



Regular Meeting Summary

CLACKAMAS REGIONAL WATER SUPPLY COMMISSION

A regular meeting of the Clackamas Regional Water Supply Commission was held on Monday, November 14, 2016 at 4:00 p.m. at Clackamas River Water, 16770 SE 82nd Dr., Clackamas, OR 97015

Board: Hugh Kalani; President; Ron Blake, Vice President; Deanna Boast, Secretary; Naomi Angier, Treasurer; Ken Humberston; Ron Blake

Staff: Wade Hathhorn, SWA General Manager; Todd Heidgerkin, CRW General Manager; Carol Bryck, CRW/SWA Chief Financial Officer; Karin Holzgang, CRW Executive Assistant; Cindy Richards, SWA Administrative Assistant

Meeting Summary

Call to Order @ 4 p.m.

President Kalani called the meeting to order at 4:00 p.m.

Public Comment - Comments limited to 3 minutes per person

General Business

1. Organizational Update

a. Requirements under the CRWSC Agreement

Heidgerkin said he revisited the agreement and shared a spreadsheet listing the actions required under the agreement. He noted that more work needed to be done on the planning document. Hathhorn noted that the outstanding pieces are asset management, water supply and capital improvement. He commented that part of the reason these documents haven't been completed yet is because the CRWSC doesn't have assets or capital. The one thing that the CRWSC does share is the Springbrook software contract. Sharing the contract allowed for phased implementation; Sunrise has implemented but CRW has not. Hathhorn said the thing that should be worked on is the planning agreement, specifically the water supply agreement. Hathhorn has written a draft agreement.

Hathhorn summarized that the old agreement said that CRW has access to certain water rights and unused capacity at their treatment plant which they would sell up to 10MGD of water. Sunrise is currently taking 2.5 MGD. He noted that the agreement didn't necessarily mean that CRW would provide all of that water to the Commission, rather it allows for the unutilized portion of the CRW plant to be put to beneficial use. Kalani said he hadn't heard of there being any changes to that. Hathhorn said that Sunrise has

shown interest in using more water in the future and that a water supply agreement could be written between CRW and Sunrise.

Angier asked why there is a third party involved if the agreement is just between Sunrise and CRW. Hathhorn said that before the CRWSC was formed, the agreement between CRW and NCCWC was created. At that time the NCCWC only had the slow sand portion of the plant, and it was determined that it might need additional supply in the winter when turbidity is high. Later, it was changed to note that Sunrise assumes responsibility. Platt commented that it was just for 2.5 MGD. He said the parties might want to discuss moving toward Sunrise utilizing the full 10 MGD. Kalani stated that he thought that might be included in the planning that Heidgerken and Hathhorn are working on.

Hathhorn noted that Sunrise can't make the decision to terminate the contract between the NCCWC and CRW. Heidgerken said the steps to the agreement is to start with the planning document and that can be used to move forward with the water supply agreement. He noted that that document needs to be moved along.

2. SDIS Best Practices Program

a. Resolution 2016-04, Adopting Oregon Ethics Law Policy

Hathhorn said every year SDAO sets up standards for best practice and this year the focus is on Ethics. If the best practices are completed, you can save up to 10% on insurance. Both Sunrise and CRW have adopted this policy separately, but according to SDAO the Commission has to adopt it as well. Staff used the standard language recommended by SDAO for the policy.

A motion to adopt Resolution 2016-04, adopting Oregon Ethics Law Policy was made by Angier and seconded by Platt. The motion carried unanimously.

b. SDIS Best Practices Checklist

A motion to accept the SDIS Best Practices checklist was made by Angier and seconded by Platt. The motion carried unanimously.

3. Financial Update

a. Financial Summary & b. 2016 Audit

Bryck said that these are draft financials. She noted that the audit will be done by the end of December. We will have the official audited financial statements at the next meeting. She pointed out that the budget to actual through October was provided and asked for questions. Platt asked if the Commission needs to accept the audit by December 31. Bryck said it does not, because once the audit is done, the audit is what it is, so the Board simply acknowledges that it's completed and submitted to the state; there is nothing to change.

4. General Manager(s)' Update

Hathhorn reported that there is continued shared resources and continued integration. The shared resources include IT/SCADA, finance, water quality testing, purchasing, emergency planning and some engineering. He noted that this is a continuation of activities, not necessarily an expansion. The greatest activity is centered on IT. There will be more work going forward with emergency planning. Both organizations are keeping busy with building infrastructure. Hathhorn stated that Sunrise is looking to share CRW's 152nd Reservoir project.

Heidgerken added that he and Hathhorn are meeting regularly to discuss new opportunities. He reiterated that there should be more focus going forward on the planning document and water agreements.

5. Directors' Reports

Heidgerken noted that this is the time for the Board to share any information with Staff that they might have. Blake commented that he thinks it's going well. Kalani added that it can take time to start making progress.

Adjourn