

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
June 8, 2023 at 6:00pm

AGENDA

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 by Zoom may do so by internet at <https://us02web.zoom.us/j/84985743356> or by calling the following number 1 719 359 4580 and join meeting/84985743356#. **Passcode:** 655403

REGULAR MEETING -@ 6:00pm

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

a. Approval of the Agenda

Recess Regular Meeting

MOTION TO 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 27, 2023 for the biennium July 1, 2023 to June 30, 2025. The budget hearing will be closed by board action and considered for approval on Agenda Item #1.

a. Public Comment on Biennial 2023-2025 Budget

MOTION TO CLOSE BUDGET HEARING & RECONVENE REGULAR MEETING

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

Consent Agenda

CA-1: **Gross Payroll and Accounts Paid: May 2023**

CA-2: **Cash Position and Transfers: May 2023**

CA-3: **Board to Consider Approval of Request to Vacate a Public Utility Easement at 16090 S. Sandalwood Rd, TL 22E26C 05700-** *Adam Bjornstedt, Chief Engineer*

NEXT PAGE

Action Items

1. **Consider Approval of Resolution 14-2023 Adoption of Biennial (BN) Budget and Make Appropriations for BN 2023-2025-**, *Todd Heidgerken, General Manager*
2. **Consider Approval of Resolution 15-2023 Approve Utility Billing Bad Debt Write-Off for FY 2022-2023 Uncollectible Water Bills-** *Todd Heidgerken, General Manager*

Informational Reports

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

Commissioner Business

5. Commissioner Reports and Reimbursements
6. Election of Board Officers – *CRW Board of Commissioners*

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

June 8, 2023

SUBJECT Gross Payroll and Accounts Paid

DRAFT MOTION Move to approve the consent agenda items as presented

EFFECTIVE DATE June 8, 2023

**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 May 2023, Payrolls – 2 payrolls - \$263,878
2) Monthly Check History for May 2023 - \$434,246 (net)

Earnings Statement

	First No.	Last No.	Total
Checks:	ADPCHECK	ADPCHECK	00000000001
Vouchers:	00000200001	00000200042	00000000015

Total Vouchers Bypassed: 00000
 Total Checks Bypassed: 00000

SEAT 312 TOTAL DOCUMENT
 CLACKAMAS RIVER WATE
 LOCATION 0001

CHECK STUFFING, RECONCILIATION

134800.94 GROSS
 85847.54 NET PAY (INCLUDING ALL DEPOSITS)
 12255.74 FEDERAL TAX
 8152.59 SOCIAL SECURITY
 1906.68 MEDICARE
 .00 MEDICARE SURTAX
 .00 SUI/DI/FLI/MLI TAX
 8087.30 STATE TAX
 .00 LOCAL TAX
 102751.95 DEDUCTIONS
 1646.68 NET CHECK

**SEAT COMPANY CODE 312
 CLACKAMAS RIVER WATE
 TOTAL DOCUMENT
 LOCATION 0001**

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TEAR HERE

VERIFY DOCUMENT AUTHENTICITY - COLORED AREA MUST CHANGE IN TONE GRADUALLY AND EVENLY FROM DARK AT TOP TO LIGHTER AT BOTTOM



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

Monthly Check History Listing

Clackamas River Water
5/1/2023 to 5/31/2023

Bank code: apbank

Check #	Date	Vendor	Description	Invoice	Amount Paid	Check Total
6225	05/09/2023	00095 ING	VOLUNTARY PAYROLL DEDUCTION: DEFER COMP	PR 05.05.23	3,445.43	3,445.43
6226	05/09/2023	00336 CITISTREET - STATE OF OREGON	VOLUNTARY PAYROLL DEDUCTION: DEFER COMP	PR 05/05/23	2,603.04	2,603.04
6227	05/09/2023	04390 OMEGA PROCESSING	APRIL 2023 PAYMENT PROCESSING (MERCHANT)	APRIL 2023	14,907.56	14,907.56
6228	05/09/2023	01959 US BANK	CUSTOMER ANALYSIS - APRIL 2023	CAS APRIL 2023	517.90	517.90
6229	05/17/2023	00029 OREGON PERS	PERS PMT: 1584124,1585528,1585529,158553	04/06-04/20/23	34,809.44	34,809.44
6330	05/17/2023	00029 OREGON PERS	PER PMT: 1588223,1588648,1588649,1588650	04/21-05/05/23	1,623.33	1,623.33
6331	05/26/2023	00336 CITISTREET - STATE OF OREGON	VOLUNTARY PAYROLL DEDUCTION: DEFER COMP	PR 05/19/23	2,601.24	2,601.24
6332	05/26/2023	00095 ING	VOLUNTARY PAYROLL DEDUCTION: DEFER COMP	PR 05.19.23	3,349.68	3,349.68
6333	05/26/2023	01959 US BANK	UNITED RENTALS	04/25/23 SLEIGHTe	1,374.30	
			AMAZON MKPT HVYD9880	04/19/23 SLEIGHTD	1,044.99	
			AMAZON.COM HV5P18KV0	04/20/23 SLEIGHD	1,044.99	
			NW NATURAL 8004224012	04/25/23 PAYABLEh	1,038.84	
			NW NATURAL 8004224012	04/25/23 PAYABLEj	996.21	
			RDO VER POR 030577	04/25/23 SLEIGHTa	984.90	
			IN *A BETTER GLASS SHOP I	04/25/23 VOYLESc	822.00	
			NORTHERN TOOLS	04/14/23 OPERATIONSa	742.18	
			HARRIS WORKSYSTEMS, IN	04/25/23 CAMPBELLg	494.73	
			NRC FINANCE/FINANCE CNRC	04/25/23 TRIPLETTh	489.90	
			TISCH ENVIRONMENTAL, INC	04/25/23 TRIPLETTj	474.20	
			AMZN MKTP US*HJ2V36011	04/25/23 RAYi	437.99	
			VISTAPRINT	04/25/23 MCGINNISd	402.49	
			AMZN MKTP US*HS4P87SH0	04/25/23 RAYf	337.35	
			DIALOGTECHINC	04/25/23 KEOBOUNNAMib	323.68	
			CASA DEL SOL	04/25/23 HOLZGANGa	295.84	
			NORTH AMERICAN RESCUE LL	04/25/23 MCGINNISb	284.31	
			ENTERPRISE RENT-A-CAR	04/25/23 HEIDGERKENa	247.79	
			THOMAS SCIENTIFIC HOLDIN	04/25/23 TRIPLETTi	242.49	
			NW NATURAL 8004224012	04/25/23 PAYABLEi	232.69	
			METTLER TOLEDO	04/25/23 TRIPLETTf	212.80	
			METTLER TOLEDO	04/25/23 TRIPLETTf	207.14	
			NEOGOV	04/25/23 CAMPBELLe	199.00	

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Check #	Date	Vendor	Description	Invoice	Amount Paid	Check Total
			NW NATURAL 8004224012	04/25/23 PAYABLEg	189.57	
			CLACKAMAS COUNTY WATER EN	04/25/23 PAYABLEd	182.55	
			MCMaster-CARR	04/25/23 PRESTWOODf	175.17	
			FREW PROCESS GROUP	04/25/23 PRESTWOODe	173.28	
			CLACKAMAS COUNTY WATER EN	04/25/23 PAYABLEc	171.15	
			METTLER TOLEDO	04/25/23 TRIPLETTg	162.60	
			INGALLINAS BOX LUNCH PORT	04/25/23 HOLZGANGe	155.90	
			GOVERNMENT FINANCE OFFIC	04/25/23 CAMPBELLb	150.00	
			CLACKAMAS COUNTY WATER EN	04/25/23 PAYABLEb	138.55	
			FSP*OREGON GOVERNMENT FIN	04/25/23 PAYABLEa	135.00	
			DRIPRINTING	04/25/23 HOLZGANGb	126.39	
			PAYPAL *PNWSAWWASS PNW	04/25/23 BJORNSTEDTa	123.50	
			AMZN MKTP US*HF3A57BC0	04/25/23 TRIPLETTp	122.34	
			AMZN MKTP US*HF8CT3151	04/25/23 TRIPLETTq	116.55	
			FASTENAL COMPANY 01ORPO2	04/25/23 RAYo	115.44	
			NORTHERN TOOLS	04/13/23 OPERATIONS	114.77	
			AMAZON.COM*HY81641C1	04/25/23 TRIPLETTa	113.01	
			HERBSTFLOR* HERBSTHILL	04/25/23 HOLZGANNg	104.95	
			SP CORNELL FARM	04/25/23 TRIPLETTc	103.98	
			FSP*OREGON GOVERNMENT FIN	04/25/23 PAYABLEf	100.00	
			JERSEY MIKES ONLINE ORDER/FACS WORKING L	04/25/23 KIRKPATRICK	95.46	
			PAYPAL *PNWS AWWA	04/25/23 CAMPBELLc	90.00	
			PAYPAL *PNWS AWWA	04/25/23 CAMPBELLd	90.00	
			AMAZON.COM*HS2B347P0 AMZN	04/25/23 RAYh	87.00	
			THE HOME DEPOT 4017	04/25/23 RAYp	80.19	
			AMZN MKTP US*HV4TU07D0 AM	04/25/23 HOLZGANNgk	73.47	
			FRED-MEYER #0063	04/25/23 TRIPLETTm	72.15	
			HIRINGTHING INC peripheral software	04/25/23 CAMPBELLa	71.06	
			MINUTEMAN PRESS POWELL	04/25/23 VOYLESb	69.00	
			GOVERNMENT FINANCE OFFIC	04/25/23 KIRKPATRICK	65.00	
			AMZN MKTP US*H72D07YA1	04/25/23 RAYa	64.10	
			AMZN MKTP US*HS5XW0OV0	04/25/23 KEOBOUNNAMA	62.98	
			THE HOME DEPOT #4017	04/25/23 OPERATIONSe	59.96	
			MICHAELS STORES 8503	04/25/23 TRIPLETTI	55.04	
			ADOBE *800-833-6687	04/25/23 KEOBOUNNAME	54.99	
			THE HOME DEPOT #4017	04/25/23 RAYc	54.86	
			THE HOME DEPOT #4017	04/25/23 OPERATIONSa	54.85	
			AMZN MKTP US*HS9KO1541	04/25/23 PRESTWOODc	50.18	

Bank code: apbank

Check #	Date	Vendor	Description	Invoice	Amount Paid	Check Total
			ASSOCIATION OF OREGON CO	04/25/23 CAMPBELLf	50.00	
			THE HOME DEPOT #4017	04/25/23 OPERATIONSb	49.97	
			THE HOME DEPOT #4017	04/25/23 OPERATIONSf	49.97	
			DONUTLAND	04/25/23 HOLZGANGd	49.97	
			AMAZON.COM*HS23925N1 AMZN	04/25/23 KEOBOUNNAMd	44.58	
			AMZN MKTP US*HJ8D41GC	04/13/23 SLEIGHTB	43.98	
			AMAZON.COM*HJOR28AX1 AMZN	04/25/23 TRIPLETTE	43.46	
			NORTH AMERICAN RESCUE LL	04/25/23 MCGINNISA	39.22	
			AMZN MKTP US*HJ1UJ2V41	04/25/23 PRESTWOODd	37.44	
			NW NATURAL 8004224012	04/25/23 PAYABLEK	36.52	
			AMZN MKTP US*HS8NG0TE2	04/25/23 PRESTWOODb	34.51	
			NW NATURAL 8004224012	04/25/23 PAYABLEI	32.95	
			AMZN MKTP US*HF6VF6M00	04/25/23 TRIPLETTEh	32.85	
			JIMMY JOHNS - 1963	04/25/23 BJORNSTEDTb	32.55	
			DNH*GODADDY.COM	04/25/23 KEOBOUNNAMc	32.17	
			SQ *PRIMO ESPRESSO	04/25/23 HOLZGANGh	29.70	
			THE HOME DEPOT #4017	04/25/23 RAYe	27.57	
			THE HOME DEPOT #4017	04/25/23 RAYj	24.28	
			THE HOME DEPOT #4017	04/25/23 RAYn	22.91	
			FRED-MEYER #0063	04/25/23 HOLZGANGj	22.83	
			IN *ACCENT SIGNS, LLC	04/25/23 HOLZGANGi	22.04	
			SQ *A AAAWESOME LOCKSMITH	04/25/23 RAYb	20.00	
			ZTL*AMERICAN WATER WORKS	04/25/23 TRIPLETTEk	20.00	
			THE HOME DEPOT #4017	04/25/23 RAYd	19.44	
			AMZN MKTP US*HJ2RR7C00	04/25/23 RAYi	17.56	
			AMZN MKTP US*HS7SE8V61	04/25/23 PRESTWOODa	16.50	
			AMAZON PRIME*HY62F1H90	04/25/23 VOYLESa	14.99	
			SAFEWAY #2696	04/25/23 HOLZGANGc	14.60	
			AMZN MKTP US*HF3VF4E81	04/25/23 TRIPLETTEo	13.93	
			INGALLINAS BOX LUNCH PORT	04/25/23 HOLZGANGf	12.95	
			OREGON CONVENTION CENTER	04/25/23 MCGINNISf	12.00	
			BUZZSPROUT* BUZZSPROUT	04/25/23 MCGINNISC	12.00	
			THE HOME DEPOT #4017	04/25/23 RAYq	10.98	
			THE HOME DEPOT #4017	04/25/23 RAYm	10.30	
			AMAZON.COM*HS97M2TC2	04/25/23 MCGINNISE	10.00	
			AMZN MKTP US*HS72P1LH2	04/25/23 RAYg	9.27	
			FRED-MEYER #0063	04/25/23 TRIPLETTEd	3.99	
			SP CORNELL FARM	04/25/23 TRIPLETTEb	-46.99	

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Clackamas River Water
5/1/2023 to 5/31/2023

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Check #	Date	Vendor	Description	Invoice	Amount Paid	Check Total
			AMZN MKTP US	04/25/23 RAYk	-67.30	17,819.49
94896	05/04/2023	00285 ARAMARK UNIFORM SERVICES INC	ACC. #834649000 - BUILDING MAINT. SUPPLI	5291226229	78.60	78.60
94897	05/04/2023	04307 BEND MAILING SERVICES, LLC	APRIL PROCESSING & POSTAGE	86111	2,605.36	2,605.36
94898	05/04/2023	04170 BOEDE CONSTRUCTION	REPLACE TWO CITY SUPPLIED MIXER MOTORS A	04/24/2023	2,500.00	2,500.00
94899	05/04/2023	00317 CDW GOVERNMENT INC.	COMPUTER PERIPHERALS & SOFTWARE	JC70735	225.97	225.97
94900	05/04/2023	03325 CHEMTRADE CHEMICALS US LLC	ALUMINUM SULFATE	93529416	6,389.85	6,389.85
94901	05/04/2023	00200 CLACKAMAS COUNTY	MARCH ONE CREW/GRAFFITI REMOVAL	20-9779	425.00	425.00
94902	05/04/2023	00227 CLACKAMAS GARBAGE CO INC	ACC. #04370 - TRASH REMOVAL SERVICE - AP	APRIL 2023	377.49	377.49
94903	05/04/2023	03597 CLOUD RECORDS MANAGEMENT	ORMS-0153 / MONTHLY USER FEE PER USER OR	212196	370.20	370.20
94904	05/04/2023	00017 CORE & MAIN LP	420 FT 7700-41	S580465	4,725.00	4,725.00
94905	05/04/2023	03472 CREATIVE FINANCIAL STAFFING	TEMP HR SERVICES: ALICIA COEN	123170221	1,857.60	1,857.60
94906	05/04/2023	02856 CRYSTAL GREENS LANDSCAPING	BERRY AND MOSS CLEARING, #14 ROAD TO WEL	203511	1,768.00	1,768.00
94907	05/04/2023	04419 ECAMSECURE	SECURITY CAMERA UPGRADE	998642	21,430.82	21,430.82
94908	05/04/2023	03775 FIELD INSTRUMENTS & CONTROLS	LEVEL SENSOR FOR CLEARWELL	INV17868	1,464.66	1,464.66
94909	05/04/2023	00073 FIRST RESPONSE INC.	MONTHLY MONITORING PATROL MAY 2023	45777	4,211.00	4,211.00
94910	05/04/2023	03887 DBA: NAPA AUTO PARTS GENUINE	BOX SUPPORT ARMS #20-200	4462-404411	64.58	64.58
94911	05/04/2023	00124 H D FOWLER CO INC	50PCS 7650-18 & 50PCS 7630-00	16361039	3,722.50	3,722.50
94912	05/04/2023	00124 H D FOWLER CO INC	15PCS 1580-10 AND 8PCS 0860-07	16368159	2,139.41	2,139.41
94913	05/04/2023	03240 HARRANG LONG PC	GENERAL LEGAL SERVICES MARCH 2023	100475	4,600.00	4,600.00
94914	05/04/2023	02284 K & D SERVICES OF OREGON INC	LEAK 102ND AVE.	BILL20691	1,239.00	
			LEAK 102ND AVE	BILL20687	1,069.00	
			INSTALL GRAY ST.	BILL20650	725.64	3,033.64
94915	05/04/2023	04418 CHARLES LINCH	LICENSE FOR UNMANNED AIRCRAFT GENERAL	9dtnq3b67	175.00	175.00
94916	05/04/2023	00353 METRO OVERHEAD DOOR INC	SERVICE AUTOMATIC ACCESS GATE	235050	156.00	156.00

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Check #	Date	Vendor	Description	Invoice	Amount Paid	Check Total
94917	05/04/2023	00138 MILWAUKIE, CITY OF	ACCOUNT# 24-3520-00 - 6201 SE LAKE RD -	24-3520	263.14	263.14
94918	05/04/2023	00306 OFFICE DEPOT INC	ACCT#90261180 - ID#38683228 - OFFICE SUP	310444579001	345.20	368.68
94919	05/04/2023	00048 OREGON CITY, CITY OF	ACCT#90261180 - ID#38683228 - OFFICE SUP	310473940001	23.48	20.08
94920	05/04/2023	004389 OREGON METER REPAIR & WATER	ACC:# 04-792203-01 (130825) STORMWATER M	02/28-03/31/23	20.08	6,072.00
94921	05/04/2023	04109 OUTLOOK PUBLISHING PAMPLIN	3 INCH AND LARGER METER TESTING	1103	6,072.00	121.46
94922	05/04/2023	03815 PETROCARD INC	PUBLIC NOTICE	284104	121.46	1,109.88
94923	05/04/2023	00229 RICOH USA, INC.	15-100 WATER QUALITY, 2400 EQUIPMENT AND	C132233	1,109.88	381.14
94924	05/04/2023	00130 WASTE MANAGEMENT OF OREGON	COPIER LEASE #1021276-3672069 04/20-5/19	107164342	381.14	208.66
94925	05/09/2023	03504 ENTERPRISE FLEET MANAGEMENT	COPIER LEASE #1021276-3797919 04/10-05/0	107144189	208.66	45.75
94926	05/09/2023	01844 FERGUSON ENTERPRISES INC	COPIER LEASE #1021276-3734774- 04/12-05/	107134182	45.75	1,998.46
94927	05/09/2023	00124 H D FOWLER CO INC	TRASH REMOVAL SERVICES - RIVERSIDE PARK	9387488-1574-4	1,998.46	519.36
94928	05/09/2023	00124 H D FOWLER CO INC	APRIL 2023- TRASH REMOVAL SERVICES - RIV	9387489-1574-2	519.36	635.72
94929	05/09/2023	02284 K & D SERVICES OF OREGON INC	CUST #488054 TRUCK LEASE 05/01-05/31/23	FBN4747969	635.72	83.36
94930	05/09/2023	04180 MADRONE TECHNOLOGY GROUP INC.	PAINT & TEF TAPE	1514355	83.36	5,136.18
			2 PCS 3280-2	16382875	5,136.18	2,847.75
			15 PCS 1000-00	16382874	2,847.75	2,677.80
			15 PCS 1000-07	16382877	2,677.80	1,262.56
			16 PCS 1520-10	L6382880	1,262.56	108.27
			9 PCS 0590-07	16382886	108.27	101.34
			*9 PCS OD TAPES	16382883	101.34	1,314.95
			0550-07, 0590-07, 0820-07, 0900-07, 0920	L6375681	1,314.95	1,168.80
			WATERWORKS PARTS & MATERIALS - REDLAND	16375687	1,168.80	1,282.13
			9519 74TH~	BILL20741	1,282.13	2,300.00
			MAINTENANCE SUBSCRIPTION	2831	2,300.00	1,328.00
			VOIP MAINTENANCE SUBSCRIPTION	2802	1,328.00	1,210.00
			CONTRACT WORK	2794	1,210.00	1,000.00
			MAINTENANCE SUBSCRIPTION	2829	1,000.00	220.00
			CONTRACT WORK	2795	220.00	165.00
			CONTRACT WORK	2821	165.00	

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			CONTRACT WORK	2790	150.00	6,373.00
94931	05/09/2023	03283 MINUTEMAN PRESS TEAM	BACKFLOW LETTER FIRST MAILING	127869	1,141.00	1,141.00
94932	05/09/2023	00056 OAK LODGE WATER SERVICES DISTR	PAYMENTS FOR SVC TO CRW CUST. IN OAK LOD	05/03/23	6,219.08	6,219.08
94933	05/09/2023	00306 OFFICE DEPOT INC	ACCT#90261180 - ID#38683228 - OFFICE SUP	311034612001	400.17	
			ACCT#90261180 - ID#38683228 - OFFICE SUP	311038692001	39.91	
			ACCT#90261180 - ID#38683228 - OFFICE SUP	311038691001	29.57	469.65
94934	05/09/2023	00373 OREGON AFSCME	VOLUNTARY PAYROLL DEDUCTION: DEFER COMP	PR 05/05/23	1,124.79	1,124.79
94935	05/09/2023	00048 OREGON CITY, CITY OF	PAYMENTS FOR SVC TO CRW CUST. IN OREGON	APRIL 2023	11,196.31	
			PAYMENTS FOR SVC TO CRW CUST. IN OREGON	APRIL 2023	4,201.21	15,397.52
94936	05/09/2023	04492 STORMIE PARRISH	UB Refund Cst #044681	Ref000195120	291.27	291.27
94937	05/09/2023	00021 PGE	WTP MAY 2023	WTP MAY 2023	35,737.37	
			ADMIN APRIL 2023	ADMIN APRIL 2023	2,999.93	38,737.30
94938	05/09/2023	00021 PGE	PUMP STATION MAY 23~	PUMP STATION	19,915.67	19,915.67
94939	05/09/2023	00018 PITNEY BOWES GLOBAL FIN SVC LL	LEASE ACCT #0010797993 03/05/2023 - 06/0	3317414100	385.89	385.89
94940	05/09/2023	03548 RIVER CITY ENVIRONMENTAL INC	9450 SE MANGAN AVE	3242070750	1,459.09	1,459.09
94941	05/09/2023	04493 STEVEN ROMERO	UB Refund Cst #044091	Ref000195121	86.19	86.19
94942	05/09/2023	00024 SOUTH FORK WATER BOARD	WATER PURCHASED - APRIL 2023	APRIL 2023	32,708.54	32,708.54
94943	05/09/2023	00577 SPECIAL DISTRICTS ASSOC OREGON	MAY HEALTH BENEFITS PROGRAM	03-0054042	62,999.13	62,999.13
94944	05/09/2023	00107 UNITED SITE SERVICES INC	PORTABLE REST ROOMS	114-13582994	427.50	427.50
94945	05/09/2023	00107 UNITED SITE SERVICES INC	PORTABLE REST ROOMS	114-13579900	112.50	112.50
94946	05/09/2023	04485 W3GLOBAL	SERVICES OF TRAVIS ANDREWS	31322	3,060.00	3,060.00
94947	05/09/2023	00168 WICHITA FEED & HARDWARE	SMALL TOOLS AND BELTS	10524	56.06	56.06
94948	05/17/2023	00002 AMERICAN FAMILY LIFE ASSURANCE	ACC: 0XNX3 - VOL. PAYROLL DEDUCT MAY PR	814717	1,470.82	1,470.82
94949	05/17/2023	00285 ARAMARK UNIFORM SERVICES INC	ACC. #934649000 - BUILDING MAINT. SUPPLI	5291230613	78.60	78.60
94950	05/17/2023	00283 AWWWA	CHARLIE LINCH	05.10.23	400.00	400.00

Monthly Check History Listing
Clackamas River Water
5/1/2023 to 5/31/2023

Bank code: apbank

Check #	Date	Vendor	Description	Invoice	Amount Paid	Check Total
94951	05/17/2023	03525 BIO-MED TESTING SERVICES INC	PRE-EMPLOYMENT CHECK & MVR	98032	36.00	36.00
94952	05/17/2023	04256 CITY WIDE FACILITY SOLUTIONS	APRIL CLEANING - ADMIN/OPSWTP/PARK AND C CLEANING ADMIN	ST1035000127 ST1035000115	7,958.06 5,559.39	13,517.45
94953	05/17/2023	02555 COMCAST	COMCAST MONTHLY CABLE INTERNET	2099723	253.85	253.85
94954	05/17/2023	03472 CREATIVE FINANCIAL STAFFING	TEMP HR SERVICES: ALICIA COEN	123190227	1,586.70	
94955	05/17/2023	03887 DBA: NAPA AUTO PARTS GENUINE	TEMP HR SERVICES: ALICIA COEN	123180222	1,057.80	2,644.50
94956	05/17/2023	00167 GRAINGER INC	WELDER FUEL LINE REPAIR	4462-409345	43.29	43.29
94957	05/17/2023	00133 LES SCHWAB TIRE CENTERS INC	SAFETY EYEWASH SOLUTION	9665541638	74.57	74.57
94958	05/17/2023	02487 LLC LINESCAPE DIRECTIONAL BORING	WELDER BATTERY	22700823124	138.59	138.59
94959	05/17/2023	04180 MADRONE TECHNOLOGY GROUP INC.	9100 SE MANGAN	6609	550.00	550.00
94960	05/17/2023	00306 OFFICE DEPOT INC	MAINTENANCE SUBSCRIPTION	2830	4,100.00	4,100.00
94961	05/17/2023	01198 PACIFIC OFFICE AUTOMATION	ACCT#90261180 - ID#38683228 - OFFICE SUP	313074143001	76.85	76.85
94962	05/17/2023	04483 READY NORTHWEST LLC	COPIER LEASE ACCT# 1055811323	5024908762	255.00	255.00
94963	05/17/2023	00229 RICOH USA, INC.	EM CONSULTANT GRANT PROJECT	436	600.00	600.00
94964	05/17/2023	03548 RIVER CITY ENVIRONMENTAL INC	COPIER LEASE #1021276-3734774- 04/01-04/ CUST. # 4220490 - ADDITIONAL COPIES 04/0 CUST. # 4220490 - ADDITIONAL COPIES 04/0	5067243330 5067243086 5067242920	212.51 104.56 63.24	380.31
94965	05/17/2023	03394 TEAM ELECTRIC COMPANY	9514 SE 74TH & POT HOLING	321153179	1,459.00	1,459.00
94966	05/17/2023	00107 UNITED SITE SERVICES INC	POWER FOR PARK GATE CAMERA CONDUIT RUN FOR HL 4 VFD	26310 26371	2,889.00 243.00	3,132.00
94967	05/17/2023	00165 UNIVAR SOLUTIONS USA INC	PORTABLE REST ROOMS PORTABLE REST ROOMS PORTABLE REST ROOMS PORTABLE REST ROOMS PORTABLE REST ROOMS CALCIUM HYPOCHLORITE 3" TABS	INV-01665673 INV-01665615 INV-01665622 INV-01663821 INV-01663617 51120156	46.45 46.45 46.45 46.45 46.45 2,725.60	232.25 2,725.60

Monthly Check History Listing
Clackamas River Water
5/1/2023 to 5/31/2023

Bank code: apbank

Check #	Date	Vendor	Description	Invoice	Amount Paid	Check Total
94968	05/17/2023	02854 VERIZON WIRELESS	7089-00001 CELL PHONE CHARGES 04/02-05/0	9933849736	26.34	26.34
94969	05/17/2023	04485 W3GLOBAL	SERVICES OF TRAVIS ANDREWS	31212	3,600.00	
			SERVICES OF TRAVIS ANDREWS	31385	1,440.00	5,040.00
94970	05/17/2023	02247 WHA INSURANCE AGENCY INC	MERP ADMIN FEE APRIL 2023	05/17/23	50.00	50.00
94971	05/30/2023	00285 ARAMARK UNIFORM SERVICES INC	ACC. #934649000 - BUILDING MAINT. SUPPLI	5291238661	78.60	
			ACC. #934649000 - BUILDING MAINT. SUPPLI	5291234914	78.60	157.20
94972	05/30/2023	00283 AWWA	AWWA NW SHORT SCHOOL FOR TWO	AWWA NW SHORT	300.00	300.00
94973	05/30/2023	00304 CANTEL SWEEPING	MAY LOT SWEEPING SERVICES	e25577	260.00	
			MAY LOT SWEEPING SERVICES	E25578	200.00	
			MAY LOT SWEEPING SERVICES	e25579	183.00	643.00
94974	05/30/2023	00317 CDW GOVERNMENT INC.	COMPUTER PERIPHERALS	JP70133	610.88	610.88
94975	05/30/2023	00164 CENTURLINK	ACC# 503-723-6700 962 MAY 2023	5/16-6/16/23	89.65	89.65
94976	05/30/2023	00164 CENTURLINK	ACC# 77563747 - PHONE SERVICES	640408453	0.02	0.02
94977	05/30/2023	03635 CNA SURETY	OR STREET OPENING - CITY OF PORTLAND 07/	62817806- 2023	103.00	103.00
94978	05/30/2023	03472 CREATIVE FINANCIAL STAFFING	TEMP HR SERVICES: ALICIA COEN	123200227	1,947.90	1,947.90
94979	05/30/2023	03218 DIRECT TRANSPORT INC	DELIVERY OF BOARD PACKETS & BUDGET BINDE	304843	44.63	44.63
94980	05/30/2023	03775 FIELD INSTRUMENTS & CONTROLS	2 PH PROBES FOR ENDRESS + HAUSER SYSTEM	INV18540	1,239.58	1,239.58
94981	05/30/2023	00167 GRAINGER INC	2 PCS TRANSFER PUMP	9672076156	1,315.32	
			1/4 HP MOTOR	9654280065	207.13	
			ABSORB PADS FOR SHOP	9688317297	133.93	
			ANTI - SEIZE	9571734707	73.24	
			BATTERIES	9701085012	46.28	
			MINI-BULBS	9695672858	46.05	1,821.95
94982	05/30/2023	04180 MADRONE TECHNOLOGY GROUP INC.	DATA BACKUP MAINT SUB	2867	2,939.00	
			CONTRACT WORK	2836	1,320.00	
			CONTRACT WORK	2854	880.00	
			MAINTENANCE SUBSCRIPTION	2851	200.00	5,339.00

Monthly Check History Listing
Clackamas River Water
5/1/2023 to 5/31/2023

Bank code: apbank

Check #	Date	Vendor	Description	Invoice	Amount Paid	Check Total
94983	05/30/2023	00138 MILWAUKIE, CITY OF	SERVICE TO CLEAN UP	INV00861	302.38	302.38
94984	05/30/2023	00306 OFFICE DEPOT INC	ACCT#90261180 - ID#38683228 - OFFICE SUP	313687459001	416.72	
			ACCT#90261180 - ID#38683228 - OFFICE SUP	313687749001	13.78	
			ACCT#90261180 - ID#38683228 - OFFICE SUP	31687752001	6.49	436.99
94985	05/30/2023	00373 OREGON AFSCME	UNION DUES	PR 05.19.23	1,124.79	1,124.79
94986	05/30/2023	03815 PETROCARD INC	15-100 WATER QUALITY, 2400 EQUIPMENT AND	C154141	1,005.27	1,005.27
94987	05/30/2023	00018 PITNEY BOWES GLOBAL FIN SVC LL	POSTAGE REFILL AND OVERAGE FEE	800-900-0718	1,510.00	1,510.00
94988	05/30/2023	02833 PROCOM TECHNOLOGIES, LLC	INSTALL TWO NEW DATA LINE AT WTP BUILDIN	25737	392.40	392.40
94989	05/30/2023	00151 PROVIDENCE OCCUPATIONAL HEALTH	MEDICAL EXAM	39028	200.00	200.00
94990	05/30/2023	04488 RA SERVICES LLC	BUILDING RESTROOMS	1636	3,005.00	3,005.00
94991	05/30/2023	03996 RH2 ENGINEERING INC	WTP STRUCTURAL & SEISMIC ASSESMENT	90888	496.10	496.10
94992	05/30/2023	00229 RICOH USA, INC.	COPIER LEASE #1021276-3734774- 05/12-06/	107227751	209.06	209.06
94993	05/30/2023	00229 RICOH USA, INC.	COPIER LEASE #1021276-3797919 05/10-06/	107240883	45.75	45.75
94994	05/30/2023	03548 RIVER CITY ENVIRONMENTAL INC	HYDRANT REPLACEMENT # 2204-0232	324380162	1,571.33	
			LAMPHIER LEAK #2204-0256	324741068	897.90	
			14950 SE 82ND DR.	325027850	897.90	3,367.13
94995	05/30/2023	02837 TAURUS POWER & CONTROLS INC	DRIVE FOR HIGH LIFT PUMP #4 ISSUES	13037	587.90	587.90
94996	05/30/2023	00282 TERMINIX INTERNATIONAL INC	9100 SE MANGAN DR- CUST.# 1703007	433605581	106.00	106.00
94997	05/30/2023	02854 VERIZON WIRELESS	ACC.#472115222-00001 CELL PHONE CHARGES	9834575163	1,559.84	
			ACC.#472115222-00002 CELL PHONE CHARGES	9834575164	426.58	1,986.42
94998	05/30/2023	04485 W3GLOBAL	SERVICES OF TRAVIS ANDREWS	31474	2,520.00	2,520.00
94999	05/30/2023	04485 W3GLOBAL	VOIDED	31164	2,340.00	2,340.00
95000	05/30/2023	04485 W3GLOBAL	SERVICES OF TRAVIS ANDREWS	31164	2,340.00	2,340.00

apbank Total: 434,246.46

Monthly Check History Listing

Clackamas River Water
5/1/2023 to 5/31/2023

Bank code: apbank

Check #	Date	Vendor	Description	Invoice	Amount Paid	Check Total
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114 checks in this report

Total Checks: 434,246.46

CLACKAMAS RIVER WATER

Agenda Item – CA-2

REGULAR BOARD MEETING

June 8, 2023

SUBJECT Cash Position and Transfers

DRAFT MOTION	Move to approve the consent agenda
EFFECTIVE DATE	June 8, 2023

**PRINCIPAL STAFF
PERSON**

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

**DOCUMENTS
ATTACHED** None

Agenda Summary

BACKGROUND Cash and Investment Position as of May 31, 2023, is:

	General Checking	LGIP	Total
Balance as of 4/30/2023	\$ 6,265,535	\$ 19,009,009	\$ 25,274,544
Cash receipts	1,202,917	62,573	1,265,490
Payroll	(263,878)		(263,878)
A/P checks	(434,246)		(434,246)
Bond and other electronic payments	-		-
Transfers between accounts	-		-
Balance as of 5/31/2023	<u>\$ 6,770,328</u>	<u>\$ 19,071,582</u>	<u>\$ 25,841,910</u>

CLACKAMAS RIVER WATER

Agenda Item CA- 3

REGULAR BOARD MEETING

June 8, 2023

SUBJECT Board to Consider Approval of Request to Vacate a Public Utility Easement at 16090 S. Sandalwood Rd, TL 22E26C 05700

DRAFT MOTION	I move to approve the vacation of the entire public utility easement at 16090 S. Sandalwood Rd, TL 22E26C 05700, and authorize the General Manager or his designee to confirm the District's action with the property owner.
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EFFECTIVE DATE	June 8, 2023
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PRINCIPAL STAFF PERSON Adam Bjornstedt, Chief Engineer

BOARD ACTION REQUESTED The Board is requested to approve the request to vacate the PUE at the subject property.

DOCUMENTS ATTACHED Exhibit A – Project Location
Exhibit B – Plat with PUE language highlighted

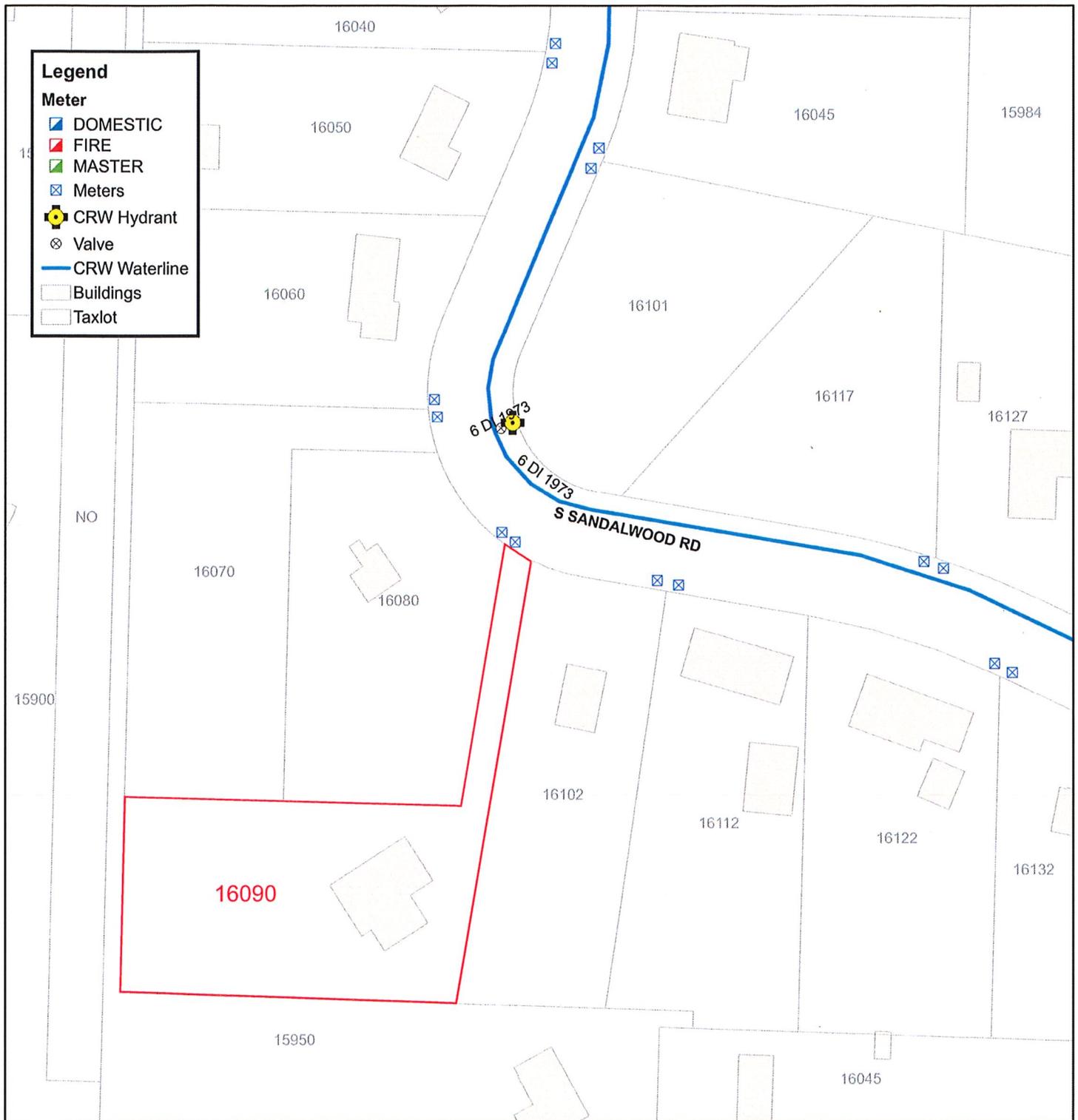
Agenda Summary

BACKGROUND & ANALYSIS The property owner at 16090 S. Sandalwood Rd, TL 22E26C 05700, has requested CRW to vacate a non-exclusive, general public utility easement (PUE) to accommodate a lot line adjustment for private development on this property. In 2018, the Board approved a resolution granting the General Manager the authority to approve PUE abandonments for properties not served/intended to be served by CRW and within city limits, however this property is a CRW customer outside city limits. It is common in some subdivisions to see language designating general PUE areas around the perimeter of a property- which is the case for the subject property.

CRW neither currently utilizes nor intends to utilize the PUE, and therefore it is recommended that the PUE be vacated. With Board approval, the General Manager (or designee) would communicate to the owner in writing of the District's decision to vacate any rights to the PUE.

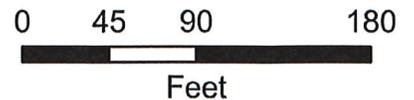
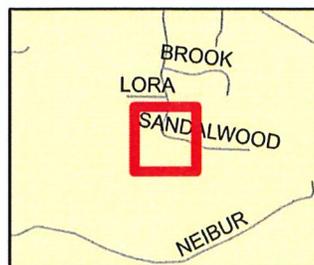
STAFF RECOMMENDATION Approve the request to vacate the public utility easement at 16090 S. Sandalwood Rd, TL 22E26C 05700.

Clackamas River Water - 16090 S Sandalwood Rd



Date: 12/28/2022
 Drawing Name: GIS-Development
 Drawing Location: I:\Documentation\Facility Data
 Drawing By: A. Steele

MAP FOR REFERENCE PURPOSES ONLY
 The information on this map is derived from Clackamas River Water's digital database. However, there may be map errors or omissions. Please contact Clackamas River Water directly to verify map information. Notification of any errors is appreciated.



CLACKAMAS RIVER WATER
 GEOGRAPHIC INFORMATION SYSTEM

16710 SE 82nd Drive - Clackamas, Oregon
 503-722-9220 - www.crwater.com

HOLCOMB CREEK ESTATES NO. 2

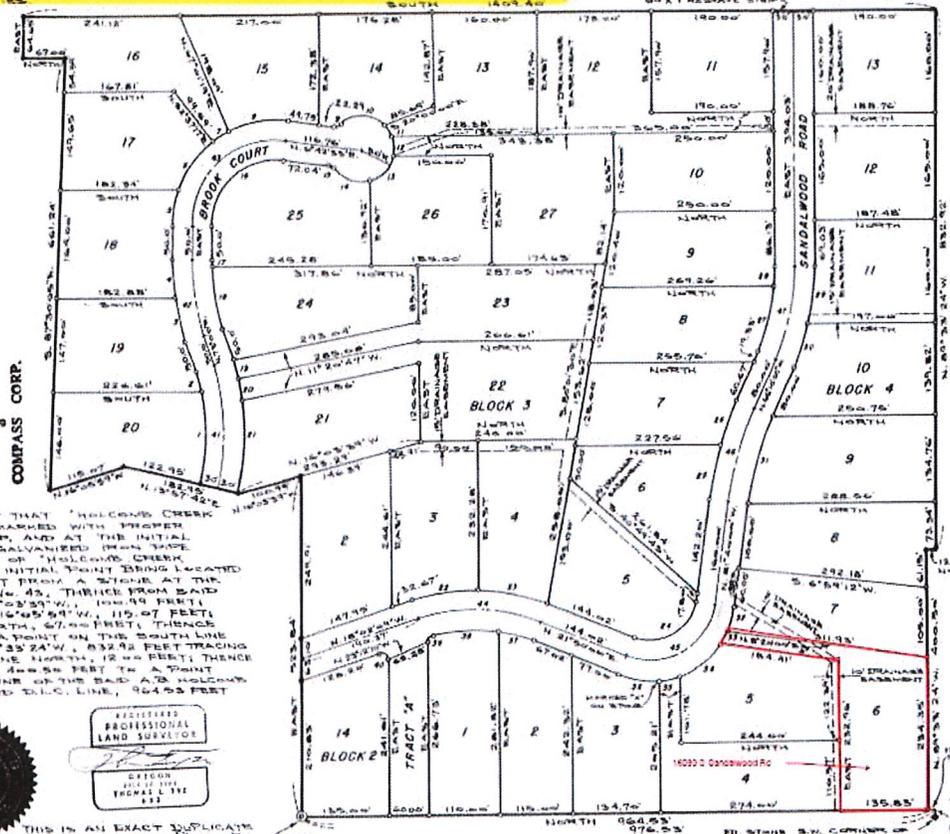
IN THE S.W. 1/4 OF SECTION 26 & THE S.E. 1/4 OF SECTION 27
T.2S., R.2E., W.M.
CLACKAMAS COUNTY, OREGON

SCALE 1" = 100'

FEBRUARY, 1974
TRACT "B"

NO.	BEARING	LENGTH	DELTA	NO.	BEARING	LENGTH	DELTA
1	S26°17'	144.83	26°27'00"	21	S60°00'	70.19	7°35'45"
2	S76°07'	31.37	8°50'42"	22	S60°00'	104.77	18°11'24"
3	S43°00'	70.35	0°12'24"	23	S60°00'	32.50	0°58'36"
4	S43°00'	57.24	7°37'30"	24	S60°00'	91.88	15°28'12"
5	S43°00'	88.04	20°47'05"	25	S60°00'	70.43	16°20'48"
6	S43°00'	88.97	31°50'15"	26	S60°00'	140.67	19°30'00"
7	S43°00'	34.18	16°48'27"	27	S60°00'	27.65	16°30'00"
8	S43°00'	32.44	33°10'54"	28	S60°00'	22.87	10°07'12"
9	S43°00'	8.41	48°11'18"	29	S60°00'	78.64	34°44'54"
10	S43°00'	91.89	22°19'46"	30	S60°00'	30.91	13°37'24"
11	S43°00'	20.60	22°55'06"	31	S60°00'	64.45	28°24'16"
12	S43°00'	30.82	30°19'21"	32	S45°25'	64.88	12°47'48"
13	S43°00'	56.03	04°12'10"	33	S45°25'	103.51	24°08'07"
14	S43°00'	42.43	71°36'14"	34	S45°25'	13.07	24°04'08"
15	S43°00'	8.41	48°11'18"	35	S45°25'	18.84	108°02'08"
16	S43°00'	16.73	92°42'36"	36	S45°25'	192.41	30°57'42"
17	S43°00'	13.84	20°59'54"	37	S45°25'	118.68	17°00'00"
18	S43°00'	76.44	14°50'07"	38	S45°25'	219.43	02°42'36"
19	S43°00'	30.67	45°33'14"	39	S45°25'	111.87	33°22'04"
20	S43°00'	30.67	47°33'14"	40	S45°25'	180.64	103°30'00"
21	S43°00'	147.24	21°50'04"	41	S45°25'	148.79	15°30'00"
22	S43°00'	104.64	14°50'36"	42	S45°25'	147.78	23°50'00"
23	S43°00'	108.10	20°15'34"				
24	S43°00'	126.48	10°30'00"				
25	S43°00'	81.70	8°04'18"				

UTILITY EASEMENT - ALL EASEMENT IS HEREBY TERMINATED AND WITHIN THE 10 FOOT STRIP THEREON AND THE 5 FEET ON EACH SIDE AND BEYOND IS BEING SET ASIDE FOR THE PURPOSES OF INSTALLATION AND MAINTENANCE OF UTILITIES.



- Ø DENOTES 9/16" DIA. IRON ROD SET
- DENOTES 3/4" DIA. IRON ROD BOUND UNLESS OTHERWISE NOTED

CERTIFICATE

I, THOMAS L. TYLE, BEING FIRST DULY SWORN, SAY THAT 'HOLCOMB CREEK ESTATES NO. 2' WAS CORRECTLY SURVEYED AND MARKED WITH PROPER MONUMENTS AS REPRESENTED IN THE ANNEXED MAP, AND AT THE INITIAL POINT OF SAID SURVEY A 2 INCH DIAMETER GALVANIZED IRON ROD WAS FOUND AND ACCEPTED AT THE INITIAL POINT OF 'HOLCOMB CREEK ESTATES' A DULY RECORDED SUBDIVISION, SAID INITIAL POINT BEING LOCATED S. 81°23'41" E., 12.00 FEET AND NORTH, 176.53 FEET FROM A STAKE AT THE SOUTHWEST CORNER OF THE A.B. HOLCOMB D.L.C. No. 45, THENCE FROM SAID INITIAL POINT EAST, 523.64 FEET; THENCE N. 16°02'54" W., 100.49 FEET; THENCE N. 15°07'42" E., 182.95 FEET; THENCE N. 16°05'59" W., 115.07 FEET; THENCE S. 87°50'05" E., 607.28 FEET; THENCE NORTH, 67.00 FEET; THENCE EAST, 64.00 FEET; THENCE SOUTH 140.40 FEET TO A POINT ON THE SOUTH LINE OF THE A.B. HOLCOMB D.L.C. No. 43, THENCE N. 81°23'24" W., 332.93 FEET TRACING SAID D.L.C. LINE; THENCE SOUTHWEST TO SAID D.L.C. LINE NORTH, 12.00 FEET; THENCE N. 81°23'24" W. AND PARALLEL TO SAID D.L.C. LINE, 49.56 FEET TO A POINT WHICH IS LOCATED 12.00 FEET EAST OF THE WEST LINE OF THE SAID A.B. HOLCOMB D.L.C. No. 43; THENCE NORTH AND PARALLEL TO SAID D.L.C. LINE, 264.00 FEET TO THE INITIAL POINT.

SWORN AND SWORN TO BEFORE ME THIS 15th DAY OF April, 1974.
 Notary Public for Oregon
 My Commission Expires



REGISTERED PROFESSIONAL LAND SURVEYOR
 THOMAS L. TYLE
 432

THIS IS AN EXACT DUPLICATE OF THE ORIGINAL PLAT OF 'HOLCOMB CREEK ESTATES NO. 2'

EXHIBIT B

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

June 8, 2023

SUBJECT Consider Approval of Resolution 14-2023 Adoption of Biennial (BN) Budget and Make Appropriations for BN 2023-2025

DRAFT MOTION	Move to approve Resolution No. 14-2023, adopting the budget and making appropriations for the 2023-2025 biennium.
EFFECTIVE DATE	July 1, 2023

PRINCIPAL STAFF PERSON Todd Heidgerken, General Manager and Budget Officer

BOARD ACTION REQUESTED Consider Resolution No. 14-2023, Adopting the Budget and Making Appropriations for the 2023-2025 Biennium

DOCUMENTS ATTACHED Exhibit A - Resolution No. 14-2023
Exhibit B - General Fund Details Form LB-31 (as proposed to the budget committee)
Exhibit C – Form LB-1 as sent to Pamplin Media and used on the website

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 27, 2023, which was noticed according to ORS 294.426 and open to the public. The Budget Committee approved the 2023-2025 Biennium Proposed Budget as proposed with the addition of \$40,000 added to Capital Outlay to support the optional leak detection project discussed during the Budget Committee Meeting. This addition increased the Capital Outlay amount in the General Fund (Form LB-31, Exhibit 2) from \$2,239,500 to \$2,279,500. The Budget Committee declared “No Tax Levy” as required for the 2023-2025 Biennium Budget.

The Budget Hearing and Financial Summary (Form LB-1, Exhibit 3) were published in the Clackamas Review on May 31. The Budget Hearing was

held just as part of this Board meeting. Testimony provided during the public hearing shall be considered 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 2023-2025 budget as approved by the budget committee on April 27, 2023.

**STAFF
RECOMMENDATION**

Staff recommends approval of Resolution No. 14-2023, adopting the budget and making appropriations for the 2023-2025 biennium.

CLACKAMAS RIVER WATER

RESOLUTION No. 14-2023

A RESOLUTION FOR ADOPTING THE BUDGET AND MAKING APPROPRIATIONS FOR CLACKAMAS RIVER WATER FOR THE 2023-2025 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 2023-2025 biennial period; and,

WHEREAS, on April 27, 2023, following public notice and meetings thereon, the duly appointed and authorized Budget Committee approved the biennial budget proposed for the 2023-2025 period, on file at the District office, and recommended adoption by the Board of Commissioners; and,

WHEREAS on April 27, 2023, 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 2023-2025 period; and,

WHEREAS, on June 8, 2023 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 for BN 2023-2025 in the total sum of \$70,410,300 now on file at the district office as required by ORS 294.556.

Section 2: That the amounts for the biennium beginning July 1, 2023, and for the purposes shown below are hereby appropriated as follows:

GENERAL FUND	
Appropriations:	
Personnel Services	\$ 13,910,000
Materials & Services	11,389,000
Capital Outlay	2,279,500
Interfund Transfers	6,475,300
Operating Contingency	<u>1,000,000</u>
Appropriation Total (General Fund)	\$ 35,053,800

(Continued on next page)

CAPITAL RESERVE FUND
Interfund Transfers Appropriation \$ 8,940,000

CAPITAL IMPROVEMENT PROJECTS FUND
Capital Outlay Appropriation \$ 9,940,000

REVENUE BOND FUND
Debt Service Appropriation \$ 2,475,300

SYSTEM DEVELOPMENT CHARGES RESERVE FUND
Interfund Transfers Appropriation \$ 1,000,000

TOTAL APPROPRIATIONS: \$ 57,409,100
Unappropriated Ending Fund and Reserved for
Future Expenditures \$ 13,001,200
Total Budget \$ 70,410,300

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 8th day of June 2023.

Sheryl French, Board President

Naomi Angier, Board Secretary

EXHIBIT B
GENERAL FUND DETAILED REQUIREMENTS
LB-31

4/26/2023

HISTORICAL DATA (Biennial)			Description of Resources and Requirements	BIENNIAL BUDGET FOR 2023-2025		
BN 17-19 ACTUAL	BN 19-21 ACTUAL	BN 21-23 BUDGET		PROPOSED BUDGET	INCREASE (DECREASE)	PERCENT CHANGE
Personnel Services:						
\$ 5,842,559	\$ 6,429,270	\$7,496,200	Salaries	\$8,513,000	\$ 1,016,800	13.56%
3,213,319	3,553,789	4,577,100	Benefits and taxes	5,397,000	819,899	17.91%
\$ 9,055,877	\$ 9,983,059	\$ 12,073,300	PERSONNEL SERVICES TOTAL	\$ 13,910,000	\$ 1,836,699	15.21%
Materials & Services:						
334,585	448,792	478,800	Customer Services	590,200	111,400	23.27%
705,165	764,518	972,100	Equipment	1,077,650	105,550	10.86%
481,805	702,110	797,000	Facilities & Security	1,068,400	271,400	34.05%
750,446	893,632	1,046,900	General Administration	1,134,000	87,100	8.32%
355,866	347,880	423,000	Materials	465,900	42,900	10.14%
105,989	100,294	171,700	Office	182,300	10,600	6.17%
157,529	142,608	350,600	Other Support Costs	393,200	42,600	12.15%
(970,198)	(400,050)	(643,700)	Overhead Reimbursement (CIP Fund)	(704,000)	(60,300)	9.37%
1,258,020	1,675,274	1,821,600	Professional & Contracted Services	2,030,400	208,800	11.46%
1,451,296	1,557,595	1,857,400	Utilities	2,286,100	428,700	23.08%
2,077,680	2,244,328	2,215,300	Water Purchases & Treatment	2,864,850	649,550	29.32%
6,708,182	8,476,982	9,490,700	MATERIALS & SERVICES TOTAL	11,389,000	1,898,300	20.00%
Capital Outlay:						
143,272	240,109	-	Land	100,000	100,000	N/A
300,582	91,809	950,000	Improvements	1,069,500	119,500	12.58%
153,825	182,255	288,500	Vehicles	191,000	(97,500)	-33.80%
506,550	538,294	328,000	General Equipment & Tools	260,000	(68,000)	-20.73%
57,989	-	-	Laboratory Equipment	-	-	N/A
42,148	149,077	82,800	Computer Equipment	299,000	216,200	261.11%
42,982	106,200	150,000	Other	320,000	170,000	113.33%
1,247,347	1,307,744	1,799,300	CAPITAL OUTLAY TOTAL	2,239,500	440,200	24.47%
17,011,406	19,767,784	23,363,300	DEPARTMENT TOTALS	27,538,500	4,175,200	17.87%
Transfers & Contingency:						
3,385,750	3,390,675	2,477,000	To Revenue Bond Fund	2,475,300	(1,700)	-0.07%
-	-	-	To CRWSC Activity Fund	-	-	N/A
4,000,000	4,000,000	4,000,000	To Capital Reserve Fund	4,000,000	-	0.00%
-	-	1,000,000	General Operating Contingency	1,000,000	-	0.00%
7,385,750	7,390,675	7,477,000	TRANSFERS & CONTINGENCY TOTAL	7,475,300	(1,700)	-0.02%
7,735,747	8,922,471	4,437,200	UNAPPROPRIATED FUND BALANCE	4,778,950	341,750	7.70%
\$ 32,132,903	\$ 36,080,930	\$ 35,277,500	TOTAL GENERAL FUND BUDGET	\$ 39,792,750	\$ 4,515,251	12.80%

EXHIBIT C

FORM LB-1

NOTICE OF BUDGET HEARING

A public meeting of the Clackamas River Water Board of Commissioners will be held on June 8, 2023 at 6:00 pm. The purpose of this meeting is to discuss the budget for the biennium beginning July 1, 2023 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.CR WATER.COM. This budget is for a biennial budget period. This budget was prepared on a basis of accounting that is the same as the preceding year.

Contact: Todd Heidgerken

Telephone: (503) 722-9220

Email: theidgerken@crwater.com

FINANCIAL SUMMARY - RESOURCES

TOTAL OF ALL FUNDS	Actual Amount		Adopted Budget	Approved Budget
	Prior Biennium 2019- 2021	This Biennium 2021 - 2023		Next Biennium 2023 - 2025
Beginning Fund Balance/Net Working Capital	20,415,825	19,213,000		21,372,000
Interfund Transfers / Internal Service Reimbursements	15,080,685	14,614,000		16,415,300
All Other Resources Except Current Year Property Taxes	30,380,650	30,052,000		32,623,000
Total Resources	65,877,160	63,879,000		70,410,300

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION

Personnel Services	10,699,268	12,209,300	13,910,000
Materials and Services	8,118,480	9,583,300	11,389,000
Capital Outlay	7,178,689	8,087,300	12,219,500
Debt Service	3,390,675	2,477,000	2,475,300
Interfund Transfers	15,080,685	14,614,000	16,415,300
Contingencies	0	1,000,000	1,000,000
Unappropriated Ending Balance and Reserved for Future Expenditure	21,409,363	15,908,100	13,001,200
Total Requirements	65,877,160	63,879,000	70,410,300

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	4,713,240	4,922,800	5,893,450
FTE	5.8	6.8	7.8
Water Resources Department	6,617,113	7,962,400	9,549,300
FTE	10.0	11.0	11.0
System Operations Department	5,673,730	7,354,900	8,387,900
FTE	18.0	18.0	19.0
Engineering Department	0	0	0
FTE	0.0	0.0	0.0
Finance, Accounting and Customer Services Department	2,775,222	3,123,200	3,761,850
FTE	8.0	8.0	8.0
CRWSC Activity Fund	200,769	228,600	0
FTE	0.0	0.0	0.0
Not Allocated to Organizational Unit or Program	45,897,086	40,287,100	42,817,800
FTE	0.0	0.0	0.0
Total Requirements	65,877,160	63,879,000	70,410,300
Total FTE	41.8	43.8	45.8

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING *

The total 2023-2025 biennial budget is up by 10.2%, or \$6,531,300, over the 2021-2023 adopted biennial budget.

Resources: The District's beginning fund balance increased by \$2,159,000, or 11.2% from the 2021-2023 biennium. Interfund transfers increased by 12.3%, or \$1,801,300 over the 2021-23 adopted budget. The increase is due to the increase in transfers to the Capital Reserve Fund offset by the elimination of transfers related to the CRWSC activity fund. Other resources increased by 8.6% also due to the resources related to the closing of the CRWSC fund. This budget includes the 6.0% rate increase in September 2023 and anticipates a rate hearing in 2024.

Requirements: Personnel services increased 13.9% or \$1,700,700. Materials and Services increased 18.8% or \$1,805,700.

FTE's: The total FTE's increased by 2 from the 2021-2023 biennium. An Administrative Coordinator and a Water Works Mechanic was added to the FY2023-25 budget.

Materials & Services: Increase is mainly related to cost increases in water purchases and chemicals, increases for utilities, and improvements to facilities and security.

STATEMENT OF INDEBTEDNESS

LONG TERM DEBT	Estimated Debt Outstanding on July 1.	Estimated Debt Authorized, But Not Incurred on July 1.
Other Bonds	\$17,360,000	\$22,640,000
Total	\$17,360,000	\$22,640,000

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

June 8, 2023

SUBJECT Consider Approval of Resolution No. 15-2023 Approve Utility Billing Bad Debt Write-off for FY 2022-23, Uncollectible Water Bills

DRAFT MOTION	Move to approve Resolution No. 15-2023 Bad Debt Write-off for FY 2022-23, Uncollected Water Bills.
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EFFECTIVE DATE	June 30, 2023
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PRINCIPAL STAFF PERSON Todd Heidgerken, General Manager

BOARD ACTION REQUESTED Consider Resolution No. 15-2023 to write off uncollectible bad debt on utility billing (UB) accounts.

DOCUMENTS ATTACHED Exhibit A - Resolution No. 15-2023 with Bad Debt List Attachment

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, final bill is sent.
- 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 is one (1) account in bankruptcy for bad debt write-off for FY 2022-23.

Bad debts are divided into three types or groups: bankrupt, commercial/industrial, and residential. Commercial accounts 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 \$22,669.01 of write offs on 68 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 percentage of bad debts for write off is just over 0.15% of total retail water sales of nearly \$15,000,000 for the FY 22 period.

Accounts in the bad debt write off (accounts closed prior to or on 06/30/2022) include:

- Bankruptcy – 1 account for \$ 661.26
- Commercial/industrial – 6 accounts for \$ 2,213.16
- Residential – 61 accounts for \$ 19,794.59

Although the number of accounts is comparable to last year, the amount of this year's bad debt write off is much higher than previous years. A primary factor for this is that we have accounts that had incurred much higher balances when shut offs were suspended during the COVID pandemic. Prior to this year, the highest bad debt write-off amount was \$17, 088.

Collection on CRW utility billing accounts remains high through repeated notices requesting payment, direct phone calls, and tracking customers within district boundaries. CRW will continue to pursue collections, and work with a collection agency that works on behalf of CRW even though accounts have been written off.

CLACKAMAS RIVER WATER

EXHIBIT A

RESOLUTION No. 15-2023

BAD DEBT WRITE-OFF FOR FY 2022-2023
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 \$22,669.01 for fiscal year 2022-23 as bad debts.

ADOPTED by the Clackamas River Water Board of Commissioners on this 8th day of June 2023.

Sheryl French, Board President

Naomi Angier, Board Secretary

Account #	Account Type	Account Status	Address	Account balance due	Closed Date
015646-04	Fire Service	Collections	15484 SE PIAZZA AVE	\$1,307.14	7/25/2021
006500-04	Commercial	Collections	15484 SE PIAZZA AVE	\$425.71	8/10/2021
011225-01	Commercial	Idle	8315 SE SUNNYSIDE RD	\$181.03	10/9/2020
032402-00	Commercial	Meter Pulled	15610 SE 135TH AVE	\$37.95	6/21/2022
006462-06	Industrial	Closed	13499 SE HIGHWAY 212	\$261.33	1/19/2022
			Commercial Total	\$2,213.16	
009567-11	Residential North	Bankrupt	8189 SE CLACKAMAS RD	\$661.26	1/13/2022
			Residential North Total (Bankrupt)	\$661.26	
013411-04	Residential North	Annexed Milwaukie	5911 SE WILLOW ST	\$39.19	1/31/2022
012820-07	Residential North	Closed	6284 SE ALDER PL	\$135.33	4/25/2022
006529-03	Residential North	Closed	9826 SE CLACKAMAS RD	\$145.06	6/23/2022
009170-02	Residential North	Closed	6694 SE MOLT ST	\$34.87	6/1/2022
027821-08	Residential North	Closed	7670 SE MCBRIDE ST	\$516.23	8/10/2021
028300-02	Residential North	Closed	9595 SE LINWOOD AVE	\$216.05	8/2/2021
030750-06	Residential North	Closed	7401 SE LAMPHIER ST	\$169.78	7/31/2021
030932-08	Residential North	Closed	7611 SE JOHNSON CREEK BLVD	\$300.32	10/13/2021
006334-09	Residential North	Collections	16760 SE ROBERT AVE	\$226.54	3/9/2022
007067-05	Residential North	Collections	17135 HANNEMAN CT	\$96.60	1/23/2022
007195-06	Residential North	Collections	8611 SE STRAWBERRY LN	\$112.90	4/11/2022
007364-03	Residential North	Collections	7856 SE JENNINGS AVE	\$364.46	10/13/2021
007717-07	Residential North	Collections	15540 SE KASLIN CT	\$54.09	7/12/2021
008407-13	Residential North	Collections	16044 SE LARK AVE	\$272.58	3/16/2022
009272-07	Residential North	Collections	7969 SE BRENTWOOD CT	\$391.49	11/18/2021
009702-05	Residential North	Collections	7373 SE CLACKAMAS RD	\$221.74	5/5/2022
011696-02	Residential North	Collections	7611 SE HARMONY RD	\$252.82	12/16/2021
012481-08	Residential North	Collections	10005 SE 70TH AVE	\$85.94	5/20/2022
012920-10	Residential North	Collections	6701 SE HALE ST	\$124.86	6/9/2022
013687-09	Residential North	Collections	8687 SE 57TH AVE	\$525.43	11/12/2021
014567-02	Residential North	Collections	7606 SE LAMPHIER ST	\$1,152.18	12/16/2021
014873-04	Residential North	Collections	8539 SE GRAY ST	\$405.56	12/16/2021
015402-03	Residential North	Collections	7733 SE CLACKAMAS ST	\$145.24	12/22/2021
017192-08	Residential North	Collections	8221 SE GRAY ST	\$446.31	10/13/2021
017889-09	Residential North	Collections	10900 SE CEDAR RIDGE CT	\$284.67	7/2/2021
018255-02	Residential North	Collections	7117 SE PAMRICK LN	\$53.32	7/16/2021
018358-04	Residential North	Collections	7920 SE KING RD	\$103.94	8/25/2021
018419-02	Residential North	Collections	8615 SE ROOTS RD	\$715.22	7/26/2021
018456-08	Residential North	Collections	13022 SE KUEHN RD	\$435.97	12/25/2021
019010-15	Residential North	Collections	6440 SE LAURA ST	\$144.08	7/7/2021
020626-12	Residential North	Collections	8855 SE FULLER RD	\$403.12	12/16/2021
020659-18	Residential North	Collections	7218 SE ELDORADO CT	\$257.56	12/2/2021
021446-02	Residential North	Collections	15360 SE 94TH AVE	\$275.92	1/5/2022
022000-08	Residential North	Collections	7141 SE MABEL AVE	\$182.74	3/17/2022
025000-09	Residential North	Collections	7412 SE MICHAEL DR	\$192.02	6/25/2022
025862-06	Residential North	Collections	8910 SE 72ND AVE	\$600.09	9/20/2021
026078-06	Residential North	Collections	9941 SE CITADEL ST	\$196.48	12/16/2021
027427-07	Residential North	Collections	7212 SE MABEL AVE	\$909.78	7/20/2021
027830-18	Residential North	Collections	6460 SE LAURA AVE	\$169.96	1/25/2022
028792-04	Residential North	Collections	7622 SE THOMPSON CT	\$454.20	10/16/2021
029095-07	Residential North	Collections	14819 SE PRIMROSE AVE	\$72.49	12/28/2021
029342-08	Residential North	Collections	8411 SE HINKLEY AVE	\$552.77	7/7/2021
029654-01	Residential North	Collections	6830 SE BREHAUT ST	\$125.89	6/25/2022
029701-00	Residential North	Collections	8415 SE HINKLEY AVE	\$79.45	5/4/2022
030835-05	Residential North	Collections	9708 SE 75TH AVE	\$131.41	10/31/2021
031125-09	Residential North	Collections	7867 SE OVERLAND ST	\$31.96	3/17/2022
031288-09	Residential North	Collections	17123 SE 82ND DR	\$113.16	6/1/2022
031595-00	Residential North	Collections	5756 SE THIESSEN RD	\$123.32	8/25/2021
032048-01	Residential North	Collections	9906 SE 70TH AVE	\$74.14	4/11/2022
032385-01	Residential North	Collections	6460 SE OVERLAND ST	\$471.38	2/9/2022
			Residential North Total	\$13,590.61	
021090-10	Residential South	Closed	11442 S SOUTH END CT	\$97.48	11/18/2021
001256-07	Residential South	Collections	15715 S HATTAN RD	\$64.82	4/25/2022
001685-08	Residential South	Collections	17921 S DICK DR	\$54.00	7/27/2021
003274-14	Residential South	Collections	22035 S DANS AVE	\$361.88	6/1/2022
003689-08	Residential South	Collections	18354 S HOLLY LN	\$222.83	8/20/2021
003832-06	Residential South	Collections	21071 S WILSON CT	\$121.26	5/31/2022
004850-07	Residential South	Collections	18747 S TERRY MICHAEL DR	\$138.06	1/14/2022
006042-07	Residential South	Collections	15405 S LAMMER RD	\$274.64	3/4/2022
019250-00	Residential South	Collections	16472 S ARROWHEAD DR	\$4,331.28	12/8/2020
024497-02	Residential South	Collections	16631 S RACHEL CT	\$176.11	10/5/2021
025485-07	Residential South	Collections	10901 S FOREST RIDGE RD	\$237.84	6/2/2022
030633-05	Residential South	Collections	20669 S MONPANO OVERLOOK DR	\$123.78	3/1/2022
			Residential South Total	\$6,203.98	
			Grand Total	\$22,669.01	

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

June 8, 2023

SUBJECT Management Report

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PRINCIPAL STAFF PERSON Todd Heidgerken

DOCUMENTS ATTACHED

Table of Contents

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

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

5. **Emergency Management Update:** CRW is finalizing revisions on our Natural Hazard Mitigation Plan, which qualifies CRW for FEMA grants, which we have received two of. Coordination with Clackamas County is underway for this project.
6. **Safety Update:** Respiratory protection training is coming for Water Resources and System Operations staff. As soon as the equipment arrives, the training will be scheduled. Hearing protection measurements will be conducted over the summer for Water Resources and SysOps Departments. Updating chemical signs in the Water Treatment Plant for our large volume chemical storage is also being completed. These updates will be in time for June's training that will focus on Chemical Labeling and Risk Communications. We will be doing the online course and having a 15-minute CRW specific training at the June 8 All Staff meeting.
7. **Security Update:** First stage of security improvements, analog lock/key replacements are pushed back into July/August due to supply chain issues. After the lock updates, digital card readers will be converted to a new platform, new badges issued, intercoms at WTP upgraded, expanded electronic badge/cameras to pump stations/reservoirs. The Riverside Park resource officer has begun summer patrols.
8. **Looking Ahead:**
 - CRW Offices are closed Monday, June 19 to Observe the Juneteenth Holiday
 - The agenda setting meeting for the July Board meeting will be held on Thursday, June 29 at 9am
 - The CRW Regular July Board Meeting will be held on Thursday, July 20 at 6pm

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

June 8, 2023

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 Commissioner Reimbursement Requests

Agenda Summary

BACKGROUND

POSTED
4/12/2023

CLACKAMAS RIVER WATER

Commissioner Request for Reimbursement

Month March 2023

Commissioner's Name Naomi Angier Please Print

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

Total \$ 50.00

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

Total \$ _____

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

Total \$ _____

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

Total \$ _____

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

Total \$ _____

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

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

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 _____ Commissioner's Signature

For Accounting:		
Payroll: Taxable \$ _____	Non-Taxable \$ _____	entered P/R _____
Accounts Payable: VENDOR # _____	ACCT# <u>01.601.5730</u>	AMOUNT \$ _____ Entered AVP _____
Board: Reimbursement as of _____		

 4-11-2023
 CFO Date

CLACKAMAS RIVER WATER

Commissioner Request for Reimbursement

Month May 2023

Commissioner's Name: Sherry French Please Print

Date	Meetings	Amount
	CRW Regular Board Meeting -	\$ 50
	CRW Work Session	\$
	Miscellaneous Meeting <u>C4 5/4/23</u>	\$ 50
	<u>Oak Lodge 5/10/23</u>	\$ 50
	<u>5/24 Oak Lodge - MPAC</u>	\$ 50
	<u>5/25 Agenda</u>	\$ 50

Total \$ 250

Date	Meals	Amount
		\$
		\$
		\$
		\$

Total \$ _____

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

Total \$ _____

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

Total \$ _____

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

Total \$ _____

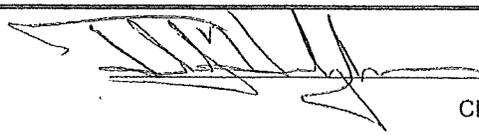
- * Mileage \$. _____ per mile
- ** Lodging bills must be attached in support of reimbursement request
- *** Miscellaneous expenses to be supported with bills where possible

Total Expenses \$ _____
Adjustments \$ _____
Amount Due Commissioners \$ 250

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 \$ _____	Non-Taxable \$ _____	entered P/R _____	
Accounts Payable: VENDOR # _____	ACCT# <u>01.601.5730</u>	AMOUNT \$ _____	Entered A/P _____
Board: Reimbursement as of _____			


 CFO Date 5-25-2023

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

June 8, 2023

SUBJECT Election of Board Officers

DRAFT MOTION	Move to nominate _____ for Board President
	Move to nominate _____ for Board Secretary
	Move to nominate _____ for Board Treasurer

EFFECTIVE DATE July 1, 2023

PRINCIPAL STAFF PERSON CRW Board

Agenda Summary

BACKGROUND

Section 2.2 of the CRW Board policies provides that in the event that there will be no change in the Board’s membership on July 1 of a given year, the Board may, at its discretion, elect officers during a regular meeting in June of that year. The terms would be effective at the beginning of the first meeting in July. The officers of the Board are President, Secretary and Treasurer. Duties for each of these positions are described in Sections 2.3, 2.4, and 2.5 of the board policies.

Commissioners are nominated and elected to these positions by motion. Currently, for Fiscal Year 2022-2023, the officers are:

- Sherry French, President
- Naomi Angier, Secretary
- Tessah Danel, Treasurer

The board will elect officers for each position



Budget Hearing Biennium 2023-2025

Todd Heidgerken
General Manager and Budget Officer
June 8, 2023

Strategic Plan - Goals

The District's strategic plan has guided our preparation of this Budget. The Board of Commissioners approved the refreshed mission, vision and values and the three strategic goals at their October 2020 meeting.

Ensure a reliable water supply for the communities we serve by investing in infrastructure and emergency preparedness

Be a water district of choice for attracting, developing, and retaining highly qualified workforce by providing a safe, healthy, rewarding environment that values employees.

Heighten public awareness of the District's role in enhancing public health, community vitality, and economic growth.

Budget Message

- Strategic Planning
 - Ensure a reliable water supply for the communities we serve by investing in infrastructure and emergency preparedness
- Implications to this Budget
 - Robust capital improvement planning drives our CIP budget for this biennium and the next two budget cycles. (More specifics will be shared in the CIP presentation).
 - Emergency preparedness is considered in response to the America's Water Infrastructure Act assessment.
 - Significant costs increases for operational expenses to produce and deliver water to our customers.

Budget Message

- Strategic Planning

- Be a water district of choice for attracting, developing, and retaining highly qualified workforce by providing a safe, healthy, rewarding environment that values employees.

- Implications to this Budget

- Increased training dollars to provide opportunities for employee development.
- Continue staff planning for retirement of key personnel and filling new positions.
- Continue enhanced communication to employees and allow ability for feedback

Budget Message

- Strategic Planning
 - Heighten public awareness of the District's role in enhancing public health, community vitality, and economic growth.
- Implications to this Budget
 - Define and address the need and role for public outreach and communication
 - Continued participation with regional partners such as Clackamas River Water Providers (Conservation, Youth Education) and the Regional Water Providers Consortium (Emergency Planning, Conservation).

Approved Budget

Approved Budget:

- General Fund Appropriations
 - Personnel Services - \$13,910,000
 - Materials & Services - \$11,389,000
 - Capital Outlay - \$2,279,500 (includes leak detection project)
 - Transfers Out - \$6,475,300 for Capital Reserve and Revenue Bond (Debt Service) Funds
 - Operating Contingency - \$1,000,000

Approved Budget

Approved Budget:

- Capital Improvement Projects (CIP) Fund Appropriations
 - Capital Outlay - \$9,940,000 – fourteen projects
- SDC Reserve Fund Appropriations - \$1,000,000
- Revenue Bond Fund Appropriations - \$2,475,300

Budget Hearing

- Public Comment

Any member of the public that would like to comment at this time are asked to do the following:

- If in person, please complete the sign in sheet
- If joining virtually, please use the “Chat” feature in Zoom to let us know.
- Public comment is limited to three minutes unless extended by the Board

- Motion to Close Budget Hearing and Reconvene Regular Meeting



Clackamas River Water

Monthly Update

June 2023



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Purchase Order Report- May 2023

Purchase Order Report - May 2023

Vendor: 00094 - GFS CHEMICALS INC.

PO #	Description	Total Amount
23-0134	TURBIDITY STANDARDS	404.20

Vendor: 00165 - UNIVAR SOLUTIONS USA INC

PO #	Description	Total Amount
23-0122	CALCIUM HYPOCHLORITE 3" TABS	2,725.60

Vendor: 01376 - BUD'S CRANE SERVICE INC

PO #	Description	Total Amount
23-0136	BLANKET PO - CRANE SERVICE	3,000.00

Vendor: 01541 - HARRIS WORKSYSTEMS

PO #	Description	Total Amount
23-0127	ERGONOMIC CHAIR - TAYLOR, C.	1,302.65

Vendor: 01653 - NORTHSIDE FORD TRUCK SALES INC

PO #	Description	Total Amount
23-0138	BLANKET PO FOR VEHICLE SERVICE AND REPAIR	3,000.00

Vendor: 01844 - FERGUSON ENTERPRISES INC

PO #	Description	Total Amount
23-0123	12" INSERTION VALVE	16,800.00

Vendor: 02246 - CONCRETE SAWING COMPANY INC

PO #	Description	Total Amount
23-0133	CONCRETE DRAINAGE CUTS - TOP OF CLEARWELL	2,025.00

Vendor: 02319 - NURNBERG SCIENTIFIC

PO #	Description	Total Amount
23-0137	LABORATORY INCUBATOR	3,542.14

Vendor: 03212 - EVOQUA WATER TECHNOLOGIES, LLC

PO #	Description	Total Amount
23-0126	ANNUAL DI WATER SYSTEM MAINTENANCE	5,000.00

Vendor: 03775 - FIELD INSTRUMENTS & CONTROLS

PO #	Description	Total Amount
23-0121	30" MAG FLOW METER	22,708.72

PO #	Description	Total Amount
23-0130	2 PH PROBES FOR ENDRESS + HAUSER SYSTEM	1,237.58

Vendor: 04138 - THE CHARLES MACHINE WORKS

PO #	Description	Total Amount
23-0135	(2) UNDERGROUND LINE LOCATORS	8,597.84

PO #	Description	Total Amount
23-0128	Rebuild Low Lift Pump #3	50,000.00

Vendor: 04250 - CIMCO-GC SYSTEMS, LLC, DBA GC SYSTEMS

PO #	Description	Total Amount
23-0132	3/8" CLA-VAL CRD Reducing Pilot, Bronze	680.00

Vendor: 04320 - CHOWN INC

PO #	Description	Total Amount
23-0124	CRW FACILITIES LOCK & KEY CONVERSION	18,855.21

Vendor: 04386 - SWIFTCOMPLY US OPCO INC

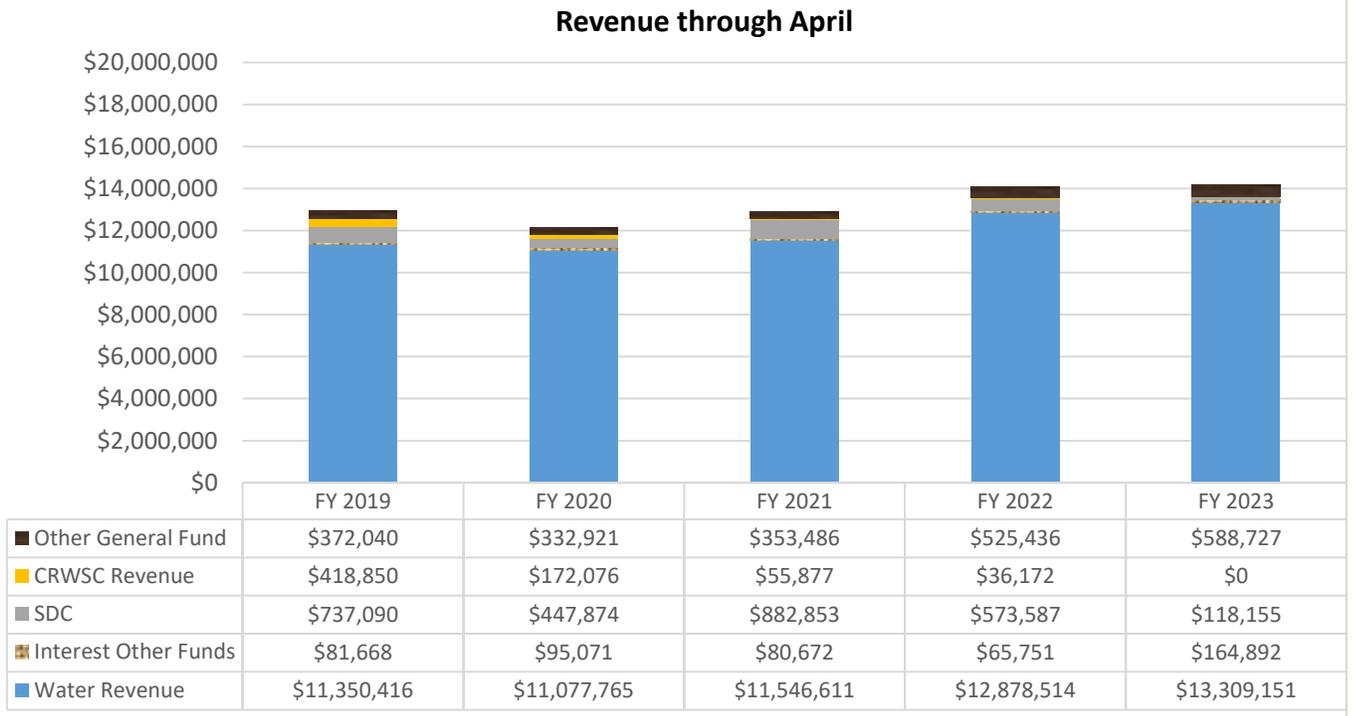
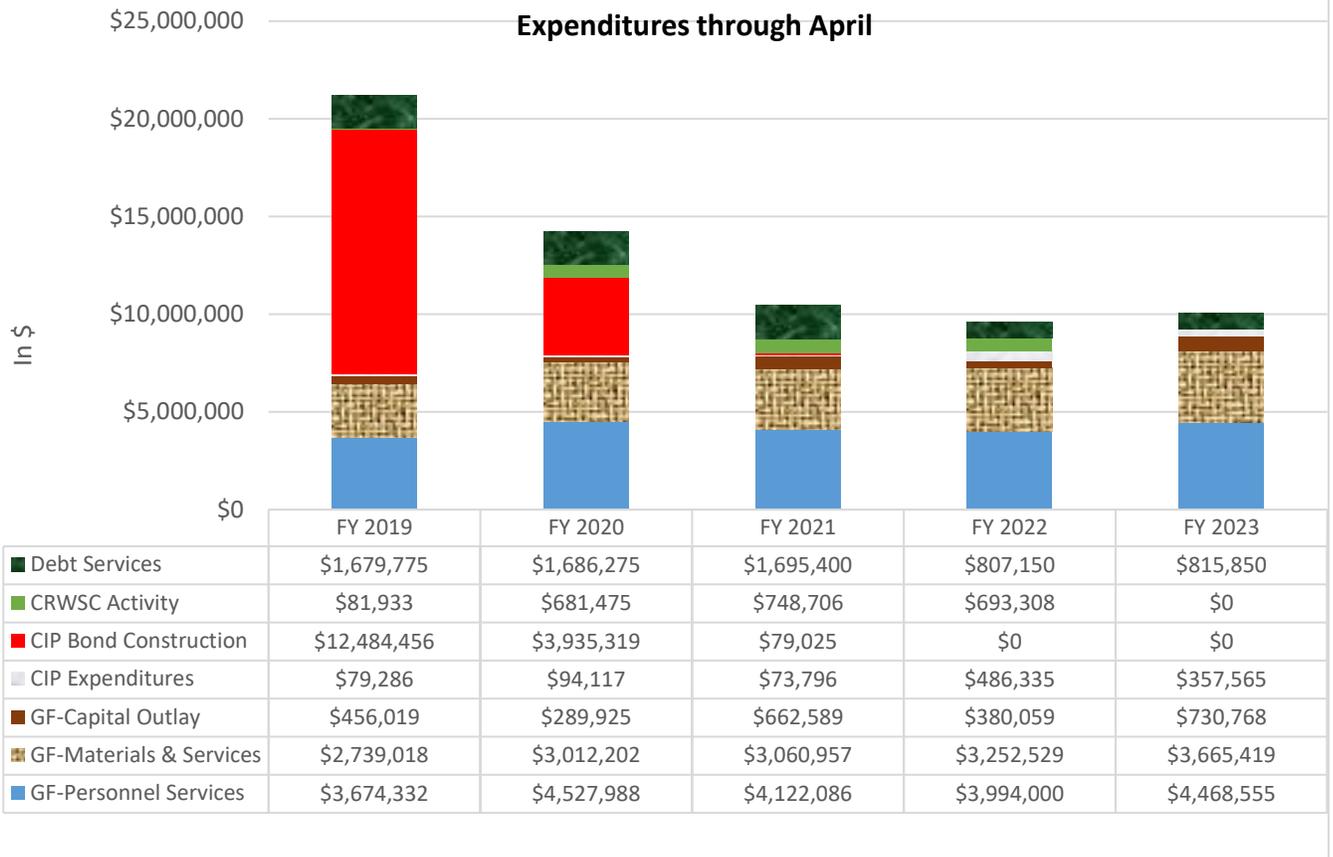
PO #	Description	Total Amount
23-0131	SWIFT COMPLY DATA BASE MIGRATION	8,950.00

Vendor: 04491 - MJU INDUSTRIAL, LLC

PO #	Description	Total Amount
23-0125	RECOAT AND IMPROVE SAFETY OF CLEARWELL TOP	42,150.00

Vendor: 04494 - INSTRUMART

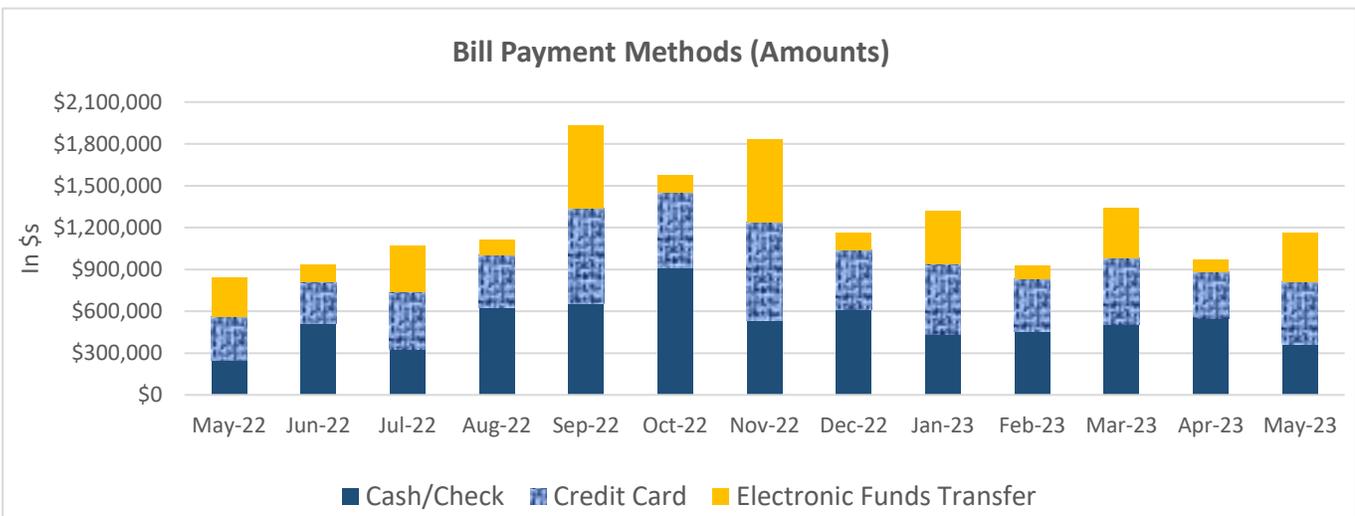
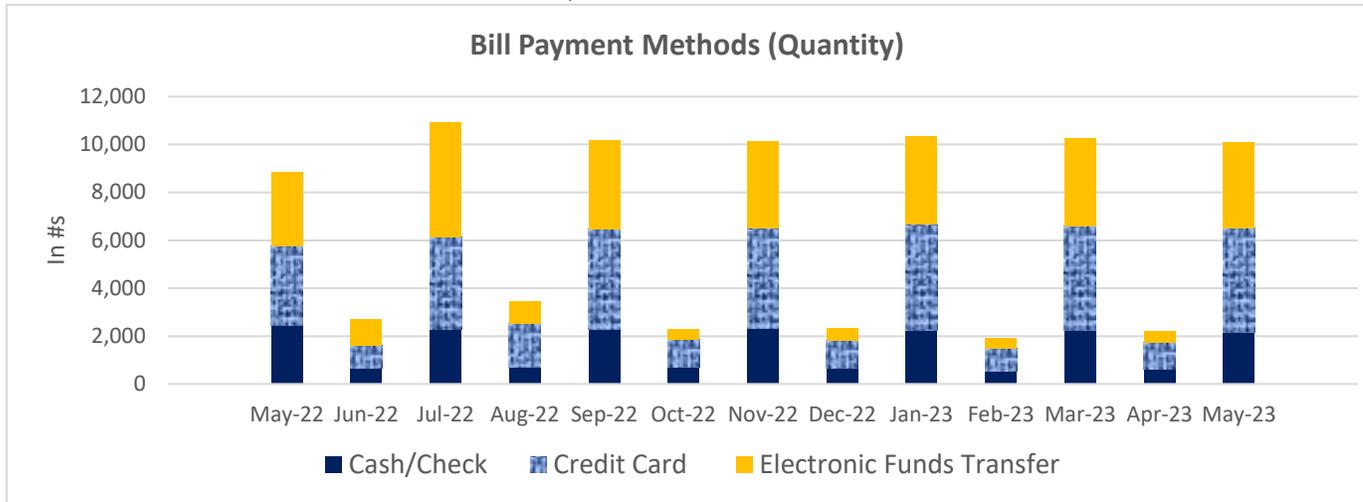
PO #	Description	Total Amount
23-0129	Watgate DM5E Ultrasonic Thickness Gauge	1,751.00



1) SDC revenue is lower than the prior years due to fewer construction projects in the district. 2) Other General Fund revenue is higher primarily due to increasing interest rates. 3) 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.

(as of the end of May 2023)

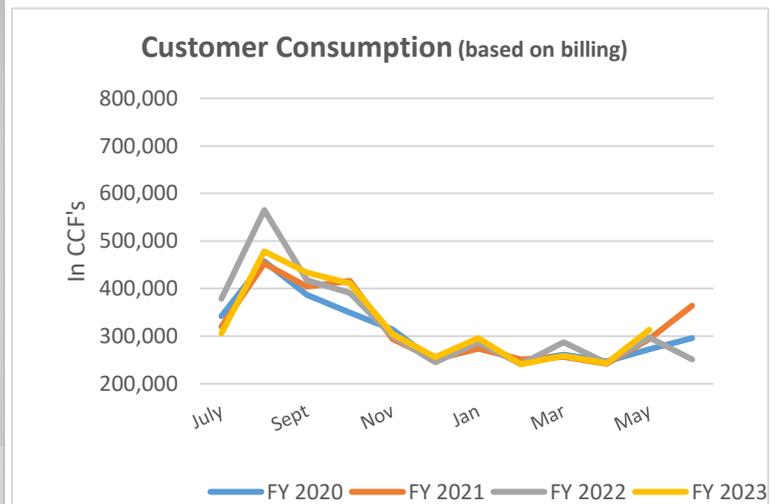
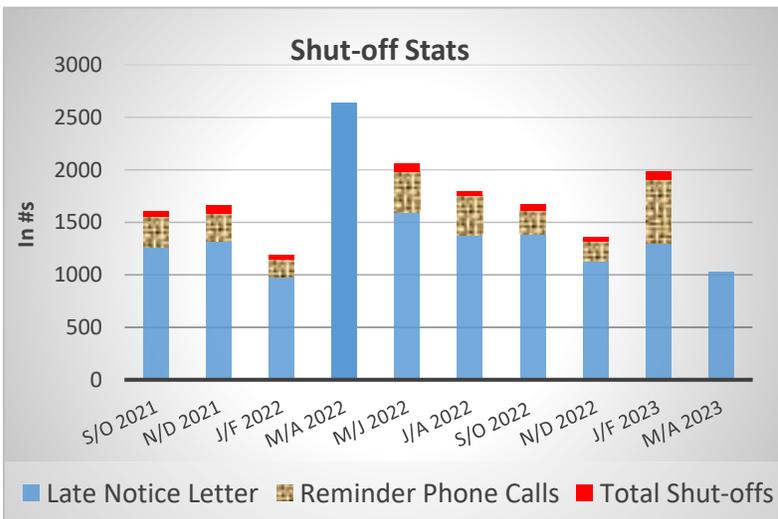
Residential Customers are billed on even months, Commercial Customers are billed on odd months.



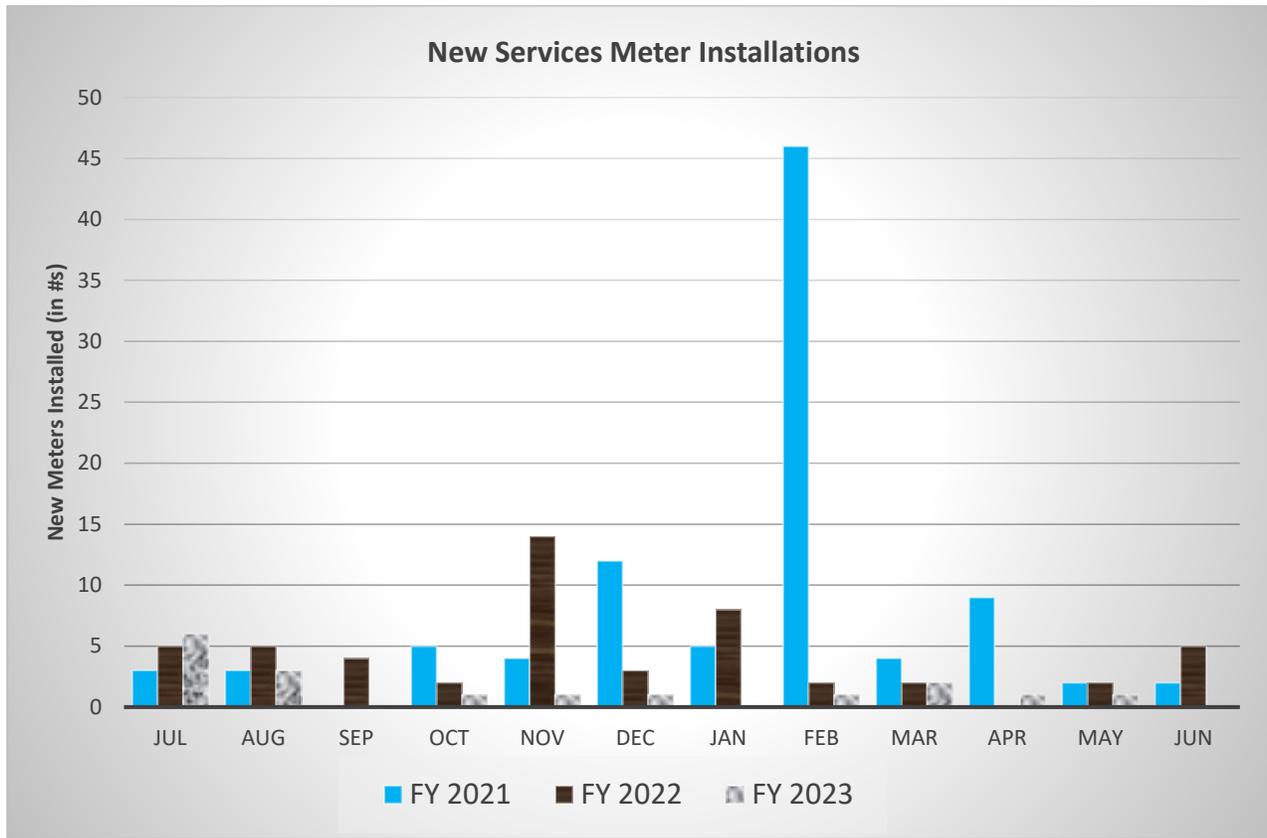
Cash/Check – Received via Lockbox, Counter

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

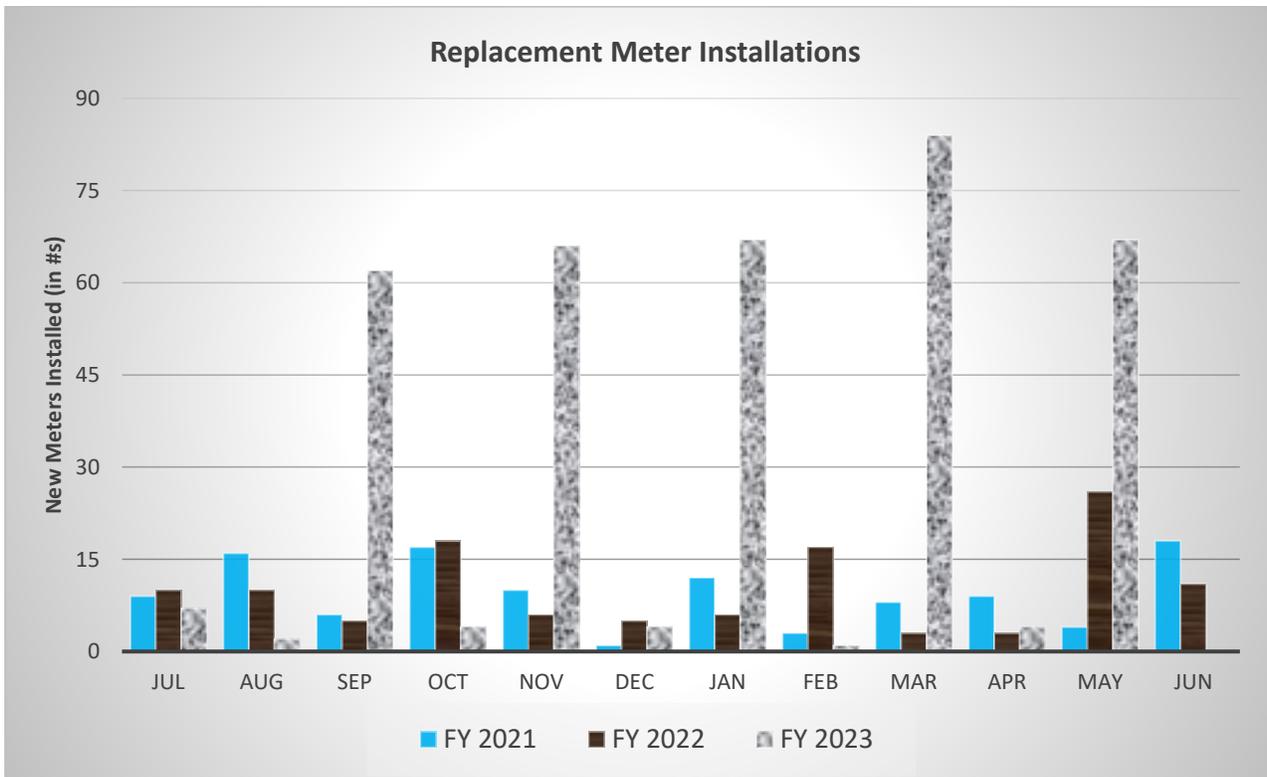
Electronic Funds Transfer – Received via Bank-to-Bank Transfer, Automatic Checking Withdrawal (RapidPay)



*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



Annual 2023 Goal for Meter Replacement is 350- Year to date is 159

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. 2023	0	0.0	6	374	95	3	47	0
Feb. 2023	0	0.0	140	366	162	0	58	2
Mar. 2023	4	0.0	4	496	80	4	0	0
April 2022	1	23.7	169	378	219	7	0	0
May 2023	3	40.6	1	440	5	9	54	3
June 2023								
July 2023								
Aug. 2023								
Sep. 2023								
Oct. 2023								
Nov. 2023								
Dec. 2023								
Total to Date	8	64.3	320	2054	561	23	159	5
2023 Annual Goal	N/A	120.0	1,110	N/A	500	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.

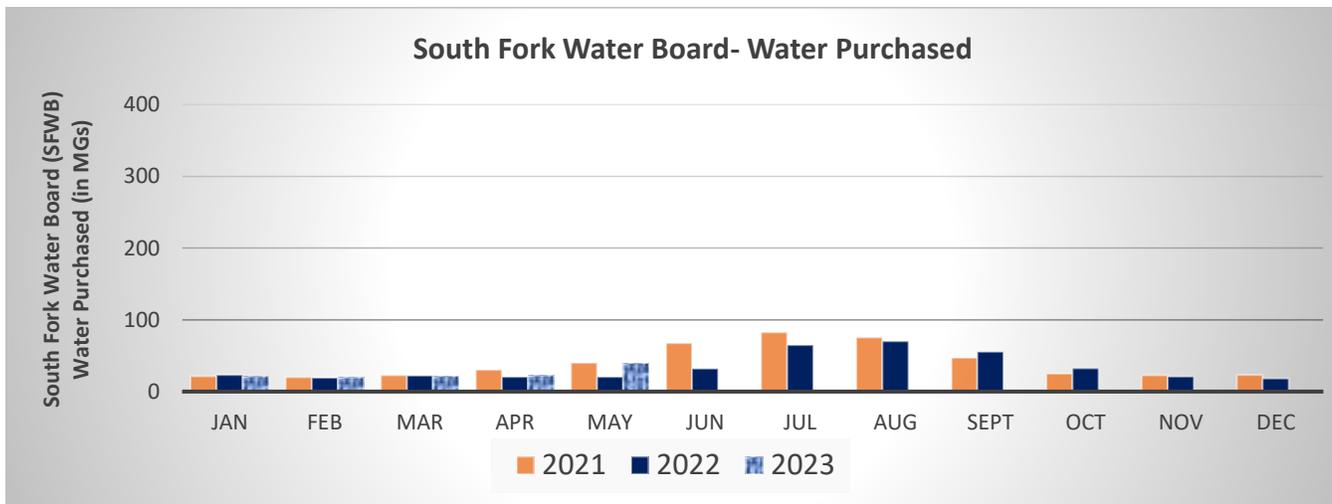
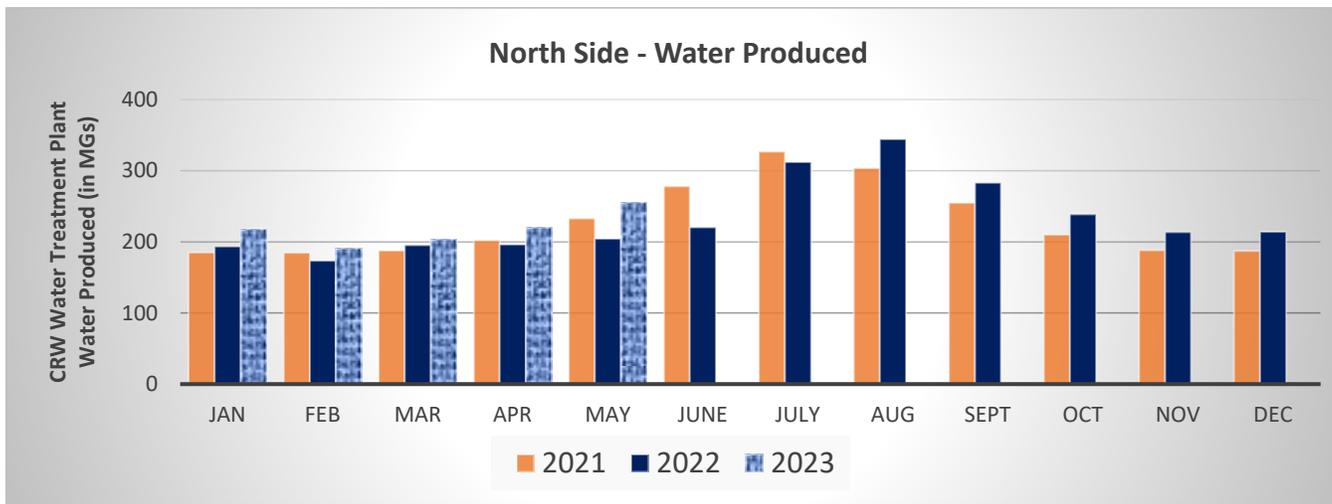
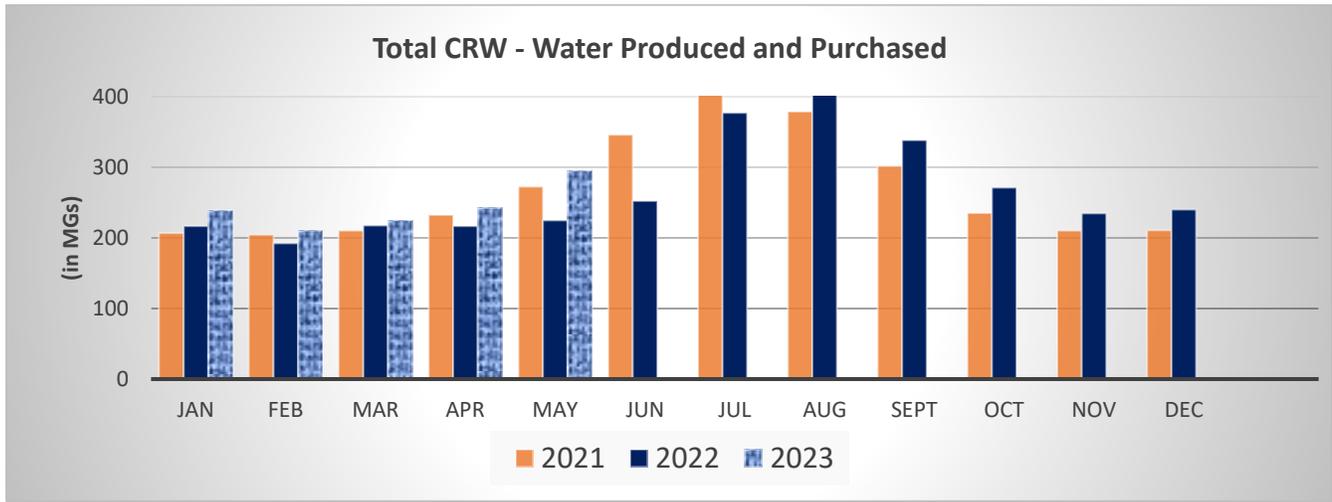
Private Development Projects

Private Project Tracking – May 2023

Project No.	Name	Description	Phase	Status
20-5262 Private	Bonaventure Senior Living	6" fire service and 3" meter	Const.	Pending Construction start.
21-5283 Private	NCSD Facility	1 - 6" Fire Service 3 - domestic meters	Const.	Punch list Underway.
21-5285 Private	130 th Industrial Park	3-fire services 3-commercial services	Const.	Construction nearing completion.
18-5288 Private	Copper Heights	Residential 30 lot subdivision	Const.	Water system nearly complete.
21-5289 Private	224 Logistics Center	Unified Grocer site; 4 fire & 4 Domestic Services	Const.	Pending Construction start.
22-5293 Private	Crosswhite Industrial	New 6" fire service	Const.	Punch list Underway.
22-5294 Private	Clackamas CLT	8" main extension for 10 lot subdivision	Const.	Pending Construction Start
22-5295 Private	Jannsen Multi-Family	New fire and domestic service for 8-plex development.	Const.	Pending Construction start.
22-5298 Private	Serres Farms Subdivision	7-lots of subdivision	Design	Design Review Underway.
23-5299 Private	Prologis Park Clackamas	4-Warehouses with Fire and domestic service	Design	Design Review Underway.

Capital Project Tracking – May 2023

Project No.	Name	Budget BN 2021-23	Total to Date*	Remaining Budget	Status
5274	ODOT/City/Clackamas County DTD	\$250,000	\$15,952	\$234,048	
Utility coordination and adjustments at: Johnson Cr. Blvd at 79th Place Signals; WES force mains, ODOT 82nd Ave.					
5275	Athens Drive Waterline	\$641,000	\$516,373	\$124,627	Complete
5276	Fawn Ct. Waterline	\$277,000	\$0	\$277,000	No Activity.
Fawn Ct is a waterline replacement in a short cul-de-sac. The project has been abandoned for this biennium.					
5277	Leland Road Master Meter	\$493,000	\$1,850	\$491,150	No Activity
Discussing Oregon City logistics and impact of meter transfers. The project has been abandoned for this biennium.					
5273	Redland Rd. Waterline Phase 1	\$1,080,000	\$223,759	\$857,504	Construction
County is contracting with Contractor - Dirt and Aggregate Interchange. CRW waterline to be performed by County Contractor via IGA with County. Anticipate work start n late June 2023.					
5270	Linwood Road Improvements	\$328,000	\$207,031	\$120,969	Construction
Construction has begun. CRW is coordinating service replacement work with the County and Contractor.					
5278	Monroe Street Improvements	\$940,000	\$23,809	\$916,191	Design in progress
County road improvement schedule has construction in 2024. Staff is preparing design for construction in 2023 prior to County project.					
5279	Maplelane Road Waterline	\$846,000	\$66,282	\$780,050	Construction
Construction is underway with completion in late June.					
5280	Pump Station Chlorine	\$168,000	\$15,185	\$152,815	Design in progress
Designing spaces to house the new and upgraded chlorination equipment.					
5281	WTP Polymer Feed System	\$476,000	\$6,871	\$469,129	Design phase
Designing space and layout of proposed feed system on first floor of WTP.					
5282	WTP Filter Valve Replacement	\$692,000	\$17,256	\$674,744	Valve procurement
Valves and actuators have been ordered with delivery in October 2023. An installation contract is being prepared.					
5253	82nd Dr. - Phase 1 (Carryover)	\$97,000	\$46,974	\$50,026	Complete.
5287	90th St PS Electrical		\$55,825	(\$55,825)	Complete.
5291	I-205 Crossing		\$752	(\$752)	On hold
5292	Johnson Creek Blvd. Improv.		\$1,140	(\$1,140)	Utility coordination
5243	CRC Mobility Improvements		\$3,285	(\$3,285)	Complete
5296	Holly Lane Pipe Repair		\$43,270	(\$43,270)	Complete
5306	Redland Rd WL – Phase 2		\$2,022	(\$2,022)	
***Total expenditure for May 2023 does include labor overhead					



Regulatory

All 73 samples collected and analyzed for the April 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 for compliance.

No cyanotoxins were detected in our raw water in May.

Non-Regulatory

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

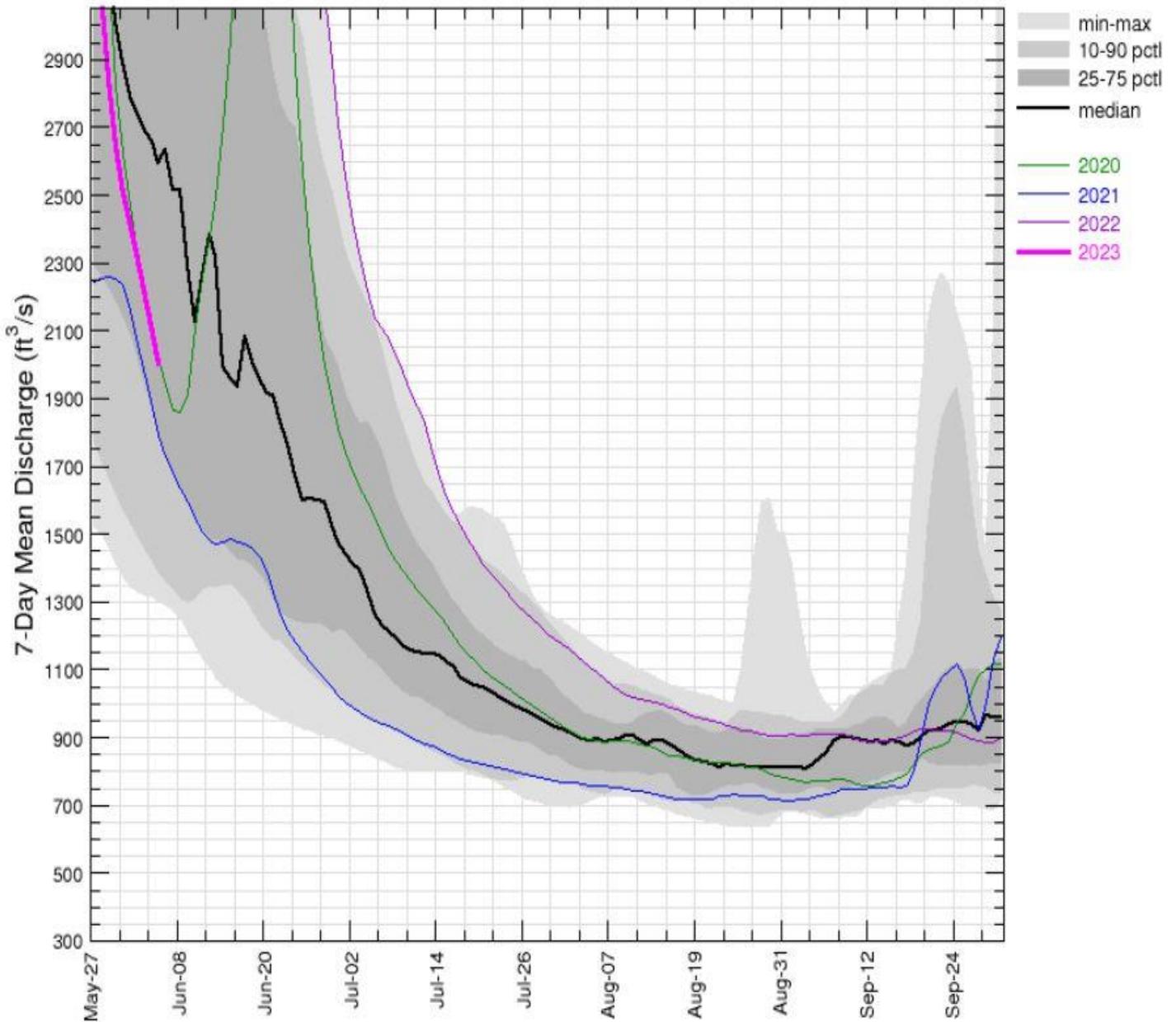
Monthly watershed sampling was conducted at 4 long-term sampling locations for total organic carbon, nutrients (nitrate/nitrite, total phosphorus, orthophosphate, etc), coliform density, pH, dissolved oxygen, TDS, and temperature.

River Conditions Reports

- As of June 5th, the **Clackamas basin snowpack has melted**. The current Clackamas River **7-day average streamflow is 79% of normal** (median).
- **May precipitation in the Clackamas basin was 36% of normal**. Precipitation since the beginning of the water year (October 1 – June 5) has been 83% of normal.
- The June through September **streamflow forecasts in the Clackamas River at Estacada is near 100% of median**.
- **The three-month outlook (Jun-Aug)** from the NOAA Climate Prediction Center calls for an elevated chance of **above normal temperatures**, and slightly elevated chance of **below-normal precipitation** for most of Oregon.

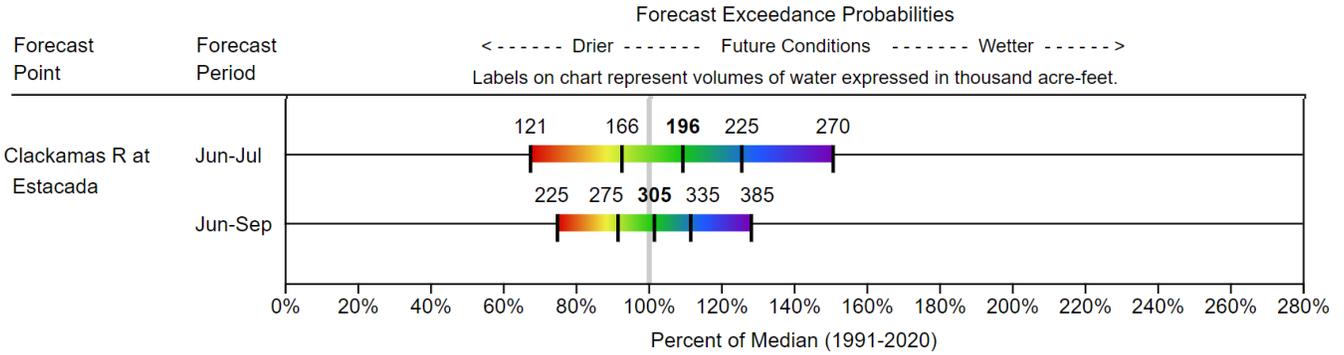
Clackamas River near Oregon City, OR (14211010)

Data from U.S. Geological Survey, Jun-08-2001 to Jun-05-2023



Mon Jun 5 18:22:39 2023

WILLAMETTE BASIN
Water Supply Forecasts
June 1, 2023



Legend

