**CLACKAMAS RIVER WATER BOARD OF COMMISSIONERS**

**REGULAR BOARD MEETING**

 **BOARD INDEX OF AUDIOTAPE**

 **September 17, 2015**

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| **COMMISSIONERS PRESENT:** | **STAFF PRESENT:** |
| Naomi Angier, Treasurer  | Lee Moore, General Manager |
| Ken Humberston, President | Carol Bryck, Chief Financial Officer |
| Hugh Kalani, Secretary | Karin Holzgang, Exec. Assistant to the Board |
| David Mc Neel |  |
| Larry Sowa |  |
|  | CRW Employees: Bob George, Chief Engineer; Kham Keobounnam, IT Manager |

**VISITORS:** Jim Martin, Warren Mitchell

**Call to Order**

The meeting was called to order at **6:00 pm** by President Humberston. The pledge of allegiance was recited.

**MOTION:** Dave McNeel moved to approve the agendas presented Naomi Angier seconded the motion.

 **MOTION CARRIED 5-0**

 **Ayes:** Angier, Humberston, Kalani, Mc Neel, Sowa

 **Nays:**

 **Abstentions:** None

**Closed Session Report-**

September 17, 2015 Topics Discussed:

The Executive Session was recessed until after the Board Meeting

***Convene Local Contract Review Board***

**Agenda Item 1.0 Increase the General Managers spending authority for public improvements contracts to $75,000 –** *CRW Board of Commissioners*

**MOTION:** Hugh Kalani moved to adopt Resolution 05-2016 Modifying the General Managers contracting authority for Public Improvement projects. Dave McNeel seconded the motion. Commissioner Sowa amended the motion to read that the Resolution would be effective 9/17/15 and expire 6/30/16 and seconded by Commissioner Angier

**MOTION CARRIED 5-0**

 **Ayes:** Angier, Humberston, Kalani, McNeel, Sowa

 **Nays:**

 **Abstentions:**

***Adjourn the Local Contract Review Board***

**Consent Agenda**

 CA-1: Gross Payroll and Account Paid for August 2015

 CA-2: Cash Position and Transfers August 2015

**MOTION:** Commissioner Kalani moved the Board approve the Consent Agenda as presented. Commissioner seconded the motion.

**MOTION CARRIED 5-0**

 **Ayes:** Angier, Humberston, Kalani, McNeel, Sowa

 **Nays:**

 **Abstentions:**

**Agenda Item 2.0 Contracting Exemption Justification for Bonding Agent Lewis, Young, Robertson & Burningham Inc.-** *Lee E. Moore, Sr. General Manager*

The Board has expressed a desire to move forward quickly with the process for bonding and per the LCRB rules adopted by the Board contract under $100,000 do not need to go through a competitive bid process. The Board has met with the Bonding agent that will be contracted with for services

**Agenda Item 3.0 Preliminary FY 2015 Financial Statement Review-** *Carol Bryck, CFO*

Carol shared an overview of the current financials for the agency. She reminded the Board that there would be a payment to PERS that will have an impact on the financials but that she is waiting to talk with the auditors to confirm how to enter the payment into our ledger. The June billing for water usage was higher than average.

**Agenda Item 4.0: Debt Covenant compliance reporting** *– Carol Bryck, CFO*

The required debt covenance is required to be at 1.25 and our current ratio is just over 7. CRW is working to build back up the capital reserve fund and the current rate fee structure is helping us get those reserves up. In the current state we could possibly bond approximately 27 million, however it is Carol’s recommendation that the ratio for debt capacity increases before going for bond.

**Agenda Item 5.0: General Managers Report -** *Lee E. Moore, Sr., GM*

Mr. Moore reminded the Board that his report is an informational report for the Board and in the past several months he has asked the Managers to provide an update on the happenings within their respective departments every couple of months that gives the Board a more detailed view of daily activities.

* **Board Work session on August 17, 2015** The Board met to talk about the Carver Bridge backbone project and meet and ask questions of the prospective Bonding agents
* **Lee’s nomination to the Portland Public Utility Board** The City of Portland recently created a Public Utility Board at the request of the citizens. Mr. Moore was asked by Commissioner Nick Fish and Mayor Charles Hales to serve on this Board and was sworn in on September 1. Mr. Moore is the only public utility official on the Board.
* **Power outage Aug. 29th and 30th** – The Board was provided a chronology of events that occurred during the power outage. The agency was without power for approximately a day. There was impact to the security system which staff is conducting an assessment to take care of those issue
* **Hydrant Vandalism** Donn Bunyard Emergency Manager was interview by KOIN 6 regarding the recent offer of $1,000 reward for information leading to an arrest for the vandals. CRW is working with Crime Stoppers and Clackamas County Sherriff on this.

**Public Comment:** Warren Mitchell- asked about the City of Milwaukie taking over an area within the North are in the CRW district and what the Board had heard about this. Mr. Moore responded that we had heard that Milwaukie was looking at the along Hwy 212/224 Industrial area but did not think they had the money for this. He also shared that there have been years of discussion between Happy Valley and Milwaukie about their respective boundaries. He has heard the two Cities are working on an IGA to work out the specifics of this. Asked about Commissioners Sowa and Kalani comment about the fact that Mr. Moore would be leaving at the end of the June 30, 2016 and asked what was happening and he was told of Mr. Moore’s retirement.

Commissioner McNeel said he talked with a representation of the Beaver Creek Hamlet and was asking about a rumor that CRW would be providing water to all of the developments in the Hamlet and he explained that no decisions had been made and the only development that has approached CRW for water is the Evergreen Development. They were concerned about the change in dates on the Board meetings for September and October and concerned this was a permanent change and he assured her the date changes were just temporary and the regular schedule would resume in November.

**Meeting adjourned at 6:52pm**