

CLACKAMAS RIVER WATER  
BOARD OF COMMISSIONERS  
REGULAR MEETING



Held at 16770 SE 82<sup>nd</sup> Dr. Clackamas, OR 97015

This Meeting will have both an in person and remote option for attending  
September 8, 2022 at 6:00pm

**AGENDA**

**Public Comment:** If there is a member of the public that wishes to address the Board, they are encouraged to submit a request through email to [kholzgang@crwater.com](mailto:kholzgang@crwater.com) no later than 4pm the day of the meeting.

Members of the public are welcome to speak for a maximum of three minutes, citizens must state their name, address, 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/86766698759> or by calling the following number 1-253-215-8782 and join meeting/867 6669 8759#. **Passcode: 649106**

**REGULAR BOARD 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: August 2022**– *Jason Kirkpatrick, Chief Financial Officer*

CA-2: **Cash Position and Transfers: August 2022**– *Jason Kirkpatrick, Chief Financial Officer*

**Informational Reports**

1. Debt Covenant Compliance Reporting for FY 2022 -Including Analysis of the Year’s Revenue and Expenditures- *Jason Kirkpatrick, Chief Financial Officer*
2. Management Report – *Todd Heidgerken, General Manager*
3. Public Comment (*see blue box at the top of the agenda*)

**Commissioner Business**

4. 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**

**September 8, 2022**

**SUBJECT**                      **Gross Payroll and Accounts Paid**

<b>DRAFT MOTION</b>	Move to approve the consent agenda items as presented
<b>EFFECTIVE DATE</b>	September 8, 2022

**PRINCIPAL STAFF PERSON**                      **Jason Kirkpatrick, Chief Financial Officer**

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

**DOCUMENTS ATTACHED**                      **1) Earnings Statements for August 2022, Payrolls – 2 payrolls - \$198,358.60  
2) Monthly Check History for August 2022 - \$784,438.10 (net)**

# Earnings Statement

	First No.	Last No.	Total
Checks:	ADPCHECK	ADPCHECK	0000000000
Vouchers:	00000320001	00000320041	00000000012

SEAT 312 TOTAL DOCUMENT  
 CLACKAMAS RIVER WATE  
 LOCATION 0001

## CHECK STUFFING, RECONCILIATION

134670.58 GROSS  
 84732.81 NET PAY (INCLUDING ALL DEPOSITS)  
 13703.42 FEDERAL TAX  
 8153.83 SOCIAL SECURITY  
 1906.95 MEDICARE  
 .00 MEDICARE SURTAX  
 .00 SUI/DI/FLI/MLI TAX  
 8138.26 STATE TAX  
 .00 LOCAL TAX  
 101084.72 DEDUCTIONS  
 1683.40 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  
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# Earnings Statement

First No. Last No. Total

Checks: ADPCHECK ADPCHECK 00000000000

Vouchers: 00000340001 00000340040 00000000012

SEAT 312 TOTAL DOCUMENT  
CLACKAMAS RIVER WATE  
LOCATION 0001

## CHECK STUFFING, RECONCILIATION

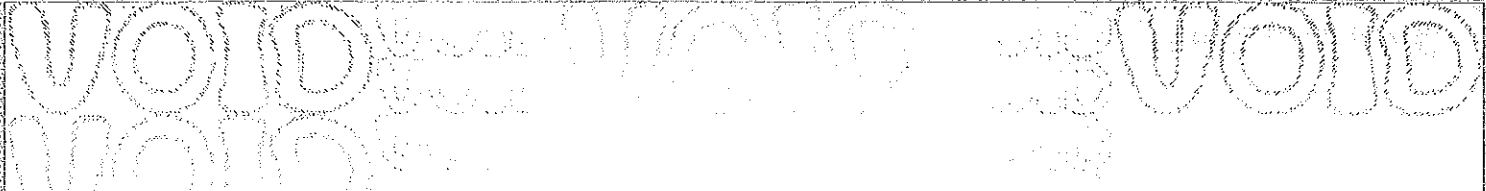
63688.02 GROSS  
 86004.87 NET PAY (INCLUDING ALL DEPOSITS)  
 36.94 FEDERAL TAX  
 3752.93 SOCIAL SECURITY  
 877.69 MEDICARE  
 .00 MEDICARE SURTAX  
 .00 SUI/DI/FLI/MLI TAX  
 3919.69 STATE TAX  
 .00 LOCAL TAX  
 52805.18 DEDUCTIONS  
 2295.59 NET CHECK

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Monthly Check History Listing  
Clackamas River Water  
8/1/2022 to 8/31/2022

Bank code: apbank

Check #	Date	Vendor	Description	Invoice	Amount Paid	Check Total
6121	08/11/2022	00336 CITISTREET - STATE OF OREGON	VOLUNTARY PAYROLL DEDUCTION: DEFER COMP	PR 07/29/2022	2,796.24	2,796.24
6122	08/11/2022	00095 ING	VOLUNTARY PAYROLL DEDUCTION: DEFER COMP	PR 07/15/2022	5,064.87	5,064.87
6123	08/11/2022	00095 ING	VOLUNTARY PAYROLL DEDUCTION: DEFER COMP	PR 07/29/2022	5,053.70	5,053.70
6124	08/11/2022	01959 US BANK	MERCHANT BILLING JULY 2022	MB JULY 2022	201.02	201.02
6125	08/11/2022	01959 US BANK	CUSTOMER ANALYSIS - JULY 2022	CAS JULY 2022	3,385.21	3,385.21
6126	08/11/2022	00336 CITISTREET - STATE OF OREGON	VOLUNTARY PAYROLL DEDUCTION: DEFER COMP	PR 07/15/2022	2,793.18	2,793.18
6127	08/18/2022	01959 US BANK	EVERYTHING2GO.COM LLC	07/25/22	3,570.00	3,570.00
			ROBERT HALF INTL	BJORNSTEDTb	2,928.00	2,928.00
			OFFICE ANYTHING CHAIRS	07/25/22 BJORNSTEDTa	2,867.40	2,867.40
			ROBERT HALF INTL	07/25/22 PAYABLEq	2,342.40	2,342.40
			ROBERT HALF INTL	07/25/22 PAYABLEg	2,196.00	2,196.00
			CENTURYLINK	07/25/22 PAYABLEk	1,666.01	1,666.01
			FEDEX 91743985	07/25/22 TRIPLETTa	653.64	653.64
			MICROBIOLOGICS, INC	07/25/22 TRIPLETTb	436.68	436.68
			CLOUD CAMPAIGN	07/25/22 KEBOUNNAMf	429.32	429.32
			DIALOGTECHINC	07/25/22 KEBOUNNAMb	323.68	323.68
			IHIRE, LLC	07/25/22 CAMPBELLb	299.00	299.00
			DTD LAND USE PLANNING	07/25/22 BJORNSTEDTk	270.00	270.00
			CLACKAMAS COUNTY WATER EN	07/25/22 PAYABLEd	226.90	226.90
			HR ANSWERS INC	07/25/22 CAMPBELLc	199.00	199.00
			NW NATURAL 8004224012	07/25/22 PAYABLEj	182.15	182.15
			PITNEY BOWES PI	07/25/22 PAYABLEh	178.48	178.48
			LEAK REPAIR LUNCH JIMMY OS PIZZA	07/25/22 BJORNSTEDTi	177.12	177.12
			CLACKAMAS COUNTY WATER EN	07/25/22 PAYABLEc	162.75	162.75
			NW NATURAL 8004224012	07/25/22 PAYABLEe	147.80	147.80
			THE HOME DEPOT #4017	07/25/22 RAYh	135.04	135.04
			CLACKAMAS COUNTY WATER EN	07/25/22 PAYABLEb	131.75	131.75
			PAYPAL *PNWS AWWA PNWS AW	07/25/22 BJORNSTEDTb	130.00	130.00
			PAYPAL *PNWS AWWA PNWS AW	07/25/22 BJORNSTEDTc	130.00	130.00
			PAYPAL *PNWS AWWA PNWS AW	07/25/22 BJORNSTEDTd	130.00	130.00
			PAYPAL *PNWS AWWA PNWS AW	07/25/22 BJORNSTEDTe	130.00	130.00
			PAYPAL *PNWS AWWA PNWS AW	07/25/22 BJORNSTEDTf	130.00	130.00

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			PAYPAL *PNWS AWWA PNWS AW	07/25/22 BJORNSTEDTg	130.00	
			ARAMARK UNIFORM	07/25/22 PAYABLEm	122.72	
			TMG SERVICES INC	07/25/22 PRESTWOOD	121.89	
			WORKING LUNCH MEETING FACS	07/25/22 KIRKPATRICK	108.86	
			THE HOME DEPOT #4017	07/25/22 RAYj	106.64	
			HIRINGTHING INC	07/25/22 CAMPBELLa	99.00	
			AMAZON.COM*ZJ29V95H3 AMZN	07/25/22 KEBOUNNAMd	98.95	
			GE HEALTHCARE BIOSCIENCES	07/25/22 TRIPLETTd	93.02	
			AFTER HOURS MEAL CARLS JR RESTAURANTS 71	07/25/22 SLEIGHTf	92.96	
			COSTCO WHSE #0097	07/25/22 RAYe	74.96	
			AMAZON.COM*5O4PY3J83 AMZN	07/25/22 KEBOUNNAMh	72.25	
			AMZN MKTP US*Y182H2I73	07/25/22 TRIPLETTc	71.44	
			PORTLAND HR MANAGEMENT AS	07/25/22 CAMPBELLd	70.00	
			AMZN MKTP US*V85FC0J33	07/25/22 SLEIGHTb	61.70	
			AMZN MKTP US*RS9HZ23C3	07/25/22 KEBOUNNAME	55.99	
			ADOBE *800-833-6887	07/25/22 KEBOUNNAMI	54.99	
			FRANKLIN PLANNER	07/25/22 VOYLESb	52.47	
			AMZN MKTP US*A63G45UI3 AM	07/25/22 KEBOUNNAMa	42.72	
			THE HOME DEPOT #4017	07/25/22 RAYc	41.93	
			PLATT ELECTRIC 038	07/25/22 RAYf	40.88	
			MCDONALD'S F5994	07/25/22 SLEIGHTa	39.12	
			NW NATURAL 8004224012	07/25/22 PAYABLEp	36.07	
			NW NATURAL 8004224012	07/25/22 PAYABLEf	35.09	
			NW NATURAL 8004224012	07/25/22 PAYABLEI	26.69	
			THE HOME DEPOT #4017	07/25/22 RAYd	23.88	
			TEXACO 0372506	07/25/22 SLEIGHTe	22.50	
			AMZN MKTP US*6G7PO4S03	07/25/22 RAYg	22.49	
			THE HOME DEPOT #4017	07/25/22 RAYb	20.72	
			AMZN MKTP US*2M92R7OD3	07/25/22 SLEIGHTc	20.70	
			ARAMARK UNIFORM	07/25/22 PAYABLEn	19.94	
			NW NATURAL 8004224012	07/25/22 PAYABLEr	19.34	
			AMZN MKTP US*CY1UH1YP3	07/25/22 KEBOUNNAMg	15.88	
			AMAZON PRIME*3R4CE4C43	07/25/22 VOYLESa	14.99	
			FRED-MEYER #0063	07/25/22 BJORNSTEDTj	13.47	
			AMZN MKTP US*5923U4YZ3	07/25/22 RAYi	12.39	
			BUZZSPROUT.COM PODCAST	07/25/22 MCGINNIS	12.00	
			AMZN MKTP US*G00C27JA3 AM	07/25/22 KEBOUNNAMc	11.00	
			ARAMARK UNIFORM	07/25/22 PAYABLEo	10.74	

Monthly Check History Listing

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apCkHist  
08/31/2022 4:53PM

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Check #	Date	Vendor	Description	Invoice	Amount Paid	Check Total
6128	08/18/2022	00029 OREGON PERS	THE HOME DEPOT #4017	07/25/22 RAYa	10.22	
6129	08/18/2022	00029 OREGON PERS	DTD LAND USE PLANNING FEE	07/25/22 BJORNSTEDTI	7.43	
6130	08/18/2022	00095 ING	WAL-MART #5440	07/25/22 SLEIGHTd	4.74	
6131	08/18/2022	00095 ING	CENTURYLINK	07/25/22 PAYABLEI	0.14	
6132	08/25/2022	00336 CITISTREET - STATE OF OREGON	CENTURYLINK	07/25/22 PAYABLEa	0.02	22,186.05
6133	08/25/2022	04390 OMEGA PROCESSING	PERS PMT 1499372	06/06-06/20/2022	35.00	35.00
6134	08/25/2022	04390 OMEGA PROCESSING	PERS PMT 1513730, 1513731, 1513732, 1514	07/21-08/05/2022	102,409.06	102,409.06
93911	08/01/2022	04415 RACHEL MINDT	VOLUNTARY PAYROLL DEDUCTION: DEFER COMP	PR 08/12/2022	5,051.64	5,051.64
93912	08/03/2022	02663 ACCENT SIGNS, LLC	VOLUNTARY PAYROLL DEDUCTION: DEFER COMP	PR 08/30/2022	26,675.00	26,675.00
93913	08/03/2022	01681 ADVANCED AMERICAN CONSTRUCTION	VOLUNTARY PAYROLL DEDUCTION: DEFER COMP	PR 08/12/2022	2,798.04	2,798.04
93914	08/03/2022	04307 BEND MAILING SERVICES, LLC	JULY 2022 PAYMENT PROCESSING (MERCHANT #	JULY 2022	15,855.63	15,855.63
93915	08/03/2022	01546 CASCADE COLUMBIA DIST CO INC	JUNE 2022 PAYMENT PROCESSING (MERCHANT #	JUNE 2022	6,964.80	6,964.80
93916	08/03/2022	00227 CLACKAMAS GARBAGE CO INC	FINAL PAYCHECK	08/01/2022	410.62	410.62
93917	08/03/2022	03597 CLOUD RECORDS MANAGEMENT	BADGE PHOTO & NAME PLATE	22-7-166	20.87	20.87
93918	08/03/2022	00519 COLONIAL LIFE	DIVE INSPECTION SERVICES: REVISED	8837	3,750.00	3,750.00
93919	08/03/2022	03192 MSDSONLINE INC DBA VELOCITY EHS	AUGUST PROCESSING & POSTAGE	78452	8,587.77	8,587.77
93920	08/03/2022	03212 EVOQUA WATER TECHNOLOGIES, LLC	2 EACH 53 GAL HYPOCHLORITE DRUMS	834441	690.28	690.28
93921	08/03/2022	04380 EXECUTIVE SECURITY SERVICES	ACC. #04370 - TRASH REMOVAL SERVICE - JU	JULY 2022	377.49	377.49
93922	08/03/2022	01844 FERGUSON ENTERPRISES INC	ORMS-0163 / MONTHLY USER FEE PER USER OR	211152	370.20	370.20
93923	08/03/2022	04080 GREEN GUARD	AUGUST 2022. VOLUNTARY PAYROLL DEDUCTION	77938620805735	276.80	276.80
			MSDS ANNUAL SUBSCRIPTION (08/27/2022-08/	260435	2,857.11	2,857.11
			TANK RENTALS 7/1/22-12/31/22	905433243	552.40	552.40
			SECURITY CONTRACT WORK-RIVERSIDE PARK JU	INV1210	5,913.25	5,913.25
			6 RUBBER REP KIT, 3/8 FLOW CNTL	1121310	1,092.50	1,092.50
			REFILLS ON FIRST AID KITS	C501576	326.93	326.93

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93924	08/03/2022	03240 GARY RUDNIK P HARRANG LONG	LEGAL SERVICES - JULY 2022	98220	4,240.00	4,240.00
93925	08/03/2022	04414 JAMES KAYLOR	TRAVEL EXPENSE REIMBURSEMENT	08/01/2022	500.00	500.00
93926	08/03/2022	04171 LSK GRAPHICS INC.	NEWSLETTER/BILL INSERT CREATION AND DESI	24830-20	340.00	340.00
93927	08/03/2022	04180 MADRONE TECHNOLOGY GROUP INC.	CONTRACT WORK	2227	715.00	715.00
93928	08/03/2022	00138 MILWAUKIE, CITY OF	ACCOUNT# 24-3520-00 - 6201 SE LAKE RD -	24-3520 6/20-7/20	317.49	317.49
93929	08/03/2022	00141 NORTH CLACKAMAS COUNTY CHAMBER	VISION SPONSORSHIP DUES	22442	1,000.00	1,000.00
93930	08/03/2022	00373 OREGON AF SOME	UNION DUES	PR 07/22/2022	956.87	956.87
93931	08/03/2022	00018 PITNEY BOWES GLOBAL FIN SVC LL	ACC.: #010797993 - INSERTING SYSTEM LEA	3316093068	306.36	306.36
93932	08/03/2022	00229 RICOH USA, INC.	COPIER LEASE #1021276-3797919 - 07/10 TO	106364434	45.75	45.75
93933	08/03/2022	00577 SPECIAL DISTRICTS ASSOC OREGON	WORK COMP INSURANCE RENEWAL 2022-23	35W54042-463, 05/22	41,846.15	41,846.15
93934	08/11/2022	04170 BOEDE CONSTRUCTION	HOLLY LANE PUMP STATION IMPROVEMENTS	06/20/2022	9,764.00	9,764.00
93935	08/11/2022	04249 CASCADE RIGGING INC.	RIGGING INSPECTION, CHAIN SLINGS & HYDRA	32567	544.30	544.30
93936	08/11/2022	00063 CESSCO INC	3 PCS ASPHALT BLADES	450029	378.00	378.00
93937	08/11/2022	04256 CITY WIDE FACILITY SOLUTIONS	JULY 2022 - CLEANING - ADMIN/OPS/WTP/PARK	ST1035000072	7,052.10	7,052.10
93938	08/11/2022	04147 CITY WIDE TREE SERVICES INC	TREE REMOVAL	19965	5,400.00	5,400.00
93939	08/11/2022	01580 CLACKAMAS 800 RADIO GROUP	FY22-23 ANNUAL ACCESS FEES: 4 MEMBER VOI	22-131	1,920.00	1,920.00
93940	08/11/2022	00200 CLACKAMAS COUNTY	ONE CREW - JULY 2022	20-7381	425.00	425.00
93941	08/11/2022	02856 CRYSTAL GREENS LANDSCAPING	LANDSCAPING MAINTENANCE - JULY	119178-119185	5,182.00	5,182.00
93942	08/11/2022	04138 DITCH WITCH	#8465283-RECEIVER	442903	830.29	830.29
			#8464541-TRANSMITTER	436066	224.68	1,054.97
93943	08/11/2022	03504 ENTERPRISE FLEET MANAGEMENT	CUST #488054 TRUCK LEASE 07/01-08/31/202	FBN4538909	635.72	635.72
93944	08/11/2022	00287 ENVIRONMENTAL RESOURCE ASSOC	COLIFORM MICROBE	004597	1,508.88	1,508.88
93945	08/11/2022	04391 FORBISTER ROOFING INC	REPLACEMENT OF SYSOPS SHOP ROOF	2075	40,345.00	40,345.00



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93946	08/11/2022	03887 DBA: NAPA AUTO PARTS GENUINE PARTS CO. INC	PROTECTANT, TIRE WET, BLUE DEF	4462-346097	48.36	48.36
93947	08/11/2022	04411 GOODFELLOW BROS LLC	SPOILS DUMPING	13041	1,512.00	1,512.00
93948	08/11/2022	00123 GRANTS PASS WATER LAB INC	CRYPTO RAW	301626	450.00	
			CRYPTO FINISHED	301627	450.00	
			CRYPTO FINISHED	301635	450.00	
			CRYPTO RAW	301636	450.00	1,800.00
93949	08/11/2022	03473 HASA INC	SODIUM HYPOCHLORITE - LOW SALT	838063	10,592.00	10,592.00
93950	08/11/2022	02570 HOME DEPOT CREDIT SERVICES	ACCT #6035 3225 0573 2754 TOP SOIL & SPR	H4017-387730	75.68	
			ACCT #6035 3225 0573 2754 GLOVES, HOSE C	H4017-357853	35.45	111.13
93951	08/11/2022	02545 LAKESIDE INDUSTRIES INC	5 TONS EASY STREET POLIMER COLD PATCH	116345	829.84	829.84
93952	08/11/2022	02487 LLC LINESCAPE DIRECTIONAL BORING	SERVICE INSTALL RONALD LANE	58317	780.00	780.00
93953	08/11/2022	04180 MADRONE TECHNOLOGY GROUP INC.	TELECOMMUNICATION	2234	1,083.00	
			TELECOMMUNICATION	2178	1,083.00	
			CONTRACT WORK	2243	275.00	2,441.00
93954	08/11/2022	00353 METRO OVERHEAD DOOR INC	GATE 6 REPAIR	225389	288.00	288.00
93955	08/11/2022	04242 NORTHWEST MECHANICAL GROUP LLC	REPAIRS & NEW THERMOSTATS	27431	2,172.50	
			JUNE HVAC SERVICES	26942	410.00	
			AUGUST HVAC SERVICE	27525	410.00	2,992.50
93956	08/11/2022	00373 OREGON AFSCME	UNION DUES	PR 08/05/2022	926.86	926.86
93957	08/11/2022	00048 OREGON CITY, CITY OF	PUMPING CHARGES - JULY 2022	6/30- 07/31/2022	11,787.03	11,787.03
93958	08/11/2022	00048 OREGON CITY, CITY OF	ACC.# 04-792203-01 (130825) 05/31 - 06/3	05/31-06/30/2022	19.12	19.12
93959	08/11/2022	00552 OREGON IRRIGATION	CRW BACKFLOW TESTING 2022	51859	1,080.00	1,080.00
93960	08/11/2022	04416 MICHAEL OSBORNE	REFUND OF AFSCME DUES DEDUCTED FROM 7/12	07/12/2022	24.75	24.75
93961	08/11/2022	04271 PBS ENGINEERING & ENVIR.	REDLAND ROAD WATERLINE IMPROVEMENT	0074173.000-3	3,655.00	
			REDLAND ROAD WATERLINE IMPROVEMENT	0074173.000-2	2,605.00	
			REDLAND ROAD WATERLINE IMPROVEMENT	0074173.000-4	1,347.50	7,607.50
93962	08/11/2022	03815 PETROCARD INC	15-100 WATER QUALITY, 2400 & 2500 EQUIPM	C962708	1,445.44	1,445.44

Monthly Check History Listing

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93963	08/11/2022	00021 PGE	WATER TREATMENT PLANT JULY 2022	WTP JULY 2022	40,593.03	
			PUMP STATION JULY 2022	PUMP STATION	28,738.59	
			ADMIN JULY 2022	ADMIN JULY 2022	3,027.31	72,358.93
93964	08/11/2022	04255 PUMPTTECH LLC	DDA 120-7 AR-PVCA/C-F 31A7A7BG, POSITIO	0183122-IN	9,801.05	9,801.05
93965	08/11/2022	00229 RICOH USA, INC.	COPIER LEASE #1021276-3672069 - 07/20 TO	1063853388	362.53	362.53
93966	08/11/2022	00229 RICOH USA, INC.	CUST. # 4197629 - ADDITIONAL COPIES 07/0	5065218161	316.67	
			CUST. # 4220490 - ADDITIONAL COPIES 07/0	5065217894	132.24	
			CUST. # 4220490 - ADDITIONAL COPIES 07/0	5065217814	77.22	526.13
93967	08/11/2022	03645 RITZ SAFETY LLC	SAFETY TRAINING - CONFINED SPACE CLASS	6344640	800.00	800.00
93968	08/11/2022	00024 SOUTH FORK WATER BOARD	WATER PURCHASED - JULY 2022	JULY 2022	94,558.08	94,558.08
93969	08/11/2022	00282 TERMINIX INTERNATIONAL INC	CUST.# 1703011 - AUGUST PEST CONTROL SER	423512607	117.00	
			CUST.# 1703007 - AUGUST PEST CONTROL SER	423505740	100.00	217.00
93970	08/11/2022	00130 WASTE MANAGEMENT OF OREGON	JULY 2022 TRASH REMOVAL SERVICES - RIVER	9305704-1574-3	1,998.46	
			JUNE 2022 - TRASH REMOVAL SERVICES - 910	9305705-1574-0	519.36	2,517.82
93971	08/11/2022	02373 WORLD CUP COFFEE & TEA SERVICE	COFFEE & TEA	0212322	217.00	
			COFFEE & TEA	0212324	11.65	
			COFFEE & TEA CREDIT FUEL SURCHARGE	0212684	-5.95	222.70
93972	08/17/2022	01677 TOYOTA OF GLADSTONE	2022 WHITE TOYOTA TACOMA TRD	T23109	39,716.33	39,716.33
93973	08/18/2022	00002 AMERICAN FAMILY LIFE ASSURANCE	ACC: OXNX3 - VOL. PAYROLL DEDUCT. - AUGU	523250	1,463.74	1,463.74
93974	08/18/2022	02555 COMCAST	COMCAST MONTHLY CABLE INTERNET - 8/14-9/	2099723 8/14-9/13	248.85	248.85
93975	08/18/2022	03218 DIRECT TRANSPORT INC	DELIVERY BOARD MEETING PACKETS 08/03/202	290576	59.77	59.77
93976	08/18/2022	00073 FIRST RESPONSE INC.	RESPONSE COVERAGE 7/10 & 7/30	31157	30.00	30.00
93977	08/18/2022	04183 FISH CONSTRUCTION NW	REFUND RECEIPT #: 003929	ref000185000	1,759.39	1,759.39
93978	08/18/2022	04242 NORTHWEST MECHANICAL GROUP LLC	OPS SHOP HVAC REPAIR	27638	880.86	880.86
93979	08/18/2022	03548 RIVER CITY ENVIRONMENTAL INC	SOUTH END ROAD & BEUTEL SERVICE	852711	1,314.00	1,314.00
93980	08/18/2022	00577 SPECIAL DISTRICTS ASSOC OREGON	SEPTEMBER HEALTH BENEFITS PROGRAM	03-0054042,	53,511.58	53,511.58

Monthly Check History Listing  
Clackamas River Water  
8/1/2022 to 8/31/2022

Bank code: apbank

Check #	Date	Vendor	Description	Invoice	Amount Paid	Check Total
93981	08/18/2022	03394 TEAM ELECTRIC COMPANY	FACS CUBICAL POWER RESTORATION	25132	120.00	120.00
93982	08/18/2022	00165 UNIVAR SOLUTIONS USA INC	CALCIUM HYPOCHLORITE_ 3 INCH TABLETS	50463998	2,550.74	2,550.74
93983	08/18/2022	02247 WHA INSURANCE AGENCY INC	MERP ADMIN FEE JULY 2022	08/15/2022	50.00	50.00
93984	08/25/2022	00193 ABC FIRE EXTINGUISHER INC	ANNUAL FIRE EXTINGUISHER TESTING - PLANT	12461295	1,338.00	1,338.00
93985	08/25/2022	00193 ABC FIRE EXTINGUISHER INC	ANNUAL FIRE EXTINGUISHER TESTING - OPS	12461293	651.00	651.00
93986	08/25/2022	00193 ABC FIRE EXTINGUISHER INC	ANNUAL FIRE EXTINGUISHER TESTING - ADMIN	12461312	501.00	1,152.00
93986	08/25/2022	01681 ADVANCED AMERICAN CONSTRUCTION	DIVE INSPECTION SERVICES	8856	5,725.00	5,725.00
93987	08/25/2022	03251 AMERICAN MESSAGING	ACC.#W4-102729 - PAGING SERVICE: 08/01	W4102729WH	27.76	27.76
93988	08/25/2022	03525 BIO-MED TESTING SERVICES INC	RANDOM DRUG TEST & PRE-EMPLOYMENT CHECK	92802	105.00	105.00
93989	08/25/2022	00304 CANTEL SWEEPING	AUGUST-PARKING LOT SWEEPING - OPS (CUST.	e19578	240.00	240.00
93990	08/25/2022	00325 CHEMTRADE CHEMICALS US LLC	AUGUST PARKING LOT SWEEPING - ADMIN (CUS	e19577	185.00	185.00
93991	08/25/2022	00200 CLACKAMAS COUNTY	AUGUST-PARKING LOT SWEEPING - PARK (CUST	e19579	170.00	595.00
93992	08/25/2022	00017 CORE & MAIN LP	ALUMINUM SULFATE	93399758	6,546.07	6,546.07
93993	08/25/2022	02856 CRYSTAL GREENS LANDSCAPING	CLACKAMAS BROADBAND CONNECTION FEES JULY	ESX22008	6,120.00	6,120.00
93994	08/25/2022	04391 FORBISTER ROOFING INC	7700-10 300 FT. 2 PCS 5500-42	R322702	8,923.84	8,923.84
93995	08/25/2022	00167 GRAINGER INC	IVY TRIMMING LARGE HEDGE & TREES	121808	2,100.00	2,100.00
93996	08/25/2022	02570 HOME DEPOT CREDIT SERVICES	SYSOPS SHOP ROOF REPLACEMENT	2076	36,680.00	36,680.00
93997	08/25/2022	02284 K & D SERVICES OF OREGON INC	OUT OF SERVICE TAGS -DANGER	9365963066	19.55	19.55
93998	08/25/2022	04180 MADRONE TECHNOLOGY GROUP INC.	OUT OF SERVICE TAGS - REPAIR	9366488071	12.78	12.78
			HEX BUSHING	9388910979	5.08	37.41
			ACCT #6035 3225 0573 2754 SCREWS TO REPA	H4017-5131834	14.77	14.77
			LINWOOD INSTALL, REPLACE ARP, CASON POT	BILL018973	3,143.25	3,143.25
			2214-0256 SOUTH END RD & BUETEL ROAD	BILL018863	1,832.50	1,832.50
			ABANDON SERVICE BEAVERCREEK	BILL018921	928.00	5,903.75
			DATA BACK UP	2280	2,939.00	2,939.00
			CONTRACT WORK	2266	1,045.00	1,045.00

Monthly Check History Listing

Glackamas River Water  
8/1/2022 to 8/31/2022

apCkHist  
08/31/2022 4:53PM

Bank code: apbank

Check #	Date	Vendor	Description	Invoice	Amount Paid	Check Total
			CONTRACT WORK	2271	825.00	
			CONTRACT WORK	2247	220.00	
			COMPUTER PERIPHERALS	2257	99.00	5,128.00
93999	08/25/2022	00012 METERREADERS LLC	AUGUST METER READING SERVICE - CYCLE 1 &	10401	5,482.68	
			AUGUST METER READING SERVICE - CYCLE 3	10400	4,118.52	9,601.20
94000	08/25/2022	00138 MILWAUKIE, CITY OF	#15-000 SERVICE AND PROGRAM TPMS	INV00728	101.23	101.23
94001	08/25/2022	00373 OREGON AFSCME	UNION DUES	PR 08/19/2022	926.86	926.86
94002	08/25/2022	00021 PGE	LIGHTING IMPROVEMENTS AT OPERATIONS CENT	472302	4,593.96	4,593.96
94003	08/25/2022	00018 PITNEY BOWES GLOBAL FIN SVC LL	POSTAGE REFILL AND OVERAGE FEE	800-900-0718-3324A	1,510.00	1,510.00
94004	08/25/2022	02386 PRINCIPAL FINANCIAL GROUP	LIFE, AD&D LTD, ACC.# 108 1726-10001	UG SEPTEMBER 2022	5,282.19	5,282.19
94005	08/25/2022	00229 RICOH USA, INC.	COPIER LEASE #1021276-3745995 - 9/05 TO	106441748	208.86	208.86
94006	08/25/2022	00229 RICOH USA, INC.	COPIER LEASE #1021276-3734774 - 08/12 TO	10443506	208.86	208.86
94007	08/25/2022	03701 SHRED NORTHWEST LLC	ADMIN SHREDDING SERVICE	2945081822	90.00	
			ANNUAL SHREDDING SERVICES	14568081822	90.00	180.00
94008	08/25/2022	01677 TOYOTA OF GLADSTONE	REPAIRS TO #21-200.	652533	1,309.64	1,309.64
94009	08/25/2022	02854 VERIZON WIRELESS	ACC.#472115222-00001 CELL PHONE CHARGES	9913152604	1,522.22	
			ACC.#472115222-00002 CELL PHONE CHARGES	9913152605	268.20	1,790.42

apbank Total: **784,438.10**

113 checks in this report

Total Checks: **784,438.10**

# CLACKAMAS RIVER WATER

Agenda Item –  
CA-2

## REGULAR BOARD MEETING

September 8, 2022

**SUBJECT**                      **Cash Position and Transfers**

<b>DRAFT MOTION</b>	Move to approve the consent agenda
<b>EFFECTIVE DATE</b>	September 8, 2022

**PRINCIPAL STAFF PERSON**                      Jason Kirkpatrick, CFO

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

**DOCUMENTS ATTACHED**                      None

### Agenda Summary

**BACKGROUND**                      Cash and Investment Position as of August 31, 2022, is:

	General Checking	LGIP	Total
Balance as of 7/31/2022	\$ 6,507,539	\$ 15,665,766	\$ 22,173,305
Cash receipts	1,027,762	20,988	1,048,750
Payroll	(198,359)		(198,359)
A/P checks	(784,438)		(784,438)
Bond and other electronic payments			-
Transfers between accounts			-
Balance as of 8/31/2022	\$ 6,552,505	\$ 15,686,754	\$ 22,239,259

**CLACKAMAS RIVER WATER**

**REGULAR BOARD MEETING**

**September 8, 2022**

**SUBJECT** Debt Covenant Compliance Reporting for FY 2021- Including Analysis of the Year's Revenue and Expenditures

**PRINCIPAL STAFF PERSON** Jason Kirkpatrick, Chief Financial Officer

**DOCUMENTS ATTACHED** Exhibit A - Rate Covenant Report on the 2016 Revenue Bonds

**Agenda Summary**

**BACKGROUND** CRW has incurred debt as a result of issuing Water Revenue Bonds in 2016. As part of our financial responsibility, we will annually report to the Board the status of our debt coverage. The debt coverage looks at the district's net revenues and our ability to pay our revenue bond debt.

Per Resolution 4-2000 Master Water Revenue Bond Section 5.2 requires measuring two levels of coverage. Section 5.3 details who and how the information is to be provided. Resolution 05-2010 First Supplemental Resolution, Section E 4, requires compliance with Resolution 4-2000.

The Rate Covenant Report on 2016 Revenue Bonds demonstrates compliance with Resolution 4-2000 Section 5.2 measuring the two levels of coverage.

As noted in the attached letter to the Board, the CRW coverage is well above the minimum covenant requirements which highlights our sound financial position.



September 8, 2022

**EXHIBIT A**

Board of Commissioners:

Re: Debt Covenant Report for 2016 Revenue Bonds

As an Authorized Officer identified in the 2016 Revenue Bond documentation, I am reporting to you per the bond covenants. This report demonstrates CRW's compliance to Section 5.2 of Resolution 4-2000 Master Water Revenue Bond Resolution authorizing the bond issue.

Section 5.2 requires measuring two levels of coverage. Section 5.3 details who and how the information is to be provided. CRW's year end June 30, 2022, unaudited financial statements are:

	Unaudited
Gross Revenues	\$16,114,875
Operating Expenses	\$ 9,304,366
Net Revenues	\$ 6,810,509
Rate Stabilization Reserve Funds	\$ -0-
Stabilized Net Revenue	\$ 6,810,509
SDCs & interest	\$ 766,800
Debt Service – 2016	\$ 1,238,000

For the year ending June 30, 2022, CRW Stabilized Net Revenues were equal to 550% (covenant requires 125%) of the year's annual debt service. This is calculated by dividing the year's debt service into Gross Revenues that have been reduced by operating expenses and the Net Revenues being reduced by transfers to a stabilization account or increased by transfers from it. In this case, operating expenses do not include capital costs, depreciation, debt service or similar expenses.

Also, for the year ending June 30, 2022, CRW Net Revenues minus system development charges and interest earnings were equal to 488% (covenant requires 100%) of the year's annual debt service. This varies only from the first test by the ratio target, the exclusion of SDCs and related interest earnings in the calculation.

This information will be maintained as part of the necessary subsequent disclosures to investors, financial institutions, and other interested parties.

Jason Kirkpatrick  
Chief financial Officer

**CLACKAMAS RIVER WATER**

**REGULAR BOARD MEETING**

**September 8, 2022**

**SUBJECT**                      Management Report

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**PRINCIPAL STAFF**      Todd Heidgerken  
**PERSON**

**DOCUMENTS**  
**ATTACHED**

**Table of Contents**

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

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



# CLACKAMAS RIVER WATER

## REGULAR BOARD MEETING

September 8, 2022

**SUBJECT**                                      Management Report

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**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. **Fitch Ratings Upgrades CRW Bond Rating to “AA”:** Fitch Ratings recently released its results and upgraded CRW’s Bond Rating from “AA-“ to “AA”. Fitch Ratings notes that the upgrade and “stable” outlook reflects the strong performance in fiscal year 2021 that continues the trend of improvement to CRW’s financial profile.

The upgraded rating was released after Fitch Ratings reviewed CRW financial information and evaluated planning efforts. Specifically, Fitch Ratings noted CRW’s planning efforts that have been useful in identifying priorities and providing greater clarity regarding capital needs. The analysis looks at factors that include Revenue Defensibility, Operating Risks, and Financial Profile. Fitch Rating provided positive comments on CRW’s performance in these areas.

The upgrade is valuable in helping to position CRW to get more favorable rates when it is time to borrow money for additional capital investments. The complete press release issued by Fitch Ratings can be accessed at: <https://bit.ly/3wHWjVM>

3. **Down the River Cleanup Event** - The 19th Annual Down the River Cleanup will be held on Sunday, September 11th. Riverside Park is once again one of the sites where you can volunteer. Pre-registration is required and you can register at: <https://bit.ly/3R1n7sd>

4. **Miscellaneous Intergovernmental Activities:**  
Regional Water Providers Consortium (RWPC) Technical Committee Meeting – The next RWPC Technical Committee meeting will be held on September 7. A report from this meeting will be included in the October Management Report.
- Oak Lodge Water Services (OLWS) Authority Mapping Project – CRW staff have been assisting OLWS with mapping needs related to their Authority formation process. CRW staff is wrapping up this work and coordination with the Oregon Department of Revenue (DOR). A big thank you to Betty Johnson who is coordinating with DOR and OLWS to produce the desired maps.
5. **Emergency Management Update:**  
Great Shakeout Drill/Exercises: October 20, 2022 – All employees will be participating in the life safety drill at 9am to Duck, Cover, and Hold; followed by building evacuation and accounting for employee safety. Additional activities for Incident Management Team and Support team members will occur from 10-11 and 11-2.
6. **Safety Update:**  
CRW has recently reviewed the status of its numerous fire extinguishers to make sure they were up to date and functional. As part of this review process, it was noted that in a couple of instances we should have a different type of extinguisher available to address oxidizer type fires. Given that some chemicals used to treat water are oxidizers, CRW will be installing 2.5-gallon water extinguishers at the 90<sup>th</sup> street and Hattan Road pump stations and the chlorine building at the Water Treatment Plant. Additionally, these locations will be receiving fresh new chemical warning diamonds for the fences and exteriors of pump stations.
7. **Security Update:**  
Tracking visitors entering CRW facilities is a focus in September. A standard operating procedure (SOP) is being developed and will be shared and discussed at the September All Staff meeting. The guidance describes the following types:
- A. Vendors with work orders on CRW assets
  - B. Suppliers delivering materials to CRW sites
  - C. Delivery services (UPS, Amazon, FedEx)
  - D. Professional collaboration partners attending meetings with CRW staff
  - E. Candidates for CRW employment
  - F. CRW Board meetings public attendees
- As part of the Risk and Resilience Assessment's findings, our security program continues to shore up gaps and is part of our compliance with the American Water Infrastructure Act of 2018.

## 8. Looking Ahead:

- The SDAO Summer Conference will be held at the Salem Convention Center on September 15. The all-day event will include trainings and an awards banquet. Donn Bunyard will be presented the Outstanding Special District Service Award for an Employee during the banquet.
- The agenda preparation meeting for the October Board Meeting will be held on September 28 at 12:30pm
- The September Work Session has been canceled.
- The Clackamas River Water Providers Watershed Tour is scheduled for Saturday, October 1. This year's tour will be a float from Carver Park to Clackamette Park. Participants will get a river view perspective of drinking water intakes, restoration projects and other features of the lower portion of the Clackamas River. The tour goes from 8 am to 3 pm and space is limited.
- A Management Team Leadership Training will be held all day on October 5-6.
- The October Board meeting will be held on Thursday, October 13 at 6pm

**CLACKAMAS RIVER WATER**

**REGULAR BOARD MEETING**

**September 8, 2022**

**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**

None

# CLACKAMAS RIVER WATER

Commissioner Request for Reimbursement

Month July 2022

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
		\$ 101.66
		\$
		\$
		\$

Total \$ \_\_\_\_\_

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

Total \$ \_\_\_\_\_

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

Total \$ \_\_\_\_\_

\* Mileage \$ \_\_\_\_\_ per mile

\*\* Lodging bills must be attached in support of reimbursement request

\*\*\* Miscellaneous expenses to be supported with bills where possible

Total Expenses \$ \_\_\_\_\_


Adjustments \$ \_\_\_\_\_

Amount Due Commissioners \$ 100.00

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

Respectfully submitted \_\_\_\_\_  
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 8-8-22

# CLACKAMAS RIVER WATER

Commissioner Request for Reimbursement

Month July 2022

Commissioner's Name Sherry French

Please Print

Date	Meetings	Amount
	CRW Regular Board Meeting – 7/14	\$ 50
	CRW Work Session	\$
	Miscellaneous Meeting C4 7/7	\$50
	7/19 Oak Lodge	\$50
	7/28 Agenda	\$50
	7/27 Sunrise	\$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

<b>Total Expenses</b>	\$ _____
<b>Adjustments</b>	\$ _____
<b>Amount Due Commissioners</b>	<b>\$ <u>250</u></b>

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# 01.601.5730 AMOUNT \$ \_\_\_\_\_ Entered A/P \_\_\_\_\_  
 Board: Reimbursement as of \_\_\_\_\_

\_\_\_\_\_  
CFO Date

# CLACKAMAS RIVER WATER

Commissioner Request for Reimbursement

Month August

Commissioner's Name Bob Rubitschun

Please Print

Date	Meetings	Amount
	CRW Regular Board Meeting - <u>August 11, 2022</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

<b>Total Expenses</b>	\$ <u>50.00</u>
<b>Adjustments</b>	\$ _____
<b>Amount Due Commissioners</b>	\$ _____

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 *Bob Rubitschun*  
Commissioner's Signature

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

\_\_\_\_\_  
 CFO Date 8-16-22