

**CLACKAMAS RIVER WATER BOARD OF COMMISSIONERS
REGULAR BOARD MEETING
BOARD INDEX OF AUDIOTAPE
September 14, 2017**

COMMISSIONERS PRESENT:

David McNeel, President
Naomi Angier, Secretary
William "Bill" Blanas, Treasurer
Hugh Kalani
Larry Sowa

STAFF PRESENT:

Todd Heidgerken, General Manager
Karin Holzgang, Executive Assistant to the Board

CRW Employees: Adam Bjornstedt, Principal Engineer; Carol Bryck, Chief Financial Officer; Donn Bunyard, Emergency Manager; Joe Eskew, Engineering Manager; Bob George, Chief Engineer; Kham Keobounnam, IT Manager;

VISITORS: Mona Kalani, Jim Martin, Steve Gaschler, Kim Swan

Call to Order

Commissioner McNeel called the meeting to order at 6:00 pm. The pledge of allegiance was recited.

MOTION: Commissioner Angier moved to approve the agenda as presented; Commissioner Kalani seconded the motion

MOTION CARRIED 5-0

Ayes: Angier, Blanas, Kalani, McNeel, Sowa
Nays: None
Abstentions: None

Public Comment: None

Presentation: Kim Swan, Water Resources Manager - CRWP Annual Update

Ms. Swan provided an overview of the members that make up the CRWP, those include water providers who all produce water from the Clackamas River but pay provide water to customers outside of Clackamas County. This group works to promote public awareness and stewardship of the Clackamas river watershed providing a collective voice for the group of water providers. In 2010 the members of CRWP collectively adopted a water protection plan to help protect the watershed. The group spearhead programs that are designed to protect the health of the watershed as well as outreach programs designed to educate and support the community.

Agenda Item 1.0 Declaration of surplus property for Fiscal Year (FY) 17

MOTION: Commissioner Angier move the Board approve the listing of surplus property for FY 17 to be disposed of in accordance with Oregon Statutes and Local Contract Review Board Rules. Commissioner Kalani seconded the motion

MOTION CARRIED 5-0

Ayes: Angier, Blanas, Kalani, McNeel, Sowa
Nays:
Abstentions:

Agenda Item 2.0 Professional Services Contract: Carver-Springwater Transmission Main, CIP 17-5217

MOTION: Commissioner Angier move to award the Professional Services Contract to Parametrix for design and construction services associated with the Carver-Springwater Transmission Main Project for an amount not-to-exceed \$246,360 and authorize the General Manager's signature on the completed contract. Commissioner Kalani seconded the motion.

Mr. Eskew presented an overview of the project, the consultant would provide design services, oversight and inspection services along with the bidding and construction portion of the project. Moving this project forward quickly will save costs for paving since this project is scheduled to be completed prior to the work by the County to complete the approaches to the bridge and their scheduled roadwork. Commissioner Angier asked about using Parametrix given their part in the Carver Bridge litigation and Mr. Eskew explained that staff do not feel the work on the design portion was at issue.

MOTION CARRIED 5-0

Ayes: Angier, Blanas, Kalani, McNeel, Sowa
Nays:
Abstentions:

Agenda Item 3.0 Consider Approval of Professional Services Contract to AKS Engineering & Forestry LLC for surveying services for the Highway 224 Intertie Project

MOTION: Commissioner Angier move to approve the award of Professional Services Contract to AKS Engineering & Forestry LLC for surveying services for the Highway 224 Intertie Project for the not-to-exceed amount of \$70,471 and to authorize the General Manager to sign the completed contract. Commissioner Kalani seconded the motion.

Mr. Bjornstedt explained this is project #5 of the Backbone projects. This surveying work will involve surveying of the ROW of Hwy. 212/224 and will assist with preparation for the waterline project.

MOTION CARRIED 5-0

Ayes: Angier, Blanas, Kalani, McNeel, Sowa
Nays:
Abstentions:

Consent Agenda

- CA-1: Gross Payroll and Account Paid for August 2017
- CA-2: Cash Position and Transfers August 2017
- CA-3: Temporary Service- Provide temporary water service for a home outside the District service boundary

MOTION: Commissioner Angier moved to approve the Consent Agenda as presented. Commissioner Kalani seconded the motion.

MOTION CARRIED 5-0

Ayes: Angier, Blanas, Kalani, McNeel, Sowa
Nays:
Abstentions:

Agenda Item 4.0 Debt Covenant compliance reporting

Ms. Bryck is presenting the annual debt covenant report. Debt covenants are being met. Some forecasts to consider is that there could be increased water sales to SWA, some of the issues with PERS payments could level out, debt insurance is not factored in, factored in a 3% per year rate increase once the 8 year rate plan is completed, this holds the current debt covenant until 2029 with no increase to the debt. Also forecasted was a 4% increase per year rather than 3% and the debt covenant was met through 2035.

These are just the preliminary discussions and the Board will have the opportunity to have more in depth conversations about rates and where we are in compliance with the debts covenant.

Agenda Item 5.0 Management Report

- Intergovernmental Relations:
 1. City of Milwaukie- CRW Staff has held meetings with the city staff to review current development and current agreements between

CRW and the city. Also starting to talk about an Urban Service Agreement

2. City of Gladstone-the two staffs have met to discuss the possibility of an emergency water supply agreement
 3. Sunrise Water Authority (SWA)- Meets periodically with the SWA GM and most recently discussed the CRWSC Board meeting
- Looking Ahead:
 - September 25 Board Work Session
 - SDAO Board Practice Assessment will be conducted by Rob Mills to assist the Board in their working together. There will be a facilitation of a discussion and then a follow up report
 - Monday September 11 the CRWSC was held- The Board discussed the next steps for the commission and talked about the need to draft a water supply agreement with Sunrise Water. In doing this there will also need to be some clean-up of the water sales agreement CRW has with NCCWC to clarify the water that SWA purchases directly as well as the water that CRW sells to the NCCWC Commission. The CRWSC asked that CRW staff send a letter to bring up starting discussions on reworking the water sales agreements
 - Carol Byrck has accepted a mentor position at PSU that will be done on the weekend through the Mark Hatfield School in the same program that she went through previously.
 - September is national preparedness month and members are being reminded about the 14 gallon challenge that is going on if there are photos of the water supply people have at home.
 - Donn Bunyard is featured in a video about the use of the water stored in hot water tanks in peoples home.

Agenda Item 7.0

Commissioner Reports and Reimbursement Requests

Commissioner Blanas attended the SDAO Board Member training in August and suggested that it is beneficial for all commissioners to attend even if they have already been in office for a while. The training is also geared towards the Executive Staff that support Boards.

Commissioner Kalani attended the C-4 retreat and has been a part of this group for the time he has been on the Board. For the most part there is not a focus on water but on other areas.

Public Comment:

None

Regular Meeting adjourned at 7:07pm