

**CLACKAMAS RIVER WATER BOARD OF COMMISSIONERS
REGULAR BOARD MEETING
March 13, 2025**

COMMISSIONERS PRESENT:

Sherry French President
Naomi Angier, Secretary
Tessah Danel, Treasurer
Rusty Garrison
Bob Rubitschun

STAFF PRESENT:

Todd Heidgerken, General Manager
Karin Holzgang, Executive Assistant/Contracts
Coordinator

CRW Employees: IT Manager, Kham Keobounnam;
Chief Financial Officer, Christina Irish; Engineering
Manager, Joe Eskew;

COMMISSIONERS ABSENT:0

VISITORS: Bob Steringer, Julie Desimone, Kevin Williams, Chris Hawes

Call Regular Meeting to Order

Commissioner French called the meeting to order at 6:00pm. Roll was taken and the pledge of allegiance was recited.

MOTION: Commissioner Angier moved to approve the agenda as Presented. Commissioner Danel seconded the motion.

MOTION CARRIED 5-0

Ayes: Angier, Danel, French, Garrison, Rubitschun
Nays: None
Abstentions: None

Public Comment- none

Presentation of the FY24 Audit- see attached Presentation slides

Consent Agenda

CA-1: Gross Payroll and Account Paid for February 2025
CA-2: Cash & Investment Ending Balances Report
CA-3: Project Acceptance: Accept Assets Constructed Under the Webster Rd. Improvements Project, CIP 23-5305

MOTION: Commissioner Angier moved to approve the consent agenda as presented. Commissioner Danel seconded the motion.

MOTION CARRIED 5-0

Ayes: Angier, Danel, French, Garrison, Rubitschun
Nays:
Abstentions: None

Agenda Item 1.0 Acknowledge Receipt of the Audited Financial Statements for Fiscal Year 2024

MOTION: Commissioner Angier Move the Board acknowledge receipt of the Fiscal Year 2024 Annual Comprehensive Financial Report ending June 30, 2024
Commissioner Danel seconded the motion

MOTION CARRIED 5-0

Ayes: Angier, Danel, French, Garrison, Rubitschun
Nays:
Abstentions: None

Agenda Item 2.0 Consider Approval of Professional Services Agreement Amendment: 82nd Drive Waterline, Phase 2 Project, CIP 23-5303

Mr. Eskew Share this is an amendment to the original contract to include construction services provided by the consultant rather than having those services performed in house.
Commissioner Rubitschun asked how the cost and service level for the consultant services vs. what costs and services levels would be like to keep the work in-house.

MOTION: Commissioner Angier move to award a Professional Services Agreement Amendment for Construction Services connected with the 82nd Drive Waterline, Phase 2 Project to Consor North America, Inc. for an amount not-to exceed \$330,179 and authorize the General Manager's signature on the completed Contract. Commissioner Danel seconded the motion.

MOTION CARRIED 5-0

Ayes: Angier, Danel, French, Garrison, Rubitschun
Nays:
Abstentions: None

Agenda Item 3.0 Consider Approval of Contract Amendment with Madrone Technology for Information Technology (IT) Equipment, Licenses and Support

Mr. Heidgerken shared this is an amendment to the existing contract with Madrone Technology. Additional IT responses are needed to assist with the work staff is performing on the SCADA system which were not originally known when the contract was initiated.

MOTION: Commissioner Angier move the Board authorize the contract amendment with Madrone Technology for Information Technology Equipment, Licenses and Support for a not-to-exceed amount of \$271,850 and authorize the General Manager to sign the extension. Commissioner Danel seconded the motion.

MOTION CARRIED 5-0

Ayes: Angier, Danel, French, Garrison, Rubitschun
Nays:
Abstentions: None

Agenda Item 4.0 Consider Approval of the Mather Reservoir Intergovernmental Agreement (IGA)
This is an agreement between CRW & Sunrise Water Authority that formalizes current practices with a Sunrise Water Authority pump station on CRW property.

MOTION: Commissioner Angier move to approve the Mather Reservoir Intergovernmental Agreement and authorize the General Manager to sign the agreement. Commissioner Danel seconded the motion.

MOTION CARRIED 5-0

Ayes: Angier, Danel, French, Garrison, Rubitschun
Nays:
Abstentions: None

Agenda Item 5.0 Consider Approval of the Municipal Advisory Services Agreement with Special Districts Association of Oregon Advisory Services, LLC

Mr. Heidgerken shared this is an agreement will allow CRW to work with a municipal advisory to help assist the district in preparing for future funding of projects and the possibility of refinancing current 2016 Bonds.

Commissioner Rubitschun asked about the fee structure for these services to the district and if there would be savings for the district after fees to the advisor are paid.

MOTION: Commissioner Angier move the Board approve the Municipal Advisory Services Agreement with Special Districts Association of Oregon Advisory Services, LLC and authorize the General manager to sign the agreement. Commissioner Danel seconded the motion.

MOTION CARRIED 5-0

Ayes: Angier, Danel, French, Garrison, Rubitschun
Nays:
Abstentions: None

Agenda Item 6.0 Management Report

- The Board received the monthly report which is also posted on the website
- Staff are continuing to work on budget preparation to have a draft budget for the Budget Committee to review in April.
- The SDAO Legislative reception was held in Salem on March 12, this was the first one held by SDAO.
- The end of June early July is the projected “go live” date for the Utility Billing Module in Springbrook

No public comment- None

Agenda Item 8.0 Commissioner Reports and Reimbursements

Commissioner French will provide a meeting summary in writing to the Board.

Open meeting is adjourned at 6:52pm



MOSSADAMS



Clackamas River Water

Communication with Those Charged with
Governance



Agenda

1. Nature of Services Provided
2. Significant Audit Areas
3. Auditor Opinions / Reports
4. Required Communications
5. Upcoming Accounting Standards



Nature of Services Provided

1

Independent Auditors' Report on the individual and combined financial statements of Clackamas River Water

2

Assistance with, and technical review of the financial statements for compliance with GAAP

3

Report of Independent Auditors' on Internal Control Over Financial Reporting and on Compliance in Accordance with *Government Auditing Standards*

4

Disclosures and Independent Auditors' Comments Required by the Minimum Standards for Audits of Oregon Municipal Corporations

5

Report of independent auditors on compliance for the major federal programs and report on internal control over compliance as required by the Uniform Guidance

6

Communication to Those Charged with Governance



Significant Audit Areas



**WORK ORDERS-
CLASSIFICATION**



**CUSTOMER BILLINGS -
ACCURACY**



**PENSION
LIABILITIES -
VALUATION**



**CONSISTENT
APPLICATION OF
INTERNAL
CONTROLS**



**COMPLIANCE
WITH FEDERAL
LAWS AND
REGULATIONS,
SINGLE AUDIT
AND OREGON
MINIMUM
STANDARDS**





Audit Opinion/ Reports

Financial
Statements

Unmodified
(clean) opinion
on financial
statement

Government
Auditing
Standards
Report

No findings

Oregon
Minimum Audit
Standards
Report

No findings

Single Audit
Report

No findings



Required Communications

- Planned scope and timing
- Significant accounting policies
- **Audit adjustments – No audit adjustments**
- Management's consultation with other accountants
- No disagreements with management
- No difficulties in performing the audit
- No new standards implemented





Internal Control Communications

- **Material Weaknesses – None**
- **Significant Control Deficiency – None to Report**



**THANK
YOU**

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