

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
February 13, 2025 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 kholtzgang@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 kholtzgang@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/84628291033> or by calling the following number 1-253-215-8782 and join meeting 846 2829 1033#. **Passcode: 850144**

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: January 2025**
- CA-2: **Cash & Investment Ending Balances Report**
- CA-3: **Consider Approval of Surplus**

Action Items

1. **Consider Approval of Amendment to Intergovernmental Agreement (IGA) with Clackamas County:** Water System Relocations During the SE Linwood Improvement Project. Project 20-5270- *Joseph Eskew, Engineering Manager*
2. **Resolution 10-2025 Appointment to Budget Committee for the Biennium 2025-2027-** *Christina Irish, Chief Financial Officer*

Informational Reports

3. Quarterly Update- *Christina Irish, Chief Financial Officer*
4. Management Report – *Todd Heidgerken, General Manager*
5. Public Comment (see blue box at the top of the agenda)

Next Page

Commissioner Business

6. Commissioner Reports and Reimbursements

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

February 13, 2025

SUBJECT Gross Payroll and Accounts Paid

DRAFT MOTION	Move to approve the consent agenda items as presented
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EFFECTIVE DATE	February 13, 2025
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**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 January 2025, Payrolls – 2 regular payrolls - \$328,799.01
- 2) Monthly Check History for January 2025 - \$980,560.17 (net)

Monthly Check History Listing
Clackamas River Water
1/1/2025 to 1/31/2025

Bank code: apbank

Check #	Date	Vendor	Description	Invoice	Amount Paid	Check Total
6649	01/08/2025	00029 OREGON PERS	PERS PYMT:1755615, 1755616,1755617,17559	PR 12.13.24	40,882.60	40,882.60
6650	01/08/2025	01959 US BANK	CUSTOMER ANALYSIS NOVEMBER 2024	CAS NOVEMBER	2,702.06	2,702.06
97351	01/08/2025	00164 CENTURYLINK	ACCT #333495411 PHONE SERVICE 12/06-01/0	12.06.24	403.69	403.69
97352	01/08/2025	00164 CENTURYLINK	ACCT #333732610 PHONE SERVICE 12/17/24-0	12.17.24	91.29	91.29
97353	01/08/2025	03811 CHRISTENSEN INC	UNLEADED REGULAR E10	0656920-IN	1,398.72	1,398.72
97354	01/08/2025	03644 CITY OF HAPPY VALLEY	ROW USAGE FEE - REG/LICENSE FEE 4TH QUAR	01.01.25	1,875.00	1,875.00
97355	01/08/2025	00227 CLACKAMAS GARBAGE CO INC	ACC. #04370 - TRASH REMOVAL SERVICE- DEC	DEC 2024	441.83	441.83
97356	01/08/2025	02127 CLACKAMAS RIVER WATERPROVIDERS	3RD QTR FY 2025 PARTICIPATION	01.06.25	35,119.25	35,119.25
97357	01/08/2025	03597 CLOUD RECORDS MANAGEMENT SOLUT	ORMS-0153 / MONTHLY USER FEE PER USER OR	214551	370.20	370.20
97358	01/08/2025	03218 DIRECT TRANSPORT INC	DELIVERY OF BOARD PACKETS	333824	98.27	98.27
97359	01/08/2025	04419 ECAMSECURE	SECURITY SYSTEM MONITORING AND MAINTENAN	1311965	5,679.31	5,679.31
97360	01/08/2025	04380 EXECUTIVE SECURITY SERVICES	ROUTINE PATROL - FY 25	16857	3,900.00	3,900.00
97361	01/08/2025	00073 FIRST RESPONSE INC.	FIRE ALARM MONITORING/RADIO MONITORING	77856	342.00	342.00
97362	01/08/2025	03240 HARRANG LONG PC	GENERAL LEGAL	104639	4,600.00	4,600.00
97363	01/08/2025	03473 HASA INC	HYPOCHLORITE SOLUTION	1004906	10,464.00	10,464.00
97364	01/08/2025	00600 INDUSTRIAL SOFTWARE SOLUTIONS	RENEWAL OF AVEVA SCADA SUPPORT	SIN011944	11,195.00	11,195.00
97365	01/08/2025	04604 KRUSE PLUMBING	BACKSIDE RECONNECT ON 17920 S CADLE RD	22370300	775.70	775.70
97366	01/08/2025	04542 BRANDI LITTERAL	MILEAGE REIMBURSEMENT FOR TRAINING	11.15.24	55.88	55.88
97367	01/08/2025	04180 MADRONE TECHNOLOGY GROUP INC.	CONTRACT WORK- SCADA	4342	2,970.00	
			TELECOMMUNICATION VOIP	4357	1,600.70	
			CONTRACT WORK- SCADA	4340	1,080.00	
			MICROSOFT F1 LICENSE SUB	4097	1,050.00	
			PROXMOX COMMUNITY SUB	4093	795.00	
			FIREWALL MAINT SUB	4094	429.00	

Monthly Check History Listing
Clackamas River Water
1/1/2025 to 1/31/2025

Bank code: apbank

Check #	Date	Vendor	Description	Invoice	Amount Paid	Check Total
			CONTRACT WORK- SCADA	4344	270.00	8,194.70
97368	01/08/2025	00012 METEREADERS LLC	DECEMBER READS NORTH	11568	7,926.70	
			DECEMBER READS SOUTH	11569	5,922.82	13,849.52
97369	01/08/2025	04495 JENNIFER MILLER	MILEAGE FOR FUEL REIMBURSEMENT FOR BANK	01.06.25	24.12	24.12
97370	01/08/2025	01961 MOSS ADAMS LLP	AUDITING SERVICES-MOSS ADAMS LLP - CONTR	102685913	5,000.00	5,000.00
97371	01/08/2025	00056 OAK LODGE WATER SERVICES DISTR	PAYMENTS FOR SVC TO CRW CUST. IN OAK LOD	10.25.24-12.25.24	7,701.78	7,701.78
97372	01/08/2025	00048 OREGON CITY, CITY OF	PAYMENTS FOR SVC TO CRW CUST. IN OREGON	10.25.24-12.25.24	12,145.96	
			ROW USAGE FEE - REG/LICENSE FEE 4TH QUAR	01.06.25	5,039.68	17,185.64
97373	01/08/2025	04389 OREGON METER REPAIR & WATER	8' HERSEY REGISTER METER REPAIR AND TEST	1260	200.00	200.00
97374	01/08/2025	01198 PACIFIC OFFICE AUTOMATION	2024 PROPERTY TAX	50326887659	297.04	297.04
97375	01/08/2025	00021 PGE	WATER TREATMENT PLANT NOVEMBER 2024	WTP NOV 2024	41,098.81	
			PUMP STATION 2024	PUMP STAT NOV 24	26,519.57	
			ADMIN NOVEMBER 24	ADMIN NOVEMBER 24	3,673.32	71,291.70
97376	01/08/2025	00018 PITNEY BOWES GLOBAL FIN SVC LL	RED INK CARTRIDGE	1026688124	132.79	132.79
97377	01/08/2025	03645 RITZ SAFETY LLC	SAFETY GLASSES AND GLOVES	6881216	331.88	331.88
97378	01/08/2025	03548 RIVER CITY ENVIRONMENTAL INC	5721 SE JOHNSON CREEK BLVD	398482520	1,600.00	1,600.00
97379	01/08/2025	00577 SPECIAL DISTRICTS ASSOC OREGON	JANUARY HEALTH BENEFITS PROGRAM	03-0054042	60,972.00	60,972.00
97380	01/08/2025	04637 SPRINGBROOK SOFTWARE SPRINGBROOK HOLDING COMPANY	STANDARD PROFESSIONAL SERVICES	INV-008634	8,010.00	8,010.00
97381	01/08/2025	03394 TEAM ELECTRIC COMPANY	ATS REDLAND RES	28922	4,949.00	4,949.00
97382	01/08/2025	02247 WHA INSURANCE AGENCY INC	INS. RENEWAL:2025 - RISK MGMT. & INS. FE	01.01.25	17,000.00	17,000.00

apbank Total: 337,134.97

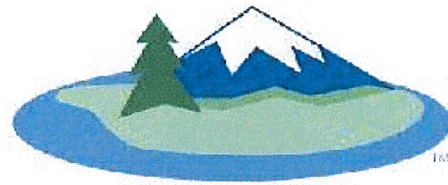
34 checks in this report

Total Checks: 337,134.97

Accounts Payable

Check Detail

User: smott@crwater.com
Printed: 02/04/2025 - 5:28PM



Clackamas River Water

Check Number	Check Date	Amount
0017 - Core & Main Lp		
97400	01/30/2025	
Inv V571213		84.50
Inv V91681		8,834.50
Inv W146103		2,035.80
97400 Total:		10,954.80
0017 - Core & Main Lp Total:		10,954.80
0130 - Waste Management Of Oregon		
97395	01/15/2025	
Inv 9581428-1574-4		2,264.50
Inv 9581429-1574-2		585.86
97395 Total:		2,850.36
0130 - Waste Management Of Oregon Total:		2,850.36
0133 - Les Schwab Tire Centers Inc		
97402	01/30/2025	
Inv 22700912040		258.18
97402 Total:		258.18
0133 - Les Schwab Tire Centers Inc Total:		258.18
0151 - Providence Occupational Health		
97407	01/30/2025	
Inv 56956		106.00
97407 Total:		106.00
0151 - Providence Occupational Health Total:		106.00
0164 - Centurylink		
97396	01/30/2025	
Inv 01/06-02/05/25		404.99
97396 Total:		404.99

Check Number	Check Date	Amount
0164 - Centurylink Total:		404.99
0229 - Ricoh Usa, Inc.		
97391	01/15/2025	
Inv 4070724569		19.04
Inv 5070724681		105.54
Inv 5070724872		72.19
97391 Total:		196.77
97408		
	01/30/2025	
Inv 108842181		45.75
Inv 108907086		208.86
Inv 108907090		208.86
Inv 108917356		45.75
97408 Total:		509.22
0229 - Ricoh Usa, Inc. Total:		705.99
0267 - Alexin Analytical Inc		
97383	01/15/2025	
Inv 46841		2,525.00
97383 Total:		2,525.00
0267 - Alexin Analytical Inc Total:		2,525.00
0306 - Office Depot Inc		
97390	01/15/2025	
Inv 403149772001		208.94
Inv 403250965001		51.23
Inv 406450533001		63.01
97390 Total:		323.18
0306 - Office Depot Inc Total:		323.18
0519 - Colonial Life		
97397	01/30/2025	
Inv 77938620105726		461.52
97397 Total:		461.52
0519 - Colonial Life Total:		461.52
0577 - Special Districts Assoc Oregon		
97393	01/15/2025	
Inv 40P54042-5191		284,369.00
97393 Total:		284,369.00

Check Number	Check Date	Amount
0577 - Special Districts Assoc Oregon Total:		284,369.00
1198 - Pacific Office Automation		
97405	01/30/2025	
Inv 13296		312.26
97405 Total:		312.26
1198 - Pacific Office Automation Total:		312.26
2247 - Wha Insurance Agency Inc		
97410	01/30/2025	
Inv DEC 2025		771.83
97410 Total:		771.83
2247 - Wha Insurance Agency Inc Total:		771.83
2373 - World Cup Coffee & Tea Service		
97411	01/30/2025	
Inv 0293652		297.20
97411 Total:		297.20
2373 - World Cup Coffee & Tea Service Total:		297.20
2386 - Principal Financial Group		
97406	01/30/2025	
Inv FEB 2025		10,746.65
Inv JAN 2025		11,147.58
97406 Total:		21,894.23
2386 - Principal Financial Group Total:		21,894.23
2555 - Comcast		
97398	01/30/2025	
Inv 01/04-02/13/25		267.80
97398 Total:		267.80
2555 - Comcast Total:		267.80
2774 - Compass Land Surveyors, Inc.		
97399	01/30/2025	
Inv 43045		2,635.00
97399 Total:		2,635.00

Check Number	Check Date	Amount
2774 - Compass Land Surveyors, Inc. Total:		2,635.00
2799 - Mucc		
97403	01/30/2025	
Inv 2025MUCC		150.00
97403 Total:		150.00
2799 - Mucc Total:		150.00
2854 - Verizon Wireless		
97394	01/15/2025	
Inv 6102529490		33.10
97394 Total:		33.10
97409	01/30/2025	
Inv 6103264437		2,083.78
Inv 6103264438		408.40
97409 Total:		2,492.18
2854 - Verizon Wireless Total:		2,525.28
3319 - C & R Reforestation		
97384	01/15/2025	
Inv 12232024		2,640.00
97384 Total:		2,640.00
3319 - C & R Reforestation Total:		2,640.00
3548 - River City Environmental Inc		
97392	01/15/2025	
Inv 399167075		900.00
97392 Total:		900.00
3548 - River City Environmental Inc Total:		900.00
3759 - Kennedy/Jenks Consultants Inc		
97387	01/15/2025	
Inv 176838R		2,662.90
97387 Total:		2,662.90
3759 - Kennedy/Jenks Consultants Inc Total:		2,662.90
3775 - Field Instruments & Controls		
97386	01/15/2025	

Check Number	Check Date	Amount
Inv 2061186272		3,346.97
97386 Total:		3,346.97
3775 - Field Instruments & Controls Total:		3,346.97
3887 - Genuine Parts Co. Inc, DBA: NAPA AUTO PARTS		
97401	01/30/2025	
Inv 543384		154.99
97401 Total:		154.99
3887 - Genuine Parts Co. Inc, DBA: NAPA AUTO PARTS Total:		154.99
4167 - Old Castle Precast Inc		
97404	01/30/2025	
Inv 020232578		15,452.00
97404 Total:		15,452.00
4167 - Old Castle Precast Inc Total:		15,452.00
4180 - Madrone Technology Group Inc.		
97388	01/15/2025	
Inv 4341		1,080.00
Inv 4343		2,160.00
97388 Total:		3,240.00
4180 - Madrone Technology Group Inc. Total:		3,240.00
4480 - Crockett, CRAIG		
97385	01/15/2025	
Inv 01.13.25		168.50
97385 Total:		168.50
4480 - Crockett, CRAIG Total:		168.50
4578 - Muche, ENDALKACHEW		
97389	01/15/2025	
Inv 12.18.24		100.00
97389 Total:		100.00
4578 - Muche, ENDALKACHEW Total:		100.00

Check Number **Check Date**

Amount

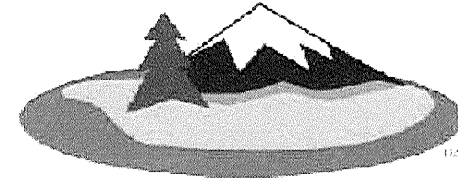
Total:

360,477.98

Clearing House

Electronic AP Proof List

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Batch: 00002.01.2025



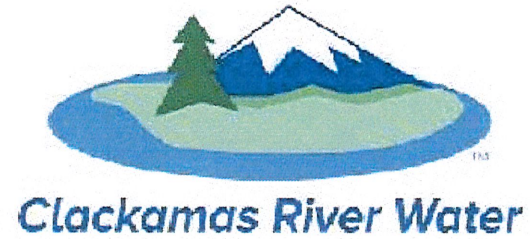
Clackamas River Water

Source	Vendor	Name	Transfer/Route	Check Digit	Account Number	Amount
AP5 003-01-2025	0336	Citistreet - State Of Oregon,	9999/9999	9	999999	9,877.44
AP5 003-01-2025	0095	Ing,	9999/9999	9	999999	6,645.65
AP5 003-01-2025	4390	Omega Processing,	9999/9999	9	999999	10,443.31
AP5 003-01-2025	0029	Oregon Pers,	9999/9999	9	999999	86,157.88
AP5 003-01-2025	1959	Us Bank,	9999/9999	9	999999	1,253.52
Records Printed:	5					<hr/> 114,377.80

Clearing House

Electronic AP Proof List

User: jmiller@erwater.com
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 Sort By: Vendor Name
 Batch: 00002.01.2025



Source	Vendor	Name	Transfer/Route	Check Digit	Account Number	Amount
AP5 002-01-2025	4307	Bend Mailing Services, Llc,	1251/0827	2	7000729710	2,455.88
AP5 002-01-2025	0304	Cantel Sweeping,	1232/0505	4	7000762570	715.00
AP5 002-01-2025	1546	Cascade Columbia Dist Co Inc,	1250/0854	7	20000121	9,831.89
AP5 002-01-2025	4256	City Wide Facility Solutions,	3230/7038	0	485010394460	13,726.25
AP5 002-01-2025	3238	Conсор North America,	0710/0648	6	2937050	13,038.00
AP5 002-01-2025	4564	Danel, TESSAH	1211/0078	2	33383976	244.92
AP5 002-01-2025	4537	French, SHERYL	3232/7488	5	80900006	147.00
AP5 002-01-2025	4469	Garrison, LESTER	3230/7601	2	7012481306	244.92
AP5 002-01-2025	4180	Madrone Technology Group Inc.,	3222/7162	7	386397720	12,621.42
AP5 002-01-2025	0373	Oregon Afscme,	1232/0505	4	5991878752	1,101.45
AP5 002-01-2025	2240	Pacific Power Group Llc,	0660/0436	7	30000483535	827.50
AP5 002-01-2025	0021	Pge,	1230/0022	0	153600063512	85,713.66
AP5 002-01-2025	0018	Pitney Bowes Global Fin Svc LI,	0213/1310	3	4021276164	385.89
AP5 002-01-2025	4538	Rubitschun, ROBERT	1230/0680	0	47193024	244.92
AP5 002-01-2025	0282	Terminix International Inc,	1230/0084	8	153910216214	262.00
AP5 002-01-2025	0107	United Site Services Inc,	0210/0002	1	816478838	97.45

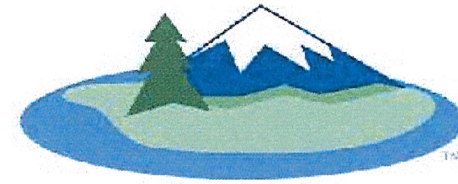
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Clearing House

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Batch: 00004.01.2025



Clackamas River Water

Source	Vendor	Name	Transfer/Route	Check Digit	Account Number	Amount
AP5 005-01-2025	1959	Us Bank,	9999/9999	9	999999	26,911.27
Records Printed:	1					26,911.27

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

February 13, 2025

SUBJECT **Cash & Investment Ending Balances Report**

DRAFT MOTION	Move to approve the consent agenda
EFFECTIVE DATE	February 13, 2025

**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%
Oct	\$ 4,055,203	\$ 25,795,536	\$ 29,850,739	\$ (235,759)	\$ 111,194	5.11%
Nov	\$ 5,216,348	\$ 25,901,044	\$ 31,117,391	\$ 1,266,653	\$ 105,508	4.99%
Dec	\$ 5,303,669	\$ 26,007,429	\$ 31,311,098	\$ 193,706	\$ 106,386	4.85%
Jan	\$ 5,361,947	\$ 26,111,979	\$ 31,473,926	\$ 162,828	\$ 104,550	4.73%

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

February 13, 2025

Consider Approval of Surplus Property

DRAFT MOTION	Move to approve the consent agenda
EFFECTIVE DATE	February 13, 2025

PRINCIPAL STAFF PERSON Todd Heidgerken, General Manager

BOARD ACTION REQUESTED The Board is asked to approve as surplus property

DOCUMENTS ATTACHED List of surplus property

Agenda Summary

BACKGROUND CRW Board Policy provides for the disposal of surplus or unusable property in accordance with Oregon Statutes and Local Contract Review Board Rules (180-017).

DOCUMENTS ATTACHED List of surplus property

STAFF RECOMMENDATION Approve the list of property to be declared surplus to allow for it to be disposed.

Decommissioned Items:

- 10 - Monitors
- 21 - Workstation Computers
- 3 - Laptop
- 4- Printers
- 5 - Switches
- 6 - Servers
- 1 - Polycom desk phone
- Computers peripheral

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

February 13, 2025

SUBJECT Consider Approval of Amendment to Intergovernmental Agreement (IGA) with Clackamas County: Water System Relocations During the SE Linwood Improvement Project; Project 20-5270.

DRAFT MOTION Move to approve the Time Extension Amendment to the IGA with Clackamas County for Water System relocations during the SE Linwood Improvement Project.

EFFECTIVE DATE February 13, 2025

PRINCIPAL STAFF PERSON Joseph D. Eskew PE – Engineering Manager

BOARD ACTION REQUESTED The Board is requested to authorize the IGA Amendment.

DOCUMENTS ATTACHED Exhibit A – Time Extension Amendment to IGA.

Agenda Summary

BACKGROUND At the June 22, 2022, regular meeting, the Board of Commissioners approved an IGA with Clackamas County for design services to incorporate water system improvements to be constructed with the construction of the Linwood Ave. Improvements project.

At the March 9, 2023, regular meeting, the Board of Commissioners approved an amendment to the IGA to add construction cost reimbursement to the IGA with an expiration date of March 31, 2024.

Since then, the project has progressed to completion, however, the completion date exceeded expectations stipulated in the IGA and Amendments and the agreement has now expired.

This proposed IGA amendment revises the expiration date of the agreement to April 30, 2025, to allow preparation of paperwork and processing of the final payment of construction reimbursement expenses.

STAFF RECOMMENDATION Staff recommends approval and signature of the Time Extension Amendment to the IGA as presented.



EXHIBIT A
AG-1

DAN JOHNSON
MANAGER

DEVELOPMENT AGENCY

DEVELOPMENT SERVICES BUILDING
150 BEAVERCREEK ROAD | OREGON CITY, OR 97045

January 23, 2025

BCC Agenda Date/Item: 20250123 III.A

Development Agency Board
Board of County Commissioners
Clackamas County

Members of the Board:

Approval of an Amendment to an Intergovernmental Agreement with Clackamas River Water for reimbursements for the Linwood Avenue Improvement Project. Amendment Value is no fiscal impact for 5 months. Total Agreement Value is \$146,610. Funding is through Clackamas River Water. No County General Funds are involved.

Previous Board Action/Review	10/31/19- Approval of a design contract for Linwood 07/28/22- IGA with Clackamas River Water for Linwood improvements 08/04/22- IGA with Water Environment Services for sewer main installation. 08/18/22- Approval of construction management services contract. 03/23/23- Approval of first amendment to IGA with Clackamas River Water for Linwood improvements. 03/23/23- Approval of construction contract with Moore Excavation.		
Performance Clackamas	This project aligns with "Ensure safe, healthy and secure communities" and "Build a strong infrastructure" by adding bicycle and pedestrian facilities, upgrading curb ramps, adding landscaping strips and stormwater system improvements, repairing the road base and installing a mini roundabout thereby ensuring safer vehicle and pedestrian travel.		
Counsel Review	Yes- 12/17/24, HH	Procurement Review	No- NA
Contact Person	Ken Itel	Contact Phone	503-742-4324

EXECUTIVE SUMMARY:

The Linwood Avenue Improvement Project is substantially complete and the parties are closing out the project and processing final billings and payments. The Intergovernmental Agreement (IGA) committed CRW to reimburse the Agency for costs associated with design and construction. The total amount was not to exceed \$15,780 for design work and \$130,830 for construction of improvements. The first amendment to the IGA was made to include

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construction bid items and the actual cost of construction of CRW facilities as part of the overall project, with reimbursement of those costs by CRW.

With a project of this scale, there are instances where conflicts cannot be avoided and delays occur due to utility conflicts, weather, project change orders and construction management issues with the contractor. Due to unexpected delays, caused in part by the contractor suddenly replacing the project foreman, substantial completion of construction was delayed, and completion of punch list items was also extended. Considerable difficulty was encountered in getting the contractor to submit payment requests in a timely manner. Further delays occurred due to the contractor failing to submit sufficient documentation for progress payments, resulting in extended processing timelines for payment approvals and reimbursement requests.

Unfortunately, during the push to complete the project, none of the parties to the IGA realized the expiration date had passed. The second amendment is necessary to extend the expiration date of the IGA to April 30, 2025, such that CRW can make the final reimbursement payment \$18,975 to the Agency for construction of CRW facilities and to allow for the processing and completion of remaining paperwork and closeout items. CRW has completed payment of all prior reimbursement requests.

RECOMMENDATION:

Staff respectfully recommends the Board approve Amendment #2 to the Intergovernmental Agreement with Clackamas River Water relating to the Linwood Avenue Improvement Project.

Respectfully submitted,

Dan Johnson

Dan Johnson
Department of Transportation & Development

SECOND AMENDMENT TO INTERGOVERNMENTAL AGREEMENT BETWEEN CLACKAMAS RIVER WATER AND THE CLACKAMAS COUNTY DEVELOPMENT AGENCY RELATED TO THE SE LINWOOD AVE. IMPROVEMENT PROJECT

THIS SECOND AMENDMENT TO INTERGOVERNMENTAL AGREEMENT BETWEEN CLACKAMAS RIVER WATER AND THE CLACKAMAS COUNTY DEVELOPMENT AGENCY RELATED TO THE SE LINWOOD AVE. IMPROVEMENT PROJECT (“Amendment”) is entered into effective as of _____, 2025, between the **CLACKAMAS COUNTY DEVELOPMENT AGENCY**, the urban renewal agency of Clackamas County (“Agency”), and **CLACKAMAS RIVER WATER (“CRW”)**, a domestic water district organized under ORS chapter 264.

RECITALS

- A. Agency and CRW are parties to that certain Intergovernmental Agreement dated effective as of July 28, 2022, (the “**Intergovernmental Agreement**”), and amended March 23, 2023, related to certain improvements within the SE Linwood Ave. roadway more particularly described in the Intergovernmental Agreement.
- B. CRW and the Agency have determined it is in the public interest to extend the expiration date and wish to amend the terms of the Intergovernmental Agreement to complete final billings and payments and closeout of the Project.

AGREEMENT

1. Amendment to Section 1. Section 1 of the Intergovernmental Agreement which reads:

Term. This Agreement becomes effective as of the last date of signature by a Party indicated below. Unless terminated earlier pursuant to Section 5 of this Agreement, this Agreement will expire upon the completion of each and every obligation of the Parties set forth in this Agreement, or by March 31, 2024, whichever is sooner.

Is hereby deleted in its entirety and is replaced with the following:

Term. This Agreement becomes effective as of the last date of signature by a Party indicated below. Unless terminated earlier pursuant to Section 5 of this Agreement, this Agreement will expire upon the completion of each and every obligation of the Parties set forth in this Agreement, or by April 30, 2025, whichever is sooner.

2. Counterpart; Email. This Amendment may be executed simultaneously or in counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same Amendment. Facsimile or email transmission of any signed original of this Amendment, and retransmission of any signed facsimile or email transmission, shall be the same as delivery of an original. At the request of either party, the parties shall confirm transmitted signatures by signing an original document.

3. **Confirmation.** The Intergovernmental Agreement is hereby amended and modified in accordance with the terms of this Amendment. Except as expressly modified by this Amendment, the Intergovernmental Agreement and all its terms and provisions are hereby acknowledged, approved, ratified and confirmed and shall be and remain in full force and effect.

IN WITNESS HEREOF, the parties have executed this Amendment effective as of the date first written above.

Clackamas County Development Agency

Clackamas River Water



Chair: Craig Roberts

Name: Sherry French

Title: CRW Board of Commissioners President

01/23/2025

Date

Date

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

February 13, 2025

SUBJECT Resolution 10-2025 Appointments to Budget Committee beginning with Biennium 2025-2027

DRAFT MOTION	I move that the CRW Board adopt resolution No. 10-2025 appointing Erin Blue and Vasily Safin as citizen members of the Budget Committee for biennia 2025-27 and 2027-29 and ratifying the continuing service of Tim Fisher and David Shireman as citizen members on the Budget Committee for biennium 2025-2027.
EFFECTIVE DATE	February 13, 2025

PRINCIPAL STAFF PERSON Christina Irish, Chief Financial Officer

BOARD ACTION REQUESTED Approve Resolution No. 10-2025 appointing citizen members of the budget committee for the Biennium 2025-2027 budget.

DOCUMENTS ATTACHED Resolution 10-2025

Agenda Summary

BACKGROUND **Oregon Local Budget Law under ORS 294.414 (2)** requires each local government and special district to appoint a budget committee consisting of the governing body and an equal number of electors.

Board Policy Section 3.1 Formulation of Budget Documents states: Within the budget process the Board shall appoint the Budget Committee membership, appoint the CRW Budget Officer and adopt the budget.

Section 3.2 Budget Committee – Membership and Responsibilities states: The Budget Committee shall consist of five (5) members of the Board of Commissioners and five (5) community members. Board members shall be responsible for recommending a candidate for consideration and subsequent appointment by the Board of Commissioners, for a four (4) year term.

The District has two openings for four-year terms and one opening to fill the remainder of a vacant four-year term. Budget committee members are expected to attend the public meeting(s) to receive the budget message, receive comments and questions from interested citizens, deliberate on the

budget, and when satisfied approve the budget. This could take one or more meetings.

Budget committee members (elected or appointed) cannot receive compensation for attending the budget committee meetings.

ANALYSIS

CRW has three (3) vacant positions on the budget committee for the Biennium 2025-2027.

The vacant budget committee positions were advertised in the October 2024 billing statements and on the CRW website.

Three applications were received for appointments to the three vacant positions on the CRW Budget Committee. One applicant withdrew the application after the application deadline closed. There are only two applicants so one position will remain unfilled for the 2025-2027 budget period.

CLACKAMAS RIVER WATER

RESOLUTION No. 10-2025

APPOINTMENTS TO BUDGET COMMITTEE FOR THE BIENNIUM 2025-2027

WHEREAS, it is recommended by the Oregon Local Budget Law to have equal lay member representation to elected Board Members; and

WHEREAS, the Clackamas River Water Board of Commissioners adopted Resolution Number 05-2015 adopting a budget period of 24 months as provided in ORS 294.323; and

WHEREAS, the Budget Committee will be appointed to four (4) year terms per ORS 294.414 (6); and

WHEREAS, the terms of Budget Committee members Erin Blue and Vasiliy Safin have expired and they have applied for re-appointment to the Budget Committee;

WHEREAS, one Budget Committee position was vacated in the middle of a four-year term, but the single additional applicant withdrew their application after the deadline closed; and

WHEREAS, Budget Committee members David Shireman and Tim Fisher have two years remaining on their terms.

NOW, THEREFORE, BE IT RESOLVED, by the Clackamas River Water Board of Commissioners that the following named individuals shall serve on the Budget Committee for the following terms and budget periods:

<u>Comm. Member</u>	<u>Budget Periods</u>	
Erin Blue	BN 2025-27, 2027-29	New 4-year term
Vasiliy Safin	BN 2025-27, 2027-29	New 4-year term
David Shireman	BN 2025-27	Continuing 4-year term
Tim Fisher	BN 2025-27	Continuing 4-year term

BE IT FURTHER RESOLVED that a fifth position on the Budget Committee remains vacant until filled by the Board of Commissioners.

ADOPTED by the Clackamas River Water Board of Commissioners this 13th day of February 2025.

Sherry French, President

Naomi Angier, Secretary

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

February 13, 2025

SUBJECT	Quarterly Report – 2nd Quarter FY 2025
PRINCIPAL STAFF PERSON	Christina Irish, Chief Finance Officer
DOCUMENTS ATTACHED	Exhibit A – General Fund Budget to Actual Status Report (Revenue) Exhibit B - General Fund Budget to Actual Status Report (Expenditures) Exhibit C – General Fund Summary Report (Budget Appropriation) Exhibit D - Capital Improvements Projects Budget to Actual Status Report Exhibit E - System Development Charges Budget to Actual Status Report Power Point Presentation (to be provided at the meeting)

Agenda Summary

BACKGROUND Each quarter, the Board receives a summary comparing budgeted versus actual expenditures by line item. This report covers the period from October 1 to December 31, which marks the second quarter of the fiscal year and represents 75% of the current biennial budget. You may also compare the second quarter of Fiscal Year 2024 with that of Fiscal Year 2025.

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

General Fund

- Revenue is 90.9% of the biennial budget.
- Personnel Services are 62.5% of the biennial budget.
- Materials & Services are 73.2% of the biennial budget.
- Capital Outlay is 67% of the biennial budget.

Capital Improvement Projects Fund

- Expenditures are at 44.2% of biennial budget.

System Development Fund

- Revenue is 174.5% of the biennial budget.

Clackamas River Water Budget to Actuals Status Report Biennium 2023-2025

GENERAL FUND	Budget Appropriation BN 2023-2025	Actual July-Sept 2023	Actual Oct-Dec 2023	Total FY 2023-24	Actual July-Sept 2024	Actual Oct-Dec 2024	YTD FY 2024-25	Biennial Totals	Remaining Budget	Percent Received
Revenues										
Operating Revenue	31,731,000	5,355,484	4,407,673	17,498,868	5,777,333	4,611,961	10,389,294	27,888,162	3,842,838	87.9%
Water Sales	31,371,000	5,280,039	4,353,328	17,200,195	5,694,117	4,500,709	10,194,826	27,395,021	3,975,979	87.3%
Service Connection Fees	200,000	29,474	3,235	127,013	41,667	72,203	113,870	240,883	(40,883)	120.4%
Service Charges	120,000	33,522	33,580	116,113	33,386	36,113	69,499	185,612	(65,612)	154.7%
Miscellaneous - Operating	40,000	12,449	17,530	55,547	8,163	2,936	11,099	66,646	(26,646)	166.6%
Non-Operating Revenue	561,750	101,544	205,055	945,106	279,036	239,110	518,146	1,463,252	(901,502)	428.7%
Rental Income	261,350	31,596	43,076	107,079	32,544	44,369	76,913	183,992	77,358	70.4%
Earnings from Investments	150,000	58,267	140,478	549,760	154,850	148,910	303,760	853,520	(703,520)	569.0%
Miscellaneous - Non Operating	50,000	25	10,245	202,900	3,039	1,324	4,363	207,263	(157,263)	414.5%
Surplus Property Sales	20,000	-	-	2,253	-	15,694	15,694	17,947	2,053	89.7%
IGA - Cost Share	-	7,344	3,672	15,746	485	5,582	6,067	21,813	(21,813)	0.0%
Grants - Non-Operating	30,000	-	-	43,591	83,799	15,640	99,439	143,029	(113,029)	476.8%
Right of Way Fee	50,400	4,311	7,583	23,778	4,318	7,592	11,910	35,688	14,712	70.8%
Revenues - TOTAL	\$ 32,292,750	\$ 5,457,027	\$ 4,612,728	\$ 18,443,975	\$ 6,056,369	\$ 4,851,071		\$ 29,351,414	\$ 2,941,336	90.9%

**Clackamas River Water
Budget to Actual Status Report
Biennium 2023-2025**

GENERAL FUND	Budget Appropriation BN 2023-2025	Actual July-Sept 2023	Actual Oct-Dec 2023	Total FY 2023-24	Actual July-Sept 2024	Actual Oct-Dec 2024	YTD FY 2024-25	Biennial Totals	Remaining Budget	Percent Used
Personnel Services										
Salaries and Wages	8,513,000	732,330	936,921	3,519,500	769,090	1,181,425	1,950,515	5,470,016	3,042,984	64.3%
Commissioner Stipend	19,200	1,025	1,700	7,780	1,175	1,750	2,925	10,705	8,495	55.8%
Managers	1,976,300	91,132	158,503	623,149	187,664	264,325	451,988	1,075,138	901,162	54.4%
Professional & Technical - NR	702,500	65,012	82,592	299,397	67,288	90,129	157,416	456,813	245,687	65.0%
Professional & Technical	1,676,100	149,194	191,479	726,211	174,219	255,033	429,252	1,155,463	520,637	68.9%
Water Treatment Specialist	1,251,000	156,958	158,356	592,437	108,046	185,711	293,757	886,195	364,805	70.8%
Water Worker Distribution	1,685,000	185,751	226,631	773,543	148,216	229,268	377,483	1,151,026	533,974	68.3%
Administrative Specialist	722,000	66,512	90,388	308,349	51,240	80,519	131,759	440,108	281,892	61.0%
Overtime	239,500	13,566	20,415	69,901	12,845	22,226	35,071	104,972	134,528	43.8%
Holiday Pay	14,000	527	3,724	108,047	14,753	34,934	49,687	157,734	(143,734)	1126.7%
Other Benefits	227,400	2,652	2,384	8,736	1,375	1,650	3,025	11,761	215,639	5.2%
Awards	-	-	750	1,950	-	1,731	1,731	3,681	(3,681)	0.0%
Benefits and Taxes	5,397,000	439,550	508,754	2,149,298	482,458	588,554	1,071,013	3,220,310	2,176,690	59.7%
FICA - Social Security	688,700	58,077	73,332	275,685	60,655	91,884	152,539	428,224	260,476	62.2%
Worker's Compensation	95,000	27,775	-	27,775	22,712	-	22,712	50,487	44,513	53.1%
Pension	1,958,500	159,708	224,875	910,643	176,918	271,284	448,202	1,358,845	599,655	69.4%
Health Insurance	2,252,300	155,759	180,001	701,351	181,864	177,308	359,172	1,060,523	1,191,777	47.1%
Dental Insurance	144,500	11,415	13,217	66,930	12,879	13,953	26,831	93,761	50,739	64.9%
Life Insurance	60,500	1,395	9,451	67,677	5,744	6,574	12,318	79,995	(19,495)	132.2%
Oregon Paid Sick Leave	35,700	-	2,983	2,983	687	-	687	3,670	32,030	10.3%
Unemployment Insurance	-	-	-	24,147	-	-	-	24,147	(24,147)	0.0%
HRA VEBA	90,000	20,000	-	39,500	21,000	20,500	41,500	81,000	9,000	90.0%
Tri-Met Tax	71,800	5,422	4,894	32,606	-	7,051	7,051	39,658	32,142	55.2%
Total Personnel Services	\$ 13,910,000	\$ 1,171,881	\$ 1,445,675	\$ 5,668,798	\$ 1,251,548	\$ 1,769,980	\$ 3,021,528	\$ 8,690,326	\$ 5,219,674	62.5%
Materials & Services										
Customer Services	590,200	49,431	97,051	289,428	30,592	47,356	77,948	367,377	222,823	62.2%
Bad Debt	35,500	-	(97)	1,397	(806)	(1,097)	(1,903)	(506)	36,006	-1.4%
Credit Card Processing Fees	447,800	45,891	90,527	242,551	21,478	42,534	64,012	306,563	141,237	68.5%
Collection Expenses	21,600	2,336	3,630	12,272	2,478	3,650	6,128	18,401	3,199	85.2%
Customer Credit Allowance	11,400	-	-	10,000	5,000	-	5,000	15,000	(3,600)	131.6%
Customer Statement Processing	58,000	1,104	1,664	19,553	1,626	1,857	3,483	23,036	34,964	39.7%
Promotional Items	4,000	-	317	1,034	516	-	516	1,550	2,450	38.8%
Public Notices	11,900	100	1,010	2,621	299	412	711	3,332	8,568	28.0%
Facilities & Security	1,068,400	109,765	108,074	443,584	97,781	109,790	207,571	651,155	417,245	60.9%
Assessments & Taxes	84,700	20,907	19,150	57,441	1,875	19,916	21,791	79,233	5,467	93.5%
Building & Grounds Maintenance	715,700	66,420	68,152	288,932	55,265	49,518	104,782	393,714	321,986	55.0%
Security	268,000	22,438	20,772	97,211	40,641	40,356	80,997	178,208	89,792	66.5%
General Administration	1,134,000	197,106	60,924	575,617	79,139	54,935	134,074	709,691	424,309	62.6%
Bank Charges	112,400	4,780	7,903	35,437	5,473	7,235	12,708	48,145	64,255	42.8%
Dues & Memberships	398,650	69,793	52,413	195,207	73,666	47,403	121,069	316,276	82,374	79.3%
Insurance	602,950	122,533	608	344,460	-	298	298	344,758	258,193	57.2%
Insurance Deductible	20,000	-	-	-	-	-	-	-	20,000	0.0%
Interest Expense	-	-	-	513	-	-	-	-	-	-
Materials	465,900	7,831	78,891	191,228	13,420	37,424	50,844	242,072	223,828	52.0%
Inventory	320,000	1,355	59,697	113,117	-	-	-	113,117	206,883	35.3%
Maintenance Supplies	145,900	6,476	19,193	78,111	13,420	37,424	50,844	128,955	16,945	88.4%
Office	182,300	17,056	21,721	70,763	14,427	20,743	35,170	105,933	76,367	58.1%

Clackamas River Water Budget to Actual Status Report Biennium 2023-2025

GENERAL FUND	Budget Appropriation BN 2023-2025	Actual July-Sept 2023	Actual Oct-Dec 2023	Total FY 2023-24	Actual July-Sept 2024	Actual Oct-Dec 2024	YTD FY 2024-25	Biennial Totals	Remaining Budget	Percent Used
Office Supplies	23,000	1,217	885	8,281	1,235	1,466	2,701	10,982	12,018	47.7%
Postage	106,300	12,379	17,757	50,909	12,218	18,716	30,934	81,843	24,457	77.0%
Printing	37,400	1,391	2,001	5,692	950	130	1,080	6,772	30,628	18.1%
Miscellaneous	15,600	2,068	1,077	5,881	24	432	456	6,336	9,264	40.6%
Other Support Costs	393,200	22,477	23,429	115,666	23,553	43,542	67,095	182,761	210,439	46.5%
Books & Publications	4,200	1,016	139	1,544	-	-	-	1,544	2,656	36.8%
Certifications	15,900	229	3,952	5,661	-	1,550	1,550	7,211	8,689	45.4%
Employee Relations	47,400	4,075	2,760	11,812	1,270	643	1,913	13,725	33,675	29.0%
Medical Exams	7,600	36	551	2,414	100	699	799	3,213	4,387	42.3%
Payroll Processing Fees	43,700	4,960	5,556	23,026	6,097	9,798	15,894	38,920	4,780	89.1%
Protective Clothing	38,400	2,173	516	13,250	1,082	6,130	7,212	20,462	17,938	53.3%
Safety & Health	55,000	6,991	2,000	17,137	5,892	5,216	11,108	28,245	26,755	51.4%
Training	178,100	2,984	7,916	38,556	9,113	19,350	28,462	67,019	111,081	37.6%
Travel - Local	2,900	12	39	2,266	-	157	157	2,423	477	83.5%
Professional & Contracted Services	2,030,400	161,603	353,488	1,210,978	197,821	226,466	424,286	1,635,265	395,135	80.5%
Audit	92,500	-	25,345	31,855	-	31,200	31,200	63,055	29,445	68.2%
Contract Work	1,327,900	148,862	294,324	1,007,250	148,730	172,938	321,667	1,328,917	(1,017)	100.1%
Engineer Service	420,000	5,192	19,622	89,182	16,208	932	17,140	106,321	313,679	25.3%
Legal	190,000	7,550	14,197	82,692	32,884	21,396	54,280	136,971	53,029	72.1%
Equipment	1,077,650	145,768	148,720	585,660	212,926	168,578	381,503	967,164	110,486	89.7%
Computers, Peripherals & Software	65,300	3,253	43,358	116,670	139,802	70,164	209,966	326,636	(261,336)	500.2%
Equipment Maintenance	176,600	15,019	29,080	123,255	21,171	31,583	52,754	176,009	591	99.7%
Equipment Rental	63,500	5,481	5,554	24,055	5,641	5,439	11,080	35,136	28,364	55.3%
Maintenance Agreements	523,650	104,371	43,877	185,682	16,848	37,855	54,704	240,385	283,265	45.9%
Small Tools & Equipment	108,900	12,920	10,361	80,190	17,464	2,864	20,328	100,518	8,382	92.3%
Vehicle Maintenance	139,700	4,725	16,490	55,808	11,999	20,672	32,671	88,479	51,221	63.3%
Utilities	2,286,100	207,271	222,747	978,419	249,824	257,816	507,640	1,486,059	800,041	65.0%
Telecommunications	137,400	22,451	14,846	68,464	25,267	12,391	37,658	106,123	31,277	77.2%
Utilities	2,148,700	184,819	207,900	909,955	224,557	245,425	469,982	1,379,936	768,764	64.2%
Water Purchases & Treatment	2,864,850	407,152	260,845	1,749,599	367,763	291,498	659,261	2,408,860	455,990	84.1%
Permits	49,650	3,188	933	10,458	12,665	3,594	16,259	26,717	22,933	53.8%
Telemetry	20,000	365	-	365	889	3,440	4,329	4,694	15,306	23.5%
Water Purchases	1,969,400	311,001	185,284	1,429,202	248,166	120,640	368,806	1,798,008	171,392	91.3%
Watershed Management	121,000	2,445	8,678	22,856	1,756	7,554	9,310	32,166	88,834	26.6%
Water Treatment & Analysis	704,800	90,153	65,951	286,719	104,287	156,271	260,558	547,276	157,524	77.6%
Materials & Services - Subtotal	12,093,000	1,325,458	1,375,889	6,210,943	1,287,246	1,258,148	2,545,394	8,756,336	3,336,664	72.4%
Overhead, Labor & Equip	(704,000)	(41,184)	(59,413)	(330,550)	(21,657)	(61,712)	-	(413,919)	(290,081)	58.8%
Materials & Services - TOTAL	\$ 11,389,000	\$ 1,284,275	\$ 1,316,476	\$ 5,880,392	\$ 1,265,589	\$ 1,196,436	\$ 2,462,025	\$ 8,342,416	\$ 3,046,583	73.2%
Capital Outlay	2,279,500	143,650	238,212	662,331	229,112	636,456	865,568	1,527,899	751,601	67.0%
Land	100,000	-	-	-	-	-	-	-	100,000	0.0%
Building	275,000	1,120	-	-	-	1,120	1,120	1,120	273,880	0.4%
Improvements	794,500	112,349	66,804	462,247	5,720	116,056	121,776	584,023	210,477	73.5%
Vehicles	191,000	11,038	63	11,100	171,908	181,914	353,822	364,923	(173,923)	191.1%
General Equipment & Tools	260,000	19,142	69,900	144,627	15,927	70,310	86,238	230,865	29,135	88.8%
Computer Equipment	339,000	-	21,465	15,738	28,314	46,056	74,371	90,109	248,891	26.6%
Other	320,000	-	79,979	28,617	7,242	220,999	228,242	256,859	63,141	80.3%
Capital Outlay - TOTAL	\$ 2,279,500	\$ 143,650	\$ 238,212	\$ 662,331	\$ 229,112	\$ 636,456	\$ 865,568	\$ 1,527,899	\$ 751,601	67.0%

Clackamas River Water
Budget to Actual Status Report
 Biennium 2023-2025

GENERAL FUND	Budget Appropriation BN 2023-2025	Actual July-Sept 2023	Actual Oct-Dec 2023	Total FY 2023-24	Actual July-Sept 2024	Actual Oct-Dec 2024	YTD FY 2024-25	Biennial Totals	Remaining Budget	Percent Used
Operating Contingency	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	0.0%
Transfers to Other Funds	\$ 6,475,300	\$ -	\$ 823,150	\$ 3,738,300	\$ -	\$ 830,150	\$ 830,150	\$ 4,568,450	\$ 1,906,850	70.6%
Total Expenditures	\$ 35,053,800	\$ 2,599,805	\$ 3,823,513	\$ 15,949,821	\$ 2,746,249	\$ 4,433,022	\$ 7,179,270	\$ 23,129,091	\$ 10,017,858	66.0%
Change in Revenues, Expenditures & Other Financing (Sources) Uses	(2,761,050)	2,857,223	789,216	2,494,154	3,310,120	418,049	3,728,169	6,222,323		
Beginning Fund Balance	7,500,000	14,693,261	17,550,484	14,693,261	17,187,415	20,497,535	17,187,415	14,693,261		
Ending Fund Balance	\$ 4,738,950	\$ 17,550,484	\$ 18,339,699	\$ 17,187,415	\$ 20,497,535	\$ 20,915,584	\$ 20,915,584	\$ 20,915,584		

Clackamas River Water
General Fund Budget Summary
Biennium 2023-2025

Fiscal Year	Budget	Actual	Budget vs.	Budget	Actual	Actual	Forecasted	Budget vs	2023-2025	2023-2025	Total
2023-24	2023-24	2023-24	Actual	2024-25	2024-25 First Quarter	2024-25 Second Quarter	2024-25	Forecasted	Budget	Actual and Forecasted	Remainig / (overspent)
Requirements											
4XXX Personnel Services	6,809,000	5,668,798	1,140,202	7,101,000	1,251,548	1,769,980	6,921,528	179,472	13,910,000	12,590,326	1,319,674
5XXX Materials & Services	5,600,400	5,880,393	(279,993)	5,788,600	1,265,589	1,196,436	6,078,030	(289,430)	11,389,000	11,958,423	(569,423)
6XXX Capital Outlay	1,238,000	662,331	575,669	1,041,500	229,112	636,456	1,541,500	(500,000)	2,279,500	2,203,831	75,669
8XXX Transfers to Other Funds	3,238,300	3,738,300	(500,000)	3,237,000	-	-	2,737,000	500,000	6,475,300	6,475,300	-
Contingency	1,000,000	-	1,000,000	-	-	-	-	-	1,000,000	-	1,000,000
	\$ 17,885,700	\$ 15,949,822	\$ 1,935,878	\$ 17,168,100	\$ 2,746,249	\$ 3,602,872	\$ 17,278,058	\$ (109,958)	\$ 35,053,800	\$ 33,227,880	\$ 1,825,920

Clackamas River Water Budget to Actuals Status Report Biennium 2023-2025

CAPITAL IMPROVEMENT PROJECTS FUND	Budget			Total	Actual	Actual	YTD	Biennial Totals	Remaining	Percent
	Appropriation	Actual	Actual							
	BN 2023-2025	July-Sept 2023	Oct-Dec 2023							
				FY 2023-24	July-Sept 2024	Oct-Dec 2024	FY 2024-25		Budget	Remaining
Revenues										
Misc. Operating income	-	-	45,000	45,000	-	-	-	45,000	(45,000)	0.0%
Earnings from Investments	-	1,336	12,660	35,062	8,486	6,928	15,413	50,475	(50,475)	0.0%
Grant - FEMA	-	-	-	550,745	-	-	-	550,745	(550,745)	0.0%
Grant - Hazard Mitigation	-	-	6,887	219,497	-	-	-	219,497	(219,497)	0.0%
Grant - State Homeland Security Program	-	-	3,060	-	-	-	-	-	-	0.0%
Transfers from Capital Reserve Fund	9,939,000	-	2,000,000	2,000,000	-	2,000,000	2,000,000	4,000,000	5,939,000	40.2%
Transfers from General Fund	-	-	-	2,500,000	-	-	-	2,500,000	(2,500,000)	0.0%
Total Revenues	\$ 9,939,000	\$ 1,336	\$ 2,067,608	\$ 5,350,304	\$ 8,486	\$ 2,006,928	\$ 2,015,413	\$ 7,365,717	\$ 2,573,283	0.0%
Capital										
Manager	73,000	911	1,837	43,860	24,687	23,463	48,150	92,010	(19,010)	126.0%
Engineering Manager	108,000	18,811	19,135	37,946	-	-	-	37,946	70,054	35.1%
Professional & Technical - NR	-	-	154	1,026	258	311	568	1,594	(1,594)	0.0%
Professional & Technical	215,000	21,821	26,756	94,290	15,435	24,226	39,660	133,950	81,050	62.3%
Water Worker Distribution	87,000	1,705	7,670	30,348	625	10,361	10,986	41,333	45,667	47.5%
Contract Work	-	278,391	443,389	2,792,237	17,639	316,523	334,162	3,126,399	(3,126,399)	0.0%
Engineer Services	-	13,955	41,646	365,921	39,176	66,681	105,857	471,778	(471,778)	0.0%
Legal	-	274	-	2,223	-	-	-	2,223	(2,223)	0.0%
Materials Inventoried	-	-	33,516	34,877	-	-	-	34,877	(34,877)	0.0%
Permits	-	-	-	723	-	1,120	1,120	1,843	(1,843)	0.0%
Public Notices	-	-	162	1,089	567	725	1,292	2,381	(2,381)	0.0%
Overhead, Labor & Equip Cap	704,000	41,184	59,413	330,550	21,657	61,712	83,369	413,919	290,081	58.8%
Capital Outlay	8,753,000	-	-	61,618	425	397	822	62,440	8,690,560	0.7%
Total Expenditures	\$ 9,940,000	\$ 377,051	\$ 633,679	\$ 3,796,707	\$ 120,468	\$ 505,519	\$ 625,987	\$ 4,422,694	\$ 5,517,306	44.5%
Change in Revenues, Expenditures & Other Financing Sources & Uses	(1,000)	(375,715)	1,433,928	1,553,597	(111,982)	1,501,408	1,389,426	2,943,023		
Beginning Fund Balance	1,000	(187,650)	(563,364)	(187,650)	1,365,947	1,253,965	1,365,947	(187,650)		
Ending Fund Balance	\$ -	\$ (563,364)	\$ 870,564	\$ 1,365,947	\$ 1,253,965	\$ 2,755,373	\$ 2,755,373	\$ 2,755,374		

**Clackamas River Water
Budget to Actuals Status Report
Biennium 2023-2025**

Exhibit E

SYSTEM DEVELOPMENT CHARGES RESERVE FUND	Budget Appropriation BN 2023-2025	Actual July-Sept 2023	Actual Oct-Dec 2023	Total FY 2023-24	Actual July-Sept 2024	Actual Oct-Dec 2024	YTD FY 2024-25	Biennial Total	Remaining Budget	Percent Used
SDC Revenue	330,000	10,598	52,998	310,899	53,200	156,064	209,264	520,163	(190,163)	157.6%
SDC Reimbursement	150,000	4,296	21,486	126,032	21,565	63,267	84,832	210,864	(60,864)	140.6%
SDC Improvements	180,000	6,302	31,512	184,867	31,635	92,797	124,432	309,299	(129,299)	171.8%
Non-Operating Revenue	100,000	25,990	38,288	146,399	42,978	41,012	83,989	230,388	(130,388)	230.4%
Earnings from Investments	100,000	25,990	38,288	146,399	42,978	41,012	83,989	230,388	(130,388)	230.4%
Total Revenues	\$ 430,000	\$ 36,588	\$ 91,286	\$ 457,298	\$ 96,178	\$ 197,076	\$ 293,253	\$ 750,551	\$ (320,551)	174.5%
Transfers to Other Funds	1,000,000	-	-	-	-	-	-	-	1,000,000	0.0%
Change in Revenues, Expenditures & Other Financing Uses	(570,000)	36,588	91,286	457,298	96,178	197,076	293,253	750,551		
Beginning Fund Balance	2,950,000	2,745,640	2,782,228	2,745,640	3,202,938	3,299,116	3,202,938	2,745,640		
Ending Fund Balance	\$ 2,380,000	\$ 2,782,228	\$ 2,745,640	\$ 3,202,938	\$ 3,299,116	\$ 3,496,191	\$ 3,496,191	\$ 3,496,191		

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

February 13, 2025

SUBJECT Management Report

--

PRINCIPAL STAFF Todd Heidgerken
PERSON

DOCUMENTS
ATTACHED

Table of Contents

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

- A. Management Report**
- B. Informational articles or Materials-**

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

February 13, 2025

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. **Budget Process Update** – Staff have been working on preparing information for the Draft 2025-2027 budget. This work involves reviewing spending history, identifying anticipated needs and outlining priorities for the Budget Committee to consider. Many thanks to the numerous staff who are contributing to this process. A draft of the budget will be provided to the Budget Committee members in mid-April.

3. **District Audit Update** – The District's Annual Comprehensive Financial Report (ACFR) for FY 2024 was successfully submitted to the State by the January 31, 2025 deadline. This year, due to the amount of Federal Revenue received, the District was subject to a single audit. A printed copy of both the ACFR and the Single Audit report is being prepared and will be distributed to the Board members.

In March, our auditors from Moss Adams will attend the Board meeting to present the results of the audit and address any questions. During this meeting, the Board will be asked to formally acknowledge receipt of the audit.

4. **Special Districts Association of Oregon (SDAO)** – The SDAO Annual Conference provided an opportunity for Commissioners and staff to gain greater insight on a variety of topics of value to Districts. The opportunities to network and share ideas with other districts were also valuable. Given the timing of this report, results and observations from the SDAO Annual Conference will be shared by those Commissioners who were able to attend as part of their commissioner reports during the February Board Meeting.

Given the state of the 2025 Oregon Legislative Session, the SDAO “Water/Wastewater” Committee has been meeting every two weeks to review legislation of interest to districts. The initial stack of bills that were introduced were over 2400. Not all those bills introduced related to districts, yet the committee is tracking over 200 bills currently. On behalf of all type of special districts, SDAO is tracking over 600 pieces of legislation. The number of bills that SDAO will continue to track will grow over the next couple weeks.

5. **Oregon Water Utility Council (OWUC)** – The January OWUC meeting provided an opportunity for the various water providers to learn more about the bills being introduced during the Oregon Legislative Session. In addition, representatives from the Oregon Health Authority (OHA) and the Oregon Water Resources Department shared information regarding their legislative and budget priorities.

OHA noted that they were seeking guidance from the Environmental Protection Agency regarding the distribution of federal funding as it relates to funding for their department and projects that receive federal funding. They also shared that after further investigation, the three communities that reported that they had lead service lines had mis-identified the lines. The good news is that no community has found lead service lines in their system so far.

6. **Financial System (Springbrook) Implementation Update** - We successfully launched the Springbrook Finance module in January, and the initial feedback from staff has been highly positive. The implementation of additional Springbrook modules is underway, with the focus currently on Utility Billing and transitioning data from our existing software, Eden, to Springbrook. We are targeting April for the go-live of the Utility Billing module.
7. **CRW/City of Milwaukie Billing IGA** – Staff from the City of Milwaukie and CRW held their initial coordination meeting to discuss the process and communications regarding the transfer of the customer data for the roughly 350 CRW customers who are currently included on a joint billing issued by the City of Milwaukie. The meeting focused on creating an agreed upon timeline and identifying what information would need to be made available from the City of Milwaukie in order to get properly set up in CRW’s new billing system. The goal is to have the CRW customers fully transitioned into CRW’s system by July 1
8. **Clackamas Little League Coordination Meeting** – Annually, we sit down with representatives of the Clackamas Little League to review the previous year and discuss items for the upcoming season. They wanted to first acknowledge their appreciation to CRW for the partnership and share that because of this partnership they have one of the nicest little league facilities in the area. In the coming season they don’t anticipate much change to the facilities except for installing some additional signage, making some irrigation repairs, and installing cameras that are focused on the playing fields. We did discuss coordination on the use of the Riverside Park restrooms, and they expressed appreciation of the park resource officer that is present in the summer.

In looking ahead, they are looking at a partnership that will result in a slight increase in the number of games while trying to encourage a higher level of competition for their players. They also expressed a desire to construct a hitting cage facility in the future. Staff encouraged them to first check with the County before putting too much effort into that effort.

The meeting also discussed general park issues with trash, parking, the condition of the pavement. These were topics that the Little League expressed a willingness to help improve in the future.

The Clackamas Little League will hold their opening ceremonies on April 5, 2025 and would like to recognize CRW and the partnership once again

9. **Looking Ahead:**
 - CRW Offices will be closed on Monday, February 17 to observe the President’s Day Holiday

- The February CRW Board Work Session will be canceled.
- The agenda setting meeting for the March Board meeting will be held on Thursday, February 20 at 9am.
- The March Regular Board Meeting will be held on Thursday March 13, 2025 at 6pm

CLACKAMAS RIVER WATER

REGULAR BOARD MEETING

February 13, 2025

SUBJECT Commissioner Reports and Reimbursement Requests

DRAFT MOTION	NO MOTION REQUIRED
---------------------	---------------------------

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 December 2024

Commissioner's Name Naomi Angier Please Print

Date	Meetings	Amount
	CRW Regular Board Meeting -	\$ 50.00
	CRW Work Session	\$
	Miscellaneous Meeting	\$
	Agenda setting meeting	\$ 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 \$ <u>100</u>	Non-Taxable \$ _____	entered P/R <u>Naomi Angier</u>	
Accounts Payable: VENDOR # _____	ACCT# <u>01.601.5730</u>	AMOUNT \$ _____	Entered A/P _____
Board: Reimbursement as of _____			

Christina [Signature] 1/2/25
CFO Date

CLACKAMAS RIVER WATER

Commissioner Request for Reimbursement

Month Dec 2024

Commissioner's Name Sherry French Please Print

Date	Meetings	Amount
	CRW Regular Board Meeting -- 12/12	\$ 50.00
	CRW Work Session	\$
	Miscellaneous Meeting 12/10 oak hodge	\$ 50.00
	12/11 MPAC	\$ 50.00
	12/19 Sunrise	\$ 50.00
	12/23 Agenda	\$ 50.00

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

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>250</u>	Non-Taxable \$ _____	entered P/R <u>[Signature]</u>
Accounts Payable: VENDOR # _____	ACCT# <u>01.601.4105</u>	AMOUNT \$ _____	Entered A/P _____
Board: Reimbursement as of _____			

CFO Date 12/22/2024

CLACKAMAS RIVER WATER

Commissioner Request for Reimbursement

Month Dec 2024

Commissioner's Name Lester Garrison Please Print

Date	Meetings	Amount
	CRW Regular Board Meeting - <u>Dec 17, 2024</u>	\$ 50.00
	CRW Work Session	\$
	Miscellaneous Meeting	\$
		\$
		\$
		\$

Total \$ 50.00

Date	Meals	Amount
		\$
		\$
		\$
		\$

Total \$ _____

Date	Mileage *	Amount
	SDAO Conference , Feb. 9-12, sunriver 190 miles	\$
		\$
		\$
		\$
		\$

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 \$ 50.00
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 Lester Garrison

 Commissioner's Signature

For Accounting:			
Payroll: Taxable \$ <u>50.00</u>	Non-Taxable \$ _____	entered P/R <u>H. Aubrey</u>	
Accounts Payable: VENDOR # _____	ACCT# <u>01.601.5730</u>	AMOUNT \$ _____	Entered A/P _____
Board: Reimbursement as of _____			

Chudler 11/25
 CFO Date

CLACKAMAS RIVER WATER

Commissioner Request for Reimbursement

Month Jan '25

Commissioner's Name Lester Garrison

Please Print

Date	Meetings	Amount
	CRW Regular Board Meeting - <u>Jan 9, '25</u>	\$ <u>50.00</u>
	CRW Work Session	\$ _____
	Miscellaneous Meeting	\$ _____
		\$ _____
		\$ _____
		\$ _____

Total \$ 50.00

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

Total \$ _____

Date	Mileage *	Amount
	SDAO Conference , Feb. 9-12, sunriver 190 miles	\$ _____
		\$ _____
		\$ _____
		\$ _____
		\$ _____

Total \$ _____

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

Total \$ _____

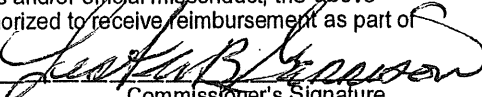
Date	Miscellaneous ***	Amount
		\$ _____
		\$ _____
		\$ _____

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 \$ 50.00
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 Lester Garrison

 Commissioner's Signature

For Accounting:	Payroll: Taxable \$ <u>50</u>	Non-Taxable \$ _____	entered P/R <u>P. Quoyne</u>
	Accounts Payable: VENDOR # _____	ACCT# <u>01.601.5730</u>	AMOUNT \$ _____ Entered A/P _____
Board: Reimbursement as of _____			


 CFO Date 1-30-25

CLACKAMAS RIVER WATER

Commissioner Request for Reimbursement

Month January, 2025 Commissioner's Name Robert Rubitschun Please Print

Date	Meetings	Amount
	CRW Regular Board Meeting - <u>1/9/2025, 6:00PM</u>	\$ <u>50.00</u>
	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	\$ <u>50.00</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: Robert Rubitschun
Commissioner's Signature

For Accounting:
 Payroll: Taxable \$ 50 Non-Taxable \$ _____ entered P/R Boulogne
 Accounts Payable: VENDOR # _____ ACCT# 01.601.5730 AMOUNT \$ _____ Entered A/P _____
 Board: Reimbursement as of _____

Chudman CFO 1/10/25 Date



Clackamas River Water

Clackamas River Water

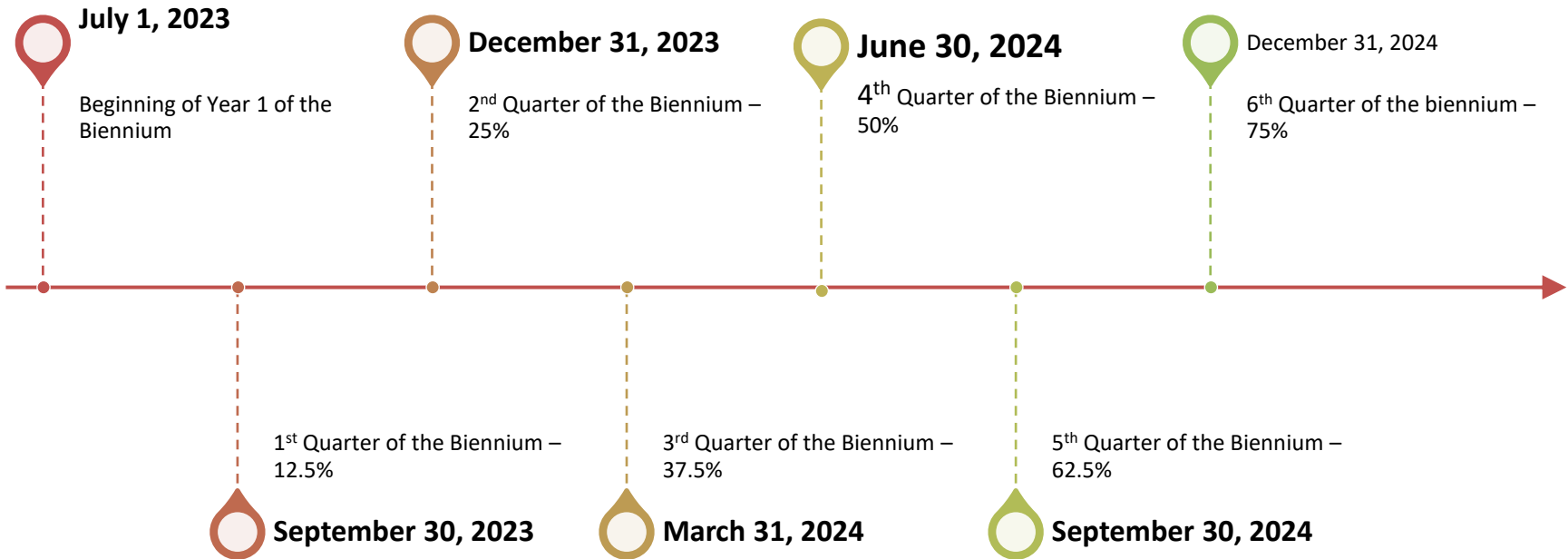
2nd Quarter Update – Fiscal Year 2025

Board Meeting – February 13, 2025

Christina Irish



Biennium (BN) 2023-2025



General Fund Budget to Actual Status

+
●
○



Revenues higher than anticipated (90.9% vs 75%) to date. Drivers:

Water Sales (New rates started September 1st)
Non-Operating Revenue (\$902,000 more than budget)



Expenses tracking slightly lower than anticipated at 52.9%



Personnel Services is averaging lower due to vacant positions in Water Resources, FACS, and Operations in the biennium (62.5% vs 75%).

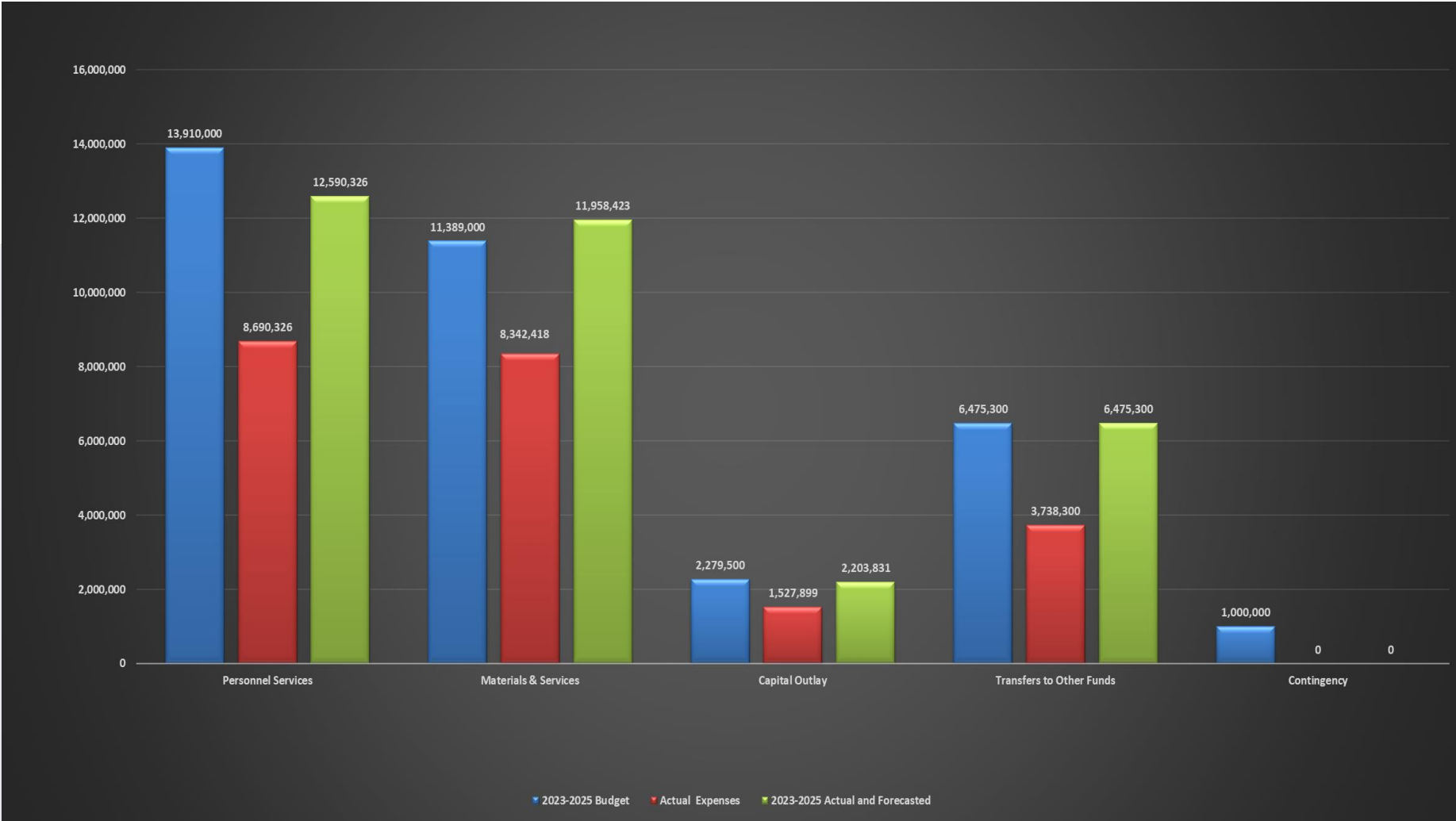


Material & services expenditures are at 73.2%. Primarily from water purchase related to the Water Treatment Plant project along with an increase in contracted work.



Capital outlay spending is at 67% and includes Work in Progress items that were started in 2024.

General Fund Budget to Actuals As of December 31, 2024



Capital Improvement Projects Fund Budget to Actual Status

- 44.2% spent through 2nd Quarter.
- As various projects near completion, we can expect to see a rise in spending
- Grants:
 - Requested \$154k in reimbursements for 2025
 - \$770K received in grant funds in the Biennium



System Development Charge (SDC) Reserve Fund Budget to Actuals

- 174.5% SDC revenue from new construction received to date.
- Interest earnings trending higher than budgeted due to current rates and a higher balance.



The background is a solid blue color with numerous water droplets of various sizes scattered across it. The droplets are rendered with realistic shading and highlights, giving them a three-dimensional appearance. Some droplets are large and prominent, while others are small and numerous, creating a dense, textured effect.

Questions?