

CLACKAMAS RIVER WATER
BOARD OF COMMISSIONERS
REGULAR MEETING



Clackamas River Water

Held at 16770 SE 82nd Dr. Clackamas, OR 97015

This Meeting will have both an in person and remote option for attending
October 17, 2024 at 6:00pm

AGENDA -UPDATED

Public Comment: If a member of the public wishes to address the Board during a meeting, they are encouraged to inform Board staff through email to kholzgang@crwater.com no later than 4pm the day of the meeting. If a person will attend the meeting through Zoom and wishes to provide public comment, prior notice to kholzgang@crwater.com no later than 4pm on the day of the meeting is **required** in order to ensure access. The notice should include the following information: (1) Full name; (2) Address/City/ZIP; (3) Email address or phone number to be used to access the Zoom meeting, so it can be unmuted; (4) District/Organization/Public; and (5) Topic of your public comment and or specific agenda item you wish to speak on.

Members of the public are welcome to speak for a maximum of three minutes during a time designated on the agenda for public comment. The speaker must state their name, address, and 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.

Anyone who wishes to attend the meeting remotely may do so by internet at <https://us02web.zoom.us/j/89336466686> or by calling the following number 1-253-215-8782 and join meeting 893 3646 6686#. **Passcode: 808475**

REGULAR MEETING @ 6:00pm

Call to Order, Pledge of Allegiance and Roll Call – *Sherry French, President*

- a. Approval of the Agenda

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

Consent Agenda

CA-1: **Gross Payroll and Accounts Paid: September 2024**

CA-2: **Cash & Investment Ending Balances Report**

Action Items

1. **Consider Approval of Professional Services Agreements for On-Call Engineering Services-** *Todd Heidgerken, General Manager*
2. **Consider Approval of Contract Amendment and Increase the Not To Exceed Amount for City Wide Facility Solutions-** *Todd Heidgerken, General Manager*
3. **Consider Approval of Increased Not to Exceed Amount for Contract Work Performed by Portland Engineering-** *Todd Heidgerken, General Manager*

Informational Reports

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

Commissioner Business

6. Commissioner Reports and Reimbursements
7. Consider Approval of Additional Cost-of-Living Increase for the General Manager -*CRW Board of Commissioners* **No action taken, tabled until 11/14/24**

Adjourn regular meeting

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

CLACKAMAS RIVER WATER

**Agenda Item –
CA-1**

REGULAR BOARD MEETING

October 17, 2024

SUBJECT Gross Payroll and Accounts Paid

DRAFT MOTION	Move to approve the consent agenda items as presented
EFFECTIVE DATE	October 17, 2024

**PRINCIPAL STAFF
PERSON**

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

**DOCUMENTS
ATTACHED**

- 1) Earnings Statements for September 2024, Payrolls – 2 regular payrolls and 1 supplemental payroll - \$297,777.37
- 2) Monthly Check History for September 2024 - \$753,402.32 (net)

COMPANY TOTAL	HOURS	EARNINGS	STATUTORY DEDUCTIONS	VOLUNTARY DEDUCTIONS	NET PAY
312	71.00 REG .00 O/T .00 HOURS 3 .00 HOURS 4	1,491.00 REG .00 EARNINGS 3 .71 EARNINGS 5 1,491.71 GROSS	.00 O/T .00 EARNINGS 4 102.70 FIT 92.49 SS 21.63 MED 110.28 STATE	11.15 TOTAL DEDUCTIONS	0 Pays <input type="checkbox"/> 1,153.46

EARNINGS ANALYSIS:	.71	5	ORWBF		
MEMO ANALYSIS:	1,491.00		PML		
STATUTORY DED. ANALYSIS:	110.28	39	OR		
VOLUNTARY DED. ANALYSIS:	.71	5	ORWBFT	1.49	ORX OTRNST
				8.95	PML PML
NET PAYROLL:	1,153.46	CHECKS:	FLAGGED:	*NONE*	STARTING CHECK NUMBER:
TOTAL DEPOSITS:	.00	VOUCHERS:	NET CASH PAYS 1,000.00 OR MORE	*NONE*	ENDING CHECK NUMBER:
NET VOIDS:	1,153.46	ADJUSTMENTS:	1		eVOUCHERS: 0
NET CASH:	.00				PAPER VOUCHERS PRINTED: 0

Monthly Check History Listing
Clackamas River Water
9/1/2024 to 9/30/2024

Bank code: apbank

Check #	Date	Vendor	Description	Invoice	Amount Paid	Check Total
6602	09/13/2024	01959 US BANK	GUS*GLOBALSTAR USA	08/26/24	3,824.87	
			WIN-911	08/26/24 HOUCKb	1,800.00	
			LIMBLECMMS.COM	08/26/24 HOUCKa	1,796.80	
			MONSTER ELECTRICAL	08/26/24 MCCOMISKEYd	1,185.00	
			AMAZON MKTPL*RV47F7H22	08/26/24 KEOBOUNNAMa	1,033.52	
			SPRINGBROOK SOFTWARE	08/26/24 IRISHb	895.00	
			SPRINGBROOK SOFTWARE	08/26/24 IRISHc	895.00	
			SPRINGBROOK SOFTWARE	08/26/24 IRISHd	895.00	
			LIMBLECMMS.COM	08/26/24 HOUCKc	846.02	
			ODOT DMV 503 945 5000	08/26/24 VOYLESc	674.00	
			VYOND-GOANIMATE INC.	08/26/24 MCGINNISe	649.00	
			AMAZON MKTPL*RF35H3290	08/26/24 KEOBOUNNAME	569.00	
			CLACKAMAS GARBAGE COMPANY	08/26/24 PAYABLEj	431.89	
			AMAZON MKTPL*RF6D28660	08/26/24 KEOBOUNNAMd	419.99	
			TRANSTECTOR	08/26/24 MCCOMISKEYg	409.94	
			OR *MILWAUKIE UTILITY	08/26/24 PAYABLEm	409.23	
			EB FOUR-DAY CROSS CON	08/26/24 SLEIGHTd	400.00	
			PORTLAND NURSERY	08/26/24 TRIPLETTm	374.38	
			SMK*WUFOO.COM CHARGE	08/26/24 KEOBOUNNAMI	349.00	
			DIALOGTECHINC	08/26/24 KEOBOUNNAMc	323.68	
			CLACKAMAS COUNTY WATER EN	08/26/24 PAYABLEg	306.40	
			DTD BUILDING CODES	08/26/24 BJORNSTEDTb	300.00	
			PLATT ELECTRIC 038	08/26/24 MCCOMISKEYf	276.70	
			SQ *PLASTIC SOLUTIONS	08/26/24 OPERATIONSb	250.00	
			SOUTHWES 5262547582465	08/26/24 IRISHk	235.93	
			IN *ABC FIRE EXTINGUISHER	08/26/24 MCGINNISc	224.00	
			VDARA-CONDOHOTELADVDEP	08/26/24 IRISHf	223.47	
			VDARA-CONDOHOTELADVDEP	08/26/24 IRISHg	223.47	
			VDARA-CONDOHOTELADVDEP	08/26/24 IRISHh	223.47	
			METTLER TOLEDO	08/26/24 TRIPLETTf	222.20	
			TFS*FISHERSCI ECOM HUS	08/26/24 TRIPLETTk	217.62	
			NW NATURAL 8004224012	08/26/24 PAYABLEi	199.48	
			TBL* DRONE LAUNCH ACAD	08/26/24 BJORNSTEDTd	199.00	
			CLACKAMAS COUNTY WATER EN	08/26/24 PAYABLEi	191.10	
			NW NATURAL 8004224012	08/26/24 PAYABLEr	182.45	
			OED EMP TAX PORTAL	08/26/24 CAMPBELLb	181.86	

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Check #	Date	Vendor	Description	Invoice	Amount Paid	Check Total
			INTERNATIONAL PUBLIC MAN	08/26/24 CAMPBELLa	175.00	
			MCMaster-CARR	08/26/24 MCCOMISKEYj	159.23	
			NORTH COAST ELECTRIC	08/26/24 MCCOMISKEYc	157.02	
			AMAZON MKTPL*RV06R45S0	08/26/24 SCRANTONa	155.16	
			CLACKAMAS COUNTY WATER EN	08/26/24 PAYABLEh	154.70	
			GOVERNMENT FINANCE OFFIC	08/26/24 PAYABLEo	150.00	
			CENGAGE LEARNING INC.	08/26/24 CAMPBELLc	147.00	
			DUN& BRADSTREET ONLINE	08/26/24 IRISHa	139.99	
			WWW.SUPERBRIGHTLEDS.CO	08/26/24 MCCOMISKEYi	131.40	
			OREGON GOVERNMENT FINA	08/26/24 IRISHe	125.00	
			THE HOME DEPOT #4017	08/26/24 MCCOMISKEYb	124.42	
			MESA LABS	08/26/24 TRIPLETTj	124.00	
			HALFMOON EDUCATION	08/26/24 BJORNSTEDTa	119.00	
			SOUTHWES 5262547582465	08/26/24 IRISHj	117.95	
			DNH*GODADDY#3210924222	08/26/24 KEOBOUNNAMb	116.99	
			HIRINGTHING INC	08/26/24 CAMPBELLd	110.00	
			AMAZON MKTPL*R42F882K2	08/26/24 HOUCKd	109.60	
			CALLFIRE	08/26/24 PAYABLEu	99.00	
			AMAZON.COM*RU60745K2	08/26/24 VOYLESd	91.65	
			AMAZON MKTPL*R42K85Z20	08/26/24 TRIPLETTTh	67.96	
			HAPPY VALLEY ACE HDWR	08/26/24 MCCOMISKEYe	66.76	
			MINUTEMAN PRESS POWELL	08/26/24 VOYLESb	65.00	
			ADOBE *ADOBE	08/26/24 KEOBOUNNAMf	59.99	
			THE HOME DEPOT #4017	08/26/24 MCCOMISKEYh	59.88	
			BORING SQUARE GARDEN	08/26/24 TRIPLETTi	58.99	
			AMAZON MKTPL*RK6D04FT2	08/26/24 TRIPLETTI	57.98	
			AMAZON MKTPL*R42I27FI0	08/26/24 TRIPLETTg	40.19	
			AMAZON.COM*RF5FT0LH0	08/26/24 SCRANTONb	39.99	
			NW NATURAL 8004224012	08/26/24 PAYABLEq	38.82	
			FRED-MEYER #0063	08/26/24 IRISHi	37.76	
			AMAZON MKTPL*RF9FJ3SF0	08/26/24 HOLZGANGa	36.87	
			THE HOME DEPOT #4017	08/26/24 MCCOMISKEYk	35.93	
			AMAZON MKTPL*RV7TT83P1	08/26/24 TRIPLETTa	33.95	
			AMAZON MKTPL*RF0LP6FJ2	08/26/24 SLEIGHTa	33.79	
			AMAZON MKTPL*RU1494181	08/26/24 TRIPLETTd	33.66	
			AMAZON MKTPL*RM38V0S40	08/26/24 MCGINNISd	32.96	
			THE HOME DEPOT #4040	08/26/24 OPERATIONSe	27.93	
			TEXACO 0372506	08/26/24 SLEIGHTe	27.60	

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			NW NATURAL 8004224012	08/26/24 PAYABLEp	25.95	
			AMAZON MKTPL*R42X18VC1	08/26/24 OPERATIONSD	25.73	
			NW NATURAL 8004224012	08/26/24 PAYABLEk	23.02	
			DNH*GODADDY#3244077553	08/26/24 KEOBOUNNAMh	22.17	
			PLATT ELECTRIC 038	08/26/24 MCCOMISKEYa	22.09	
			CITY OF OREGON CITY- UTI	08/26/24 PAYABLEv	21.13	
			AMAZON MKTPL*RV0XT6NG0	08/26/24 PAYABLEf	20.69	
			NW NATURAL 8004224012	08/26/24 PAYABLEs	20.49	
			OPENAI *CHATGPT SUBSCR	08/26/24 VOYLESa	20.00	
			AMAZON MKTPL*RF0F96Q62	08/26/24 SLEIGHTc	15.99	
			CVENT* METRO BREAKFAST	08/26/24 HOLZGANGc	15.00	
			CVENT* METRO BREAKFAST	08/26/24 HOLZGANGb	15.00	
			AMZN MKTP US*RV7B38D00	08/26/24 TRIPLETtb	13.99	
			AMAZON.COM*RU56P7LN0	08/26/24 KEOBOUNNAMg	13.83	
			BUZZSPROUT* INVOICE 65	08/26/24 MCGINNISb	12.00	
			AMAZON MKTPL*R49L70F32	08/26/24 TRIPLETTe	9.89	
			AMAZON MKTPL*RF6764UF1	08/26/24 OPERATIONSa	8.98	
			DTD BUILDING CODES FEE	08/26/24 BJORNSTEDTc	8.25	
			AMAZON MKTPL*RF6PJ8YP2	08/26/24 PAYABLEn	7.49	
			AMAZON MKTPL*RU9307XP2	08/26/24 PAYABLEt	7.39	
			USPS PO 4016800129	08/26/24 TRIPLETtc	1.77	
			AMZN MKTP US	08/26/24 OPERATIONSc	-13.19	
			AMAZON MKTPLACE PMTS	08/26/24 SLEIGHTb	-33.79	25,485.46
6603	09/25/2024	04390 OMEGA PROCESSING	AUGUST 2024 PAYMENT PROCESSING (MERCHANT	AUGUST 2024	11,774.89	11,774.89
6604	09/25/2024	01959 US BANK	CUSTOMER ANALYSIS AUGUST 2024	CAS AUGUST 2024	1,685.41	1,685.41
6605	09/25/2024	01959 US BANK	MERCHANT BILLING AUGUST 2024	MB AUGUST 2024	416.59	416.59
6606	09/25/2024	00336 CITISTREET - STATE OF OREGON	VOLUNTARY PAYROLL DEDUCTION: DEFER COMP	PR 09.06.24	4,490.99	4,490.99
6607	09/25/2024	00095 ING	VOLUNTARY PAYROLL DEDUCTION: DEFER COMP	PR 09.06.24	2,846.73	2,846.73
6608	09/25/2024	00095 ING	VOLUNTARY PAYROLL DEDUCTION: DEFER COMP	PR 09.04.24	2,846.73	2,846.73
6609	09/25/2024	00336 CITISTREET - STATE OF OREGON	VOLUNTARY PAYROLL DEDUCTION: DEFER COMP	PR 09.20.24	4,509.41	4,509.41
96869	09/04/2024	03319 C & R REFORESTATION	TREE PRUNING AND WEED CONTROL	8232024	2,645.12	2,645.12
96870	09/04/2024	01546 CASCADE COLUMBIA DIST CO INC	CALCIUM HYPOCHLORITE	9022446	1,229.00	

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			SODIUM HYPOCHLORITE	900033	308.75	1,537.75
96871	09/04/2024	04249 CASCADE RIGGING INC.	INSPECTION AND REPLACEMENT OF LIFTING CH	35955	29.50	29.50
96872	09/04/2024	00317 CDW GOVERNMENT INC.	TWO CORE LICENSE FOR MICROSOFT SQL	AA3SA7Y	3,400.99	
			IT HARDWARE	AA15A7	1,464.33	
			MOBILE CART	AA1589S	589.63	5,454.95
96873	09/04/2024	00164 CENTURYLINK	ACC# 503-723-6700 962 AUGUST 2024	08.17.24	90.77	90.77
96874	09/04/2024	04320 CHOWN INC	FACILTIES LOCK, DOOR AND SECURITY REPAIR	363299.00	516.80	516.80
96875	09/04/2024	03811 CHRISTENSEN INC	414.70 GALLONS OF DIESEL & 400 GALLONS O	0609535-IN	2,215.24	2,215.24
96876	09/04/2024	00519 COLONIAL LIFE	SEPTEMBER 2024 VOLUNTARY PAYROLL DEDUCT	77938620905930	461.52	461.52
96877	09/04/2024	04380 EXECUTIVE SECURITY SERVICES	ROUTINE PATROL - AUGUST 2024	16211	3,900.00	3,900.00
96878	09/04/2024	01844 FERGUSON ENTERPRISES INC	300 PIECES OF HYDRANT PORT GASKETS	1278449	702.00	702.00
96879	09/04/2024	00073 FIRST RESPONSE INC.	TG ADDED ON BREAKER FOR FIRE SAFETY	67397	300.00	300.00
96880	09/04/2024	02284 K & D SERVICES OF OREGON INC	REDLAND @ NEIBUR	BILL24848	3,053.12	
			8702 SE CLATSOP 24-0022 A-B	BILL24849	1,681.02	4,734.14
96881	09/04/2024	03759 KENNEDY/JENKS CONSULTANTS INC	PS FACILITY EMERGENCY POWER STUDY	173980	10,262.50	10,262.50
96882	09/04/2024	04542 BRANDI LITTERAL	REIMBURSEMENT OF ARMA INTERNATIONAL	08.23.24	200.00	200.00
96883	09/04/2024	04180 MADRONE TECHNOLOGY GROUP INC.	CONTRACT WORK SCADA	4031	3,240.00	
			CONTRACT WORK	4030	1,687.50	4,927.50
96884	09/04/2024	00012 METEREADERS LLC	JUNE WATER METER READS	11395	8,234.10	
			AUGUST WATER METER READS	11400	6,179.04	14,413.14
96885	09/04/2024	00306 OFFICE DEPOT INC	ACCT#90261180 - ID#38683228 - OFFICE SUP	382064554001	85.60	85.60
96886	09/04/2024	04521 PORTLAND ENGINEERING, INC	CONTRACT WORK- SCADA SUPT.	12551	1,395.00	1,395.00
96887	09/04/2024	02386 PRINCIPAL FINANCIAL GROUP	SEPTEMBER 2024 LIFE, AD&D & LTD, ACC.#	SEPT 2024	8,681.32	8,681.32
96888	09/04/2024	04483 READY NORTHWEST LLC	EM CONSULT - GRANT - FY 25	509	3,300.00	3,300.00
96889	09/04/2024	03394 TEAM ELECTRIC COMPANY	LL #3 BAD PHASE & RELAY LOSS	28295	809.00	809.00

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96890	09/04/2024	00107 UNITED SITE SERVICES INC	CLEANING OF GLEN OAK PUMP STATION CLEANING OF PORTABLE RESTROOMS	INV-4729427 INV-4733222	51.00 46.45	97.45
96891	09/04/2024	00165 UNIVAR SOLUTIONS USA INC	55 Gallon drum of Drakeol #10 Mineral	0280314	1,621.00	1,621.00
96892	09/04/2024	02373 WORLD CUP COFFEE & TEA SERVICE	COFFEE, TEA & SUPPLIES	0280314	221.55	221.55
96893	09/16/2024	00002 AMERICAN FAMILY LIFE ASSURANCE	ACC: 0XNX3 - VOL. PAYROLL DEDUCT AUGUST	048949	1,201.33	1,201.33
96894	09/16/2024	04307 BEND MAILING SERVICES, LLC	SEPTEMBER & OCTOBER PROCESSING & POSTAGE	92391	618.61	618.61
96895	09/16/2024	01546 CASCADE COLUMBIA DIST CO INC	ALUMINUM CHLOROHYDRATE ALUMINUM CHLOROHYDRATE FY25 DENSE SODA ASH SUPPLY	902625 900275 902500	18,970.62 18,500.92 9,275.00	46,746.54
96896	09/16/2024	04085 COMPLETE WIRELESS SOLUTIONS	MOBILE INSTALL AND RADIO REPROGRAMMING	102412	863.00	863.00
96897	09/16/2024	04419 ECAMSECURE	SECURITY SYSTEM MONITORING AND MAINTENAN	1218390	3,634.91	3,634.91
96898	09/16/2024	01844 FERGUSON ENTERPRISES INC	3 PCS OF 1170-07	1278937	643.80	643.80
96899	09/16/2024	00073 FIRST RESPONSE INC.	QUARTERLY FIRE ALARM/RADIO MONITORING	68398	342.00	342.00
96900	09/16/2024	00124 H D FOWLER CO INC	40 PCS 1600-10, 40 PCS 0920-07, 4 PCS 25	16808873	11,556.60	11,556.60
96901	09/16/2024	00327 HR ANSWERS INC	PROFESSIONAL SERVICES	INV-105817	882.00	882.00
96902	09/16/2024	04321 KEITH MORRIS CONSTRUCTION INC	CONCRETE REPAIR/REPLACEMENT	1996	1,400.00	1,400.00
96903	09/16/2024	04180 MADRONE TECHNOLOGY GROUP INC.	CONTRACT WORK SCADA	4045	4,927.50	4,927.50
96904	09/16/2024	03785 JOSH NYSETH	REIMBURSEMENT FOR STEEL TOE BOOTS AND PA	09.04.2024	285.82	285.82
96905	09/16/2024	00056 OAK LODGE WATER SERVICES DISTR	PAYMENTS FOR SVC TO CRW CUST. IN OAK LOD	09/05/2024	17,293.78	17,293.78
96906	09/16/2024	00048 OREGON CITY, CITY OF	PAYMENTS FOR SVC TO CRW CUST. IN OREGON PAYMENTS FOR SVC TO CRW CUST. IN OREGON	06/25-08/25/24 7.21.24-8.30.24	39,804.84 17,490.30	57,295.14
96907	09/16/2024	03701 SHRED NORTHWEST LLC	SYSOPS SHREDDING SERVICE	14568090624	108.00	108.00
96908	09/16/2024	00024 SOUTH FORK WATER BOARD	WATER PURCHASED - AUGUST 2024	AUGUST 2024	96,132.42	96,132.42
96909	09/16/2024	04513 WOLFE CONSULTING LLC	FINANCE/AUDIT CONSULT	3823	900.00	900.00

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96910	09/25/2024	03612 AKS ENGINEERING & FORESTRY LLC	I-205 WATERLINE CROSSING TOPOGRAPHIC SUR	8178-03A-01	9,000.00	9,000.00
96911	09/25/2024	03612 AKS ENGINEERING & FORESTRY LLC	82ND DR WATERLINE PHASE 2	8178-02A-02	4,940.30	4,940.30
96912	09/25/2024	04225 BAY VALVE LLC	EMERGENCY CALL OUT - FLOW CONTROL VALVE	0062848	1,577.00	1,577.00
96913	09/25/2024	02196 BOLI	WEBSTER ROAD IMPROVEMENTS PROJECT 23-530	09/24/2024	424.89	424.89
96914	09/25/2024	00304 CANTEL SWEEPING	SEPTEMBER LOT SWEEPING SERVICES	E36678	275.00	
			SEPTEMBER LOT SWEEPING SERVICES	E36677	210.00	
			SEPTEMBER LOT SWEEPING SERVICES	E36679	193.00	678.00
96915	09/25/2024	00164 CENTURYLINK	ACCT #333495411 PHONE SERVICE 9/6-10/5	09.06.2024	401.92	401.92
96916	09/25/2024	00164 CENTURYLINK	ACCT #333732610 PHONE SERVICE 9/17-10/16	09.17.2024	90.77	90.77
96917	09/25/2024	04256 CITY WIDE FACILITY SOLUTIONS	AUGUST 2024 CLEANING/SUPPLIES - ADMN/OPS	STI035000211	6,738.34	6,738.34
96918	09/25/2024	04599 CLARK LAND RESOURCES	BRADLEY ROAD PUMP STATION PROPERTY SEARC	CRW-0824	1,055.93	1,055.93
96919	09/25/2024	03597 CLOUD RECORDS MANAGEMENT	ORMS-0153 / MONTHLY USER FEE PER USER OR	214106	370.20	370.20
96920	09/25/2024	02555 COMCAST	COMCAST MONTHLY CABLE INTERNET	9/14/24-10/13/24	256.85	256.85
96921	09/25/2024	03238 CONSOR NORTH AMERICA	ENGINEERING DESIGN	W221673OR.A1-8	5,350.65	
			ENGINEERING DESIGN	W221673OR.A2-8	4,277.75	9,628.40
96922	09/25/2024	04381 CORRECT EQUIPMENT INC	ACCUTAB SYSTEMS AND CHLORINE ANALYZERS	56803	13,571.00	
			INJECTION QUILL FOR CIP 21-5280	24943	4,068.28	17,639.28
96923	09/25/2024	03472 CREATIVE FINANCIAL STAFFING	TEMP HR SERVICES: RACHELLE BALL	124160214	2,013.38	
			TEMP HR SERVICES: RACHELLE BALL	124190213	1,997.63	
			TEMP HR SERVICES: RACHELLE BALL	124180217	1,862.70	5,873.71
96924	09/25/2024	04481 TREY DEPRETTO	EDUCATION REIMBURSEMENT	09.23.2024	770.00	770.00
96925	09/25/2024	03218 DIRECT TRANSPORT INC	DELIVERY OF BOARD PACKETS	328668	59.98	59.98
96926	09/25/2024	00402 DLT SOLUTIONS	AUTODESK AEC COLLECTION IC GOVERNMENT NE	SI669208	2,039.91	2,039.91
96927	09/25/2024	02334 EMMERT DEVELOPMENT**	UB Refund Cst #009244	Ref000202266	67.31	67.31
96928	09/25/2024	01844 FERGUSON ENTERPRISES INC	6 PCS 6" BOLT KIT, 100 PCS HYDRANT PORT	1273920	309.18	309.18

Monthly Check History Listing
Clackamas River Water
9/1/2024 to 9/30/2024

Bank code: apbank

Check #	Date	Vendor	Description	Invoice	Amount Paid	Check Total
96929	09/25/2024	01844 FERGUSON ENTERPRISES INC	1 PCS COPPER CUTTER 1 PCS 1.25" BRASS COUPLER	290887 3002594	72.45 12.28	84.73
96930	09/25/2024	03887 DBA: NAPA AUTO PARTS GENUINE	FUEL FILTER AND BUSHING STARTING FLUID HUB OIL	4462-512582 4462-512620 4462-519276	16.68 10.98 10.09	37.75
96931	09/25/2024	02453 GOVERNMENT ETHICS COMMISSION	GOVT ETHICS ASSESSMENT FOR FY25	AIE20704	1,323.95	1,323.95
96932	09/25/2024	00167 GRAINGER INC	2.5 GAL DEF & 1 GAL WINSHIELD WASHER FLU	9241011288	370.80	370.80
96933	09/25/2024	00124 H D FOWLER CO INC	2 PCS 12" M&H HYDRANT EXTENSION	16700536	1,815.02	1,815.02
96934	09/25/2024	03240 HARRANG LONG PC	GENERAL LEGAL	103775	4,600.00	4,600.00
96935	09/25/2024	03759 KENNEDY/JENKS CONSULTANTS INC	PS FACILITY EMERGENCY POWER STUDY	174742	2,477.50	2,477.50
96936	09/25/2024	03759 KENNEDY/JENKS CONSULTANTS INC	PS FACILITY EMERGENCY POWER STUDY	174779	2,337.50	2,337.50
96937	09/25/2024	00133 LES SCHWAB TIRE CENTERS INC	#300 TD40T TRAILER TIRES	22700894537	1,371.92	1,371.92
96938	09/25/2024	04180 MADRONE TECHNOLOGY GROUP INC.	ANTIVIRUS PROTECTION SUBCRIPTION ANNUAL SUBSCRIPTION FOR SCADA - KEEPER C CONTRACT WORK-SCADA TELECOMMUNICATION VOIP CONTRACT WORK-SCADA FIREWALL-HATTAN CONTRACT WORK MICROSOFT TOKEN	4098 4096 4106 4052 4082 4101 4046 4099	17,635.20 5,968.80 2,970.00 1,600.70 1,147.50 594.00 405.00 200.00	30,521.20
96939	09/25/2024	01641 MP PLUMBING COMPANY	ADMIN TOILET REPAIR	419563	683.76	683.76
96940	09/25/2024	00306 OFFICE DEPOT INC	ACCT#90261180 - ID#38683228 - OFFICE SUP	387579952001	17.54	17.54
96941	09/25/2024	00373 OREGON AFSCME	UNION DUES FOR PR 09.06.24 UNION DUES FOR PR 09.20.24	PR 09.06.24 PR 09.20.24	1,063.26 1,063.26	2,126.52
96942	09/25/2024	01198 PACIFIC OFFICE AUTOMATION	COPIER LEASE ACCT# 1055811323 8/26-9/25/	5031183212	180.00	180.00
96943	09/25/2024	00021 PGE	WATER TREATMENT PLANT AUGUST 2024. PUMP STATION AUGUST 2024 ADMIN AUGUST 2024	WTP AUGUST 2024 PUMP STAT AUG 2024 ADMIN AUGUST 2024	62,151.92 40,528.88 3,755.84	106,436.64

Monthly Check History Listing
Clackamas River Water
9/1/2024 to 9/30/2024

Bank code: apbank

Check #	Date	Vendor	Description	Invoice	Amount Paid	Check Total
96944	09/25/2024	00018 PITNEY BOWES GLOBAL FIN SVC LL	POSTAGE REFILL AND OVERAGE FEE SEPTEMBER	800-900-0718-SEPT	1,517.25	1,517.25
96945	09/25/2024	00018 PITNEY BOWES GLOBAL FIN SVC LL	SENDPRO C AUTO LEASE 0017241810 7/30/24-	0017241810	465.54	465.54
96946	09/25/2024	00229 RICOH USA, INC.	ADDITIONAL IMAGES #4992525 08/01-08/30/2	5070053528	107.35	
			ADDITIONAL IMAGES #5244972 08/01-08/30/2	5070053566	93.49	
			ADDITIONAL IMAGES #4940612 08/01-08/30/2	5070068779	40.01	240.85
96947	09/25/2024	03548 RIVER CITY ENVIRONMENTAL INC	7914 SE LAMPHIER ST	361824510	1,300.00	
			6520 SE THIESSEN ROAD	362034701	1,300.00	
			17650 S HIDDEN LAKE DRIVE	362458126	700.00	3,300.00
96948	09/25/2024	03701 SHRED NORTHWEST LLC	ADMIN SHREDDING SERVICE	2945090624	108.00	108.00
96949	09/25/2024	00577 SPECIAL DISTRICTS ASSOC OREGON	SEPTEMBER HEALTH BENEFITS PROGRAM	03-0054042	71,023.00	71,023.00
96950	09/25/2024	04637 SPRINGBROOK SOFTWARE	PURCHASE OF SUBSCRIPTIONS	INV-018138	73,408.00	73,408.00
96951	09/25/2024	03394 TEAM ELECTRIC COMPANY	HATTAN PUMP STATION REPAIRS	28419	3,040.00	3,040.00
96952	09/25/2024	00282 TERMINIX INTERNATIONAL INC	ADMIN BUILDING-CUST.# 1703011 AUGUST PES	451816956	131.00	
			9100 SE MANGAN DR- CUST.# 1703007 SEPTEMBER	451816531	112.00	243.00
96953	09/25/2024	00107 UNITED SITE SERVICES INC	CLEANING OF RIVERSIDE PARK RESTROOMS	114-13930360	406.00	
			CLEANING OF RIVERSIDE PARK RESTROOMS	114-13926320	220.00	
			CLEANING OF 91ST PUMP STATION	INV-4790352	51.00	677.00
96954	09/25/2024	02854 VERIZON WIRELESS	ACC.#472115222-00001 CELL PHONE CHARGES	9973546462	2,019.28	
			ACC.#472115222-00002 CELL PHONE CHARGES	9973546463	620.36	
			ACC.#642537089-00001 CELL PHONE CHARGES	9972820684	5.23	2,644.87
96955	09/25/2024	00130 WASTE MANAGEMENT OF OREGON	TRASH REMOVAL SERVICES-RIVERSIDE PARK -	9541934-1574-0	2,302.64	
			TRASH REMOVAL SERVICES-MANGAN - CUST.# 5	9541935-1574-7	585.86	2,888.50
96956	09/25/2024	02247 WHA INSURANCE AGENCY INC	MERP REIMBURSEMENT ACCT FUNDING	09.16.24	10,000.00	
			MERP ADMIN FEE AUGUST 2024	9.16.24	50.00	10,050.00

apbank Total: **753,402.32**

96 checks in this report

Total Checks: **753,402.32**

CLACKAMAS RIVER WATER

Agenda Item –
CA-2

REGULAR BOARD MEETING

October 17, 2024

SUBJECT **Cash & Investment Ending Balances Report**

DRAFT MOTION	Move to approve the consent agenda
EFFECTIVE DATE	October 17, 2024

**PRINCIPAL STAFF
PERSON**

**BOARD ACTION
REQUESTED** Approve the consent agenda items.

**DOCUMENTS
ATTACHED** None

Agenda Summary

BACKGROUND

Clackamas River Water
Cash & Investment Ending Balances by Month
FY 2025

	US Bank General Checking	LGIP	Total	Change	LGIP Interest Earnings	LGIP Interest Rate
July	\$ 2,480,716	\$ 25,458,991	\$ 27,939,707	\$ (378,744)	\$ 113,225	5.27%
Aug	\$ 2,970,496	\$ 25,573,278	\$ 28,543,775	\$ 604,067	\$ 114,287	5.30%
Sept	\$ 4,402,156	\$ 25,684,342	\$ 30,086,498	\$ 1,542,723	\$ 111,064	5.30%

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

October 17, 2024

SUBJECT **Consider Approval of Professional Services Agreements for On-Call Engineering Services**

DRAFT MOTION	I move to award Professional Services Contracts to Carollo Engineers, Consor North America, Kennedy/Jenks Consultants, RH2 Engineering and West Yost Associates, for on-call engineering services, each for the not-to-exceed amount of \$100,000, and authorize the General Manager to sign the completed contracts.
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EFFECTIVE DATE	October 17, 2024
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PRINCIPAL STAFF PERSON Todd Heidgerken, General Manager

BOARD ACTION REQUESTED The Board is requested to authorize five professional services contracts, each for a NTE amount of \$100,000, for on-call engineering services.

DOCUMENTS ATTACHED

Agenda Summary

BACKGROUND In 2018 CRW conducted a RFQ (Request for Qualifications) process to identify Engineering firms to enter into contracts with for on-call Engineering services. At the time there were four firms that were selected and contracted with. Those on-call contracts expire October 31, 2024 with no remaining extensions.

In compliance with the Local Contract Review Board Rules (LCRB), staff conducted an intermediate procurement to identify firms to participate in on-call Engineering contracts with CRW. Five firms were contacted and provided a scope of the services under the contract. All five firms were interested in entering into contracts with CRW for on-call Engineering services.

With the increased engineering workload over the past several years, including private development review, CIP design and inspection, and other CRW engineering needs Staff continues to find value in contracting with experienced engineering firms proficient in general civil engineering services related to public water systems.

It was determined that due to available and future project workload, and with the departure of the Chief Engineer and subsequent transition; multiple firms would be selected to form an “on-call services” list that the

District would be able to assign work for future needs. A short list of services that these consultants may perform for the District includes:

- General Civil Engineering services
- Planning and design of drinking water capital improvement projects, including but not limited to:
- Project Management Services
- Engineering Technical Assistance
- Emergency engineering services, including damage assessments and response, as required

**STAFF
RECOMMENDATION**

Award the five professional services contracts for on-call engineering services to Carollo Engineers, Consor North America, Kennedy/Jenks Consultants, RH2 Engineering, and West Yost Associates

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

October 17, 2024

Consider Approval of Contract Amendment and Increase to Not To Exceed Amount for City Wide Facility Solutions

DRAFT MOTION	Move that the Board approve a contract amendment with City Wide Facility Solutions Janitorial Services increasing the Not to Exceed amount of the contract to \$105,000 per year and authorize the General Manager to sign the contract.
EFFECTIVE DATE	October 17, 2024

PRINCIPAL STAFF PERSON Todd Heidgerken, General Manager

BOARD ACTION REQUESTED Authorize a contract amendment with City Wide Facility Solutions

DOCUMENTS ATTACHED

Agenda Summary

BACKGROUND CRW entered into a contract with City Wide Facility Solutions for Janitorial Services and supplies following a competitive process conducted in the spring of 2024. At the time of the contract award the not to exceed amount was based on a set monthly fee for janitorial services for CRW properties and an estimate for paper and cleaning supplies. Following a review of the spending to date on supplies, there is a need to increase the not to exceed amount.

City Wide Facility Solutions can also provide expanded non-janitorial maintenance services that can address additional needs at the CRW. Staff would issue purchase orders for those non-janitorial maintenance project work.

STAFF RECOMMENDATION Approve the contract amendment with City Wide Facility Solutions and authorize the General Manager to execute the contract.

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

October 17, 2024

Consider Approval of Increase to the Not to Exceed Amount for Contract Work Provided by Portland Engineering

DRAFT MOTION	Move that the Board approve an increase to the Not to Exceed amount of the contract work provided by Portland Engineering to \$170,000 per year.
EFFECTIVE DATE	October 17, 2024

PRINCIPAL STAFF PERSON Todd Heidgerken, General Manager

BOARD ACTION REQUESTED Authorize an increase to the not to exceed amount for contract work provided by Portland Engineering

DOCUMENTS ATTACHED

Agenda Summary

BACKGROUND CRW has engaged the services of Portland Engineering to assist in an on-call support capacity for the SCADA (Supervisory Control and Data Acquisition) System. A new SCADA system integration will be included in the next Biennial Budget. To prepare for this work staff will be contracting with Portland Engineering to create a SCADA System Master Plan. Portland Engineering is familiar with the CRW system and will be able to begin the work to draft the plan with little ramp up time.

STAFF RECOMMENDATION Approve an increase to the not to exceed amount for contract work provided by Portland Engineering.

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

October 17, 2024

SUBJECT Management Report

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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 or Materials- None at this time**

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

October 17, 2024

SUBJECT Management Report

PRINCIPAL STAFF PERSON Todd Heidgerken

BOARD ACTION REQUESTED None

A. Management Report

1. **Communications:**

Monthly Report – The monthly report will be provided to the Board separately and posted on the CRW Website.

2. **Certificate of Achievement for Excellence in Financial Reporting** - CRW was recently informed that we have once again received the Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting. This Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting. Although we have been successful in receiving this award over a number of years, its achievement is still a significant accomplishment.

We are proud of our team’s ability to obtain this Award and demonstrate our commitment to preparing financial reports that allow for information to effectively explain the financial health of our organization. A big “Thank You” goes to our Finance, Accounting and Customer Service (FACS) Department for their work in making the receipt of this award possible.

3. **Clackamas River Water Providers (CRWP)** – The CRWP Board met on October 2 to receive updates on several projects and to discuss the approach to comment on a petition submitted to the Oregon Department of Environmental Quality (DEQ) regarding amending the “Three Basin Rule”. An overview of a US Geological Survey (USGS) Cyanotoxin study was provided with information regarding cyanotoxin analysis within various parts of the Clackamas Basin along with three other Cascade Range Rivers used for municipal drinking water supplies. The study looked at various types of cyanobacteria and used three different collection methods. The study is under peer review, but the initial results are helpful to gain a greater understanding of the presence and types of cyanotoxins that can be produced within the watershed.

The CRWP agreed to develop comments to be submitted to DEQ regarding Marion County’s petition to amend the “Three Basin Rule”. The “Three Basin Rule” was established almost 50 years ago to provide greater protection of the Clackamas, Santiam, and McKenzie River Basins. Included as part of these rules are limitations on discharges to these rivers. The recent fires in the Santiam Basin and the efforts to rebuild those communities, coupled with a recent US Supreme Court decision have created challenges that have resulted in Marion County seeking a change to the rules. Given the importance of the rule in protecting

water quality, the CRWP members felt it was important to provide comments indicating our role in one of the “Three Basin Rule” basins (Clackamas) and the importance of being included in any future rulemaking efforts.

The CRWP held its annual watershed tour. The focus of this year’s tour was the four water treatment plants and the processes they used to provide our communities with safe drinking water. Participants had an opportunity to start the day at the CRW Water Treatment Plant and were provided a tour by CRW’s Water Quality Technician, Alan Schacht. A big “Thank You” to Alan for providing the overview of the treatment process but also to Steve Houck, CRW Water Resources Manager, for his coordination with the CRWP staff.

4. **Regional Water Providers Consortium (RWPC) Board Meeting** – The RWPC Board met on October 9th to discuss the FY 2025-2026 RWPC Budget and Work Plan and consider adoption of the updated RWPC and Executive Committee bylaws. Actions from the RWPC Board meeting will be provided during the CRW Board meeting on the 17th. In addition to the routine program reports, the RWPC members received an update from some of the water providers regarding innovative efforts to use alternative energy options and addressing energy needs.
5. **Special Districts Association of Oregon (SDAO) Metro Breakfast** – SDAO organized its quarterly gathering of special districts in the Metro Area. The group heard about transportation issues from Rick Metzger, a former legislator, who was Chair of the Senate Transportation Committee. The informative and entertaining presentation outlined the transportation funding needs and challenges in anticipation of the 2025 Oregon Legislative Session.
6. **Clackamas County’s Clean Water Future** – The Oregon City Business Alliance dedicated their October Forum to educating its members on water. More specifically how best to build resilience, manage challenges and demands, and support public and environmental health, all while ensuring economic prosperity for the long haul. The event was sponsored by Clackamas Water Environment Service (WES) and included panelists from Sunrise Water Authority, Clackamas River Water Providers, Consultant Brown and Caldwell, and Clackamas River Water.
7. **Down the River Clean Up** - Earlier in September, CRW staff, Brandi Litteral and Kham Keobounnam volunteered to help with the annual Down the River Clean Up. Dozens of volunteers cleaned up the riverbanks between Carver Park and Clackamette Park. Brandi and Kham focused their volunteer efforts at our own Riverside Park. This event has been held annually since 2003 and over 42 tons of garbage has been removed, with half of that being recycled. Thank you to Brandi and Kham for taking the time to make Riverside Park cleaner.
8. **Service Line Inventory Update**- The service line inventory required by the revisions to the federal Lead and Copper Rule was submitted to the Oregon Health Authority in advance of the October 16th deadline. A general statement of our findings has been posted to the CRW website. Note that, as previously reported to the Board, no lead service lines were identified in CRW’s water system. Special thanks to those in the System Operations department who helped with this multi-year effort!
9. **Emergency Update** – Every 5 years, CRW participates in a planning process regarding natural Hazards (earthquake, flood, fire, etc.) with a number of jurisdictions in Clackamas County. And part of understanding our natural hazards, we also select projects that CRW

could complete (with funding or budget allocations) to reduce the impact of these hazards on our operations and risk of failure/breakage.

10. **Safety** – As part of CRW’s safety training program there are trainings, some on-line and some in person, to be completed by the end of October. Some of the trainings are department specific and others are for the full staff to complete.
11. **Security Update** – The security system upgrade is now fully complete and “punch list” items have been addressed. A thank you to staff for their patience and support as this massive change is moving to a maintenance mode. Also, CRW had another successful summer at the Riverside Park with the contracted on-site resource officer. The officer was on site at the park for 8-hour shifts five days a week which included weekends and holidays. The presence of the officer reduces the need for staff response to issues and creates a point of contact for park patrons.
12. **Looking Ahead:**
 - There will be no CRW Board Work Session in October.
 - The agenda setting meeting for the November Board meeting will be held on Thursday, October 31 at 9:00 am.
 - CRW Offices will be closed on Monday November 11 to Observe the Veteran’s Day Holiday.
 - CRW Regular November Board meeting will be held Thursday, November 14.

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

October 17, 2024

SUBJECT Commissioner Reports and Reimbursement Requests

DRAFT MOTION	NO MOTION REQUIRED
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EFFECTIVE DATE	
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PRINCIPAL STAFF PERSON Board of Commissioners

BOARD ACTION REQUESTED Commissioner Communications

DOCUMENTS ATTACHED Commissioner Reimbursement Requests

Agenda Summary

BACKGROUND

CLACKAMAS RIVER WATER

Commissioner Request for Reimbursement

Month August 2024

Commissioner's Name Naomi Angier

Please Print

Date	Meetings	Amount
	CRW Regular Board Meeting – 8/8	\$ 50.00
	CRW Work Session	\$ _____
	Miscellaneous Meeting	\$ _____
	Agenda setting meeting 8/29/1	\$ 50.00
		\$ _____
		\$ _____

Total \$ 100.00

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

Total \$ _____

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

Total \$ _____

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

Total \$ _____

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

Total \$ _____

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

Total Expenses	\$ _____
Adjustments	\$ _____
Amount Due Commissioners	\$ <u>100.00</u>

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

Respectfully submitted *Naomi Angier*
Commissioner's Signature

For Accounting:
 Payroll: Taxable \$ 100 Non-Taxable \$ _____ entered P/R *H. Aubrey*
 Accounts Payable: VENDOR # _____ ACCT# 01.601.5730 AMOUNT \$ _____ Entered A/P _____
 Board: Reimbursement as of _____

Christina [Signature] 9/10/24
CFO Date

CLACKAMAS RIVER WATER

Commissioner Request for Reimbursement

Month September 2024 Commissioner's Name Sherry French Please Print

Date	Meetings	Amount
	CRW Regular Board Meeting - 9/12	\$ 50 -
	CRW Work Session 9/23	\$ 50 -
	Miscellaneous Meeting 9/4 9/5	\$ 50 -
	Cal Dodge 9/10	\$ 50 -
	SDAO Breakfast 9/24	\$ 50 -
	Sunrise/metro 9/25	\$ 50 -

Total \$ 300 -

Date	Meals	Amount

Total \$ _____

Date	Mileage *	Amount

Total \$ _____

Date	Motel/Hotel Lodging **	Amount

Total \$ _____

Date	Miscellaneous ***	Amount
9/20	agenda setting	\$ 50 -

Total \$ 50 -

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

Total Expenses \$ _____
Adjustments \$ _____
Amount Due Commissioners \$ 350 -

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

Respectfully submitted Sherry French
Commissioner's Signature

For Accounting:	Payroll: Taxable \$ <u>350.00</u>	Non-Taxable \$ _____	entered P/R <u>M. Riviere</u>
Accounts Payable: VENDOR # _____	ACCT# <u>01.601.4105</u>	AMOUNT \$ _____	Entered A/P _____
Board: Reimbursement as of _____			

Christina Tu 9/26/24
 CFO Date

CLACKAMAS RIVER WATER

Commissioner Request for Reimbursement

Month September

Commissioner's Name Robert Rubitschun
Please Print

Date	Meetings	Amount
9/12/24	CRW Regular Board Meeting - Board/Executive Mtgs 4:30 PM	\$ 50.00
	CRW Work Session	\$
	Miscellaneous Meeting 9/23/24 EXECUTIVE Mtg 4:30 PM	\$ 50.00
		\$
		\$
		\$

Total \$ 100.00

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

Total \$ _____

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

Total \$ _____

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

Total \$ _____

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

Total \$ _____

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

Total Expenses \$ _____
Adjustments \$ _____
Amount Due Commissioners \$ 100.00

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

Respectfully submitted Robert U. Rubitschun
 Commissioner's Signature

For Accounting:			
Payroll: Taxable \$ <u>100</u>	Non-Taxable \$ _____	entered P/R <u>Ch. [Signature]</u>	
Accounts Payable: VENDOR # _____	ACCT# <u>01.601.5730</u>	AMOUNT \$ _____	Entered A/P _____
Board: Reimbursement as of _____			

Ch. [Signature] 9/23/24
 CFO Date

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

October 17, 2024

SUBJECT Consider Approval of Additional Cost-of-Living Increase for the General Manager

DRAFT MOTION	Move to grant an additional 2% cost-of-living increase to the General Manager’s current base salary effective with the payroll cycle concluding on October 25, 2024, in addition to the 2% cost-of-living increase that became effective July 1, 2024, as allowed in Section 3.1 of the General Manager’s employment agreement.
EFFECTIVE DATE	October 17, 2024

PRINCIPAL PERSON CRW Board President – Commissioner Sherry French

BOARD ACTION REQUESTED Consider whether to grant an additional 2% cost of living increase to the General Manager’s base salary in addition to the 2% cost of living adjustment previously provided in his employment agreement.

DOCUMENTS ATTACHED Exhibit A: Section 3.1 of the General Manager’s employment agreement.

Agenda Summary

BACKGROUND Under Section 3.1 of the Employment Agreement between CRW and Todd Heidgerken, the General Manager’s base salary is adjusted annually for a cost-of-living increase. The agreement establishes a minimum cost-of-living adjustment of 2% of the gross annual salary. The Board also has the discretion, under Section 3.1 of the agreement, to provide a greater cost-of-living increase beyond the 2% minimum. If approved, the proposed additional 2% increase would be applied to the payroll cycle that concludes on October 25, 2024, and is paid on November 1, 2024.

3.1 Base Salary. The General Manager's current salary is \$165,630.75 per year. Effective July 1, 2021, CRW shall pay General Manager a gross annual salary of \$173,913.00 per annum, minus applicable local, state and federal tax withholdings and other withholdings that General Manager has authorized, payable at least monthly in accordance with CRW's payroll practices in effect from time to time. Effective on July 1, 2022, and annually every July 1 during the term of this Agreement, the General Manager will receive a "cost of living" increase of two percent (2%) of his gross annual salary, or such greater amount as the Board of Commissioners may in its discretion establish. The parties mutually agree to review the General Manager's salary stated herein not less than once every other year in comparison to reasonably comparable water districts in the Portland metropolitan area. The parties shall then determine whether an adjustment to the General Manager's salary is appropriate.



Clackamas River Water

Monthly Update

October 2024



Monthly Update	3
Purchase Order Report.....	3
Contracts Log	4
Summary of Legal.....	4
Public Records Request Received	4
Financial Reports.....	5
Statistics	6
Activity Reports.....	7
System Operations	8
Operation Statistics.....	8
Project Updates.....	9-10
Water Resources & Water Quality.....	11
Water Distribution Charts	11
Sampling Reports	12
Regulatory	12
Non-Regulatory	12
River Flow Conditions Report	13

Purchase Order Report- September 2024

Purchase Order Report September 2024

Vendor: 00011 - HACH COMPANY

PO #	Description	Total Amount
25-0080	PROCESS LAB REAGENTS	818.75

Vendor: 00128 - IDEXX DISTRIBUTION CORP.

PO #	Description	Total Amount
25-0079	WATER TESTING REAGENTS	35,000.00

Vendor: 00158 - TMG SERVICES INC.

PO #	Description	Total Amount
25-0083	BLUE WHITE CHLORINE PUMP	4,145.41

Vendor: 00402 - DLT SOLUTIONS

PO #	Description	Total Amount
25-0076	AUTODESK AEC COLLECTION IC GOVERNMENT SINGLE USEF	2,039.91

Vendor: 01198 - PACIFIC OFFICE AUTOMATION

PO #	Description	Total Amount
25-0084	QUARTERLY ADDITIONAL IMAGES	1,200.00

Vendor: 01546 - CASCADE COLUMBIA DIST CO INC

PO #	Description	Total Amount
25-0070	FY25 DENSE SODA ASH SUPPLY	40,000.00

Vendor: 03329 - PACIFIC MARKETING AND PROMOTIO

PO #	Description	Total Amount
25-0071	UNIFORM ORDER FOR SYSOPS AND WR	4,429.50

Vendor: 04044 - GOLD STANDARD DIAGNOSTICS HORS

PO #	Description	Total Amount
25-0077	ANNUAL MAINTENANCE CONTRACT FOR CAAS CYANOTOXIN	8,000.00

Vendor: 04167 - OLD CASTLE PRECAST INC

PO #	Description	Total Amount
25-0075	OLD CASTLE VAULT LID	15,400.00

Vendor: 04256 - CITY WIDE FACILITY SOLUTIONS

PO #	Description	Total Amount
25-0073	FY- 25 FACILITIES SUPPORT SERVICES	20,000.00

Vendor: 04381 - CORRECT EQUIPMENT INC

PO #	Description	Total Amount
25-0072	ACCUTAB SYSTEMS AND CHLORINE ANALYZERS	49,321.00

PO #	Description	Total Amount
25-0078	INJECTION QUILL FOR CIP 21-5280	4,088.28

PO #	Description	Total Amount
25-0081	LOVIBOND TURBIDIMETER	5,249.95

Vendor: 04386 - SWIFTCOMPLY US OPCO INC

PO #	Description	Total Amount
25-0074	BACKFLOW DATABASE SOFTWARE SUBSCRIPTION	5,000.00

Vendor: 04642 - VESTIS SERVICES

PO #	Description	Total Amount
25-0085	FY25 SUPPLY OF BUILDING SUPPLES, MATS AND UNIFORMS	5,100.00

Contract Log

(Executed since last board meeting September 12, 2024)

Company	Product / Service	Rates	Eff. Date	Exp. Date	New/Amended/ Extended
Engenuity Advantage LLC	Staffing Search Placement	NTE \$75,000	9/23/24		New
Streamline	Website Hosting	\$1,500 set-up \$735/mo. subscription	9/30/24		New
Team Electric	On-Call Electrical Services	NTE \$130,000	1/1/24	12/31/25	Amended to increase the NTE & extend time. Board approved 9/12/24
Trench Line Excavation	Webster Rd. Improvements	NTE \$424,896	11/1/24	1/31/25	Approved by the Board 9/12/24

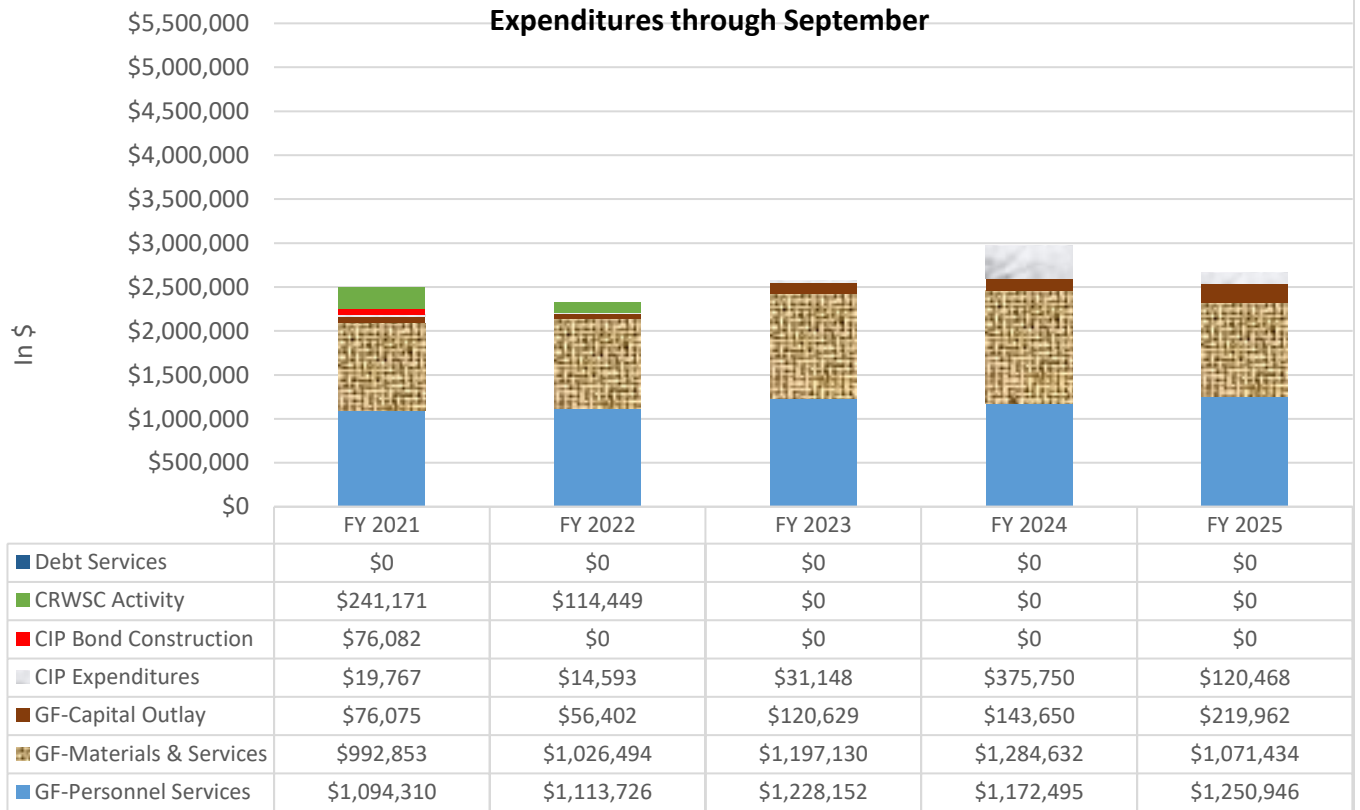
Summary of Legal

	<i>September 2024</i>
Harrang Long Gary Rudnick monthly retainer	\$ 4,600.00
Harrang Long Gary Rudnick work outside of retainer/Client Cost	\$
Sub-contracted legal services	\$ _____
Total Legal	\$ 4,600.00

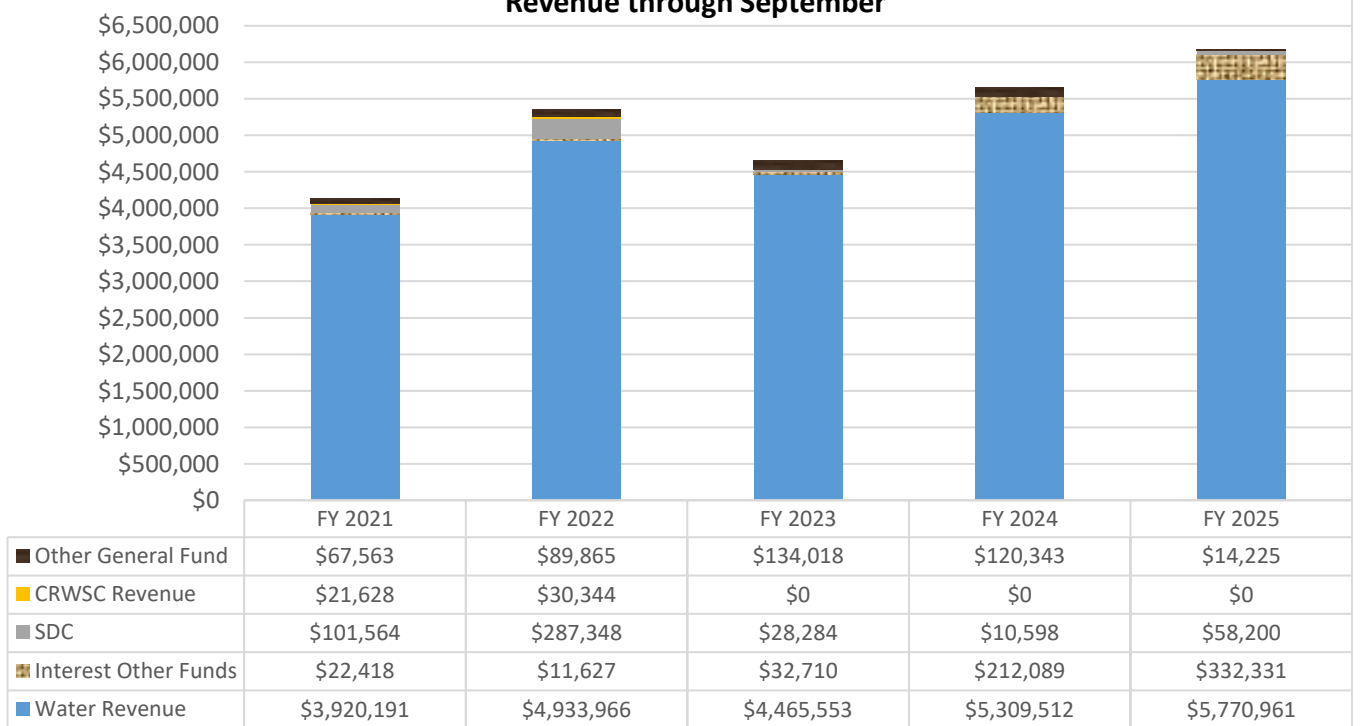
Public Records Request Received

Number of Records Requests Received in September 2024 **0**

Expenditures through September



Revenue through September

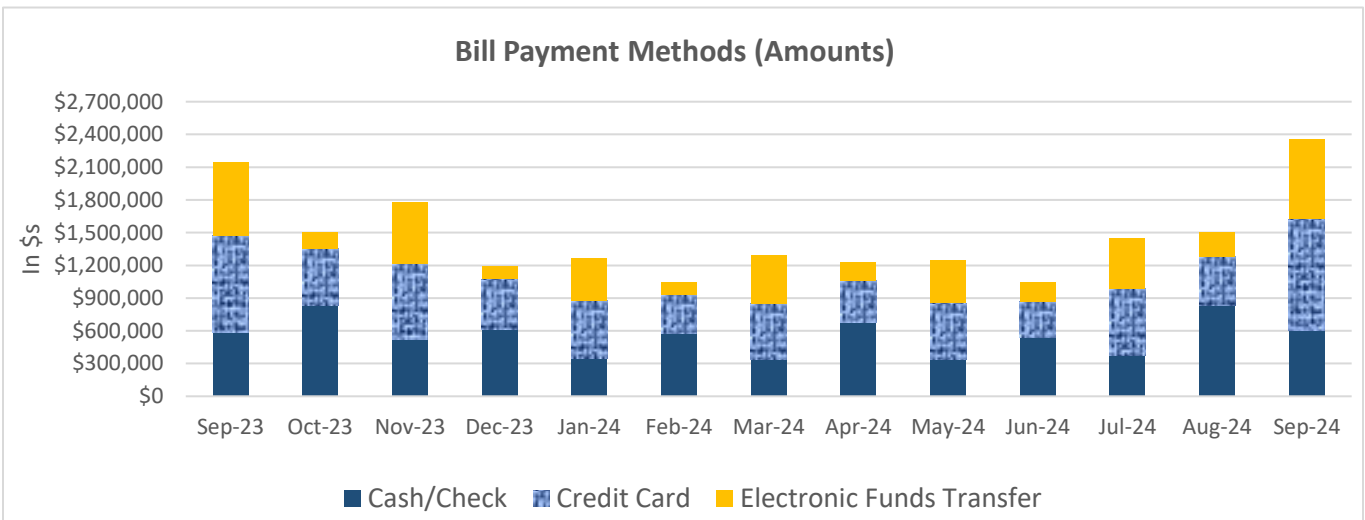
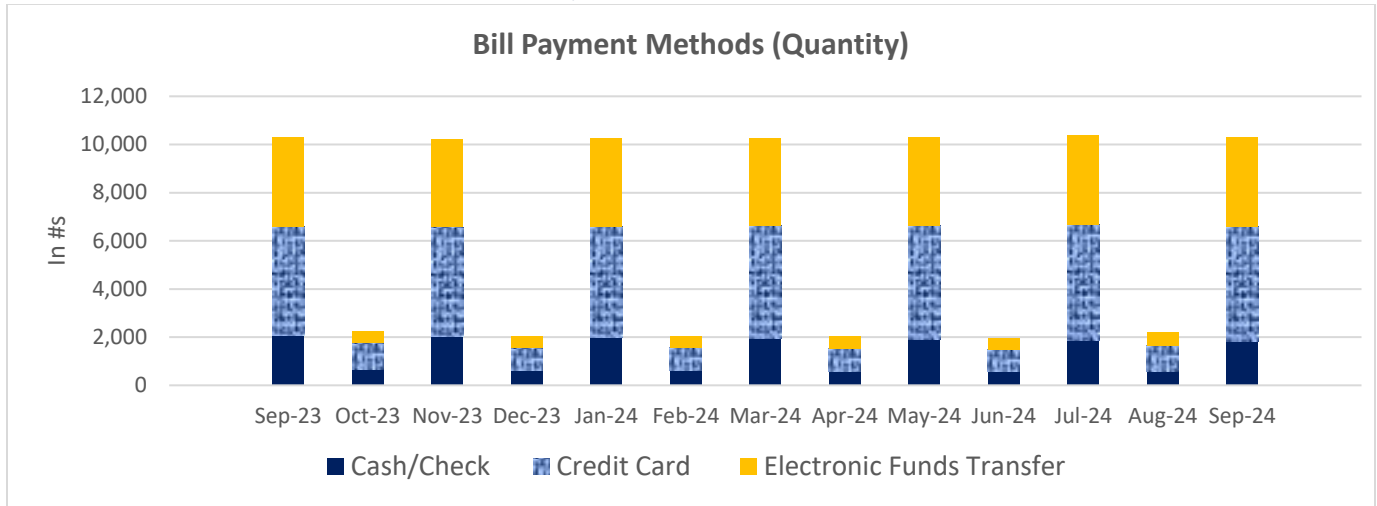


- 1) Water Revenue is higher than prior years due to unusually higher temperatures in July and increased rates. 2) Interest Other Fund revenue is higher primarily due to increasing interest rates and a higher account balance. 3) CIP expenditures is low with the completion of several projects in FY24. 4) GF-Capital Outlay is higher than prior years due to payment of a purchased vehicle. 5) There are no costs for CIP Bond or CRWSC as those funds have been closed out but will be reported in the 5-year graph.

Statistics

(as of the end of September 2024)

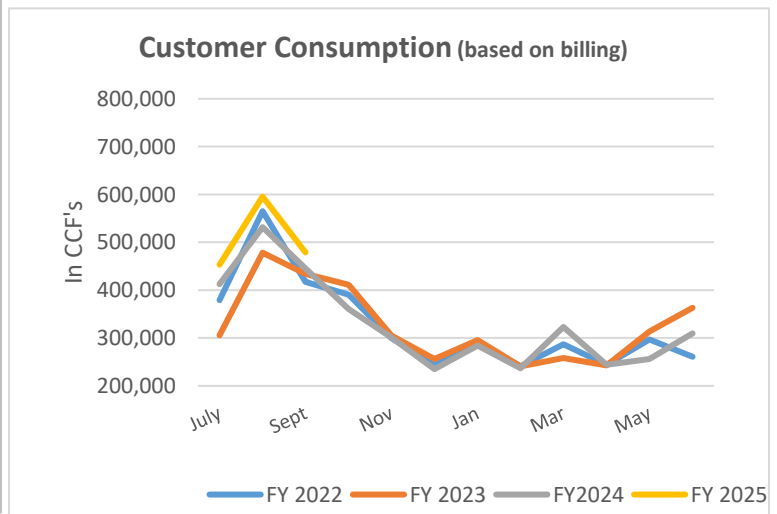
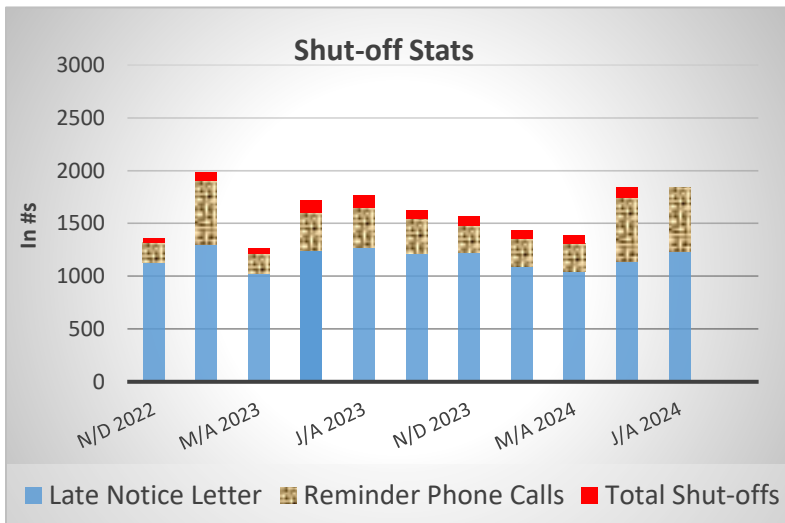
Residential Customers are billed on even months, Commercial Customers are billed on odd months.



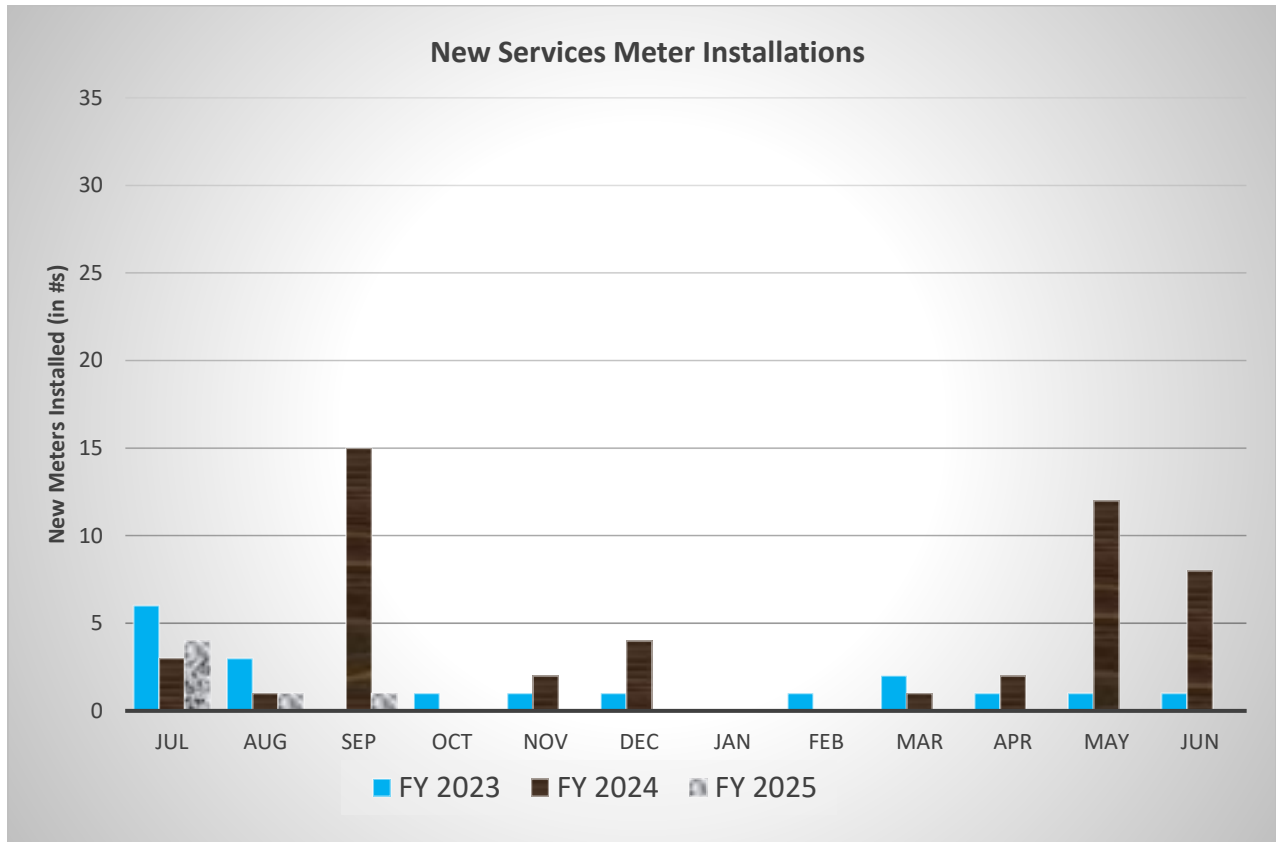
Cash/Check – Received via Lockbox, Counter

Credit Card – Received via CRW Initiated Automatic Payment, Walk-ins/Phone Calls, and Website

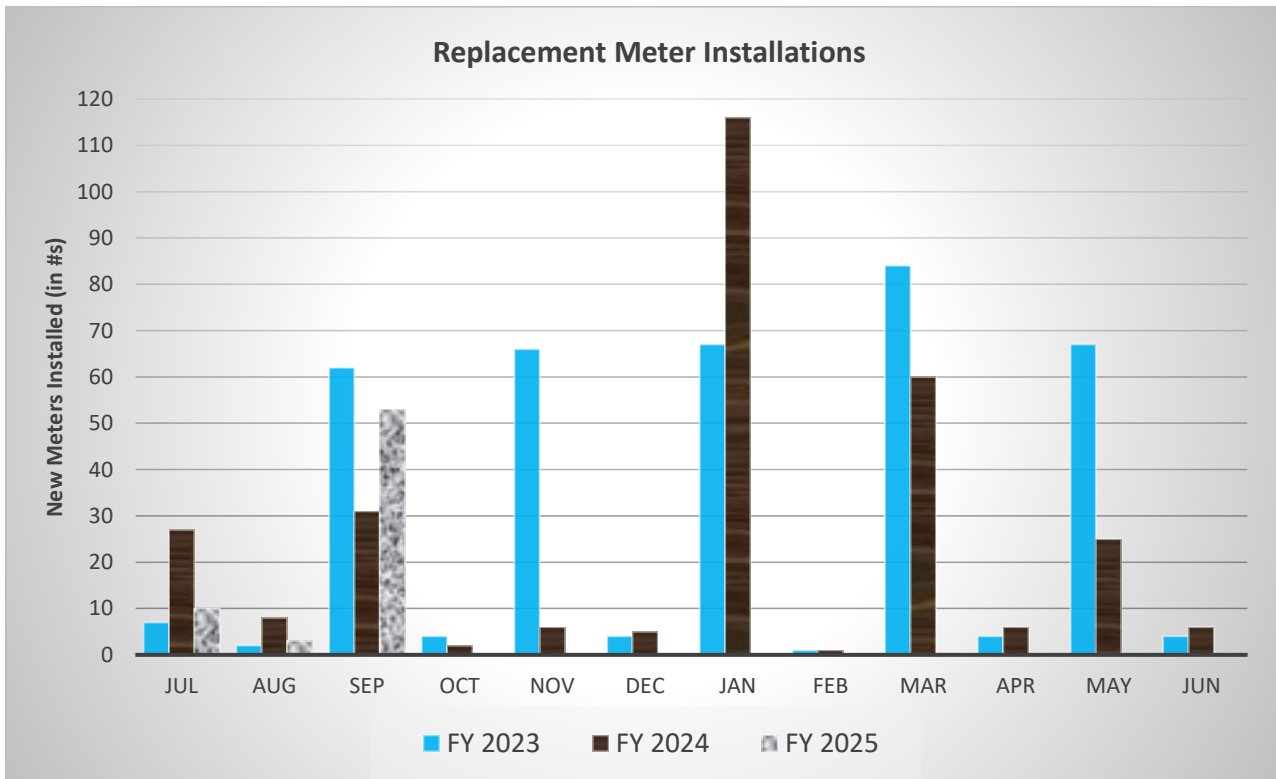
Electronic Funds Transfer – Received via Bank-to-Bank Transfer, Automatic Checking Withdrawal (RapidPay)



*Reminder Phone Calls are made during the even months. Shut offs occur the following month. **Jan/Feb late notice number is an estimate *No late notices Sept-Dec. '20; reinstated February and sent in May 2021



No new services for Sept. FY21, April F22, Sept. FY 22, Sept. FY 23, Jan FY23, Oct. FY24, Jan FY24, Feb FY24



Annual 2024 Goal for Meter Replacement is 350- Year to date is 280

Operation Statistics

	Leak Repairs Made (all pipe sizes)	Leak Detection Completed (miles)	Hydrant Maintenance	Locate Requests	Valve Maintenance & Mapping	After-hours Callouts	Meter Maintenance Tasks	Cross Connection Inspections
Jan. 2024	3	0	38	311	4	28	60	5
Feb. 2024	0	0	109	340	116	3	0	13
Mar. 2024	1	0	4	397	7	3	86	16
April 2024	0	0	91	483	18	3	0	0
May 2024	1	0	21	469	35	4	44	15
June 2024	0	22	126	402	1	5	0	10
July 2024	3	19	127	423	0	7	50	2
Aug. 2024	1	38	105	418	0	16	0	0
Sep. 2024	3	0	6	391	61	8	56	0
Oct. 2024								
Nov. 2024								
Dec. 2024								
Total to Date	12	79	627	3634	242	77	296	61
2024 Annual Goal	N/A	97	905	N/A	600	N/A	N/A	96

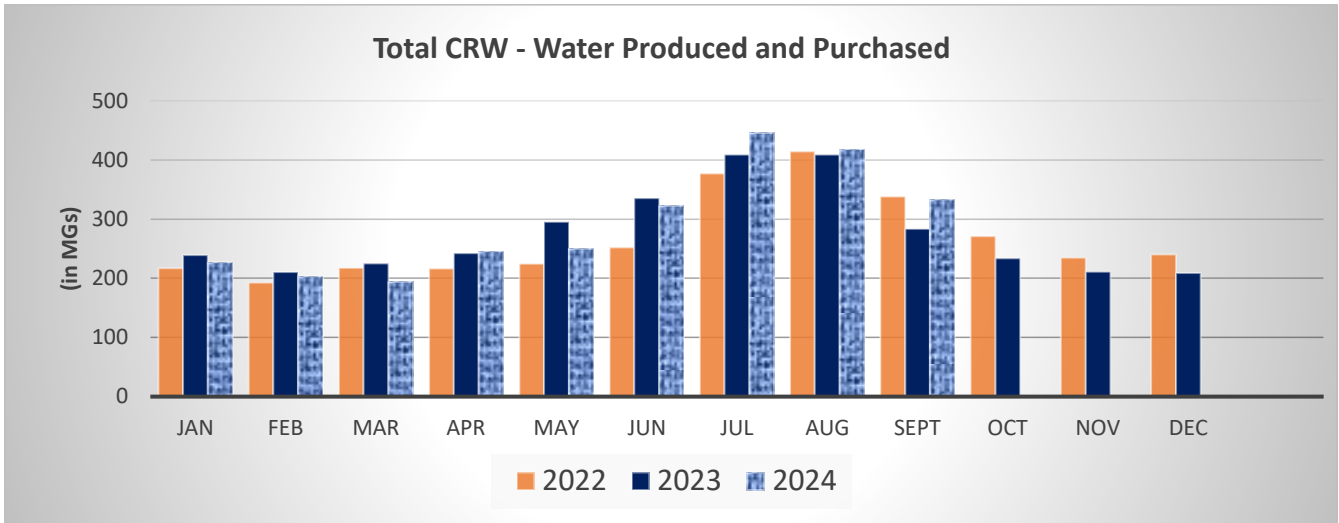
Note - Annual maintenance goals are established based on several criteria including; AWWA Best Management Practices, identified system priority maintenance and repair focus needs, and internal/external project forecasts.

Capital Project Status Report – September 2024

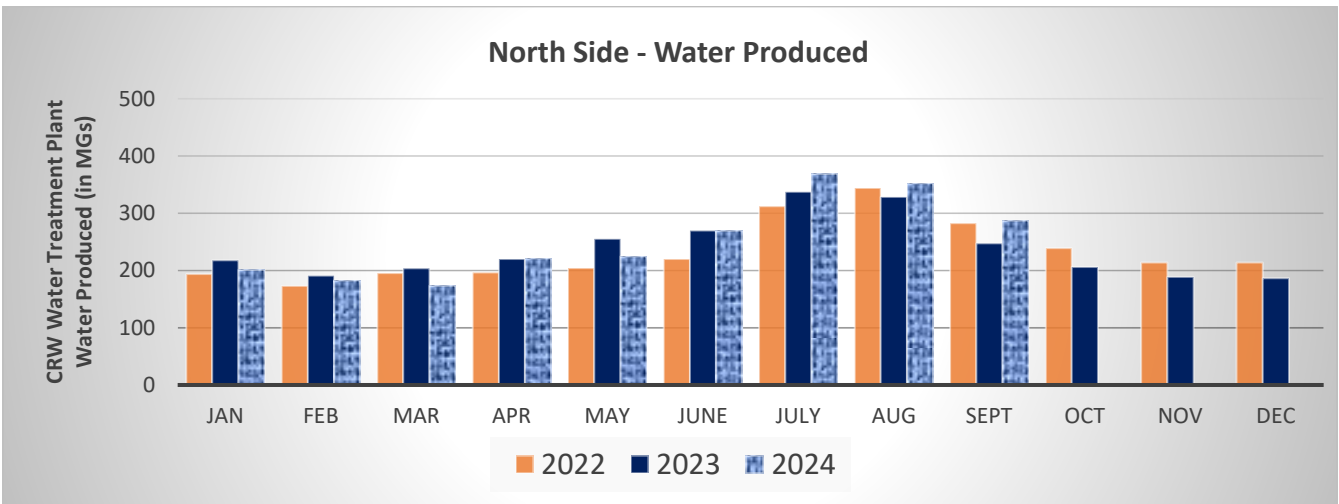
Project No.	Name	Project Budget	Spent to Date	Remaining Project Budget	Project Status
5301	Trans/CRW Impact Projects	\$250,000	\$10,844	\$239,156	
Utility coordination and adjustments at: Johnson Cr. Blvd at 79th Place Signals; ODOT 82nd Ave., Webster Rd.					
5303	82 nd Dr. Waterline Phase 2	\$1,041,000	\$122,001	\$918,999	In Design
New survey complete. Beginning conflict analysis and route selection.					
5291	I-205 Crossings:	\$1,119,000	\$149,380	\$969,620	In Design
Grant amendment approved, proceeding with design at Manfield Ct.					
5306	Redland Rd. Waterline Phase 2	\$1,355,000	\$773,409	\$581,591	Complete
Complete.					
5307	Redland Rd. PRV	\$1,003,000	\$38,835	\$964,165	In Design
Design in progress.					
5308	Low Lift PS Improvements	\$749,000	\$3,207	\$745,793	In Design
Scoping project.					
5309	WTP Structural Improvements	\$1,000,000	\$222,884	\$777,116	Construction
Repairs ongoing. Evaluating next steps.					
5273	Redland Rd. Waterline Phase 1	\$666,000	\$359,216	\$306,784	Complete
Complete.					
5270	Linwood Road Improvements	\$210,000	\$127,553	\$82,447	Construction
Punch list items are ongoing.					
5278	Monroe Street Improvements	\$850,000	\$55,419	\$794,581	In Design
The design is 100% complete. County scheduled to advertise for construction in November 2024.					
5280	Pump Station Chlorine	\$142,000	\$25,922	\$116,078	In Design
Procuring parts and equipment for chlorine tablet systems. Construction tentative during December 2024.					
5281	WTP Polymer Feed System	\$252,000	\$938	\$251,062	In Design
Design at 30%. Construction tentative beginning of 2025.					
5282	WTP Filter Valve Replacement	\$1,302,000	\$1,261,660	\$40,340	Complete
Complete.					
5302	King Rd Improvements	\$0	\$14,156	(\$14,156)	Design
Opportunity project with City of Milwaukie Road improvements. Approx. 1000 LF of waterline replacement. Exploring IGA with Milwaukie.					
5305	Webster Improvement	\$0	\$35,897	(\$35,897)	Construction
Preconstruction meeting scheduled for Oct 1. Tentative construction start date is Nov 1.					
5292	Johnson Cr Blvd Improvements	\$0	\$2,004	(\$2,004)	In Design
Coordinating with Clackamas County. Project downsized to pavement overlay with ADA upgrades at intersections.					
5312	Thiessen Rd. Culvert Crossing	\$0	\$2,358	(\$2,358)	In Design
Coordinating 8" waterline relocation to accommodate Clackamas County culvert replacement.					

Private Project Tracking – September 2024

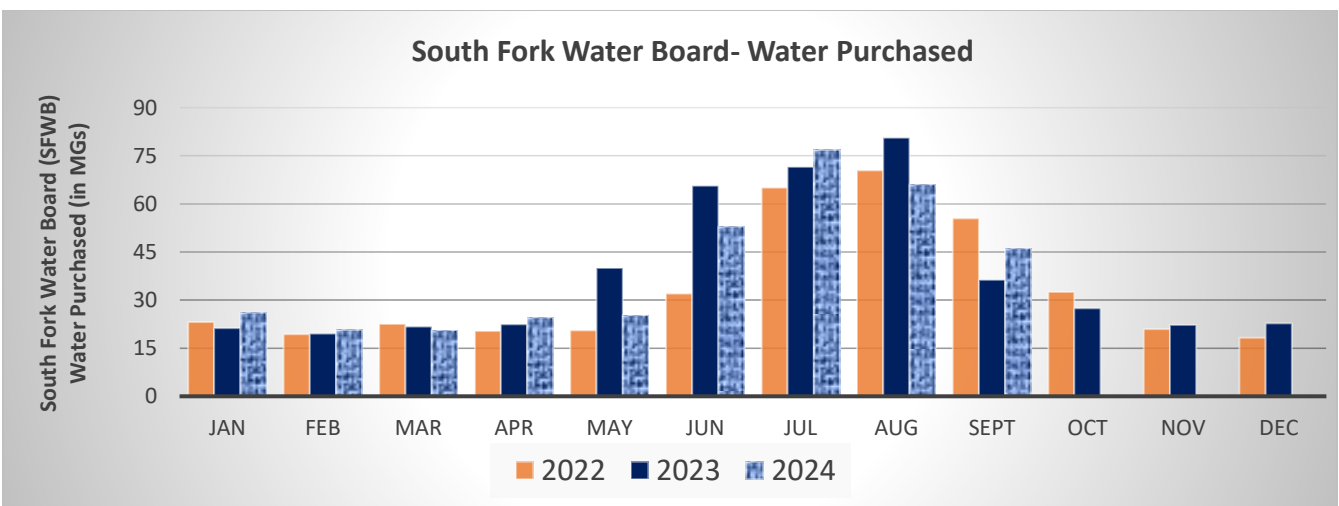
Project No.	Name	Description	Phase	Status
20-5262 Private	Bonaventure Senior Living	6" fire service and 3" meter	Const.	Punch List.
22-5295 Private	Jannsen Multi-Family	New fire and domestic service for 8-plex development.	Const.	On Hold.
22-5298 Private	Serres Farms 2 Subdivision	7-lot subdivision	Const.	Pending Construction Start.
23-5299 Private	Prologis Park Clackamas	4-Warehouses with Fire and domestic service	Design	Developer reimagining site configuration with redesign.
23-5304 Private	WES - IT2 30" Force Main	Relocate waterline at four locations	Const.	WES has selected Tapani as Contractor. Pending Construction Start.
23-5310 Private	Johnson Creek RCF	Assisted living with fire and domestic service	Design	Plan review.
23-5313 Private	Beacon Dental	Medical office with fire and domestic service	Const.	Pending submittal review.
24-5314 Private	Clackamas Housing Project	County housing project with domestic service	Const.	Pending submittal review.



*March & April 2024 Data includes water purchased from NCCWC during WTP Shutdown



*March & April 2024 Data includes water purchased from NCCWC during WTP Shutdown



Regulatory

All 73 samples collected and analyzed for the September monitoring period showed no presence of coliform/*E. coli* bacteria.

Cyanotoxin Testing

Microcystin and Cylindrospermopsin sampling of our raw water began in May and occurs every two weeks through October for compliance, and the samples are analyzed at our in-house accredited laboratory.

No cyanotoxins have been detected in our raw water.

Non-Regulatory

General water quality parameters (pH, temperature, chlorine, TDS, hardness, alkalinity) were collected throughout the distribution system at 16 locations in the North and South systems.

Monthly watershed sampling was conducted at 4 long-term sampling locations for total organic carbon, nutrients (nitrate/nitrite, total phosphorus, orthophosphate, etc.), coliform density, pH, dissolved oxygen, TDS, and temperature.

Weekly algae monitoring is occurring at 3 locations in the North Fork Reservoir and CRW's intakes. This work includes species monitoring with the FlowCAM and nutrient analysis.

River Flow Conditions Reports

- The current Clackamas River **7-day average streamflow is 78% of normal** (median).
- **September precipitation in the Clackamas basin was 74% of normal.** Precipitation since the beginning of the water year (October 1 – September 30) has been 101% of normal.
- **The three-month outlook (Oct-Dec)** from the NOAA Climate Prediction Center calls for **equal chances of above and below temperatures and a slightly elevated chance of above normal precipitation for Western Oregon.**

