHECK #	DATE	VENDOR	DESCRIPTION	INVOICE	AMOUNT PAID	CHECK TOTAL
92086	04/07/2021	03218 DIRECT TRANSPORT INC	BOARD MEETING PACKETS	262357	12.31	12.31
92087	04/07/2021	00123 GRANTS PASS WATER LAB INC	CRYPTO RAW	301527	450.00	
			CRYPTO RAW	301526	450.00	
			CRYPTO RAW	301530	450.00	
			CRYPTO RAW	301537	450.00	
			CRYPTO RAW	301538	450.00	2,250.00
92088	04/07/2021	00232 HEXAGON TECHNOLOGIES INC.	FILTER AID POLYMER - HEXAFLOC AD10-EP	32278	1,895.75	1,895.75
92089	04/07/2021	04180 MADRONE TECHNOLOGY GROUP INC.	DATA BACKUP	1499	2,939.00	
			REFURBISHED LAP TOP	1500	4,150.95	7,089.95
92090	04/07/2021	04258 PETER & MARY MCFADDEN	UB REFUND CST #038299	REF000186604	7.77	7.77
92091	04/07/2021	04257 JOHN D O'CONNOR	UB REFUND CST #021773	REF000186603	40.27	40.27
92092	04/07/2021	04178 PASO ROBLES TANK INC.	WARRANTY REPAIR WORK ON REDLAND RESERVOI	5717	1,431.38	1,431.38
92093	04/07/2021	00229 RICOH USA, INC.	RENT	104780408	208.86	208.86
92094	04/07/2021	03701 SHRED NORTHWEST LLC	SHREDDING SERVICE	2945032421	90.00	
			SHREDDING SERVICE	14568032421	90.00	180.00
92095	04/07/2021	04243 WILLIAM F UPTON	UB REFUND CST #011237	REF000186602	9.56	9.56
92096	04/07/2021	02391 VEBA SERVICE GROUP, LLC	HRA VEBA CONTRIBUTION - BI ANNUAL - 01-0	03-29-21	1,000.00	1,000.00
92097	04/07/2021	02854 VERIZON WIRELESS	CC. #472115222-00002 CELL PHONE CHARGES -	9875209573	300.71	300.71
92098	04/07/2021	02373 WORLD CUP COFFEE & TEA SERVICE	COFFEE AND TEA	0179652	9.14	9.14
92099	04/14/2021	00285 ARAMARK UNIFORM SERVICES INC	ACC. #934649000 - BUILDING MAINT. SUPPLI	5290000006081	96.37	
			ACC. #934649000 - BUILDING MAINT. SUPPLI	529000010749	96.37	192.74
92100	04/14/2021	03725 CASCADE BUILDING SERVICES	MAR 2021 CLEANING	97514	9,045.24	9,045.24
92101	04/14/2021	00317 CDW GOVERNMENT INC.	OPS IPAD	B070766	72.75	
			FACS MONITOR	9990884	52.80	
			FACS PC RAM CARD	B497573	44.98	170.53
92102	04/14/2021	00167 GRAINGER INC	HALF DOME MIRROR	9852076711	42.01	42.01

MONTHLY CHECK HISTORY LISTING

CLACKAMAS RIVER WATER

4/1/2021 TO 4/30/2021

BANK APBANK

CHECK #	DATE	VENDOR	DESCRIPTION	INVOICE	AMOUNT PAID	CHECK TOTAL
92103	04/14/2021	03240 GARY RUDNIK P HARRANG LONG	LEGAL SERVICES MAR	93278	4,240.00	4,240.00
92104	04/14/2021	00127 ICMA RETIREMENT TRUST- 457	VOLUNTARY PAYROLL DEDUCTION:	04/09/21	462.72	462.72
92105	04/14/2021	02922 KONE INC	QUARTERLY MAINTENANCE	959828354	405.60	405.60
92106	04/14/2021	04171 LSK GRAPHICS INC.	CONTRACT WORK	24830-09	350.00	350.00
92107	04/14/2021	00013 NW NATURAL	3446861-01 - 17257 HANNEMAN CT.	3446861 1/21-2/20	204.24	
			3446861-01 - 17257 HANNEMAN CT.	3446861 2/21-3/20	41.24	
			181027-4 16770 SE 82ND DR 1ST FLOOR	181027-4 2/25-3/23	842.02	
			3446861-01 - 17257 HANNEMAN CT.	3446861 12/21-1/20	35.86	
			863832-2 15098 OYER DR	863832-2 2/28-3/27	29.05	
			181026-6 16770 SE 82ND DR	181026-6 2/25-3/23	342.90	
			863832-2 15098 OYER DR	863832-2 1/28-2/27	70.89	1,566.20
92108	04/14/2021	00306 OFFICE DEPOT INC	ACCT#90261180 - ID#38683228 - OFFICE SUP	155358634001	232.18	
			ACCT#90261180 - ID#38683228 - OFFICE SUP	155362770001	14.70	
			ACCT#90261180 - ID#38683228 - OFFICE SUP	155362771001	4.45	251.33
92109	04/14/2021	00373 OREGON AFSCME	UNION DUES	PR 04/02/21	979.54	979.54
92110	04/14/2021	02240 PACIFIC POWER GROUP LLC	TAYLOR TERRACE TROUBLE SHOOT	494456-00	419.76	419.76
92111	04/14/2021	02681 PAUL H. ROEGER	LEGAL DESCRIPTION DEVELOPMENT FOR WITHDR	5	910.00	910.00
92112	04/14/2021	00021 PGE	PUMP STATION MAR 21	PUMP STATION MAR 21	15,736.61	
			ADMIN MAR 21	ADMIN MAR 21	2,653.50	
			WATER TREATMENT PLANT MAR 2021	WTP MAR 2021	27,656.32	46,046.43
92113	04/14/2021	00215 RELIABLE FENCE & CONSTRUCTION	FENCE REPAIR LOWER YARD AND PARK	16903	1,962.00	1,962.00
92114	04/14/2021	03645 RITZ SAFETY LLC	4 HARNESSES TRAUMA STRAPS	6120229	682.79	682.79
92115	04/14/2021	00577 SPECIAL DISTRICTS ASSOC OREGON	MAY HEALTH PREMIUM	03-0054042 05/01/21	58,945.10	58,945.10
92116	04/14/2021	00282 TERMINIX INTERNATIONAL INC	APR PEST CONTROL SERVICES	406887641	94.00	
			APR PEST CONTROL SERVICES	406650988	110.00	204.00
92117	04/14/2021	04230 UPPER LEFT NW CONSTRUCTION	152ND RESERVOIR - MOBIL HOME LEVELING	2	14,600.00	14,600.00
92118	04/14/2021	03106 WRIGHT BUSINESS GRAPHICS	MAR 2021 PROCESSING AND POSTAGE	4225368	595.55	595.55

MONTHLY CHECK HISTORY LISTING

CLACKAMAS RIVER WATER
4/1/2021 TO 4/30/2021

BANK APBANK

CHECK #	DATE	VENDOR	DESCRIPTION	INVOICE	AMOUNT PAID	CHECK TOTAL
92119	04/20/2021	00092 AIRGAS USA INC	BOTTLE RENTAL	9978871022	110.78	
			STRIKER FLINT	9111118722	6.66	117.44
92120	04/20/2021	00164 CENTURYLINK	PHONE SERVICE	503Z05-0025 4/05/21	1,787.15	1,787.15
92121	04/20/2021	00200 CLACKAMAS COUNTY	ONE CREW	20-3406	425.00	425.00
92122	04/20/2021	00227 CLACKAMAS GARBAGE CO INC	ACC. #04370 - TRASH REMOVAL SERVICE MAR	MAR 2021	344.40	344.40
92123	04/20/2021	00188 CLARK'S LAWN & GARDEN EQ., LLC	CHAPS FILE VENT INSERT CHAIN SAW KIT	596	268.41	
			VENT INSERT AND FUEL LINE	685	48.23	316.64
92124	04/20/2021	04204 COLVIN SAND AND GRAVEL LLC	SPOILS DUMPING	32118	576.00	576.00
92125	04/20/2021	02555 COMCAST	COMCAST MONTHLY CABLE INTERNET - 4/14-5/	2099723, 4/14-5/13	243.35	243.35
92126	04/20/2021	00008 CONSOLIDATED SUPPLY CO.	TAPPING MACHINE BITS 2PCS 1"BITS	S010236631.001	601.86	601.86
92127	04/20/2021	03218 DIRECT TRANSPORT INC	DELIVERY OF BUDGET DOCUMENTS	263276	183.98	183.98
92128	04/20/2021	03504 ENTERPRISE FLEET MANAGEMENT	CUST#488054 TRUCK LEASE 4/01/21-4/31/20	FBN4188568	635.72	635.72
92129	04/20/2021	01844 FERGUSON ENTERPRISES INC	2 PCS SPLIT 6 INCH MEGALUG	969062	151.16	
			3 PCS 7230-06	969062	855.00	1,006.16
92130	04/20/2021	00127 ICMA RETIREMENT TRUST- 457	VOLUNTARY PAYROLL DEDUCTION:	04/16/21	456.72	
			VOLUNTARY PAYROLL DEDUCTION:	03/19/21	456.72	913.44
92131	04/20/2021	02487 LLC LINESCAPE DIRECTIONAL BORING	21-0060 INSTALL REDLAND	54930	575.00	575.00
92132	04/20/2021	00138 MILWAUKIE, CITY OF	6201 SE LAKE RD	24-3520-00	124.00	124.00
92133	04/20/2021	00306 OFFICE DEPOT INC	ACCT#90261180 - ID#38683228 - OFFICE SUP	159523439001	20.20	
			ACCT#90261180 - ID#38683228 - OFFICE SUP	163348721001	114.40	134.60
92134	04/20/2021	00373 OREGON AFSCME	UNION DUES	04/16/21	996.03	
			UNION DUES	PR 03/05/21	948.66	1,944.69
92135	04/20/2021	00048 OREGON CITY, CITY OF	ACC:# 04-792203-01 (130825) - FEB 2021	1/31-2/31	18.23	18.23
92136	04/20/2021	03815 PETROCARD INC	15-100 WATER QUALITY 2300 PLANT OPS 21-1	C722321	1,316.25	1,316.25
92137	04/20/2021	00229 RICOH USA, INC.	PRINTING	5061716253	95.96	

BANK APBANK

CHECK #	DATE	VENDOR	DESCRIPTION	INVOICE	AMOUNT PAID	CHECK TOTAL
			RENT	104717263	371.04	
			PRINTING	5061729007	36.21	503.21
92138	04/20/2021	03548 RIVER CITY ENVIRONMENTAL INC	INVESTIGATION SERVICE 2204-0525	555176	1,620.00	
			21-0063 GRASLE SERVICE INSTALL	561040	1,170.00	
			REDLAND SERVICE INSTALL 21-0060	562306	1,080.00	
			2204-0525 CUT AND CAP VISTA	555105	990.00	
			2204-0238 REPLACE SERVICE CLACKAMAS	562307	900.00	5,760.00
92139	04/20/2021	00339 SEPTIC TECHNOLOGIES INC	SEMI ANNUAL INSPECTION FEE - RIVERSIDE S	13747	298.00	298.00
92140	04/20/2021	00339 SEPTIC TECHNOLOGIES INC	ANNUAL INSPECTION REPORT FEE	13118	100.00	100.00
92141	04/20/2021	03597 CLOUD RECORDS MANAGEMENT SOLUTION	ORMS-0153 / MONTHLY USER FEE PER USER OR	192038	370.20	370.20
92142	04/20/2021	00160 TOP INDUSTRIAL SUPPLY INC	701 HYDRAULIC HOSE REPAIR	112366	67.12	67.12
92143	04/20/2021	00107 UNITED SITE SERVICES INC	PARK PORTAPOTTIES	114-11802294	1,325.54	
			CRW OWNED UNIT CLEANING	114-11825634	62.40	1,387.94
92144	04/20/2021	02854 VERIZON WIRELESS	ACC. #472115222-00001 CELL PHONE CHARGES	9877353214	2,006.08	
			ACC. #472115222-00001 CELL PHONE CHARGES	9877353215	1,664.43	3,670.51
92145	04/20/2021	00130 WASTE MANAGEMENT OF OREGON	MAR 2020 TRASH REMOVAL SERVICES - RIVERS	9148719-1574-2	899.98	
			JAN - TRASH REMOVAL SERVICES - 9100 SE M	9148720-1574-0	486.96	1,386.94
92146	04/28/2021	00002 AMERICAN FAMILY LIFE ASSURANCE	ACC: 0XNX3 - VOL. PAYROLL DEDUCT. - APR	282686	1,463.74	1,463.74
92147	04/28/2021	00285 ARAMARK UNIFORM SERVICES INC	ACC. #934649000 - BUILDING MAINT. SUPPLI	529000015519	96.37	
			ACC. #934649000 - BUILDING MAINT. SUPPLI	529000019956	96.37	
			ACC. #934649000 - BUILDING MAINT. SUPPLI	529000015512	22.06	
			ACC. #934649000 - BUILDING MAINT. SUPPLI	529000019944	22.06	236.86
92148	04/28/2021	00304 CANTEL SWEEPING	APR- PARKING LOT SWEEPING - OPS (CUST. #0	E11916	220.00	
			APR - PARKING LOT SWEEPING - ADMIN (CUST	E11915	170.00	
			APR - PARKING LOT SWEEPING - RIVERSIDE (	E11917	155.00	545.00
92149	04/28/2021	01546 CASCADE COLUMBIA DIST CO INC	SODA ASH - DENSE	803450	3,553.00	3,553.00
92150	04/28/2021	00317 CDW GOVERNMENT INC.	IT'S FW ADAPTER	B948980	133.21	
			WTP SW4URACKMOUNT	C046980	58.75	191.96
92151	04/28/2021	00164 CENTURYLINK	ACC# 503-723-6700 962B - PHONE SERVICES	APR 16-MAY 16	85.20	85.20

MONTHLY CHECK HISTORY LISTING

CLACKAMAS RIVER WATER

4/1/2021 TO 4/30/2021

BANK APBANK

CHECK #	DATE	VENDOR	DESCRIPTION	INVOICE	AMOUNT PAID	CHECK TOTAL
92152	04/28/2021	04147 CITY WIDE TREE SERVICES INC	CUT DOWN ANDGRIND TREE STUMP	18920	1,420.00	1,420.00
92153	04/28/2021	00519 COLONIAL LIFE	MAR 2021, VOLUNTARY PAYROLL DEDUCTION, E	7793862-0405232	320.61	
			FEB 2021, VOLUNTARY PAYROLL DEDUCTION, E	7793862-0305168	320.61	641.22
92154	04/28/2021	00519 COLONIAL LIFE	JAN 2021, VOLUNTARY PAYROLL DEDUCTION, E	7793862-0205250	320.61	320.61
92155	04/28/2021	04204 COLVIN SAND AND GRAVEL LLC	SPOILS DUMPING	32131	576.00	576.00
92156	04/28/2021	00287 ENVIRONMENTAL RESOURCE ASSOC	PROFICIENCY TESTING SERVICES	966899	1,071.21	1,071.21
92157	04/28/2021	03887 DBA: NAPA AUTO PARTS GENUINE PARTS CO. INC	FILTER	4462-00-238133	21.46	21.46
92158	04/28/2021	00128 IDEXX DISTRIBUTION CORP.	WATER TESTING REAGENTS	3082362819	988.35	
			WATER TESTING REAGENTS	3082426555	52.23	1,040.58
92159	04/28/2021	03814 JLA PUBLIC INVOLVEMENT	TASK ORDER 1 - WORK SESSION PRESENTATION	20-633-01	1,632.73	1,632.73
92160	04/28/2021	02138 LEER TRUCK ACCESSORIES INC	TOOL STORAGE SYSTEM	42475	1,400.00	1,400.00
92161	04/28/2021	04180 MADRONE TECHNOLOGY GROUP INC.	DATA BACKUP	1526	2,939.00	2,939.00
92162	04/28/2021	00012 METEREADERS LLC	APR METER READS	9746	3,810.30	
			APR METER READS	9748	5,071.56	8,881.86
92163	04/28/2021	00306 OFFICE DEPOT INC	ACCT#90261180 - ID#38683228 - OFFICE SUP	167015108001	228.64	228.64
92164	04/28/2021	04109 OUTLOOK PUBLISHING PAMPLIN MEDIA GROUP /	BUDGET COMMITTEE PUBLIC NOTICE BN 21-23	198423	71.10	71.10
92165	04/28/2021	02386 PRINCIPAL FINANCIAL GROUP	LIFE, AD&D & LTD, ACC. # 108 1726-10001	MAY 2021	6,164.37	6,164.37
92166	04/28/2021	00229 RICOH USA, INC.	RENT	104677223	219.30	
			RENT	104888153	208.86	428.16
92167	04/28/2021	03548 RIVER CITY ENVIRONMENTAL INC	AMHERST ST INSTALL	567503	360.00	
			BRIARFIELD BLOW OFF 2204-0236	566189	607.50	967.50
92168	04/28/2021	03394 TEAM ELECTRIC COMPANY	OUTLETS IN ADORAS OFFICE	23062	530.00	530.00
92169	04/28/2021	04252 WATTS REGULATOR COMPANY	REAGENTS AND MAINT. SUPPLIES FOR CHLORIN	14770728	1,050.47	
			REAGENTS AND MAINT. SUPPLIES FOR CHLORIN	14773378	153.22	1,203.69
92170	04/28/2021	01736 WEST YOST ASSOCIATES	ERP TASK 8	2044524	15,032.00	15,032.00

MONTHLY CHECK HISTORY LISTING

CLACKAMAS RIVER WATER
4/1/2021 TO 4/30/2021

BANK APBANK

CHECK #	DATE	VENDOR	DESCRIPTION	INVOICE	AMOUNT PAID	CHECK TOTAL
					APBANK TOTAL:	277,740.64
101 CHECKS IN THIS REPORT					TOTAL CHECKS:	277,740.64

CLACKAMAS RIVER WATER

Agenda Item – CA-2

REGULAR BOARD MEETING

May 13, 2021

SUBJECT	Cash Position and Transfers
DRAFT MOTION	Move to approve the consent agenda
EFFECTIVE DATE	May 13, 2021
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 April 30, 2021 is:

	General Checking	LGIP	Total
Balance as of 02/28/2021	$ 4,868,797	$ 13,046,806	$ 17,915,603
Cash receipts	1,262,708		1,262,708
Payroll	(261,726)		(261,726)
A/P checks	(277,741)		(277,741)
Bond and other electronic payments	(437,150)		(437,150)
Transfers between accounts	-	-	-
Balance as of 03/31/2021	$ 5,154,888	$ 13,046,806	$ 18,201,694

Interest Earnings for April 2021 are not included.

Agenda Item – 3

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

May 13, 2021

SUBJECT	Quarterly Report – 3rd 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 third quarter of fiscal year 2021, July 1, 2020 through March 31, 2021. This is 87.5% through the biennial budget.

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

General Fund

- Revenue is 87.5% 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 79.8% of biennial budget
- Materials & Services are at 71.1% of the biennial budget.
- Capital Outlay is 68.3% of the biennial budget.

Capital Improvements Fund

- Expenditures at 52.7% of biennial budget.

CIP Bond Construction Fund

- Expenditures at 99.5% 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 84% 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 Jul-Sept 20	Actual Oct - Dec 20	Actual Jan 21 - Mar 21	87.50% Year to Date FY 2020-21	Balance	Percent Received
Operating Revenue	**25,318,000**	**12,385,318**	**3,709,262**	**3,542,726**	**2,583,957**	**9,835,945**	**3,096,737**	**87.8%**
Water Sales	24,880,000	12,220,769	3,695,559	3,528,257	2,515,914	9,739,730	2,919,501	88.3%
Service Connection Fees	282,000	97,553	6,783	11,003	61,039	78,825	105,622	62.5%
Service Charges	136,000	44,985	187	-	200	387	90,628	33.4%
Miscellaneous - Operating	20,000	22,011	6,733	3,467	6,804	17,003	(19,014)	195.1%
Non-Operating Revenue	**451,100**	**328,055**	**53,860**	**119,430**	**30,266**	**203,556**	**123,046**	**117.8%**
Rental Income	232,400	119,717	28,915	39,421	19,855	88,191	24,492	89.5%
Earnings from Investments	125,000	92,988	9,208	7,421	6,108	22,737	9,275	92.6%
Miscellaneous - Non Operating	10,000	9,140	-	856	25	881	(21)	100.2%
Surplus Property Sales	40,000	-	-	20,028	-	20,028	19,972	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	4,278	16,097	4,031	90.8%
Transfers from Other Funds								
CRWSC Activity Fund	1,722,600	857,000	-	-	450,000	450,000	415,600	75.9%
Total Revenue	**$ 27,491,700**	**$ 13,570,372**	**$ 3,763,122**	**$ 3,662,156**	**$ 3,064,224**	**$ 10,489,502**	**$ 3,635,383**	**87.5%**

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	3rd Quarter FY 2020-21	YTD FY 2020-21	Balance	Percent Used
Personnel Services								
Salaries and Wages	**6,753,800**	**3,067,648**	**708,509**	**893,605**	**842,825**	**2,444,940**	**1,241,212**	**81.6%**
Commissioner Stipend	19,200	5,752	1,063	1,900	1,550	4,513	8,935	53.5%
Manager	1,385,424	739,125	157,762	188,174	235,105	581,041	65,258	95.3%
Engineering Manager	122,962	42,110	8,478	17,574	17,086	43,138	37,714	69.3%
Professional & Technical - NR	526,126	258,724	59,428	70,376	59,836	189,640	77,762	85.2%
Professional & Technical	1,411,076	602,982	145,165	186,414	176,391	507,970	300,124	78.7%
Water Treatment Specialist	1,026,906	486,863	118,793	172,934	117,654	409,382	130,661	87.3%
Water Worker Distribution	1,335,080	660,560	155,834	183,223	161,077	500,134	174,387	86.9%
Administrative Specialist	488,130	211,595	42,348	53,291	55,135	150,773	125,762	74.2%
Overtime	160,096	39,020	15,927	12,852	13,404	42,183	78,893	50.7%
Holiday Pay	14,000	5,842	1,403	2,451	1,235	5,089	3,069	78.1%
Other Benefits	263,400	15,077	2,308	4,417	4,352	11,076	237,247	9.9%
Awards	1,400	-					1,400	0.0%
Benefits and Taxes	**4,754,500**	**2,377,853**	**385,801**	**471,221**	**434,756**	**1,291,778**	**1,084,869**	**77.2%**
FICA - Social Security	509,671	244,461	57,916	67,625	65,150	190,691	74,519	85.4%
Worker's Compensation	179,403	28,951	-	34,023	(1,211)	32,811	117,641	34.4%
Pension	2,199,321	1,360,178	161,196	189,665	163,977	514,838	324,305	85.3%
Health Insurance	1,549,492	614,057	132,553	157,779	165,681	456,013	479,422	69.1%
Dental Insurance	135,770	50,900	10,306	12,277	12,106	34,689	50,181	63.0%
Life Insurance	42,614	21,655	4,330	5,168	5,072	14,570	6,389	85.0%
HRA VEBA	84,000	40,500	19,500	500	19,500	39,500	4,000	95.2%
Tri-Met Tax	54,229	14,912	-	4,186	4,481	8,667	30,650	43.5%
Total Personnel Services	**$ 11,508,300**	**$ 5,445,501**	**$ 1,094,310**	**$ 1,364,826**	**$ 1,277,581**	**$ 3,736,718**	**$ 2,326,082**	**79.8%**

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	3rd Quarter FY 2020-21	YTD FY 2020-21	Balance	Percent Used
Materials & Services								
Customer Services	**342,900**	**182,195**	**46,101**	**67,715**	**58,958**	**172,774**	**(12,069)**	**103.5%**
Bad Debt	32,000	15,964	(766)	(184)	(295)	(1,245)	17,281	46.0%
Credit Card Processing Fees	211,500	123,644	35,898	59,241	47,651	142,790	(54,934)	126.0%
Collection Expenses	14,700	7,722	1,329	3,357	2,007	6,693	284	98.1%
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	8,944	18,545	13,042	78.3%
Promotional Items	6,000	333	-	-	315	315	5,352	10.8%
Public Notices	8,100	933	-	339	336	675	6,492	19.9%
Facilities & Security	**699,300**	**284,123**	**44,908**	**79,775**	**66,716**	**191,399**	**223,779**	**68.0%**
Assessments & Taxes	71,100	35,034	-	17,944	6,328	24,272	11,794	83.4%
Building & Grounds Maintenance	542,600	210,619	34,815	51,949	50,711	137,476	194,506	64.2%
Security	85,600	38,470	10,092	9,881	9,677	29,651	17,479	79.6%
General Administration	**935,500**	**455,348**	**207,402**	**51,385**	**162,475**	**258,787**	**221,365**	**76.3%**
Bank Charges	73,000	72,057	5,841	9,740	8,813	24,394	(23,451)	132.1%
Dues & Memberships	345,500	161,598	104,413	38,020	42,764	185,197	(1,295)	100.4%
Insurance	457,000	191,441	96,647	225	110,898	207,770	57,789	87.4%
Insurance Deductible	60,000	30,252	500	3,400	-	3,900	25,848	56.9%
Materials	**363,600**	**145,382**	**50,581**	**40,682**	**33,613**	**91,264**	**126,954**	**65.1%**
Inventory	250,000	108,089	20,234	27,577	26,462	74,273	67,638	72.9%
Maintenance Supplies	113,600	37,293	30,347	13,106	7,151	50,604	25,703	77.4%
Office	**170,900**	**47,836**	**7,028**	**10,167**	**14,221**	**17,195**	**105,869**	**38.1%**
Office Supplies	22,000	8,639	747	3,172	1,792	5,711	7,650	65.2%
Postage	100,300	33,074	5,383	6,330	10,412	22,126	45,100	55.0%
Printing	36,200	5,112	887	374	2,016	3,277	27,811	23.2%
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 Appropriation BN 2019-2021	Year-to-Date FY 2019-20	1st Quarter FY 2020-21	2nd Quarter FY 2020-21	3rd Quarter FY 2020-21	YTD FY 2020-21	Balance	Percent Used
Other Support Costs	**308,600**	**80,756**	**8,218**	**13,478**	**12,679**	**34,375**	**193,469**	**28.8%**
Books & Publications	2,700	955	260	252	65	577	1,168	56.7%
Certifications	6,500	4,460	293	1,655	195	2,142	(102)	101.6%
Employee Relations	35,200	7,324	845	1,505	2,423	4,773	23,103	34.4%
Medical Exams	8,400	2,049	-	285	355	640	5,711	32.0%
Payroll Processing Fees	36,700	14,926	3,529	4,015	3,986	11,529	10,245	72.1%
Protective Clothing	43,900	7,109	349	190	414	953	35,838	18.4%
Safety & Health	31,500	16,093	2,693	4,620	2,032	9,344	6,063	80.8%
Training	135,200	26,484	250	932	3,209	4,391	104,325	22.8%
Travel - Local	8,500	1,357	-	25	-	25	7,118	16.3%
Professional & Contracted Servi	**1,911,600**	**841,199**	**106,560**	**153,510**	**145,911**	**405,981**	**664,420**	**65.2%**
Audit	68,700	34,005	-	22,050	11,610	33,660	1,035	98.5%
Contract Work	997,900	452,342	95,116	108,023	103,945	307,084	238,474	76.1%
Engineer Service	550,000	303,174	4,257	12,993	16,335	33,585	213,240	61.2%
Legal	295,000	51,678	7,187	10,444	14,021	31,652	211,671	28.2%
Equipment	**809,700**	**329,885**	**93,851**	**107,413**	**80,502**	**281,765**	**198,049**	**75.5%**
Computers, Peripherals & Softwar	96,000	20,195	714	15,446	2,834	18,993	56,812	40.8%
Equipment Maintenance	133,500	54,217	7,141	10,805	21,729	39,675	39,608	70.3%
Equipment Rental	49,400	29,405	8,853	4,728	5,435	19,015	980	98.0%
Maintenance Agreements	300,600	148,961	60,031	54,943	24,789	139,763	11,876	96.0%
Small Tools & Equipment	89,500	39,100	10,515	8,269	12,019	30,803	19,597	78.1%
Vehicle Maintenance	140,700	38,007	6,598	13,222	13,697	33,516	69,176	50.8%
Utilities	**1,753,400**	**726,428**	**174,228**	**195,005**	**178,417**	**369,233**	**657,739**	**62.5%**
Telecommunications	135,300	67,199	10,255	15,320	12,007	37,583	30,518	77.4%
Utilities	1,618,100	659,229	163,973	179,685	166,410	510,068	448,803	72.3%

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	3rd Quarter FY 2020-21	YTD FY 2020-21	Balance	Percent Used
Water Purchases & Treatment	**2,086,400**	**1,059,489**	**292,104**	**254,736**	**149,632**	**696,472**	**330,439**	**84.2%**
Permits	50,100	4,992	9,855	3,202	(2,013)	11,044	34,064	32.0%
Telemetry	20,000	5,203	33	-	1,727	1,760	13,037	34.8%
Water Purchases	1,452,200	790,044	241,188	188,261	99,050	528,500	133,656	90.8%
Watershed Management	107,000	51,904	6,924	6,581	1,233	14,738	40,358	62.3%
Water Treatment & Analysis	457,100	207,346	34,104	56,691	49,635	140,430	109,324	76.1%
Materials & Services - Subtotal	**9,381,900**	**4,152,641**	**1,030,981**	**973,866**	**903,123**	**2,519,245**	**2,710,014**	**71.1%**
Overhead, Labor & Equip	(530,600)	(280,510)	(30,156)	(24,832)	(10,982)	(65,970)	**(184,120)**	**65.3%**
Materials & Services - TOTAL	**$ 8,851,300**	**$ 3,842,680**	**$ 1,000,825**	**$ 949,034**	**$ 892,142**	**$ 2,453,275**	**$ 2,525,894**	**71.1%**
Capital Outlay	**1,411,000**	**317,482**	**76,075**	**433,491**	**136,973**	**646,539**	**446,979**	**68.3%**
Land	250,000	22,600	271	217,238	-	217,509	9,891	96.0%
Improvements	248,000	5,578	-	-	59,444	59,444	182,979	26.2%
Vehicles	294,600	-	75,804	30,345	2,500	108,649	185,951	36.9%
General Equipment & Tools	384,200	165,599	-	185,909	878	186,787	31,815	91.7%
Computer Equipment	84,200	6,496	-	-	74,151	74,151	3,553	95.8%
Other	150,000	99,704	-	-	-	-	50,296	66.5%
Capital Outlay - TOTAL	**$ 1,411,000**	**$ 317,482**	**$ 76,075**	**$ 433,491**	**$ 136,973**	**$ 646,539**	**$ 446,979**	**68.3%**
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**	**$ 2,306,696**	**$ 9,094,782**	**$ 8,510,631**	**71.5%**

Clackamas River Water

Clackamas River Water

Board Meeting – May 13, 2021

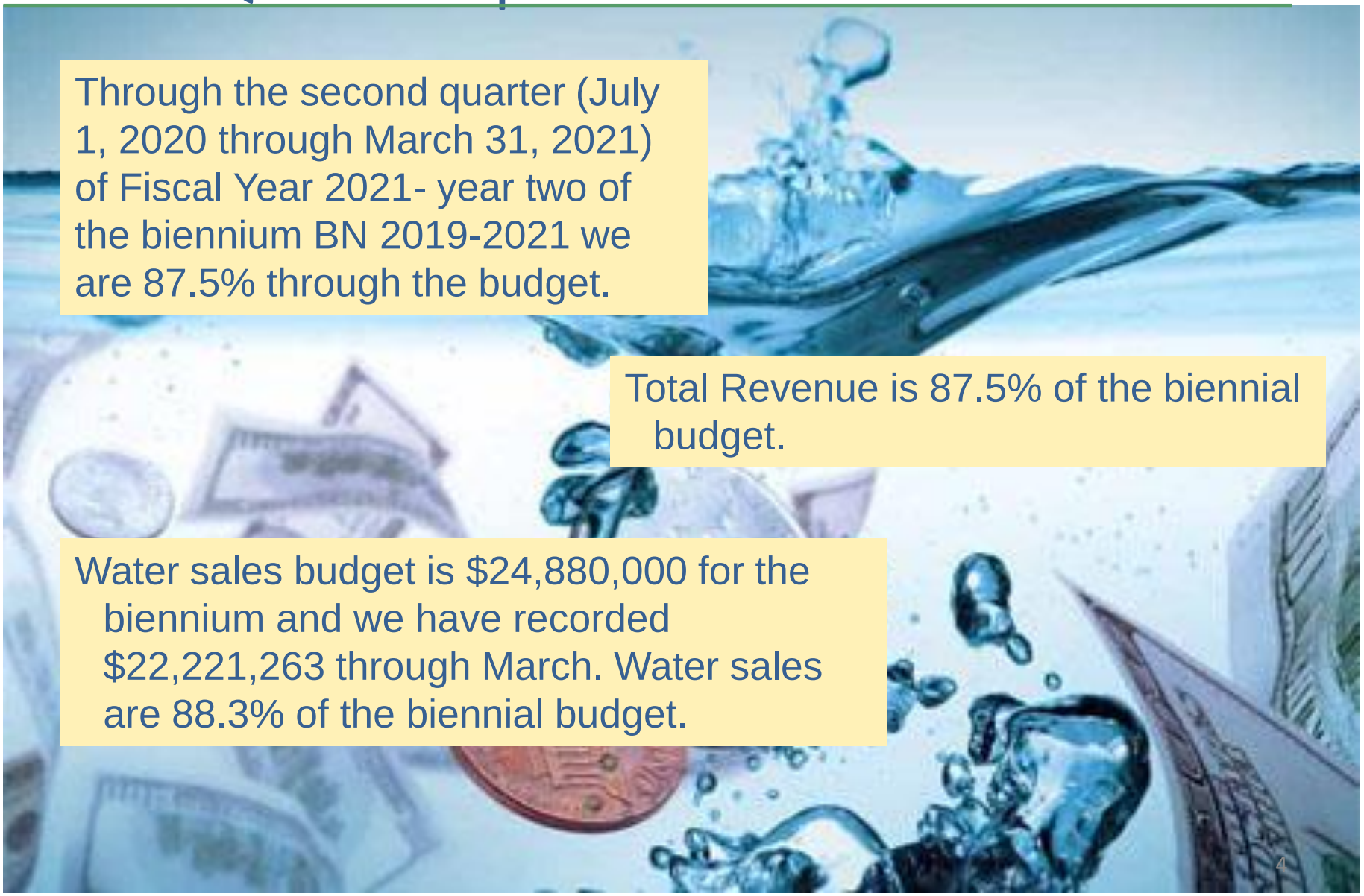
3rd Quarterly Update – FY 2021
Agenda Item #3

Carol Bryck, CPFO, CTP

3rd Quarter Update – FY 2021

- 3rd Quarter – Second year of Biennium – July 1, 2020 through March 31, 2021
- Showing costs through 21 of 24 periods for the Biennium – 87.5%

3rd Quarter Update – FY 2021 Revenue



Through the second quarter (July 1, 2020 through March 31, 2021) of Fiscal Year 2021- year two of the biennium BN 2019-2021 we are 87.5% through the budget.

Total Revenue is 87.5% of the biennial budget.

Water sales budget is $24,880,000 for the biennium and we have recorded $22,221,263 through March. Water sales are 88.3% of the biennial budget.

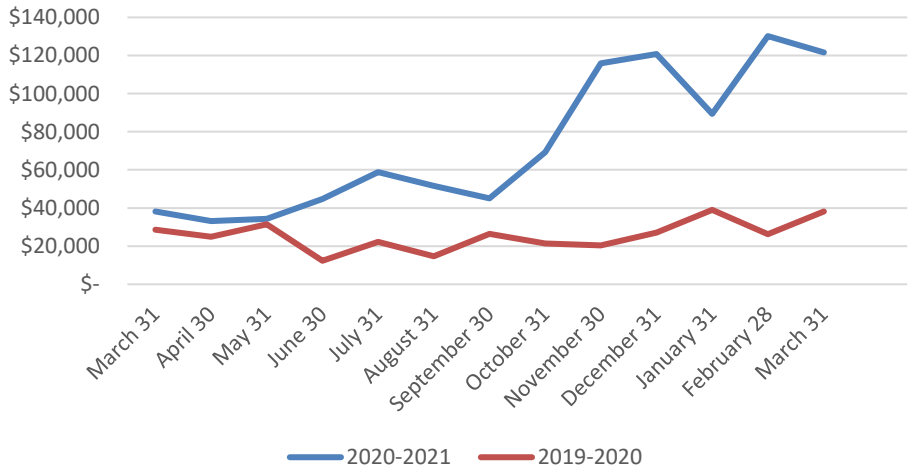
3rd Quarter Update – FY 2021 Revenue

- The rate increase scheduled for May 2020 was implemented November 2020. The eight year of the rate plan was implemented May 1, 2021 and will be reflected in the fourth quarter numbers.

- 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.
  - We also received reimbursement from FEMA for 75% of the wildfire costs that will be reflected in the fourth quarter numbers as well.

3rd 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.
- To reduce these numbers, we have sent letters on accounts, reinitiated sending unpaid closed accounts to collections, and in May will reinstate late fees on past due balances (as included in the April bill insert).
- Graph is comparison of current aging balances with prior year.



3rd Quarterly Update – FY 2021

General Fund Expenses

- Personnel Services
  - 79.8% of biennial budget
    - Total costs Fiscal Year 2020 and 3rd Quarter Fiscal Year 2021 - $9.2 million
    - 87.5% of budgeted amount - $10.1 million
  - Reasons we are below 87.5%
    - Vacancies that have not yet been filled
    - Modification to health plan that lowered premiums in first year of biennial budget

3rd Quarterly Update – FY 2021

General Fund Expenses

- Materials & Services – 71.1%
  - Customer Services is over budget due to credit card processing fees
  - All other categories are below budget, so we are in no danger of exceeding appropriation.

- Capital Outlay – 68.3%
  - Added $136,793 of capital outlay expenditures in the 3rd quarter

Other Funds

SDC Revenue, CIP and CIP Bond Construction expenditures

2nd Quarterly Update – FY 2021

SDC Revenues

- Biennial Budget - $1,655,800
- Actual to date - $1,390,986 through the 3rd quarter compared with $713,572 through the 2nd quarter.3rd quarter revenue exceeded entire FY 2020

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	$ 59,744	$ 126,768	76.86%
5243	CRC Mobility (see 5249 budget)*	-	50,772	30,191	80,963	N/A
5241	Sunnybrook & 93rd Loop Waterline (see 5249 budget)	-	5,320	-	5,320	N/A
5270	Linnwood Ave Improvements	-	-	6,766	6,766	N/A
5239	Edgewood Neighborhood Waterline	1,045,000	907,777	55,387	963,164	92.17%
5251	Forsythe Rd Waterline - Phase 1	572,000	40,223	367,409	407,632	71.26%
TBD	Leland Rd Master Meter & Waterline	480,000	-	-	-	0.00%
5253	82nd Dr Waterlline - Phase 1	814,000	840	83,081	83,921	10.31%
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	119,072	132,546	88.36%
5273	Redland Road Waterline - Phase 1	-	-	213	213	N/A
		$3,631,000	$1,171,623	$ 762,031	$1,933,654	53.25%

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

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 March 31, 2021 (3rd Quarter of Fiscal Year 2021) is $3,123,630
  - 99.5% of budget has been expended
  - Minor additional charges – primarily CRW Staff time may be charged against this budget.
  - Backbone Phase 1 completed!

Questions or comments ?

Clackamas River Water

Expenditure Status Report

Biennium 2019-2021

CAPITAL IMPROVEMENT PROJECTS FUND

Account Title	Budget Appropriation BN 2019-2021	Year-to-Date FY 2019-20	Actual Jul - Sept 2020	Actual Oct - Dec 2020	Actual Jan - Mar 2021	Biennial Totals	Balance	Percent Used
Manager	-	4,780	2,538	926	2,518	10,761	(10,761)	
Engineering Manager	-	43,901	17,156	12,416	8,569	82,043	(82,043)	
Professional & Technical	-	38,590	13,105	12,422	5,357	69,473	(69,473)	
Water Treatment Specialist	-	312	1,076	-	-	1,388	(1,388)	
Water Worker Distribution	-	30,224	12,232	2,933	2,301	47,690	(47,690)	
Contract Work	-	948,543	138,597	364,343	42,686	1,494,169	(1,494,169)	
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	896	15,360	(15,360)	
Miscellaneous	-	1,415	418	-	1,256	3,089	(3,089)	
Overhead, Labor & Equip Cat	-	71,110	26,366	24,294	10,864	132,634	(132,634)	
Capital Outlay	3,631,000	-	-			-	3,631,000	
Total Expenditures	**$ 3,631,000**	**$ 1,176,233**	**$ 241,171**	**$ 420,690**	**$ 74,446**	**$ 1,912,540**	**$ 1,718,460**	**52.7%**

Clackamas River Water

Expenditure Status Report

Biennium 2019-2021

CIP BOND CONSTRUCTION FUND

Account Title	Budget Appropriation BN 2017-2019	Year-to-Date FY 2019-20	Actual Jul - Sept 2020	Actual Oct - Dec 2020	Actual Jan - Mar 2021	Biennial Totals	Balance	Percent Used
Manager	-	28,313	1,760	344	215	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	913	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	117	198,219	(198,219)	
Capital Oultay	3,139,000	-	-	-	-	-	3,139,000	
Total Expenditures	**$ 3,139,000**	**$ 3,045,849**	**$ 76,082**	**$ 1,698**	**$ 1,245**	**$ 3,123,630**	**$ 15,370**	**99.5%**

Exhibit E

Clackamas River Water

Revenue Status Report

Biennium 2019-2021

SYSTEM DEVELOPMENT CHARGES RESERVE FUND

Account Title	Budget Appropriation BN 2019-2021	Year-to-Date FY 2019-20	Actual Jul-Sept 2020	Actual Oct-Dec 2020	Actual Jan-Mar 2021	Biennial Total	Remaining Balance	Percent Received
Revenue	**1,632,100**	**515,433**	**98,550**	**73,520**	**675,504**	**1,363,007**	**269,093**	**83.5%**
SDC Reimbursement	797,600	240,523	43,979	32,812	288,805	606,119	191,481	76.0%
SDC Improvements	834,500	274,910	54,571	40,708	386,699	756,888	77,612	90.7%
Non-Operating Revenue	**23,700**	**20,817**	**3,014**	**2,238**	**1,910**	**27,979**	**(4,279)**	**118.1%**
Earnings from Investments	23,700	20,817	3,014	2,238	1,910	27,979	(4,279)	118.1%
Total Revenue	**$ 1,655,800**	**$ 536,250**	**$ 101,564**	**$ 75,758**	**$ 677,414**	**$ 1,390,986**	**$ 264,814**	**84.0%**

Agenda Item – 4

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

May 13, 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)

Agenda Item – 4

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

May 13, 2021

SUBJECT Management Report

PRINCIPAL STAFF PERSON Todd Heidgerken

BOARD ACTION REQUESTED None

A. Management Report

1. **Communications:**
   Monthly Report – The Monthly report will be sent out separately and posted on the CRW website.

2. **Intergovernmental Relations:**
   Clackamas River Water Providers (CRWP) - The CRWP met on April 14th. The primary action item was the final review and adoption of the CRWP Budget for fiscal year 2021-2022. The budget provides the resources for the CRWP to implement their Source Water Protection and a Public Outreach and Education Programs on behalf of water providers in the Clackamas Basin. The overall budget will decrease by approximately 2% this year. Dues for CRW will decrease about 3.9% this year (from $124,126 to $119,288).

   In addition to the budget discussion and adoption, the CRWP members received updates and informational reports regarding the status of the Clackamas County Fuel Planning efforts, introduction to the Metro South Recycling and Transfer Center project, and overview of the implementation of the National Water Quality Initiative grant that the CRWP received. CRWP staff also provided updates on CRWP activities.

   North Clackamas Chamber – The North Clackamas Chamber is hosting a "State of Water Infrastructure: A District Perspective" panel presentation on Monday, June 7 at noon. Participants are from CRW, Clackamas Water Environment Services (WES), Sunrise Water Authority, Oak Lodge Water Services, and the American Society of Civil Engineers (ASCE). The panel will discuss infrastructure needs from a national to district level and answer questions from the Chamber audience. More details will be available closer to the June 7 event.

Regional Water Providers Consortium (RWPC) Technical Committee - The RWPC Technical Committee used its April 7th meeting to focus on a discussion of regional workforce development and planning for the water sector. Several water providers expressed concerns with the limited number of certified operators and programs as compared to the anticipated increased demand for these operators given future retirements and increased need with new water treatment facilities coming online in the future. Clackamas Community College (CCC) presented information on a proposed "Drinking Water Regional Internship Program (DRIP)" which is intended to expand the public awareness of opportunities in the drinking water sector and lay out a pathway for individuals to join the water industry workforce.

Besides the CCC proposed program, South Fork Water Board (SFWB) and the North Clackamas County Water Commission (NCCWC) also shared information about the apprenticeship program that they have developed to allow for the development of on-the-job skills while pursuing the necessary educational requirements to obtain the needed certifications.

Both the DRIP program and the SFWB/NCCWC apprenticeship programs are in the early stages of implementation. The RWPC Technical Committee agreed to continue to explore ways that the RWPC can create an awareness and encourage students to consider careers in the water sectors.

Miscellaneous Intergovernmental Meetings -

- Oregon Water Utilities Council (OWUC) – Update on water related legislation under consideration in the Oregon Legislature. Updates from the Oregon Drinking Water Program and Oregon Water Resources Department were also provided. Meeting was held on April 22.
- North Clackamas Chamber – Attended the "virtual" State of the Cities program on April 8.
- Coordination Meeting with Clackamas County – Adam Bjornstedt coordinated a meeting with Clackamas County on April 13 to discuss ways to improve information sharing between organizations and identify coordination opportunities. The meeting spurred a broader exchange of project information.
- Special Districts Association of Oregon (SDAO) Water Committee– The SDAO water committee met on April 16 to review legislation and receive updates on the status of bills of interest to water and wastewater districts.

3. **Emergency Management Report:**
Natural Hazard Mitigation Plan (NHMP): The draft NHMP was posted to the CRW website for public review April 12 through 26. The posting included a NHMP introductory letter that defined the purpose, scope, basis for the plan and the link to CRW Strategic Planning, and a link for the public to provide feedback on the NHMP directly to the project manager.

The required public review notice was posted to the CRW Facebook and Twitter accounts directing anyone interested in reviewing and commenting on the plan to the CRW Website. At the start of the feedback period an email was also sent to stakeholders that participated in CRW strategic planning to provide an opportunity for review and comment.

There was no feedback received during the public review period so final edits were made. The new Draft NHMP was finalized on April 30 and sent to the Clackamas County Resilience Coordinator for review on May 3, 2021.

Additional information about the Natural Hazard Mitigation Plan will be provided at the Board Work Session in May.

American Water Infrastructure Act (AWIA) Emergency Response Plan (ERP): Full project completion is required by the June 30, 2021 which is the EPA certification deadline. While the Natural Hazard Mitigation Plan is being reviewed by the State and FEMA the focus will be completing the nine Appendixes to the ERP and development of the Incident Action Checklists by the deadline noted.

Portable Generator Grant Project: Generators are still on back order and the delivery is expected in May.

Federal Disaster Declaration for Ice Storm: The Federal Government has issued a major disaster declaration for the winter ice storm in February 2021. CRW has been tracking costs associated with the cleanup and repairs throughout the District and will be able to submit to the Federal Emergency Management Agency (FEMA) for up to 75% cost reimbursement. This also allows for storm related Hazard Mitigation Grant funding and possible eligibility to receive funding for mitigation projects like installing emergency generators at pump stations.

4. **Safety Update:**

Safety Training: The safety training topic for May is Hazardous Communications. Training will be provided by the Districts Chemical Hygiene Officer at the next staff meeting. Some on-site in person training is still on hold due to COVID 19.

OSHA Permanent Rule Development and Adoption: The COVID 19 Public Health Emergency Permanent Rule has been adopted by OSHA. CRW has been working under the temporary rules that were set to expire later this month. Staff will be reviewing the final rule and determining if any adjustments to our current policies and practices will be required.

OSHA Consultation: CRW is updating the Districts Respirator Protection Program. OSHA has been asked to do a consultation and will be performing environmental testing in May on three processes at the Water Treatment Plant and one of the System Operations processes. Consultation procedures have been established in discussions with OSHA that comply with the Districts COVID 19 Infection Control Plan.

The purpose of the consultation is to determine if an actual hazard exists or is the hazard being eliminated by existing engineering controls already in place. If the hazard is eliminated it will have a major impact on the contents of our Respirator Protection Program and how it is administered.

5. **Looking Ahead:**
   - The May Work Session will be held on Monday, May 24 at 6 pm.
   - The agenda preparation meeting for the June Board meeting will be held on Thursday, May 27 at 12:30pm.
   - The Regional Water Providers Consortium Board meeting will be held on Wednesday, June 2 at 6:30 pm.
   - The North Clackamas Chamber's "State of Water Infrastructure: A District Perspective" will be held on Monday, June 7 at noon. Preregistration is required.
   - The June 2021 Board Meeting & Budget Hearing will be held on Thursday, June 10, at 6 pm.

Clackamas River Water

B.1

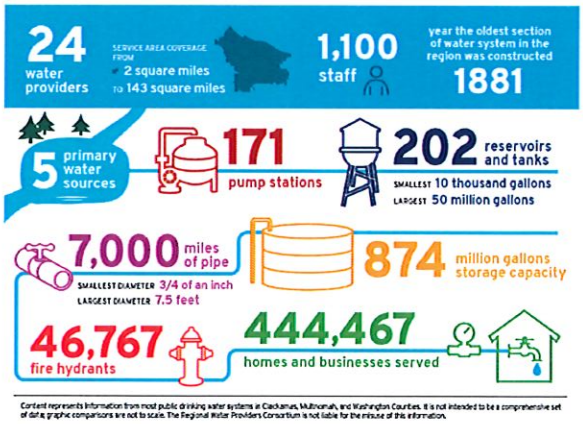
Karin Holzgang <kholzgang@crwater.com>

RegionalH2O News: May 2021

1 message

Regional Water Providers Consortium <rwpcinfo@portlandoregon.gov> Tue, May 4, 2021 at 4:06 PM
Reply-To: rwpcinfo@portlandoregon.gov
To: kholzgang@crwater.com

Regional Water Providers Consortium e-Newsletter | May 2021



Drinking Water, by the Numbers

May 2 - 8 is Drinking Water Week and this year we are celebrating staff from our 24 water provider members for their tremendous work in keeping the region's water safe and reliable during a pandemic, wildfires, and winter storms. To highlight their work, we put together this snapshot of what it takes to bring water from its source to your home or business. For example, did you know that water providers maintain 46,767 fire hydrants across the across the region? Learn more about our region's water here.

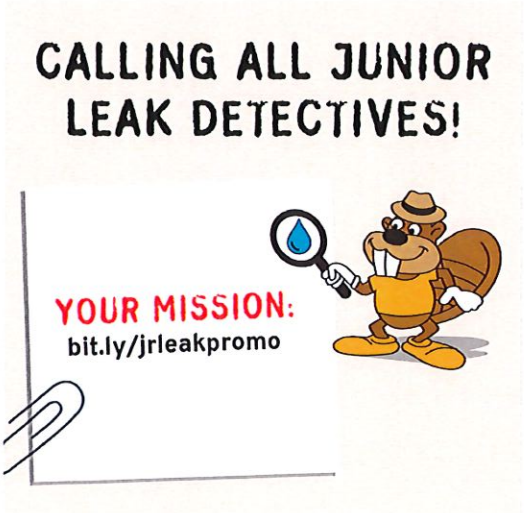
Let Us Take the Guesswork out of Watering

April was unseasonably dry this year which led us to recommend that folks start watering their landscapes earlier in the season. Find out how much to

water this week and throughout the summer by signing up for the Weekly Watering Number today. Each Thursday you'll receive your zip code specific watering recommendation and a waterwise tip by email, text, or both.

Sprinkler Spruce-Up

Now is the time to do a test run of your watering system to make sure there aren't any broken sprinkler heads, that water is directed towards plants and not the sidewalk or street, and that connections between hoses, pipes, and spigots are tight. Keep an eye out for leaks! Did you know that a leak a small as the tip of a pen can waste 6,300 gallons of water per month! Get more tips on sprinkler maintenance and getting ready for the season here.



Help Us Recruit More Junior Leak Detectives!

We're looking for kids ages 5 - 10 for a water-saving mission! Sign up to get your first assignment: a free Junior Leak Detective kit which includes a leak-finding project and full-color activity book! Already signed up? Please help us get the word out to teachers, after-school programs, scout troops, and others to join the fun! Email us for more information about this promotion.

Children's Clean Water Festival Goes Virtual!

The Consortium is a proud, long-time sponsor of the annual Children's Clean Water Festival along with over a dozen other regional partners. Since we couldn't invite students to attend this year, we worked to create a virtual "festival" with lesson plans and resources for fourth graders to learn all about water: the water cycle, watersheds, stormwater, drinking water, water conservation, and wastewater. Check them out here and then get even more water-related resources, reading lists, and activities here!

Regional Water Providers Consortium | 503-823-7528 | 1120 SW 5th Ave. Portland, OR 97204
www.regionalh2o.org

Agenda Item – 6

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

May 13, 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