

**CLACKAMAS RIVER WATER BOARD OF COMMISSIONERS
REGULAR BOARD MEETING
August 11, 2022**

COMMISSIONERS PRESENT VIA ZOOM MEETING:

Sherry French President
Naomi Angier, Secretary- Absent
Tessah Danel, Treasurer - Absent
Rusty Garrison
Bob Rubitschun

STAFF PRESENT:

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

CRW Employees: Chief Engineer, Adam Bjornstedt; Chief Financial Officer, Jason Kirkpatrick; IT Manager, Kham Keobounnam; Water Resources Manager, Rob Cummings

COMMISSIONERS ABSENT:2- Angier, Danel

VISITORS: Bob Steringer, Chris Hawes,

Call Regular Meeting to Order

Commissioner French called the meeting to order at 6:00pm. The pledge of allegiance was recited.

MOTION: Commissioner Rubitschun move to approve the agenda as presented.
Commissioner Garrison seconded the motion

MOTION CARRIED 3-0

Ayes: French, Garrison, Rubitschun
Nays: None
Abstentions: None

Public Comment- none

Agenda Item 1.0 Resolution 01-2023- Consideration of adoption of proposed changes to Water Rates and Affirming Fees and Charges

Mr. Kirkpatrick shared that the Board held a rate hearing on July 14, 2022 and there was only one public comment which was provided to the Board at that time. The rates will be approved by adoption of a resolution and will be effective 9/1/22

MOTION: Commissioner Rubitschun move that the Board Approve Resolution 01-2023 and to adopt water rates and affirm fees and charges. Commissioner Garrison seconded the motion

MOTION CARRIED 3-0

Ayes: French, Garrison, Rubitschun

Nays:

Agenda Item 2.0 Consider Approval of Intergovernmental Agreement with MORE (Managing Oregon Resources Efficiently) for Resources/Services Sharing

Mr. Bjornstedt shared that the district was made aware of this from a staff person at the County in the transportation department as a way for CRW to have a mechanism to equipment sharing with a larger pool of participants. There is no annual fees, it is administered by a staff member in Marion County. The cost if utilized would be set by each agency lending the equipment.

Commissioner Rubitschun asked if we have more often loaned or borrowed equipment and CRW has historically loaned equipment. Commissioner Garrison asked if we had experience with this group and this would be our first opportunity to work with them.

MOTION: Commissioner Rubitschun move the Board approve the Intergovernmental Agreement with MORE (Managing Oregon Resources Efficiently). Commissioner Garrison seconded the motion

MOTION CARRIED 3-0

Ayes: French, Garrison, Rubitschun

Nays:

Abstentions: None

Consent Agenda

CA-1: Gross Payroll and Account Paid for July 2022

CA-2: Cash Position and Transfers July 2022

CA-3: Declaration of surplus Property

MOTION: Commissioner Rubitschun moved to approve the Consent Agenda as presented
Commissioner Garrison seconded the motion.

MOTION CARRIED 3-0

Ayes: French, Garrison, Rubitschun

Nays:

Abstentions: None

Agenda Item 3.0 Quarterly Update- 4th Quarter FY 2022 (see attached presentations)

4th quarter of the first year of the Biennium (April 1, 2022- June 30,2022)-

- General Fund Revenue- at 54.3% if the revenue fund- Personnel services is at 42.3% of the budget
- General Fund Expenses- Materials & Services is at 44.2%
- Capital outlay is at 23.6%
- SDC Revenue is at 42.9% of budget
- Capital Improvement Project Fund is at 14.2% of budget

Commissioner Rubitschun confirmed that capital outlay are purchases and asked if the rest of the budgeted money can be spent to catch up. Also asked out how the budgeted capital improvement fund dollars might be spent before the end of the biennium; the lead times for materials needed for the projects have significantly increased delaying the completion and the spending of the money. Mr. Bjornstedt shared an overview of what some of the delays are that occurring and delaying projects. Commissioner Garrison asked about being ahead on revenue and are slow on the expense side and will this catch-up. As a district any unspent dollars stay with the district.

Agenda Item 4.0 Management Report

- The Board received the monthly report, and it is posted online.
- The Board received a memo explaining the need of staff to conduct an emergency procurement
- The Board received a copy of the upcoming August billing insert
- There are new Federal Requirements related to the Lead and Copper rule. Staff has begun to prepare for meeting the requirements of the rule by the deadline at the end of 2024
- SOLVE and WES are hosting a cleanup event on Aug. 24 at Riverside Park
- There is no August Work Session
- The September Board meeting is on the 8th at 6pm
- The SDAO Summer conference is being held on September 15, each commissioner should sign themselves up
- The regular February Board meeting date conflicts with the annual SDAO conference and so the Board meeting will be held the following Thursday February 16
- The Watershed tour invitations will be going out soon
- Commissioner French will be the CRW representative for the MPAC committee to vote on the representative for Special Districts for Clackamas County when it is held next month
- Christina Day has been hired as a Sr. Finance and Accounting Specialist
- Rob Cummings is still assisting the District (post retirement) as the Water Resources Manager while the search for filling that position continues
- Mr. Heidgerken shared that there is an opportunity for the Board to hold a meet and greet with staff by hosting an ice cream social ahead of the September 8 Board meeting

Agenda Item 5.0 Commissioner Reports and Reimbursements

- Commissioner Garrison shared that there was a grant received to study the Kellogg Lake by the Watershed between Clackamas River and Johnson Creek
- Commissioner French attended C-4 meeting; the Sunrise Water Authority meeting; The Oak Lodge Water meeting and they will be officially an authority by the end the year.
- Commissioner French shared the listing of the upcoming Fiscal Year committee representatives

No public comment

Open meeting is adjourned 6:58pm



Clackamas River Water

Clackamas River Water

4th Quarter Update – Fiscal Year 2022

Board Meeting – August 11, 2022

Jason Kirkpatrick, CFO



4th Quarter Update – FY 2022

- 4th Quarter – First year of Biennium
- April 1, 2022, through June 30, 2022
- Showing costs through 12 of 24 periods (July 1, 2021, through June 30, 2022) for the Biennium – 50.0%

4th Quarter Update – FY 2022 Revenue

General Fund Revenues

- July 1, 2021, through June 30, 2022, Fiscal Year 2022, CRW is in year one of the 2021-2023 Biennium, and we are 50.0% through the budget.
- Total General Fund Revenue is 54.3% of the biennial budget.
- Water sales budget is \$25,569,000 for the biennium and we have recorded \$14,083,873 through June. Water sales are 55.1% of the biennial budget.

4th Quarter Update – FY 2022

General Fund Expenses

- Personnel Services
 - 42.3 % of biennial budget
 - Total costs through the 4th Quarter - \$5.1 million
- Includes:
 - Annual Workers Compensation Insurance payment
 - HRA VEBA contributions
 - Quarterly transit tax
- Excludes:
 - Vacant positions in System Operations, Water Resources, FACS, and Administration

4th Quarter Update

FY 2022

General Fund Expenses

- Materials & Services – 44.2%
 - Analysis of categories that are greater than 50.0%
 - Credit Card processing fees, collection expense, health & safety, computer equipment, and annual payments
- Capital Outlay – 23.6%
 - Over this past year, CRW is experiencing longer than normal lead times for capital items. There is some uncertainty as to when capital items will be recorded as expenditures.
 - Capital Outlay items are larger projects and do not occur evenly throughout the year.



Other Funds

SDC Revenue and CIP expenditures

4th Quarter Update – FY 2022

SDC Revenues

- Biennial Budget - \$1,789,400
- Actual to Date - \$766,800 – 42.9%



4th Quarter Update – FY 2022

Capital Improvements Project Fund

Project #	Description	BN 21-23 Budget	FY 2022 Actual	Remaining Budget	% of Budget
5274	ODOT/City/County DTD Adj	\$ 250,000	\$ 9,513	\$ 240,487	3.8%
5275	Athens Dr Waterline Replacement	641,000	515,506	\$ 125,494	80.4%
5276	Fawn Dr Waterline Replacement	277,000	-	\$ 277,000	0.0%
5277	Leland Rd Waterline & Master Meter	493,000	1,107	\$ 491,893	0.2%
5273	Redland Rd Waterline - Phase 1	1,080,000	3,827	\$ 1,076,173	0.4%
5270	Linwood Rd Improvements	328,000	183,289	\$ 144,711	55.9%
5278	Monroe St Improvements	940,000	721	\$ 939,279	0.1%
5279	Maplelane Rd Waterline	846,000	58,096	\$ 787,904	6.9%
5280	Pump Station Supplemental Chlorine	168,000	4,161	\$ 163,839	2.5%
5281	WTP Polymer Feed System Replacement	476,000	307	\$ 475,693	0.1%
5282	WTP Filter Valve Replacement	692,000	9,530	\$ 682,470	1.4%
5253	82nd Dr Waterline - Phase 1 (carryover)	97,000	46,974	\$ 50,026	48.4%
5287	Easement Maint 90th St Pump Station	-	55,825	\$ (55,825)	
5291	I-205 Crossing	-	1,107	\$ (1,107)	
		<u>\$ 6,288,000</u>	<u>\$ 889,963</u>	<u>\$ 5,398,037</u>	<u>14.2%</u>

The background is a solid blue color with numerous water droplets of various sizes scattered across it. The droplets are more densely packed on the right side and sparser on the left. The lighting creates highlights and shadows on the droplets, giving them a three-dimensional appearance.

Questions?