

CLACKAMAS RIVER WATER
BOARD OF COMMISSIONERS
EXECUTIVE SESSION & REGULAR MEETING
THIS MEETING WILL HAVE REMOTE ACCESS VIA ZOOM*
Held at 16770 SE 82nd Dr. Clackamas, OR 97015
June 10, 2021 at 6:00pm
AGENDA



Public Comment: If there is a member of the public that wishes to address the Board are encouraged to submit a request through email to kholzgang@crwater.com no later than 4pm the day of the meeting.

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/81571191199> or by calling the following number 1-253-215-8782 and join meeting /81571191199#. **Passcode: 247481**

REGULAR MEETING @ 6:00pm

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

- a. Approval of the Agenda

Recess Regular Meeting

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 & OPEN BUDGET HEARING

BUDGET HEARING

The hearing of the Clackamas River Water Board of Commissioners, Clackamas County, Oregon will be called to order pursuant to ORS 192.640, 294.438 and 294.453, to allow members of the public an opportunity to testify regarding the CRW budget as approved by the Budget Committee on April 22, 2021 for the biennium July 1, 2021 to June 30, 2023. The budget hearing will be closed by board action and considered for approval on Agenda Item #1.

- b. Public Comment on Biennial 2021-2023 Budget

MOTION TO CLOSE BUDGET HEARING & RECONVENE REGULAR MEETING

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

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Action Items

1. **Resolution 04-2021** Adoption of Biennial Budget and Make Appropriations for BN 2021-2023- *Carol Bryck, Chief Financial Officer*
2. **Consider Second Reading By Title Only of Ordinance 02-2021 System Development Charges Methodology and adoption-** *Carol Bryck, Chief Financial Officer*
3. **Consider Second Reading By Title Only of Ordinance 03-2021 System Development Charges Fee Schedule and adoption-***Carol Bryck, Chief Financial officer*
4. **Resolution 05-2021** Approve Utility Billing Bad Debt Write-Off for FY 2020-2021 Uncollectible Water Bills- *Carol Bryck, Chief Financial Officer*
5. **Resolution 06-2021-** Establishing Wholesale Water Rates Charged to Sunrise Water Authority- *Carol Bryck, Chief Financial Officer*
6. **Resolution 07-2021** Dissolve the Revenue Bond Proceeds Fund and CIP Bond Construction Fund- *Carol Bryck, Chief Financial Officer*
7. **Consider Approval of an Intergovernmental Agreement with Clackamas County for County Corrections Work Crew Support-** *Todd Heidgerken, General Manager*

Consent Agenda

- CA-1: **Gross Payroll and Accounts Paid: May 2021**– *Carol Bryck, Chief Financial Officer*
- CA-2: **Cash Position and Transfers: May 2021**– *Carol Bryck, Chief Financial Officer*
- CA-3: **Project Acceptance:** Accept the capital project Forsythe Rd. Waterline–Phase 1, CIP 19-5251- *Joe Eskew, Engineering Manager*

Informational Reports

8. Management Report – *Todd Heidgerken, General Manager*
9. Public Comment (*see blue box at the top of the agenda*)

Commissioner Business

10. Commissioner Reports and Reimbursements

Adjourn regular meeting

EXECUTIVE SESSION

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

REGULAR BOARD MEETING

June 10, 2021

SUBJECT Resolution 04-2021 Adoption of Biennial (BN) Budget and Make Appropriations for BN 2021-2023

DRAFT MOTION	Move to approve Resolution No. 04-2021, adopting the budget and making appropriations for the 2021-2023 biennium.
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EFFECTIVE DATE	July 1, 2021
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PRINCIPAL STAFF PERSON Carol Bryck, Chief Financial Officer and Budget Officer

BOARD ACTION REQUESTED Consider Resolution No. 04-2021, Adopting the Budget and Making Appropriations for the 2021-2023 Biennium

DOCUMENTS ATTACHED

1. Resolution No. 04-2021 (as staff recommends)
2. General Fund LB-31 (as staff recommends)
3. LB 1 as sent to Pamplin Media

Agenda Summary

BACKGROUND CRW Board Policies – Section 3.1 (C) – Formulation of Budget Documents and Section 3.2 (E) Budget Committee Membership and Responsibilities

ORS 294.438 – Publication of Hearing Notice and Financial Summary
 ORS 294.453 – Budget Hearing
 ORS 294.456 – Governing Body to Adopt Budget

The Budget Committee held a meeting on April 22, 2021, which was noticed according to ORS 294.426 and open to the public. The Budget Committee approved the 2021-2023 Biennium Proposed Budget as proposed. The Budget Committee declared “No Tax Levy” as required for the 2021-2023 Biennium Budget.

The Budget Hearing and Financial Summary were published in the Clackamas Review on May 26. The Budget Hearing was held just as part of this Board meeting. Testimony provided during the public hearing, shall be consider by the Board as part of this action item.

The approved budget may be amended by the Board prior to adoption. However, the amount of the estimated expenditures for each fund in

approved budget may not be increased by more than \$10,000 or 10 percent of the estimated expenditures, whichever is greater.

Staff is recommending adoption of the BN 2021-2023 budget as approved by the budget committee on April 22, 2021, with the addition of \$116,300 in the Capital Outlay appropriation to move those costs from BN 2019-2021 and into BN 2021-2023 as the vehicle cannot be delivered until fiscal year 2022.

**STAFF
RECOMMENDATION**

Staff recommends approval of Resolution No. 04-2021, adopting the budget and making appropriations for the 2021-2023 biennium.

CLACKAMAS RIVER WATER

RESOLUTION No. 04-2021

A RESOLUTION FOR ADOPTING THE BUDGET AND MAKING APPROPRIATIONS FOR CLACKAMAS RIVER WATER FOR THE 2021-2023 BIENNIUM

WHEREAS, pursuant to the requirements of ORS Chapter 294, the Board of Commissioners for Clackamas River Water is required to adopt the budget and make appropriations for the District for the 2021-2023 biennial period; and,

WHEREAS, on April 22, 2021, following public notice and meetings thereon, the duly appointed and authorized Budget Committee approved the biennial budget proposed for the 2021-2023 period, on file at the District office, and recommended adoption by the Board of Commissioners; and,

WHEREAS on April 22, 2021, Clackamas River Water has the authority to levy taxes and that the Budget Committee declared No Tax Levy be imposed on the ratepayers of Clackamas River Water for the 2021-2023 period; and,

WHEREAS, on June 10, 2021, the Board of Commissioners held the Budget Hearing following public notice thereon as required by ORS 294.453.

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

Section 1: The Board of Commissioners of Clackamas River Water hereby adopts the biennial budget as approved by the Budget Committee and modified by the Board of Commissioners to include an addition of \$116,300 to Capital Outlay appropriation in the General Fund and for BN 2021-2023 in the total sum of \$64,207,900 now on file at the district office as required by ORS 294.556.

Section 2: That the amounts for the biennium beginning July 1, 2021, and for the purposes shown below are hereby appropriated as follows:

GENERAL FUND

Appropriations:

Personnel Services	\$ 12,073,300
Materials & Services	9,490,700
Capital Outlay	1,799,300
Interfund Transfers	6,477,000
Operating Contingency	<u>1,000,000</u>
Appropriation Total (General Fund)	\$ 30,840,300

(Continued on next page)

CAPITAL RESERVE FUND

Interfund Transfers Appropriation \$ 6,288,000

CAPITAL IMPROVEMENT PROJECTS FUND

Capital Outlay Appropriation \$ 6,288,000

CRWSC ACTIVITY FUND

Appropriations:

Personnel Services	\$ 136,000
Materials & Services	92,600
Interfund Transfers	<u>1,850,000</u>
Appropriation Total (CRWSC Activity Fund)	\$ 2,078,600

REVENUE BOND FUND

Debt Service Appropriation \$ 2,477,000

TOTAL APPROPRIATIONS: \$ 47,971,900

Unappropriated Ending Fund and Reserved for
Future Expenditures \$16,236,000

Total Budget \$ 64,207,900

Section 3: The General Manager or his designee shall file with Clackamas County and Oregon Department of Revenue information as required by ORS 294.458.

This resolution shall be deemed effective upon adoption. This resolution ADOPTED by the Clackamas River Water Board of Commissioners on this 10th day of June 2021.

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Sheryl French, Board President

Naomi Angier, Board Secretary

A public meeting of the Clackamas River Water Board of Commissioners will be held on June 10, 2021 at 6:00 pm via Zoom at <https://us02web.zoom.us/j/81571191199> passcode 247481. The purpose of this meeting is to discuss the budget for the biennium beginning July 1, 2021 as approved by the Clackamas River Water Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected online at WWW.CRWater.COM. This budget is for a biennial budget

Contact: Sheryl French

Telephone: 722-9220

Email: sfrench@crwater.com

FINANCIAL SUMMARY - RESOURCES			
TOTAL OF ALL FUNDS	Actual Amount	Adopted Budget	Approved Budget
	Prior Biennium 2017 - 2019	This Biennium 2019 - 2021	Next Biennium 2021 - 2023
Beginning Fund Balance/Net Working Capital	33,999,003	16,731,000	19,213,000
Interfund Transfers / Internal Service Reimbursements	34,188,750	16,243,275	14,614,000
All Other Resources Except Current Year Property Taxes	32,382,010	31,013,100	30,380,900
Total Resources	100,569,763	63,987,375	64,207,900

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
Personnel Services	9,199,171	11,540,600	12,209,300
Materials and Services	6,812,526	9,000,200	9,583,300
Capital Outlay	24,817,425	8,181,000	7,971,000
Debt Service	3,385,750	3,390,675	2,477,000
Interfund Transfers	34,188,750	16,243,275	14,615,000
Contingencies	750,000	750,000	1,000,000
Unappropriated Ending Balance and Reserved for Future Expenditure	21,416,141	14,881,625	16,352,300
Total Requirements	100,569,763	63,987,375	64,207,900

FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM *			
Name of Organizational Unit or Program FTE for that unit or program			
Administration Department	2,797,440	4,915,100	4,922,800
FTE	6.2	5.8	6.8
Water Resources Department	6,338,465	7,425,100	7,962,400
FTE	10.0	10.0	11.0
System Operations Department	3,699,561	6,479,400	7,238,600
FTE	11.0	18.0	18.0
Engineering Department	1,689,583	0	0
FTE	6.0	0.0	0.0
Finance, Accounting and Customer Services Department	2,486,356	2,851,000	3,123,200
FTE	8.0	8.0	8.0
CRWSC Activity Fund	247,639	281,200	228,600
FTE	0.0	0.0	0.0
Not Allocated to Organizational Unit or Program	83,310,719	42,035,575	40,732,300
FTE	0.0	0.0	0.0
Total Requirements	100,569,763	63,987,375	64,207,900
Total FTE	41.2	41.8	43.8

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING *

Clackamas River Water began biennial budgeting effective July 1, 2015. This is the District's fourth biennial budget. The total 2021-2023 biennial budget is up by .34%, or \$220,525, over the 2019-2021 adopted biennial budget.

Resources: The District's beginning fund balance increased by \$2,482,000, 14.8% from the 2019-2021 biennium. Interfund transfers decrease 10.0%, or \$1,629,275 over the 2019-2021 adopted budget as a reduction in funding requirements for capital improvement projects. Other resources decrease 2.0% due to reduced interest earnings on investments offset by increase in water rates and sales. This budget includes the eighth year of the eight-year rate plan. A rate hearing is anticipated in fiscal year 2022.

Requirements: Debt Service decreased due to paying in full one of our two debt issues. Transfers are also lower because of the reduced debt and reduced capital outlay. These reductions are offset by increases in personnel services due to additional staffing requirements and materials and services.

FTE's: The total FTE's increase by 2 from the 2019-2021 biennium. An additional full-time position for Public Outreach/Communications will be filled in fiscal year 2022 and an additional water treatment plant operator position will be filled in fiscal year 2023.

STATEMENT OF INDEBTEDNESS		
LONG TERM DEBT	Estimated Debt Outstanding on July 1.	Estimated Debt Authorized, But Not Incurred on July 1
Other Bonds	\$18,115,000	\$21,885,000
Total	\$18,115,000	\$21,885,000

**GENERAL FUND DETAILED REQUIREMENTS
LB 31**

HISTORICAL DATA			Description of Resources and Requirements	BIENNIAL BUDGET FOR 2021-2023		
BN 15-17 ACTUAL	BN 17-19 ACTUAL	BN 19-21 BUDGET		APPROVED BUDGET	INCREASE (DECREASE)	PERCENT CHANGE
Personnel Services:						
\$ 5,469,915	\$ 5,842,559	\$ 6,753,800	Salaries	\$7,496,200	\$ 742,400	10.99%
2,945,450	3,213,319	4,654,500	Benefits and taxes	4,577,100	(77,400)	-1.66%
\$ 8,415,365	\$ 9,055,877	\$ 11,408,300	PERSONNEL SERVICES TOTAL	\$ 12,073,300	\$ 665,000	5.83%
Materials & Services:						
310,854	334,585	342,900	Customer Services	478,800	135,900	39.63%
531,895	705,165	809,700	Equipment	972,100	162,400	20.06%
456,340	481,805	699,300	Facilities & Security	797,000	97,700	13.97%
407,522	750,446	935,500	General Administration	1,046,900	111,400	11.91%
294,853	355,866	363,600	Materials	423,000	59,400	16.34%
124,502	105,989	170,900	Office	171,700	800	0.47%
207,469	157,529	308,600	Other Support Costs	350,600	42,000	13.61%
(408,516)	(970,198)	(530,600)	Overhead Reimbursement (CIP Fund)	(643,700)	(113,100)	21.32%
1,492,216	1,258,020	1,911,600	Professional & Contracted Services	1,821,600	(90,000)	-4.71%
1,376,890	1,451,296	1,753,400	Utilities	1,857,400	104,000	5.93%
2,343,429	2,077,680	2,086,400	Water Purchases & Treatment	2,215,300	128,900	6.18%
7,137,454	6,708,182	8,851,300	MATERIALS & SERVICES TOTAL	9,490,700	639,400	7.22%
Capital Outlay:						
6,505	143,272	250,000	Land	-	(250,000)	-100.00%
312,499	300,582	248,000	Improvements	950,000	702,000	283.06%
350,826	153,825	294,600	Vehicles	172,200	(122,400)	-41.55%
73,959	506,550	384,200	General Equipment & Tools	328,000	(56,200)	-14.63%
7,850	57,989	-	Laboratory Equipment	-	-	N/A
23,330	42,148	84,200	Computer Equipment	82,800	(1,400)	-1.66%
37,547	42,982	150,000	Other	150,000	-	0.00%
812,516	1,247,347	1,411,000	CAPITAL OUTLAY TOTAL	1,683,000	272,000	19.28%
16,365,335	17,011,406	21,670,600	DEPARTMENT TOTALS	23,247,000	1,576,400	7.27%
Transfers & Contingency:						
2,290,277	3,385,750	3,390,675	To Revenue Bond Fund	2,477,000	(913,675)	-26.95%
-	-	-	To CRWSC Activity Fund	-	-	N/A
4,000,000	4,000,000	4,000,000	To Capital Reserve Fund	4,000,000	-	0.00%
-	-	750,000	General Operating Contingency	1,000,000	250,000	33.33%
6,290,277	7,385,750	8,140,675	TRANSFERS & CONTINGENCY TOTAL	7,477,000	(663,675)	-8.15%
5,553,965	7,735,747	4,280,425	UNAPPROPRIATED FUND BALANCE	4,553,500	273,075	6.38%
\$ 28,209,577	\$ 32,132,903	\$ 34,091,700	TOTAL GENERAL FUND BUDGET	\$ 35,277,500	\$ 1,185,800	3.48%

The Board of Commissioners adopted Resolution No. 05-2015 authorizing biennial budgeting beginning July 1, 2015.

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

June 10, 2021

SUBJECT Consider Second Reading by Title Only of Ordinance 02-2021 System Development Charges Methodology and Adoption

DRAFT MOTION	Move the CRW Board Approve Carol Bryck, CFO to Conduct the Second Reading by title only of Ordinance 02-2021 and adopt the Ordinance
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EFFECTIVE DATE	None
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PRINCIPAL STAFF PERSON Carol Bryck, CFO

BOARD ACTION REQUESTED Consider Second Reading of the System Development Charges Methodology Ordinance 02-2021 by title only and adopt Ordinance 02-2021.

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) 223.297 through 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.

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 Equivalent (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



Clackamas River Water

WATER SYSTEM DEVELOPMENT CHARGE UPDATE

FINAL REPORT
February 2021

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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 CRW’s 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
Oty	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. Oty 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
Oty	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 within 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: CWP	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	Capacity	Type R&R	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	33.89%	67,385	5-10 years
G-03	2038 Water System Master Plan	200,000	0%	0%	100%	General	33.89%	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 Existing Tanks	1,050,000	0%	0%	100%	Storage	38.70%	405,301	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 Jemison 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 Ruscliff Rd and SE Erie St Pipe Upsize	735,000	0%	0%	100%	T&D	30.43%	223,696	11-20 years
D-12	SE Parmenter Ct Pipe Upsize	253,000	0%	0%	100%	T&D	30.43%	76,522	11-20 years
D-13	SE Thiessen Rd and SE Oakin Rd Pipe Upsize	505,000	0%	0%	100%	T&D	30.43%	154,913	11-20 years
D-14	SE Washire 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 Shihler 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 Robin 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 b 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 1205 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	508,000	0%	50%	50%	T&D	30.43%	77,000	11-20 years
Total North System Projects		\$ 159,685,000	\$ 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	Capacity	Type R&R	Improvement	Function	Capacity Share of Improvement	Total Eligible (Future Capacity)	Estimated Timing
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 Burksstrom Rd Pipe Upsize	301,000	0.00%	50.00%	50.00%	T&D	30.43%	45,804	11-20 years
D-48	S Camber 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 Eldia Rd/S Glesan 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	Capacity	Type R&R	Improvement	Function	Capacity Share of Improvement	Total Eligible (Future Capacity)	Estimated Timing
D-51	S Dillman Rd Pipe Upsize	\$ 390,000	0.00%	0.00%	100.00%	T&D	30.43%	\$ 118,666	11-20 years
D-52	S Grasse 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 Greentree 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	584,000	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 Henrici 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)

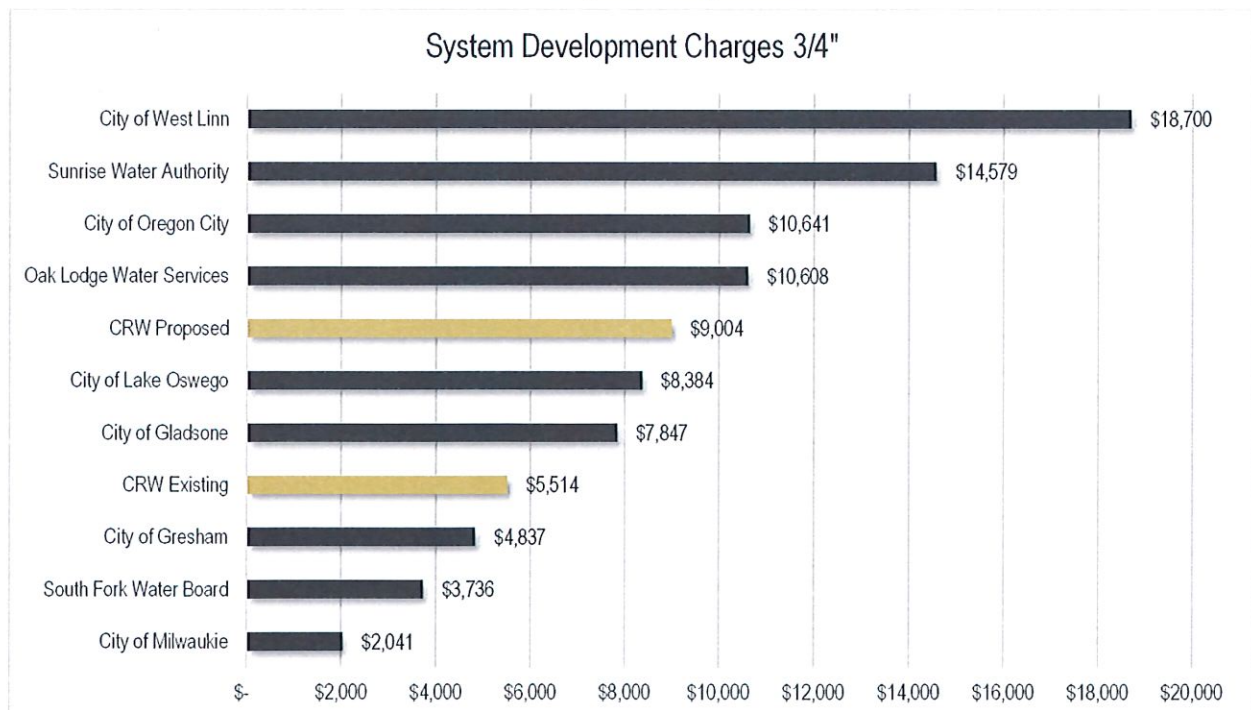
Meter	MCE Factor (3/4" Equiv.)	SDC
3/4"	1.00	\$ 9,004
1"	1.67	15,007
1 1/2"	3.33	30,014
2"	5.33	48,023
3"	10.67	96,046
4"	16.67	150,072
6"	33.33	300,144
8"	53.33	480,231
10"	76.67	690,332
12"	112.50	1,012,986
18"	215.12	1,936,997

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.

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

June 10, 2021

SUBJECT **Consider Second Reading by Title Only of Ordinance 03-2021 System Development Charges Fee Schedule and Adoption**

DRAFT MOTION	Move the CRW Board Approve Carol Bryck, CFO to Conduct the Second Reading by title only of Ordinance 03-2021, System Development Charges rates and adopt.
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EFFECTIVE DATE	None
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PRINCIPAL STAFF PERSON Carol Bryck, CFO

BOARD ACTION REQUESTED Consider Second 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.

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.

Sheryl French, President
Clackamas River Water

Naomi Angier, Secretary
Clackamas River Water

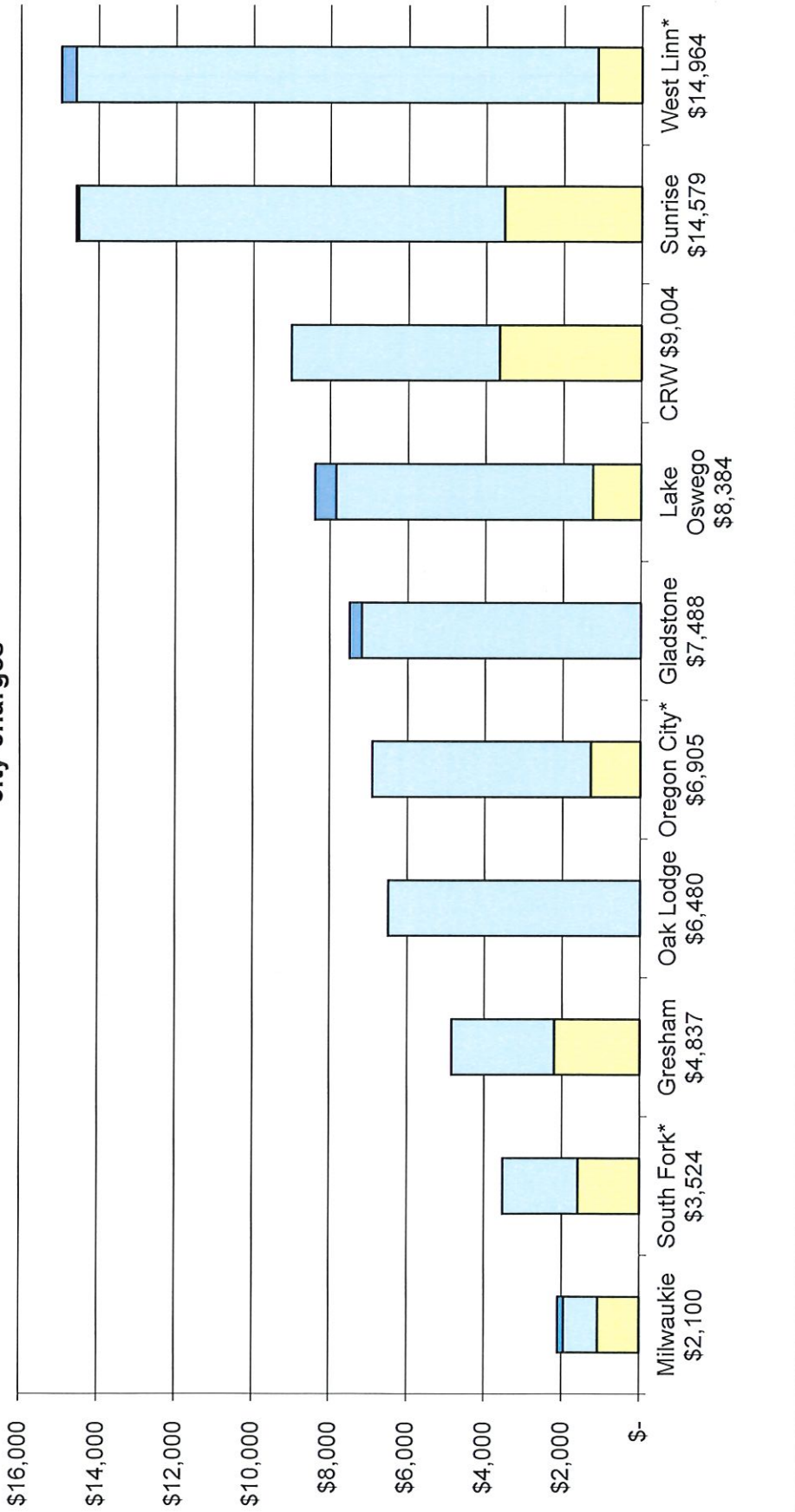
Exhibit B

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



CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

June 10, 2021

SUBJECT Resolution No. 05-2021 Approve Utility Billing Bad Debt Write-off for FY 2020-21, Uncollectible Water Bills

DRAFT MOTION	Move to approve Resolution No. 05-2021 Bad Debt Write-off for FY 2020-21, Uncollected Water Bills.
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EFFECTIVE DATE	June 30, 2021
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PRINCIPAL STAFF PERSON Carol Bryck, Chief Financial Officer

BOARD ACTION REQUESTED Consider Resolution No. 05-2021 to write off uncollectible bad debt on utility billing (UB) accounts.

DOCUMENTS ATTACHED
 Exhibit 1 - Resolution No. 05-2021
 Exhibit 2 - Bad Debt listing – UB Account Browse
 Exhibit 3 - Graph of FY 2020-21 Bad Debt Write Offs

Agenda Summary

BACKGROUND CRW Board Policies - Section 3.9 Audit

At the end of each fiscal year, in preparation for the annual audit, staff has the opportunity to recognize those receivables that are “doubtful” and should be removed from the balance sheet.

The process for UB accounts with bad debts:

- Account is closed, send final bill.
- During COVID we delayed intent to collect letters allowing closed accounts a greater amount of time to pay. The account holders continued to receive statement copies. When we determined that we were ready to send accounts to our collection company we initiated intent to collect letters. This lets the customer know their account will be turned over to a collection company if the bill remains unpaid. All bills returned by the post office as undeliverable are turned over to the collection company at that time.
- Based on the due date in the intent to collect letter, the account is turned over to the collection company including all pertinent information on the customer in the CRW files. If CRW receives additional information it is forwarded to the collection company.

- CRW has used Professional Credit Services for collections on bad debt accounts since October 1, 2012.
- By law, CRW is not allowed to turn over or pursue bankruptcy accounts outside of the formal bankruptcy process. There are four (4) accounts in bankruptcy for bad debt write-off for FY 2020-21.

Bad debts are divided into three types or groups: bankrupt, commercial/industrial and residential.

Commercial are business accounts, while residential accounts are homeowner, renter or landlord accounts. CRW does not pursue collection on an old bill from a new owner, landlord or renter even if the water service was shut off for non-payment. The water usage follows the former owner or tenant.

This year, staff is recommending \$14,054.74 of write offs on 67 utility billing accounts. CRW customer accounting staff works diligently to pursue collection on outstanding utility accounts. All accounts greater than \$10 have been turned over to collections.

The percent of bad debts for write off is just over .1% of total retail water sales of \$12,501,108 for the period May 2020 through April 2021.

For 2020 bad debt (accounts closed prior to or on 06/30/2020):

- Bankruptcy – 4 accounts for \$ 979.63
- Commercial/industrial – 4 accounts for \$ 2,217.77
- Residential – 59 accounts for \$10,857.34

The 10-year average annual write off amount is \$11,261 (2011-2020). This year the write off is \$2,793 over the 10-year average.

The lowest annual write off was in 2014 for approximately \$7,097. The highest amount in the last 10 years was 2017, for approximately \$17,088. The second highest is FY2020, for approximately \$14,055 and third highest was 2016 for approximately \$13,159.

Collection on CRW utility billing accounts remains high through repeated notices requesting payment, direct phone calls, and tracking customers within district boundaries. Though June 1, 2021 we have collected from Professional Credit Services \$1,248 on prior bad debt write-off accounts. Professional Credit Services will continue to pursue collections on behalf of CRW even though accounts have been written off in the past.

Information provided by Kati Saindon, Jennifer Ross, and Anna Pina Customer Service Specialists.

CLACKAMAS RIVER WATER

RESOLUTION No. 05-2021

BAD DEBT WRITE-OFF FOR FY 2020-2021
UNCOLLECTABLE WATER BILLS

WHEREAS, each year those water customer final billings, for which collection efforts have been unsuccessful, are identified and prepared for Board consideration (see attached list); and,

WHEREAS, it is essential for audit purposes to clear old accounts;

NOW, THEREFORE, BE IT RESOLVED, by the Clackamas River Water Board of Commissioners to write-off an amount not to exceed \$14,054.74 for fiscal year 2020-21 as bad debts.

ADOPTED by the Clackamas River Water Board of Commissioners this 10th day of June 2021.

Sheryl French, Board President

Naomi Angier, Board Secretary

Utility Billing - Bad Debt listing for FY 2020 - write off FY 2021

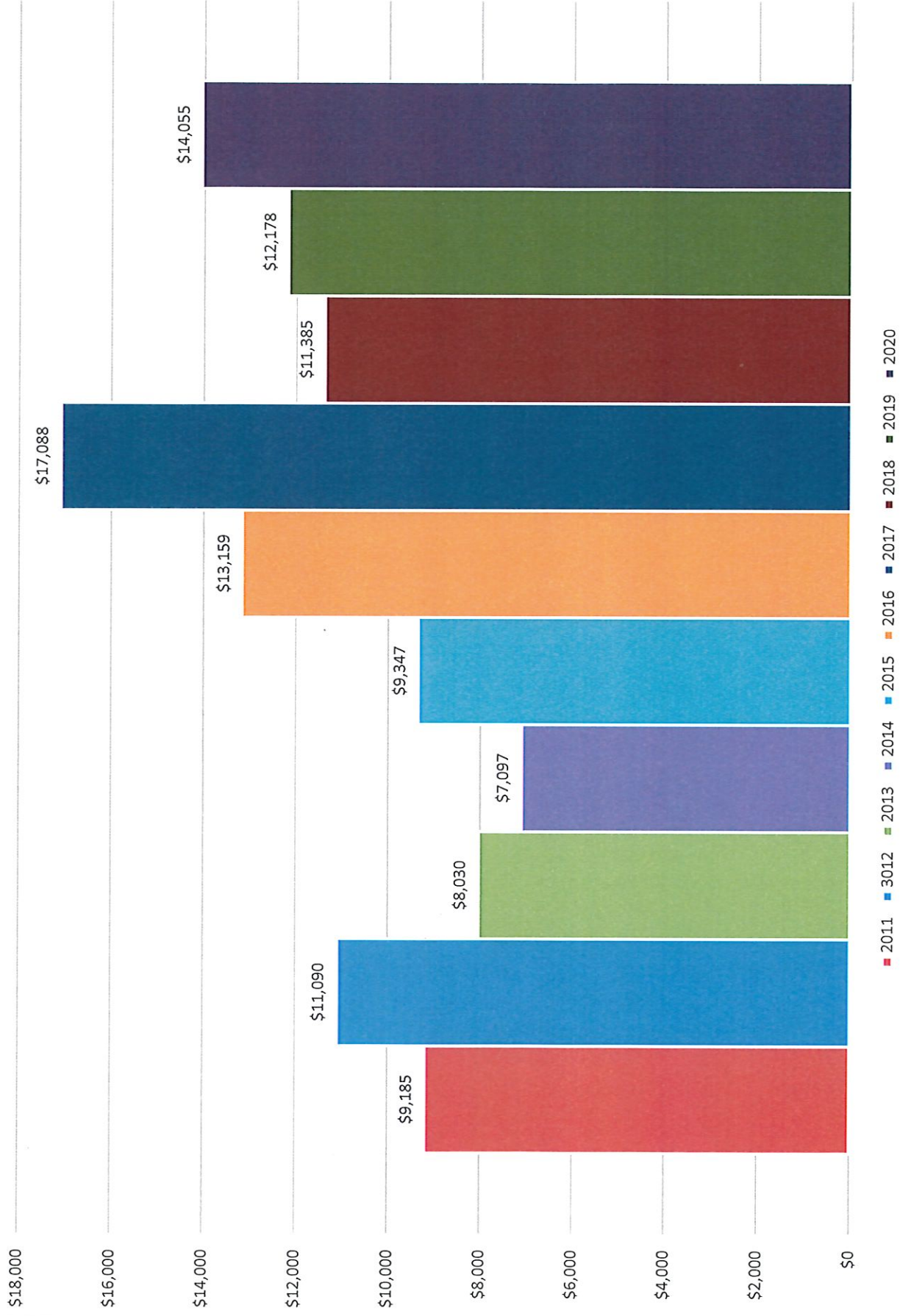
Exhibit B

Account #	Account Type	Account Status	Prime Location Address	Commercial Account Balance due	Closed Date
015953-03	Commercial	Bankrupt	12300 SE 82ND AVE	\$188.15	5/15/2020
015954-01	Fire	Bankrupt	12300 SE 82ND AVE	\$370.75	5/15/2020
016102-06	Commercial	Bankrupt	11211 SE 82ND AVE	\$94.27	2/20/2020
			Commercial Total (Bankrupt)	\$653.17	
009080-04	Commercial	Collections	14811 SE WEBSTER RD	\$292.59	6/25/2020
026354-03	Commercial	Collections	8416 SE SUNNYSIDE RD	\$422.32	10/15/2019
021729-10	Fire	Closed	13011 SE 84TH AVE	\$1,090.38	6/22/2020
026356-08	Fire	Collections	8416 SE SUNNYSIDE RD	\$412.48	10/15/2019
			Commercial Total	\$2,217.77	
029117-16	Residential North	Bankrupt	15962 SE KRISTIN CT	\$326.46	12/10/2019
			Residential North Total (Bankrupt)	\$326.46	
020757-07	Residential North	Closed	8723 SE 70TH AVE	\$137.19	4/7/2020
009952-06	Residential North	Collections	14489 SE CREEKSIDE DR	\$88.00	3/4/2020
012627-10	Residential North	Collections	6803 SE LAMPHIER ST	\$115.60	2/3/2020
014533-04	Residential North	Collections	7511 SE LAMPHIER ST	\$173.58	1/30/2020
017124-13	Residential North	Collections	15171 SE 91ST AVE	\$194.62	2/13/2020
018756-10	Residential North	Collections	15449 SE JOHNSON RD	\$133.08	2/29/2020
019508-03	Residential North	Collections	7242 SE LAMPHIER ST	\$139.01	2/3/2020
006760-07	Residential North	Collections	8850 SE TOLBERT ST	\$135.54	12/25/2019
006823-16	Residential North	Collections	9145 SE TOLBERT ST #3	\$90.35	1/22/2020
007331-09	Residential North	Collections	16333 SE ECHO WAY	\$223.84	12/1/2019
008248-10	Residential North	Collections	15645 SE RAINIER AVE	\$425.93	12/25/2019
010211-06	Residential North	Collections	5900 SE ALDERCREST RD	\$129.86	12/2/2019
019504-08	Residential North	Collections	10019 SE BRANDEIS ST	\$128.47	12/13/2019
025565-03	Residential North	Collections	15750 SE JOHNSON RD	\$140.56	3/20/2020
025713-15	Residential North	Collections	17270 SE 82ND DR	\$133.22	12/6/2019
028368-09	Residential North	Collections	7918 SE JOHNSON CREEK BLVD	\$333.85	12/6/2019
030581-10	Residential North	Collections	8570 SE 58TH AVE	\$326.74	6/24/2020
007999-06	Residential North	Collections	6384 SE WILDLIFE ESTATES DR	\$55.19	6/25/2020
015171-04	Residential North	Collections	8502 SE HINKLEY AVE	\$227.61	10/9/2019
024241-08	Residential North	Collections	7914 SE SUNNYSIDE DR	\$233.50	9/9/2019
026986-04	Residential North	Collections	7808 SE SOUTHGATE ST	\$223.26	9/30/2019
027584-06	Residential North	Collections	7626 SE CLACKAMAS RD	\$138.80	10/10/2019
028133-07	Residential North	Collections	9351 SE STANLEY AVE	\$575.83	10/9/2019
030297-06	Residential North	Collections	6425 SE PINE CREEK WAY	\$128.99	2/24/2020
028128-09	Residential North	Collections	7805 SE MCBRIDE ST	\$224.26	7/31/2019
029342-07	Residential North	Collections	8411 SE HINKLEY AVE	\$14.74	11/18/2019
029818-02	Residential North	Collections	16718 SE BLOSSOM AVE	\$216.29	7/31/2019
011965-02	Residential North	Collections	11041 SE 78TH CT	\$94.30	8/30/2019
012919-09	Residential North	Collections	6707 SE HALE ST	\$115.04	7/8/2019
015140-11	Residential North	Collections	8527 SE HINKLEY AVE	\$496.24	8/8/2019
017123-02	Residential North	Collections	15181 SE 91ST AVE	\$144.31	9/4/2019
022712-06	Residential North	Collections	7127 SE WILSHIRE ST	\$129.79	7/5/2019
010728-05	Residential North	Collections	7470 SE CARLA CT	\$74.87	8/1/2019
020469-04	Residential North	Collections	6796 SE CLACKAMAS RD	\$21.51	7/12/2019
031259-08	Residential North	Collections	9614 SE 76TH AVE	\$17.00	1/6/2020
009366-06	Residential North	Collections	15055 SE BEVINGTON AVE	\$79.95	2/13/2020
017332-09	Residential North	Collections	4500 SE ALDERCREST RD	\$52.94	12/25/2019
020659-17	Residential North	Collections	7218 SE ELDORADO CT	\$116.49	10/25/2019
022586-04	Residential North	Collections	7318 SE JACK RD	\$51.53	8/13/2019

027602-04	Residential North	Collections	5917 SE MAPLE ST	\$129.38	11/1/2019
			Residential North Total	\$6,611.26	
004963-06	Residential South	Collections	10889 S BEUTEL RD	\$234.57	5/1/2020
021197-13	Residential South	Collections	19535 S FISCHERS MILL RD	\$197.01	1/23/2020
030729-09	Residential South	Collections	16200 S WIDMAN CT	\$292.04	6/17/2020
031004-09	Residential South	Collections	16261 S BARLOW DR	\$189.89	6/8/2020
031644-05	Residential South	Collections	20442 S DRIFTWOOD DR	\$753.60	2/3/2020
028662-06	Residential South	Collections	16710 S ARCHER DR	\$195.57	12/6/2019
026990-02	Residential South	Collections	18100 S ELIDA RD	\$384.91	10/24/2019
017808-10	Residential South	Collections	16799 S REDLAND RD	\$108.48	9/16/2019
031036-10	Residential South	Collections	21891 S FARM POND CT	\$179.91	8/6/2019
031362-10	Residential South	Collections	18401 S REDLAND RD	\$319.02	8/28/2019
005083-02	Residential South	Collections	17135 S SEAL CT	\$285.03	8/4/2019
019574-05	Residential South	Collections	22100A S KAMRATH RD	\$92.96	7/2/2019
021243-02	Residential South	Collections	20248 S DANNY CT	\$125.83	8/6/2019
021590-05	Residential South	Collections	14344 S HOLLY CREST LN	\$165.69	9/9/2019
030591-02	Residential South	Collections	19657 S MCCORD RD	\$260.08	7/1/2019
001301-07	Residential South	Collections	17990 S GRONLUND RD	\$112.75	11/1/2019
001909-02	Residential South	Collections	11133 S FOREST RIDGE RD	\$169.74	9/8/2019
003325-11	Residential South	Collections	20379 S FERGUSON RD	\$86.79	12/25/2019
030612-07	Residential South	Collections	22120 S LESLIE AVE	\$92.21	9/30/2019
67			Residential South Total	\$4,246.08	
			Grand Total	\$14,054.74	

Bad Debt Write-Off 2011 - 2020

Exhibit C



CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

June 10, 2021

SUBJECT Resolution No. 06-2021 Establishing Wholesale Water Rates Charged to Sunrise Water Authority

DRAFT MOTION	Move to approve Resolution No. 06-2021 establishing wholesale water rates charged to Sunrise Water Authority effective July 1, 2021.
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EFFECTIVE DATE	July 1, 2020
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PRINCIPAL STAFF PERSON Carol Bryck, Chief Financial Officer

BOARD ACTION REQUESTED Consider Resolution No. 06-2021, establishing wholesale water rates charged to Sunrise Water Authority

DOCUMENTS ATTACHED Exhibit 1 Resolution No. 06-2021

Agenda Summary

BACKGROUND CRW's wholesale water supply agreement is with North Clackamas County Water Commission (NCCWC). NCCWC assigned it rights and obligation to Sunrise Water Authority (SWA). The agreement provides for annual adjustments to wholesale rates.

A rate study was completed FY 2012-13 for the wholesale water customers. Future rate changes will be based on the CPI-U for the previous twelve month calendar year.

July 1, 2020 the wholesale water rates for SWA are:

For water delivered at Mather Road/152 nd	\$0.73621
For water delivered at Otty Road*	TBD

July 1, 2021 the new wholesale water rates for SWA will be:

For water delivered at Mather Road/152 nd	\$0.74535
For water delivered at Otty Road*	TBD

*Otty Road is for emergency use only. The rate will be determined if used.

The effective date for these rates is July 1, 2021. Annual rate increases will be calculated and take effect at the beginning of each fiscal year, July 1, for water purchases on or after that date.

CLACKAMAS RIVER WATER

RESOLUTION No. 06-2021

Establishing Wholesale Water Rates Charged to Sunrise Water Authority

WHEREAS, Clackamas River Water (CRW) has entered into a water supply agreement with the North Clackamas County Water Commission; and

WHEREAS, the North Clackamas County Water Commission assigned its rights and obligations under that agreement to the Sunrise Water Authority; and

WHEREAS, the agreement provides that CRW is to adopt rates each year and,

WHEREAS, CRW has conducted a rate study to evaluate wholesale water rates during fiscal year 2012-13,

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

Section 1: The following rates are per CCF and shall apply for water purchased

Section 2: Beginning July 1, 2021, the Sunrise Water Authority rates shall be:

For water delivered at Mather Road/152 nd	\$0.74535
For water delivered at Otty Road	TBD

ADOPTED by the Clackamas River Water Board of Commissioners this 10th day of June 2021.

Sheryl French, Board President

Naomi Angier, Board Secretary

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

June 10, 2021

SUBJECT Resolution 07-2021 Dissolve the Revenue Bond Proceeds Fund and CIP Bond Construction Fund

DRAFT MOTION Move to approve Resolution 07-2021 dissolving the Revenue Bond Proceeds Fund and the CIP Bond Construction Fund and transferring the remaining assets to the Capital Reserve Fund in Fiscal Year 2021.

EFFECTIVE DATE June 10, 2021

PRINCIPAL STAFF PERSON Carol Bryck, Chief Financial Officer

BOARD ACTION REQUESTED Approval of Resolution 07-2021 dissolving the Revenue Bond Proceeds Fund and the CIP Bond Construction Fund in fiscal year 2020-2021.

DOCUMENTS ATTACHED Exhibit 1 - Resolution 07-2021

Agenda Summary

BACKGROUND Local Budget Law, Oregon Revised Statutes (ORS) 294.305 to 294.565, provides the basis of budgeting. Local Budget Law allows the District to declare a fund unnecessary and abolish during the fiscal year by Resolution.

The Revenue Bond Proceeds Fund and the CIP Bond Construction Fund have served their purpose of tracking the bond proceeds and the construction costs for the Backbone projects funded primarily with the Series 2016 bonds.

These funds are unnecessary going forward and the remaining funds can be transferred to the Capital Reserve Fund for other capital spending.

STAFF RECOMMENDATION Staff recommends approval of the Resolution to abolish both funds and transfer the remaining balances to the Capital Reserve Fund.

CLACKAMAS RIVER WATER

RESOLUTION No. 07-2021

DISSOLVE THE REVENUE BOND PROCEEDS FUND AND CIP BOND
CONSTRUCTION FUND

WHEREAS, Clackamas River Water established a Revenue Bond Proceeds Fund for tracking of funds from the Series 2016 Revenue Bonds and the CIP Bond Construction Fund for tracking the spending of bond proceeds for capital projects: and

WHEREAS, ORS 294.353 allows for funds to be declared unnecessary and abolished during the fiscal year; and

WHEREAS, it has been determined the Revenue Bond Proceeds Fund and the CIP Bond Construction Fund should be abolished and there is an approximate residual fund balance in the Revenue Bond Proceeds Fund of \$472,000 (estimated in cash), and in the CIP Bond Construction Fund of \$375,000 (estimated in cash);

NOW, THEREFORE, BE IT RESOLVED, by the Clackamas River Water Board of Commissioners, pursuant to ORS 294.353, the fund balance, which includes all assets and equity, be transferred to the Capital Reserve Fund and the Revenue Bond Proceeds Fund and the CIP Bond Construction Fund be eliminated effective fiscal year 2020-2021.

ADOPTED by the Clackamas River Water Board of Commissioners this 10th day of June 2021.

Sheryl French, Board President

Naomi Angier, Board Secretary

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

June 10, 2021

SUBJECT Consider Approval of Intergovernmental Agreement (IGA) with Clackamas County For Corrections Work Crew Support

DRAFT MOTION	Move to approve the Amendment to the Intergovernmental Agreement with Clackamas County for Clackamas County Corrections Work Crew Support
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EFFECTIVE DATE	June 10, 2021
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PRINCIPAL STAFF PERSON Todd Heidgerken, General Manager

BOARD ACTION REQUESTED The Board is requested to authorize the Amendment to the Intergovernmental Agreement (IGA)

DOCUMENTS ATTACHED Exhibit A– IGA for Clackamas County Corrections Work Crew Support
Exhibit B- Amendment 2021 to IGA for Correction Work Crew Support

Agenda Summary

BACKGROUND The Clackamas County Community Corrections Department provides work crew support through IGAs with neighboring public agencies. Clackamas River Water (CRW) has utilized this program provided by the County for a number of years. The county corrections work crews provide support for landscaping, trash and graffiti removal for CRW. Having this IGA with the County has been of benefit to CRW and staff is recommending that we continue to have this agreement in place.

The amendment will allow for the extension of the agreement for one year. This amendment will be the second of three possible extensions allowed under the original agreement.

Both the CRW Local Contract Revue Board Rules (LCRB) and State Statute encourage the government entities to enter into agreements which provide both parties with mutual benefit.

STAFF RECOMMENDATION Staff recommends approval and signature of the amendment to the IGA as presented.

Exhibit A

INTERGOVERNMENTAL AGREEMENT BETWEEN CLACKAMAS COUNTY AND CLACKAMAS RIVER WATER

CRW Contract #
00200-07-2019

THIS AGREEMENT (this "Agreement") is entered into and between Clackamas County ("County"), a political subdivision of the State of Oregon, by and through the Community Corrections Department, and Clackamas River Water ("Agency"), an Oregon municipal corporation, collectively referred to as the "Parties" and each a "Party."

RECITALS

Oregon Revised Statutes Chapter 190.010 confers authority upon local governments to enter into agreements for the performance of any and all functions and activities that a party to the agreement, its officers or agencies have authority to perform.

In consideration of the mutual promises set forth below and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereby agree as follows:

TERMS

1. **Term.** This Agreement shall be effective upon execution, and shall expire upon the completion of each and every obligation of the Parties set forth herein, or June 30, 2020, but may be renewed for three (3) additional one (1) year agreements upon written approval by both parties.
2. **Rights and Obligations of the County.**
 - A. The COUNTY agrees to:
 - i. Provide a Work Crew Supervisor to supervise the Work Crews and perform work when safety and work flow allow.
 - ii. Provide a minimum of four (4) clients to perform general labor on a mutually agreed-upon schedule. Work crews will take (2) 15 minute breaks (non-billable) and (1) 30 minute lunch (non-billable) per County Policy. Total labor hours including mobilization will be a minimum of twenty-four (24) per work day.
 - iii. Provide all basic tools to perform assigned scope of work. Basic tools include: (Axes, Brooms, Chainsaws, Garden Rakes, Hand Saws, Hoes, Lawn Mowers, Leaf Blowers, Litter Pickers, Loppers, Machetes, Mattocks, Pitchforks, Pruning Shears, Shovels, String Trimmers, and Wheel Barrows.) If special tools are necessary, they shall be provided by the Agency.
 - B. For Graffiti removal services COUNTY agrees to:
 - i. Provide a Work Crew Supervisor to supervise the Work Crew and perform work when safety and work flow allow;
 - ii. Provide a minimum of two (2) clients to perform labor on mutually agreed schedule;
 - iii. Provide all necessary tools to perform scope of work; including pressure washer, buckets, brushes, and AGENCY approved graffiti removal chemicals when necessary. (SDS available);
 - iv. Remedy requested work within ten (10) days of notification per code;
 - v. Take before and after photos for documentation and furnish to AGENCY upon completion;

- vi. Proactively notify AGENCY of any painted graffiti and address with consent from AGENCY.

3. Rights and Obligations of the AGENCY.

- A. The AGENCY agrees to:
 - i. Identify Work Crew projects, such as litter patrol, trail, and landscape maintenance in Clackamas County.
 - ii. Schedule Work Crew projects on a mutually agreed-upon schedule; communicating scope of work and tool requirements to COUNTY.
- B. For Graffiti removal services AGENCY agrees to:
 - i. Promptly notify COUNTY of painted graffiti once it has been determined that COUNTY is going to be contracted for graffiti removal;
 - ii. Provide COUNTY with a detailed description of the location and nature of the graffiti to be removed and ensure access for removal;
 - iii. When paint over is the identified best remedy, AGENCY will provide paint to COUNTY for an accurate color match;
 - iv. AGENCY will not Contract COUNTY in instances where ladders or man lifts are required or work has extreme grade or other inherent dangers beyond COUNTY's mutually understood capabilities.

4. Compensation.

- A. The Agency agrees to pay \$425 per crew per day for the services outlined in Section II. A.
- B. For Graffiti removal services outlined in section II.B above. Agency agrees to pay \$200 per event for maximum of nine (9) hours of labor. Events requiring more than nine (9) hours will be charged a rate of \$400 per event.
- C. Payments shall be made on the basis of requests for payment submitted as follows:
 - i. COUNTY will bill the Agency within the first week following the last working day of each calendar month in which work is performed;
 - ii. The Agency agrees to pay COUNTY within 30 days of the receipt of the COUNTY'S invoice.

5. Representations and Warranties.

- A. *Agency Representations and Warranties:* Agency represents and warrants to County that Agency has the power and authority to enter into and perform this Agreement, and this Agreement, when executed and delivered, shall be a valid and binding obligation of Agency enforceable in accordance with its terms.
- B. *County Representations and Warranties:* County represents and warrants to Agency has the power and authority to enter into and perform this Agreement, and this Agreement, when executed and delivered, shall be a valid and binding obligation of County enforceable in accordance with its terms.
- C. The warranties set forth in this section are in addition to, and not in lieu of, any other warranties provided.

6. Termination.

- A. Either the County or the Agency may terminate this Agreement at any time upon thirty (30) days written notice to the other party.
- B. Either the County or the Agency may terminate this Agreement in the event of a breach of the Agreement by the other. Prior to such termination however, the Party seeking the termination shall give the other Party written notice of the breach and of the Party's intent to terminate. If the breaching Party has not entirely cured the breach within fifteen (15) days of deemed or actual receipt of the notice, then the Party giving notice may terminate the Agreement at any time thereafter by giving written notice of termination stating the effective date of the termination. If the default is of such a nature that it cannot be completely remedied within such fifteen (15) day period, this provision shall be complied with if the breaching Party begins correction of the default within the fifteen (15) day period and thereafter proceeds with reasonable diligence and in good faith to effect the remedy as soon as practicable. The Party giving notice shall not be required to give more than one (1) notice for a similar default in any twelve (12) month period.
- C. The County or the Agency shall not be deemed to have waived any breach of this Agreement by the other Party except by an express waiver in writing. An express written waiver as to one breach shall not be deemed a waiver of any other breach not expressly identified, even though the other breach is of the same nature as that waived.
- D. The Agency may terminate this Agreement in the event the Agency fails to receive expenditure authority sufficient to allow the Agency, in the exercise of its reasonable administrative discretion, to continue to make payments for performance of this Agreement, or if federal or state laws, regulations or guidelines are modified or interpreted in such a way that either the Project under this Agreement is prohibited or the Agency is prohibited from paying for such work from the planned funding source.
- E. Any termination of this Agreement shall not prejudice any rights or obligations accrued to the Parties prior to termination

7. Indemnification.

- A. Subject to the limits of the Oregon Constitution and the Oregon Tort Claims Act or successor statute, the County agrees to indemnify, save harmless and defend the Agency, its officers, elected officials, agents and employees from and against all costs, losses, damages, claims or actions and all expenses incidental to the investigation and defense thereof, except for attorneys' fees, arising out of or based upon damages or injuries to persons or property caused by the negligent or willful acts of the County or its officers, elected officials, owners, employees, agents, or its subcontractors or anyone over which the County has a right to control, acting pursuant to the terms of this Agreement.

Subject to the limits of the Oregon Constitution and the Oregon Tort Claims Act or successor statute, the Agency agrees to indemnify, save harmless and defend the County, its officers, elected officials, agents and employees from and against all costs, losses, damages, claims or actions and all expenses incidental to the investigation and defense thereof, except for attorneys' fees, arising out of or based

upon damages or injuries to persons or property caused by the negligent or willful acts of the Agency or its officers, elected officials, owners, employees, agents, or its subcontractors or anyone over which the Agency has a right to control, acting pursuant to the terms of this Agreement.

8. **Insurance.** The Parties agree to maintain levels of insurance, or self-insurance, sufficient to satisfy their obligations under this Agreement and all requirements under applicable law.
9. **Notices; Contacts.** Legal notice provided under this Agreement shall be delivered personally, by email or by certified mail to the individuals identified below. Any communication or notice so addressed and mailed shall be deemed to be given upon receipt. Any communication or notice sent by electronic mail to an address indicated herein is deemed to be received 2 hours after the time sent (as recorded on the device from which the sender sent the email), unless the sender receives an automated message that the email has not been delivered. Any communication or notice by personal delivery shall be deemed to be given when actually delivered. Either Party may change the Party contact information, or the invoice or payment addresses by giving prior written notice thereof to the other Party at its then current notice address.

- A. Fred Weinberg, or their designee, will act as liaison for the County.

Contact Information:

Fred Weinberg
Clackamas County
Community Corrections
1024 Main St.
Oregon City, OR 97045
(503) 650-8929

- Todd Heidgerken, or their designee, will act as liaison for the Agency.

Contact Information:

Todd Heidgerken
Clackamas River Water
PO Box 2439
Clackamas, OR 97015
(503) 722-9220

10. General Provisions.

- A. **Oregon Law and Forum.** This Agreement, and all rights, obligations, and disputes arising out of it will be governed by and construed in accordance with the laws of the State of Oregon and the ordinances of Clackamas County without giving effect to the conflict of law provisions thereof. Any claim between County and Agency that arises from or relates to this Agreement shall be brought and conducted solely and exclusively within the Circuit Court of Clackamas County for the State of Oregon; provided, however, if a claim must be brought in a federal forum, then it shall be

brought and conducted solely and exclusively within the United States District Court for the District of Oregon. In no event shall this section be construed as a waiver by the County of any form of defense or immunity, whether sovereign immunity, governmental immunity, immunity based on the Eleventh Amendment to the Constitution of the United States or otherwise, from any claim or from the jurisdiction of any court. Agency, by execution of this Agreement, hereby consents to the in person jurisdiction of the courts referenced in this section.

- B. **Compliance with Applicable Law.** Both Parties shall comply with all applicable local, state and federal ordinances, statutes, laws and regulations. All provisions of law required to be a part of this Agreement, whether listed or otherwise, are hereby integrated and adopted herein. Failure to comply with such obligations is a material breach of this Agreement.
- C. **Non-Exclusive Rights and Remedies.** Except as otherwise expressly provided herein, the rights and remedies expressly afforded under the provisions of this Agreement shall not be deemed exclusive, and shall be in addition to and cumulative with any and all rights and remedies otherwise available at law or in equity. The exercise by either Party of any one or more of such remedies shall not preclude the exercise by it, at the same or different times, of any other remedies for the same default or breach, or for any other default or breach, by the other Party.
- D. **Access to Records.** Agency shall retain, maintain, and keep accessible all records relevant to this Agreement ("Records") for a minimum of six (6) years, following Agreement termination or full performance or any longer period as may be required by applicable law, or until the conclusion of an audit, controversy or litigation arising out of or related to this Agreement, whichever is later. Agency shall maintain all financial records in accordance with generally accepted accounting principles. All other Records shall be maintained to the extent necessary to clearly reflect actions taken. During this record retention period, Agency shall permit the County's authorized representatives' access to the Records at reasonable times and places for purposes of examining and copying.
- E. **Debt Limitation.** This Agreement is expressly subject to the limitations of the Oregon Constitution and Oregon Tort Claims Act, and is contingent upon appropriation of funds. Any provisions herein that conflict with the above referenced laws are deemed inoperative to that extent.
- F. **Severability.** If any provision of this Agreement is found to be unconstitutional, illegal or unenforceable, this Agreement nevertheless shall remain in full force and effect and the offending provision shall be stricken. The Court or other authorized body finding such provision unconstitutional, illegal or unenforceable shall construe this Agreement without such provision to give effect to the maximum extent possible the intentions of the Parties.
- G. **Integration, Amendment and Waiver.** Except as otherwise set forth herein, this Agreement constitutes the entire agreement between the Parties on the matter of the Project. There are no understandings, agreements, or representations, oral or

written, not specified herein regarding this Agreement. No waiver, consent, modification or change of terms of this Agreement shall bind either Party unless in writing and signed by both Parties and all necessary approvals have been obtained. Such waiver, consent, modification or change, if made, shall be effective only in the specific instance and for the specific purpose given. The failure of either Party to enforce any provision of this Agreement shall not constitute a waiver by such Party of that or any other provision.

- H. **Interpretation.** The titles of the sections of this Agreement are inserted for convenience of reference only and shall be disregarded in construing or interpreting any of its provisions.
- I. **Independent Contractor.** Each of the Parties hereto shall be deemed an independent contractor for purposes of this Agreement. No representative, agent, employee or contractor of one Party shall be deemed to be a representative, agent, employee or contractor of the other Party for any purpose, except to the extent specifically provided herein. Nothing herein is intended, nor shall it be construed, to create between the Parties any relationship of principal and agent, partnership, joint venture or any similar relationship, and each Party hereby specifically disclaims any such relationship.
- J. **No Third-Party Beneficiary.** Agency and County are the only parties to this Agreement and are the only parties entitled to enforce its terms. Nothing in this Agreement gives, is intended to give, or shall be construed to give or provide any benefit or right, whether directly, indirectly or otherwise, to third persons unless such third persons are individually identified by name herein and expressly described as intended beneficiaries of the terms of this Agreement.
- K. **Subcontract and Assignment.** Agency shall not enter into any subcontracts for any of the work required by this Agreement, or assign or transfer any of its interest in this Agreement by operation of law or otherwise, without obtaining prior written approval from the County, which shall be granted or denied in the County's sole and absolute discretion. County's consent to any subcontract shall not relieve Agency of any of its duties or obligations under this Agreement.
- L. **Counterparts.** This Agreement may be executed in several counterparts (electronic or otherwise), each of which shall be an original, all of which shall constitute the same instrument.
- M. **Survival.** All provisions in sections 6, 8, and 9 shall survive the termination of this Agreement.
- N. **Necessary Acts.** Each Party shall execute and deliver to the others all such further instruments and documents as may be reasonably necessary to carry out this Agreement.

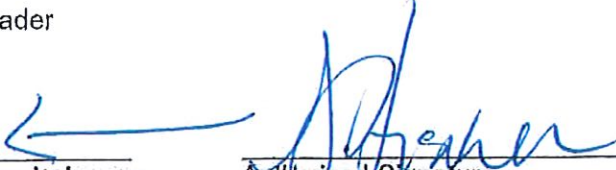
- O. **Successors in Interest.** The provisions of this Agreement shall be binding upon and shall inure to the benefit of the parties hereto, and their respective authorized successors and assigns.
- P. **Force Majeure.** Neither Agency nor County shall be held responsible for delay or default caused by events outside of the Agency or County's reasonable control including, but not limited to, fire, terrorism, riot, acts of God, or war. However, Agency shall make all reasonable efforts to remove or eliminate such a cause of delay or default and shall upon the cessation of the cause, diligently pursue performance of its obligations under this Agreement.
- Q. **Confidentiality.** Agency acknowledges that it and its employees or agents may, in the course of performing their responsibilities under this Agreement, be exposed to or acquire confidential information. Any and all information of any form obtained by Agency or its employees or agents in the performance of this Agreement shall be deemed confidential information of the County ("Confidential Information"). Agency agrees to hold Confidential Information in strict confidence, using at least the same degree of care that Agency uses in maintaining the confidentiality of its own confidential information, and not to copy, reproduce, sell, assign, license, market, transfer or otherwise dispose of, give, or disclose Confidential Information to third parties or use Confidential Information for any purpose unless specifically authorized in writing under this Agreement.

[Signatures on Following Page]

IN WITNESS HEREOF, the Parties have executed this Agreement by the date set forth opposite their names below.

Clackamas County
Chair Jim Bernard
Commissioner Sonia Fischer
Commissioner Ken Humberston
Commissioner Paul Savas
Commissioner Martha Schrader

Clackamas River Water
PO Box 2439
Clackamas, OR 97015
(503) 722-9220



Chair, Board of County Commissioners

Authorized Signature

7-11-19 I.1

Date



Hugh Kalani, CRW Board President



Recording Secretary

6/13/19

Date

Approved as to form



County Counsel

CLACKAMAS RIVER WATER AMENDMENT #2

Amendment and renewal of Intergovernmental Agreement between Clackamas County (COUNTY) and CLACKAMAS RIVER WATER (AGENCY) Dated July 11, 2019 for the provision of Community Service Work Crews.

This Amendment adds language to Terms of Agreement.

AMEND:

1. Term

CHANGE TO ADD:

The contract term will be effective upon full execution and terminate June 30, 2022. This serves as 2 (two) of 3 (three) renewals on this contract dated July 11, 2019.

This Amendment, when signed by Clackamas River Water and the Board of County Commissioners, on behalf Clackamas County, will become part of the contract document dated July 11, 2019.

Clackamas County
Chair Tootie Smith
Commissioner Sonia Fischer
Commissioner Mark Shull
Commissioner Paul Savas
Commissioner Martha Schrader

Clackamas River Water
PO Box 2439
Clackamas, OR 97015
(503) 722-9220

Chair, Board of County Commissioners

Authorized Signature

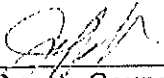
Date

Printed Name/Title

Recording Secretary

Date

Approved as to form



County Counsel

5/4/21

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

June 10, 2021

SUBJECT **Gross Payroll and Accounts Paid**

DRAFT MOTION	Move to approve the consent agenda items as presented
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EFFECTIVE DATE	June 10, 2021
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**PRINCIPAL STAFF
PERSON** Carol Bryck, CFO

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

**DOCUMENTS
ATTACHED** 1) Earnings Statements for May 31, 2021 Payrolls – 2 payrolls - \$262,328.76
2) Monthly Check History for May 31, 2021 - \$631,630.86 (net)

MONTHLY CHECK HISTORY LISTING

05/27/2021 12:52PM

CLACKAMAS RIVER WATER
5/1/2021 To 5/31/2021

BANK	CHECK #	DATE	APBANK	VENDOR	DESCRIPTION	INVOICE	AMOUNT PAID	CHECK TOTAL
	5115	05/04/2021		01959 US BANK	CUSTOMER ANALYSIS	MAR 21	5,022.23	5,022.23
	5116	05/11/2021		01959 US BANK	MERCHANT BILLING - APR 2021	APR 21	2,084.64	2,084.64
	5117	05/11/2021		00336 CITISTREET - STATE OF OREGON	VOLUNTARY PAYROLL DEDUCTION:	05/07/21	2,842.43	2,842.43
	5118	05/11/2021		00095 ING	VOLUNTARY PAYROLL DEDUCTION	PR 05/07/21	4,622.03	4,622.03
	5119	05/13/2021		01959 US BANK	VISA	4/25/21 TRIPLETT	1,735.20	
					VISA	4/25/21 KEBOUNNAM	1,485.89	
					VISA	4/25/21 LABRIE	1,475.20	
					VISA	4/25/21 RAY	1,273.00	
					VISA	4/25/21 CUMMINGS	567.63	
					VISA	4/25/21 BRYCK	420.00	
					VISA	4/25/21 HOLZGANG	389.89	
					VISA	4/25/21 CAMPBELL	178.00	
					VISA	3/25/21 BJORNSTEDT	55.40	
					VISA	3/25/21 VOYLES	45.17	7,625.38
	5120	05/26/2021		00095 ING	ACC# 503-723-6700 962B - PHONE SERVICES	PR 05/14/21	4,601.78	4,601.78
	5121	05/14/2021		00336 CITISTREET - STATE OF OREGON	ACC# 503-723-6700 962B - PHONE SERVICES	05/14/21	2,840.63	2,840.63
	5122	05/27/2021		01959 US BANK	CUSTOMER ANALYSIS	APR 2021	2,062.04	2,062.04
	92171	05/04/2021		00267 ALEXIN ANALYTICAL INC	WM0318 Q1 NOV SWA DBP'S	42222	12,795.00	12,795.00
	92172	05/04/2021		00285 ARAMARK UNIFORM SERVICES INC	ACC. #934649000 - BUILDING MAINT. SUPPLI	529000019944	96.37	96.37
	92173	05/04/2021		03525 BIO-MED TESTING SERVICES INC	RANDOM TESTING MARCH	83695	35.00	35.00
	92174	05/04/2021		00085 CASCADE CENTERS INC	EMPLOYEE ASSISTANCE PROGRAM	106009	116.00	116.00
	92175	05/04/2021		00317 CDW GOVERNMENT INC.	LOANER LAPTOP	C281117	1,308.57	
					IT TU RACKET MOUNT	C241740	45.39	1,353.96
	92176	05/04/2021		00188 CLARK'S LAWN & GARDEN EQ., LLC	WEDGES	2786	70.87	70.87
	92177	05/04/2021		02570 HOME DEPOT CREDIT SERVICES	WRENCH AND GLOVES	H4017-281067	125.88	
					WASHER AND BOLTS	H4017-281080	2.14	128.02

MONTHLY CHECK HISTORY LISTING
CLACKAMAS RIVER WATER
5/1/2021 TO 5/31/2021

BANK	APBANK	CHECK #	DATE	VENDOR	DESCRIPTION	INVOICE	AMOUNT PAID	CHECK TOTAL
		92178	05/04/2021	00138 MILWAUKIE, CITY OF	15-200 VEHICLE MAINTENANCE 17-100 18-200	INV00537	1,470.78	1,470.78
		92179	05/04/2021	00138 MILWAUKIE, CITY OF	6201 SE LAKE RD	24-3520-00 3-4/20	164.70	164.70
		92180	05/04/2021	00048 OREGON CITY, CITY OF	ACC: # 04-792203-01 (130825) - MAR 2021	2/28-3/31	18.23	18.23
		92181	05/04/2021	03815 PETROCARD INC	15-100 WATER QUALITY 2300 PLANT OPS 21-1	C730358	1,244.74	1,244.74
		92182	05/04/2021	00459 SAME DAY AUTO SERVICE INC	15-100 WATER QUALITY	117907	653.10	653.10
		92183	05/04/2021	00110 WATER ENVIRONMENT SERVICES	SURFACE WATER AT SE 82ND DRIVE. 4/1 TO 5	03-05879-01 APR 2021	276.15	276.15
		92184	05/04/2021	00168 WICHITA FEED & HARDWARE	SOCKET ADAPTER FLAT WASHERS	5543	36.50	36.50
		92185	05/13/2021	00285 ARAMARK UNIFORM SERVICES INC	ACC. #934649000 - BUILDING MAINT. SUPPLI	529000028827	96.37	118.43
		92186	05/13/2021	01376 BUD'S CRANE SERVICE INC	ACC. #934649000 - BUILDING MAINT. SUPPLI	529000028822	22.06	118.43
		92187	05/13/2021	04249 CASCADE RIGGING INC.	CRANE SERVICE AND INSTALL VALVES	15746	2,275.00	2,275.00
		92188	05/13/2021	00317 CDW GOVERNMENT INC.	TWO LIFTING SLINGS	30988	1,336.40	1,336.40
		92189	05/13/2021	04256 CITY WIDE FACILITY SOLUTIONS	LOANER LAPTOP	C281117	1,308.57	1,755.02
		92190	05/13/2021	00200 CLACKAMAS COUNTY	WTP APC BACKUP	C625024	446.45	1,755.02
		92191	05/13/2021	00200 CLACKAMAS COUNTY	SUPPLIES - MAY 21	52035000001	82.06	82.06
		92192	05/13/2021	00227 CLACKAMAS GARBAGE CO INC	82ND DR PHASE 1 - FEE IN LIEU OF CONSTRU	UP052421	37,500.00	37,500.00
		92193	05/13/2021	04204 COLVIN SAND AND GRAVEL LLC	ONE CREW	20-3420	425.00	425.00
		92194	05/13/2021	02555 COMCAST	ACC. #04370 - TRASH REMOVAL SERVICE-APR	APR 2021	344.40	344.40
		92195	05/13/2021	02774 COMPASS LAND SURVEYORS, INC.	SPOILS DUMPING FEES	10364	576.00	576.00
		92196	05/13/2021	02856 CRYSTAL GREENS LANDSCAPING	COMCAST MONTHLY CABLE INTERNET - 5/14-6/13	2099723, 5/14-6/13	243.35	243.35
		92197	05/13/2021	00073 FIRST RESPONSE INC.	TASK ORDER 1 - VIEW ACRES SITE SURVEY	41759	5,200.00	5,200.00
					LANDSCAPING MAINTENANCE	75206	4,056.00	4,056.00
					MONTHLY MONITORING PATROL APR 2021	177179	3,284.00	3,284.00
					MONTHLY MONITORING PATROL MAY 2021	5204	778.00	778.00
					LTE UPGRADE	3729	149.00	149.00
					LTE UPGRADE	3731	149.00	149.00

MONTHLY CHECK HISTORY LISTING
CLACKAMAS RIVER WATER
5/1/2021 TO 5/31/2021

BANK	CHECK #	DATE	VENDOR	DESCRIPTION	INVOICE	AMOUNT PAID	CHECK TOTAL
APBANK				MISSED PATROL	5192	-5.98	
				MISSED PATROL	5190	-15.44	4,338.58
	92198	05/13/2021	03887 DBA: NAPA AUTO PARTS GENUINE PARTS CO. INC	GENERATOR OIL AND FLUIDS	4462-00-242576	108.13	108.13
	92199	05/13/2021	02288 GSI WATER SOLUTIONS INC	TASK 1 WTR SUPPLIER DESC	0244.010-1	3,093.75	3,093.75
	92200	05/13/2021	00124 H D FOWLER CO INC	15 PCS 3080-20	L5749207	1,806.45	
				10 PCS 0570-07 10 PCS 1570-10 2 PCS 3420	L5761623	1,240.38	
				4 PCS 3390-20	L5749211	1,141.72	4,188.55
	92201	05/13/2021	03240 GARY RUDNIK P HARRANG LONG	LEGAL SERVICES APR	93430	4,240.00	4,240.00
	92202	05/13/2021	00127 ICMA RETIREMENT TRUST- 457	VOLUNTARY PAYROLL DEDUCTION:	04/30/21	462.72	462.72
	92203	05/13/2021	02284 K & D SERVICES OF OREGON INC	2204-0525 VISTA CUT AND CAP	16059	756.00	756.00
	92204	05/13/2021	04180 MADRONE TECHNOLOGY GROUP INC.	NETWORK EQUIPMENT PURCHASE	1536	6,160.00	
				CONTRACT WORK	1534	715.00	6,875.00
	92205	05/13/2021	00353 METRO OVERHEAD DOOR INC	GATE TWO	207376	163.00	163.00
	92206	05/13/2021	01653 NORTHSIDE FORD TRUCK SALES INC	2021 F250 4X4 SD SUPER CAB	972182995	38,079.17	38,079.17
	92207	05/13/2021	00013 NW NATURAL	102053-6 - 9100 SE MANGAN DR	102053-6 3/16-4/17	529.54	
				181026-6 16770 SE 82ND DR	181026-6 3/25-4/23	198.88	
				102924-8 - 9100 SE MANGAN DR	102924-8 3/16-4/17	116.48	
				3446861-01 - 17257 HANNEMAN CT.	3446861 3/21-4/20	41.49	886.39
	92208	05/13/2021	00306 OFFICE DEPOT INC	ACCT#90261180 - ID#38683228 - OFFICE SUP	173698060001	324.88	
				ACCT#90261180 - ID#38683228 - OFFICE SUP	173698679001	145.18	470.06
	92209	05/13/2021	00373 OREGON AFSCME	UNION DUES	PR 04/30/21	946.59	946.59
	92210	05/13/2021	00048 OREGON CITY, CITY OF	PUMPING CHARGES - APR 2021	03/31 - 04/30	6,804.27	
				PUMPING CHARGES - FEB 2021	01/31 - 02/28	3,733.77	
				SUPPLEMENTAL INVOICE	03/25/21	3,698.86	
				PUMPING CHARGES - MAR 2021	02/28 - 03/31	3,356.12	17,593.02
	92211	05/13/2021	00021 PGE	WATER TREATMENT PLANT APR 2021	WTP APR 2021	29,374.18	
				PUMP STATION APR 21	PUMP STATION APR 21	17,155.81	
				ADMIN APR 21	ADMIN APR 21	2,390.27	48,920.26

MONTHLY CHECK HISTORY LISTING
CLACKAMAS RIVER WATER
5/1/2021 TO 5/31/2021

BANK	APBANK	CHECK #	DATE	VENDOR	DESCRIPTION	INVOICE	AMOUNT PAID	CHECK TOTAL
		92212	05/13/2021	00018 PITNEY BOWES GLOBAL FIN SVC LL	LEASE	3313453856	306.36	306.36
		92213	05/13/2021	00229 RICOH USA, INC.	RENT	104819798	370.22	370.22
		92214	05/13/2021	00229 RICOH USA, INC.	RENT	50691917860	113.48	154.16
					PRINTING	5061922304	40.68	
		92215	05/13/2021	03701 SHRED NORTHWEST LLC	SHREDDING SERVICE	28693042721	90.00	90.00
		92216	05/13/2021	03597 CLOUD RECORDS MANAGEMENT SOLUTION	ORMS-0153 / MONTHLY USER FEE PER USER OR	192121	370.20	370.20
		92217	05/13/2021	00024 SOUTH FORK WATER BOARD	WATER PURCHASED - APR 2021	05/07/21	44,116.22	
					WATER PURCHASED - MAR 2021	04/05/21	33,242.75	77,358.97
		92218	05/13/2021	00577 SPECIAL DISTRICTS ASSOC OREGON	JUN HEALTH PREMIUM	03-0054042 06/01/21	58,124.55	58,124.55
		92219	05/13/2021	02210 SPECIALTY CONTROLS INC	DUAL MOUNTING PLATE & HARDWARE (14" BFV	6262	7,045.42	7,045.42
		92220	05/13/2021	02662 VALLEY PACIFIC CONSTRUCTION	REFUND RECEIPT #: 004032	REF000186783	1,120.70	1,120.70
		92221	05/13/2021	00130 WASTE MANAGEMENT OF OREGON	APR 2020 TRASH REMOVAL SERVICES - RIVERS	9152810-1574-2	899.98	
					APR - TRASH REMOVAL SERVICES - 9100 SE M	9152811-1574-0	469.74	1,369.72
		92222	05/13/2021	03106 WRIGHT BUSINESS GRAPHICS	APR 2021 PROCESSING AND POSTAGE	4225895	4,020.54	4,020.54
		92223	05/13/2021	00024 SOUTH FORK WATER BOARD	WATER PURCHASED - FEB 2021	03/5/21	29,147.52	29,147.52
		92224	05/19/2021	02663 ACCENT SIGNS, LLC	BADGE	21-5-126	11.31	11.31
		92225	05/19/2021	00092 AIRGAS USA INC	BOTTLE RENTAL	9979602262	107.84	107.84
		92226	05/19/2021	00002 AMERICAN FAMILY LIFE ASSURANCE	ACC: 0XNX3 - VOL. PAYROLL DEDUCT. - MAY	717581	1,463.74	1,463.74
		92227	05/19/2021	00285 ARAMARK UNIFORM SERVICES INC	ACC. #934649000 - BUILDING MAINT. SUPPLI	529000033676	96.37	96.37
		92228	05/19/2021	00576 ARMA INTERNATIONAL	ARMA MEMBERSHIP DUES 2021	PRO2050507906 2021	210.00	210.00
		92229	05/19/2021	00164 CENTURYLINK	PHONE SERVICE	503Z05-0025 5/05/21	1,842.27	1,842.27
		92230	05/19/2021	04203 CG CONTRACTORS LLC	WATERLINE CONSTRUCTION - FORSYTHE RD	3	88,646.00	88,646.00
		92231	05/19/2021	01844 FERGUSON ENTERPRISES INC	2204-0238 GASKETS	977769	463.60	
					2 BALL VALVES BRASS	9275988	89.70	553.30

MONTHLY CHECK HISTORY LISTING
CLACKAMAS RIVER WATER
5/1/2021 TO 5/31/2021

BANK	APBANK	CHECK #	DATE	VENDOR	DESCRIPTION	INVOICE	AMOUNT PAID	CHECK TOTAL
		92232	05/19/2021	02570 HOME DEPOT CREDIT SERVICES	BARK MULCH	H4017-283587	26.64	26.64
		92233	05/19/2021	04180 MADRONE TECHNOLOGY GROUP INC.	NETWORK UPGRADE CONTRACT WORK	1549 1550	880.00 440.00	1,320.00
		92234	05/19/2021	00056 OAK LODGE WATER SERVICES DISTR	02/25/21-4/25/21 PMT F SVS TO CUST. IN O	05/12/21	3,260.09	3,260.09
		92235	05/19/2021	00048 OREGON CITY, CITY OF	PAYMENT FOR CRW CUSTOMERS IN OREGON CITY	05/12/21	13,101.87	13,101.87
		92236	05/19/2021	02928 OREGON HEALTH AUTHORITY	OHA ANNUAL WATER AUDIT 7/1 TO 6/30/21	05/18/21	2,400.00	2,400.00
		92237	05/19/2021	02928 OREGON HEALTH AUTHORITY	OHA ANNUAL DRINKING FEE 07/01/21 06/30/2	05/17/21	2,400.00	2,400.00
		92238	05/19/2021	04109 OUTLOOK PUBLISHING PAMPLIN MEDIA GROUP /	COMMERCIAL PRINTING	200221	550.00	550.00
		92239	05/19/2021	03645 RITZ SAFETY LLC	60 PCS SAFETY GLASSES	6135249	405.29	405.29
		92240	05/19/2021	03548 RIVER CITY ENVIRONMENTAL INC	21-0059 SERVICE INSTALL ALDERCREST	572676	1,440.00	1,440.00
		92241	05/19/2021	00577 SPECIAL DISTRICTS ASSOC OREGON	WORKERS COMP REIMBURSEMENT PROG	05/07/2021	3,728.58	3,728.58
		92242	05/19/2021	03760 TRAFFIC SAFETY SUPPLY CO INC	TRAFFIC CONES	INV037355	991.65	991.65
		92243	05/19/2021	02854 VERIZON WIRELESS	ACC. #472115222-00001 CELL PHONE CHARGES	9879492575	2,014.89	3,693.08
		92244	05/19/2021	00329 NORTH CLACKAMAS COUNTY WATER COMMISSION - NCCWC	ACC. #472115222-00001 CELL PHONE CHARGES 2/25/21-4/25/21 PAMTS FOR CUSTOMERS IN N	9879492576	1,678.19	1,649.11
		92245	05/19/2021	02247 WHA INSURANCE AGENCY INC	MERP ADMIN FEE	05/13/21	50.00	50.00
		92246	05/19/2021	03106 WRIGHT BUSINESS GRAPHICS	APR 2021 PROCESSING AND POSTAGE	4226043	3,220.65	5,008.49
		92247	05/19/2021	03777 CAROLLO ENGINEERS INC	APR 2021 PROCESSING AND POSTAGE FACILITIES MASTER PLAN	4226042	1,787.84	5,693.87
		92248	05/25/2021	02247 WHA INSURANCE AGENCY INC	MERP REIMBURSEMENT ACCT FUNDING	194952	5,693.87	10,000.00
		92249	05/27/2021	04044 ABRAXIS INC	CYANOTOXIN TESTING STANDARDS AND REAGENT CYANOTOXIN TESTING REAGENTS	247642 242977	13,178.02 4,153.00	17,331.02
		92250	05/27/2021	00285 ARAMARK UNIFORM SERVICES INC	ACC. #934649000 - BUILDING MAINT. SUPPLI	5290000039013	96.37	96.37
		92251	05/27/2021	00304 CANTEL SWEEPING	MAY- PARKING LOT SWEEPING - OPS (CUST. #0 MAY - PARKING LOT SWEEPING - ADMIN (CUST	E12283 E12282	220.00 170.00	

MONTHLY CHECK HISTORY LISTING
CLACKAMAS RIVER WATER
5/1/2021 TO 5/31/2021

BANK	CHECK #	DATE	APBANK	VENDOR	DESCRIPTION	INVOICE	AMOUNT PAID	CHECK TOTAL
	92252	05/27/2021		01546 CASCADE COLUMBIA DIST CO INC	MAY - PARKING LOT SWEEPING - RIVERSIDE (E12284	155.00	545.00
	92253	05/27/2021		00164 CENTURYLINK	ALUMINUM CHLORHYDRATE	806366	14,460.40	14,460.40
	92254	05/27/2021		03635 CNA SURETY	ACC# 503-723-6700 962B - PHONE SERVICES	MAY 16-JUN 16	85.20	85.20
	92255	05/27/2021		03218 DIRECT TRANSPORT INC	OR STREET OPENING - CITY OF PORTLAND (07	62817806	103.00	103.00
	92256	05/27/2021		01844 FERGUSON ENTERPRISES INC	DELIVERY OF EASEMENT FOR NCCPR SIGNATURE	265015	42.41	42.41
	92257	05/27/2021		00327 HR ANSWERS INC	7700-10 360 FT	984821	2,475.36	2,475.36
	92258	05/27/2021		00127 ICMA RETIREMENT TRUST- 457	PROFESSIONAL SERVICES	45534	387.00	387.00
	92259	05/27/2021		02284 K & D SERVICES OF OREGON INC	VOLUNTARY PAYROLL DEDUCTION: DEFER COMP	05/14/21	456.72	456.72
	92260	05/27/2021		03289 LANE COUNCIL OF GOVERNMENTS	2204-0525 REPLACE SERVICE	16080	2,322.00	3,476.25
	92261	05/27/2021		04180 MADRONE TECHNOLOGY GROUP INC.	21-0084 INSTALL SERVICE	16172	1,154.25	9,139.00
	92262	05/27/2021		00373 OREGON AFSCME	JAN - MAR LABOR HOURS	79155	9,139.00	2,939.00
	92263	05/27/2021		00048 OREGON CITY, CITY OF	DATA BACKUP	1561	2,939.00	966.04
	92264	05/27/2021		03815 PETROCARD INC	UNION DUES	PR 05/14/21	966.04	4,612.03
	92265	05/27/2021		02386 PRINCIPAL FINANCIAL GROUP	1ST QTR OREGON CITY ROW USAGE FEE (JAN -	04/01/21	4,612.03	1,213.98
	92266	05/27/2021		00151 PROVIDENCE OCCUPATIONAL HEALTH	15-100 WATER QUALITY 2300 PLANT OPS 21-1	C743911	1,213.98	6,121.10
	92267	05/27/2021		00215 RELIABLE FENCE & CONSTRUCTION	LIFE, AD&D & LTD, ACC. # 108 1726-10001	JUN 2021	6,121.10	245.00
	92268	05/27/2021		00229 RICOH USA, INC.	MEDICAL EXAM	11907	245.00	495.00
	92269	05/27/2021		03548 RIVER CITY ENVIRONMENTAL INC	MATHER RESERVOIR GATE REPAIR	16966	495.00	219.30
	92270	05/27/2021		00282 TERMINIX INTERNATIONAL INC	RENT	104782459	219.30	208.86
	92271	05/27/2021		02373 WORLD CUP COFFEE & TEA SERVICE	RENT	104985996	208.86	1,350.00
					2204-0236 TRAIL DR BLOW OFF	584011	1,350.00	990.00
					BRIARFIELD BLOW OFF	585484	990.00	94.00
					MAY PEST CONTROL SERVICES	408095622	94.00	127.50
					COFFEE AND TEA	0182925	127.50	127.50
					COFFEE AND TEA	0182855	127.50	

MONTHLY CHECK HISTORY LISTING

CLACKAMAS RIVER WATER
5/1/2021 TO 5/31/2021

BANK	CHECK #	DATE	VENDOR	DESCRIPTION	INVOICE	AMOUNT PAID	CHECK TOTAL
APBANK				COFFEE AND TEA	0180081	2.50	257.50

APBANK TOTAL: 631,630.86

109 CHECKS IN THIS REPORT

TOTAL CHECKS: 631,630.86

CLACKAMAS RIVER WATER

Agenda Item – CA-2

REGULAR BOARD MEETING

June 10, 2021

SUBJECT Cash Position and Transfers

DRAFT MOTION Move to approve the consent agenda

EFFECTIVE DATE June 10, 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 May 31, 2021 is:

	General Checking	LGIP	Total
Balance as of 04/30/2021	\$ 5,154,888	\$ 13,053,240	\$ 18,208,128
Cash receipts	1,429,677		1,429,677
Payroll	(262,329)		(262,329)
A/P checks	(631,631)		(631,631)
Bond and other electronic payments			-
Transfers between accounts	-	-	-
Balance as of 05/31/2021	<u>\$ 5,690,605</u>	<u>\$ 13,053,240</u>	<u>\$ 18,743,845</u>

Interest Earnings for May 2021 are not included.

CLACKAMAS RIVER WATER

Agenda Item
CA- 3

REGULAR BOARD MEETING

June 10, 2021

SUBJECT **Project Acceptance: Accept Assets Constructed Under the Forsythe Rd. Waterline – Phase 1 Project, CIP 19-5251**

DRAFT MOTION	I move to approve the “Notice of Acceptance” for the Forsythe Rd. Waterline – Phase 1, to establish the project completion date and authorize the General Manager’s signature on said Notice of Acceptance.
EFFECTIVE DATE	June 10, 2021

PRINCIPAL STAFF PERSON Joseph D. Eskew PE – Engineering Manager

BOARD ACTION REQUESTED The Board is requested to accept the water system constructed under the Forsythe Rd. Waterline – Phase 1 Project.

DOCUMENTS ATTACHED Exhibit A – Project Flyer
Exhibit B – Notice of Acceptance

Agenda Summary

BACKGROUND This project was a planned CIP project that consisted of approximately 2,000± LF of 8-inch waterline along Forsythe Rd. to replace aging waterlines that require frequent leak repairs.

The project was bid in August of 2020 with the bid opening on August 4th with twelve contractors bidding. Construction started on September 28, 2020 and was substantially completed on November 13, 2020. Once started, the project progressed consistently to completion. Final project pavement restoration was postponed to Spring 2021 during dryer weather.

Cost Summary:

FY 2019-20 Budget	\$ 572,000.00
Approx. Total Project Cost	\$ 506,000.00
(includes all vendors, contractors, internal labor and material)	

Construction

Engineers Estimate:	\$ 459,630.00
Contract Bid Amount:	\$ 418,250.00
Net Change Orders	+ \$ (4,749.60) (1.14%)
Final Contract Amount	\$ 413,500.40

STAFF RECOMMENDATION Staff recommends the Board approve the Notice of Acceptance for the Forsythe Rd Waterline – Phase 1 project.

EXHIBIT A

Project Details

The Forsythe Rd. Waterline – Phase 1 Project is a Clackamas River Water (CRW) Capital Improvement Project to replace existing waterline. This project consists of laying approximately 2,000 feet of 8-inch diameter ductile iron waterline; including connections to existing waterlines, services and other related facilities. Construction will be along Forsythe Rd. in rural Clackamas County between the Oregon City limit and Highland Rd.

Construction Cost: Approximately \$500,000

Benefits: This project will replace the existing 1960 era 6-inch waterline on the route. The waterline is under sized and beyond its useful service life, resulting in deteriorated pipeline causing numerous leaks.

Construction Schedule and Various Impacts

Schedule:

Design: January - July 2020

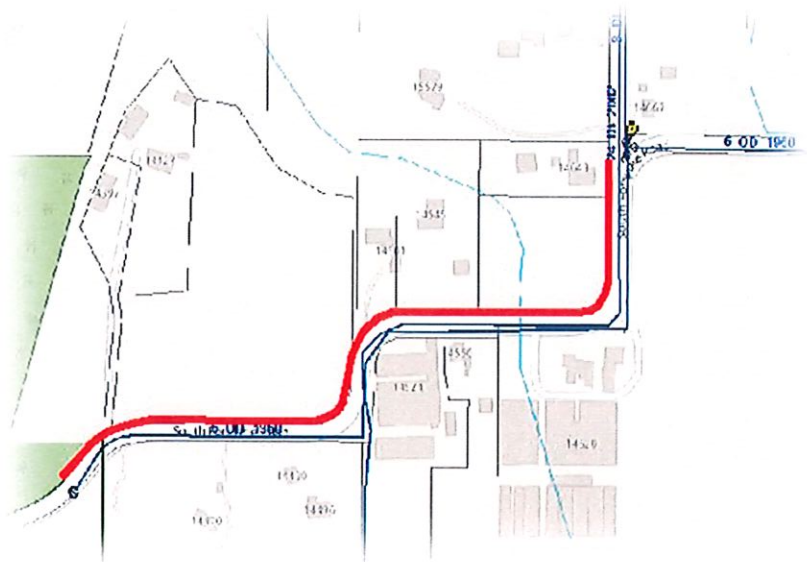
Construction: August 2020 – October 2020

Time of Day Affected:

Monday – Friday, 7:00 a.m. – 5:00 p.m.

Impact: Construction activity will produce noise, dust and diesel equipment fumes during work hours. During construction, there will be open trenches and equipment in the area such as; large dump trucks, excavators, cutting of pavement, and trench rollers, and compactors. Erosion control and spill prevention will be performed to protect natural resources. Roadways disturbed by the utility work will be repaved at the end of the project. Customers will be notified prior to loss of water service, which will be limited to the duration necessary to carry out the required connections.

Traffic: There will be lane restrictions during work hours. Access to local driveways will remain open but they may be impeded for short term work efforts. Emergency access will be provided at all times.



Contact Information: Joseph D. Eskew PE, *Engineering Manager*; (503) 723-2565

16770 SE 82nd Drive, Clackamas, Oregon 97015 | 503-722-9220 | www.crwater.com
Hours: Monday – Thursday 7:30 a.m. – 5:00 p.m., Friday 7:30 a.m. – 4:00 p.m.





Exhibit B

Notice of Acceptance

Clackamas River Water hereby accepts the project constructed in connection with the **Forsythe Rd. Waterline – Phase 1, CIP 19-5251**, on this 10th day of June, 2021. Acceptance of this project by Clackamas River Water shall not constitute acceptance of any work not in accordance with the Contract Documents, nor shall it relieve the Contractor of his continuing obligation for work guarantee for one (1) year after the above date.

Clackamas River Water

Todd Heidgerken, General Manager

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

June 10, 2021

SUBJECT Management Report

PRINCIPAL STAFF Todd Heidgerken
PERSON

DOCUMENTS
ATTACHED

Table of Contents

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

- A. Management Report
- B. Informational articles- None at this time

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

June 10, 2021

SUBJECT Management Report

PRINCIPAL STAFF Todd Heidgerken
PERSON

BOARD ACTION None
REQUESTED

A. Management Report

1. **Communications:**

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

2. **Intergovernmental Relations:**

Regional Water Providers Consortium (RWPC) Board Meeting – The RWPC Board met on June 2 to receive updates, elect officers, and talk about the February Winter Storm impacts on water providers in the region.

The RWPC selected Tualatin Councilor Bridget Brooks to serve as the Board Chair and West Linn Mayor Jules Walters will be the Vice Chair for the coming year. The current “at large” Executive Committee members were reelected.

CRW’s General Manger participated in the panel discussion regarding the ice storm impacts. An overview of what CRW experienced plus a focus on the role of power, partnerships, people and communications. Todd touched on the importance of each, the challenges encountered and shared a couple of "lesson learned".

Portland State University’s Population Research Center completed the 2020 population and household estimates for each RWPC member. This update is provided annually. CRW’s population was estimated to be just over 47,000 people. This reflected a nominal increase of 0.5% from our 2019 population estimate of 46,773.

Clackamas River Water Providers (CRWP) – The CRWP June 2 meeting included presentations from Clean Water Cooperative, InPipe Energy Solution, and PGE. Clean Water Cooperative shared information about their recent training exercises to deploy and test equipment used to protect

intakes from upstream spills. CRW allowed them to train around the CRW intake earlier this year. InPipe Energy Solution talked about their technology on energy recovery in water systems and discussed a recent program with the Hillsboro Water Department. Portland General Electric (PGE) updated the CRWP members on summer operations and reported that Timothy Lake was expected to fill. They started their blue green algae monitoring and expressed how working with the CRW lab has been going very well. They have appreciated the timeliness of the information and the additional detail that has been provided.

The CRWP members then continued to discuss the summer water supply and agreed to schedule a check in meeting in July to discuss if any modifications to the summer conservation messaging needed to be made. Current river flows appear to be within a typical range.

Miscellaneous Intergovernmental Meetings -

- Metro South Transfer Station Meeting – CRW staff provided an overview of CRW property and facilities that are downstream of the site being considered by Metro for a future recycling and transfer center. There was an opportunity to ask questions and learn more about what was being considered and discussions around environmental and resilience measures.
- Oak Lodge Water Services (OLWS) District – Staff met with OLWS staff and consultant regarding the feasibility and potential for a future intertie that would allow for emergency water to be provided. More research is being done.
- North Clackamas Chamber Congressional Forum – Staff attended the virtual forum featuring Congressman Kurt Schrader on May 21. Congressman Schrader shared insights on federal issues of interest to Clackamas County. Of particular note was his update on the future legislation regarding infrastructure funding.
- 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 May 27.
- Special Districts Association of Oregon (SDAO) Water Committee – The SDAO water committee met on May 28 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) – On May 3 the draft NHMP was submitted to the Clackamas County Resilience Coordinator for review which was completed and returned to CRW on May 7. Updates were made based on the feedback.

The revised NHMP was sent to the State Planner who is responsible for NHMP review. The State Planner completed their review on May 28 and confirmed that there were no updates required by CRW. They were

complimentary and noted that the plan included all the required elements. Since there weren't any changes required of CRW's plan, the State forwarded the CRW NHMP directly to FEMA (Federal Emergency Management Agency) on June 1.

FEMA has 45 days to review and approve the plan or request edits. If approved, we should be notified after July 15 which should allow enough time for the CRW Board to consider adoption of the CRW NHMP at the August Board meeting.

Natural Hazard Mitigation – Grant Funding Research - During May, staff researched hazard mitigation grant options. The Chief Engineer and Emergency Manager met with the State and Deputy Natural Hazard Mitigation Officers on June 1. The meeting included the State Planner that reviewed the CRW NHMP.

Existing CRW projects identified in the Districts CIP were reviewed and key questions were asked to develop a clear understanding of grant criteria, requirements, timelines, and options. Additional information will be provided as grant decisions are further defined.

CRW AWIA Emergency Response Plan (ERP) - With the NHMP now under review by FEMA, the focus for June is completion of the nine Appendices to the ERP and development of the Incident Action Checklists by the June 30, 2021 deadline.

Portable Generator Grant Project: The portable generators project is complete. All generators were picked up by the participating agencies. CRW efforts to support the grant project were acknowledged by the participating RWPC members and greatly appreciated.

4. **Safety Update:**

Safety Training: Hazardous Communications training has been moved to the June staff meeting due to a full schedule at the May staff meeting. Confined Space Rescue and Fall Protection is scheduled for July.

OSHA Consultation: The OSHA atmospheric testing consultation occurred in May. The results and consultation report have been received and is under review. The only required action item from the consult was the need for installation of a self-contained eye wash station at the 90th Street Pump Station. The testing results and report will be used to update the Districts Respirator Protection Program and help define safety processes related to Respirator Protection such as the requirement for staff physicals, and voluntary vs required use of approved respirators.

5. **Emergency Manager/Safety Coordinator Transition:** The Emergency Manager position has been posted to a variety of industry job boards and locations on May 28 with a closing date for application of June 23, 2021.

6. **2021 Drinking Water Quality Report:** Assuring our customers and those who rely on water from CRW that they continue to receive quality water is a

primary purpose of the Drinking Water Quality Report. This annual report is now available on the CRW website at <http://bit.ly/CRW2021WQR> . This report provides useful information regarding CRW's source of water, our water system, and a summary of CRW water quality monitoring results.

In addition to making it available on the website, the information will be included in the June billing insert. Postcards will also be mailed to multi-family residences and others who receive CRW water but aren't direct customers. A printed copy of the report will be provided to those who call our office (503-722-9220) or email us at crw@crwater.com.

7. Looking Ahead:

- Todd will be part of a North Clackamas Chamber panel discussing the "State of Water Infrastructure" on June 7.
- Clackamas Regional Water Supply Commission (CRWSC) meeting will be held via Zoom at 4 pm on June 14.
- Todd will be out of the office June 17-23.
- The agenda preparation meeting for the July Board meeting will be held on Thursday, June 24 at 12:30 pm.
- New Commissioner Orientation for Commissioner Elect Christine Alexander will be held on June 30.
- There will be no June Work Session.
- The July 2021 Board Meeting will be held on Thursday, July 8, at 6 pm.

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

June 10, 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