

## STAFF REPORT

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**To** Board of Directors  
**From** Brad Albert, General Manager  
Lara Christensen, Water Quality Coordinator  
**Title** Consideration of Adoption of OLWS Natural Hazard Mitigation Plan (NHMP) Addendum  
**Item No.** 6  
**Date** July 9, 2024

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### Summary

The OLWS NHMP Addendum is a section of the Clackamas County NHMP, which is a multi-jurisdictional plan that covers Clackamas County and includes Oak Lodge Water Services Authority. The OLWS NHMP Addendum incorporates the concerns and needs of local stakeholders who developed the document. The Board and Public reviewed the document in its final form in September 2023.

At this time the OLWS NHMP Addendum has been accepted by the Oregon Office of Emergency Management and by the Federal Emergency Management Authority (FEMA) and is recommended for adoption by the OLWS Board of Directors.

### Background

Over the last 18 months, the OLWS Staff and Board worked with a team from Clackamas County Disaster Management to prepare the OLWS Addendum to Clackamas County's updated Natural Hazard Mitigation Plan (NHMP). The plan is a requirement of the Federal Disaster Mitigation Act of 2000 (DMA 2000) and must be updated every five years in order to maintain eligibility for certain federal disaster assistance and hazard mitigation funding programs.

The Hazard Mitigation Action Committee (HMAC) developed the OLWS NHMP Addendum under direction of Clackamas County's Disaster Management Team in cooperation with a planning team of representatives from County departments, local municipalities, school districts, and other key stakeholders such as utility providers like OLWS.

Adoption of the Addendum gives OLWS the potential for funding to support mitigation activities through future FEMA Hazard Mitigation Assistance (HMA) grant funding. Grants would support activities like localized flood reduction measures, infrastructure retrofits, wildfire

mitigation, and projects that provide immediate life-safety protection for people vulnerable to natural hazards like earthquakes and severe weather events.

### **Recommendation**

Staff recommends adopting the OLWS NHMP Addendum.

### **Suggested Board Motion**

*"I move to approve Resolution No. 2024-0030 adopting OLWS' representation in the updates to the Clackamas County Multi-Jurisdictional Natural Hazards Mitigation Plan."*

### **Attachments**

1. OLWS NHMP Addendum
2. Clackamas County NHMP Document
3. Acceptance Letter from FEMA
4. Resolution No. 2024-0030

**OAK LODGE WATER SERVICES**

**RESOLUTION NO. 2024-0030**

**A RESOLUTION ADOPTING OAK LODGE WATER SERVICES REPRESENTATION IN THE UPDATES TO THE CLACKAMAS COUNTY MULTI-JURISDICTIONAL NATURAL HAZARDS MITIGATION PLAN**

**WHEREAS**, Oak Lodge Water Services recognizes the threat that natural hazards pose to people, property and infrastructure within our community; and

**WHEREAS**, undertaking hazard mitigation actions will reduce the potential for harm to people, property and infrastructure from future hazard occurrences; and

**WHEREAS**, an adopted Natural Hazards Mitigation Plan is required as a condition of future funding for mitigation projects under multiple FEMA pre- and post-disaster mitigation grant programs; and

**WHEREAS**, Oak Lodge Water Services has fully participated in the FEMA prescribed mitigation planning process to prepare the Clackamas County, Multi-Jurisdictional Natural Hazards Mitigation Plan, which has established a comprehensive, coordinated planning process to eliminate or minimize these vulnerabilities; and

**WHEREAS**, the Oak Lodge Water Services has identified natural hazard risks and prioritized a number of proposed actions and programs needed to mitigate the vulnerabilities of Oak Lodge Water Services to the impacts of future disasters within the Clackamas County, Multi-Jurisdictional Natural Hazards Mitigation Plan; and

**WHEREAS**, these proposed projects and programs have been incorporated into the Clackamas County, Multi-Jurisdictional Natural Hazards Mitigation Plan that has been prepared and promulgated for consideration and implementation by the participating cities and special districts of Clackamas County; and

**WHEREAS**, the Oregon Department of Emergency Management and Federal Emergency Management Agency, Region X officials have reviewed the Clackamas County, Multi-Jurisdictional Natural Hazards Mitigation Plan and pre-approved it (dated, May 29, 2024) contingent upon this official adoption of the participating governments and entities;

**WHEREAS**, the NHMP is comprised of three volumes: Volume I -Basic Plan, Volume II – Jurisdiction Addenda, and Volume III – Appendices, collectively referred to herein as the NHMP; and

**WHEREAS**, the NHMP is in an on-going cycle of development and revision to improve its effectiveness; and

**WHEREAS**, Oak Lodge Water Services adopts the NHMP and directs the General Manager to develop, approve, and implement the mitigation strategies and any administrative changes to the NHMP.

**NOW, THEREFORE, BE IT RESOLVED BY THE OAK LODGE WATER SERVICES BOARD OF DIRECTORS:**

**Section 1.** To adopt the *Clackamas County Multi-Jurisdictional Natural Hazards Mitigation Plan* as an official plan.

**Section 2.** OLWS will submit this Resolution to the Oregon Department of Emergency Management and the Federal Emergency Management Agency, Region X officials to enable final approval of the *Clackamas County Multi-Jurisdictional Natural Hazards Mitigation Plan*.

**INTRODUCED AND ADOPTED THIS 9th DAY OF JULY 2024.**

OAK LODGE WATER SERVICES

By \_\_\_\_\_ By \_\_\_\_\_  
Susan Keil, Chair Kevin Williams, Vice Chair

## **Business from the Board**

### **Paul Gornick's Liaison Report – July 2024**

#### **June 26, 2024 – Sunrise Water Authority Board Meeting (hybrid meeting)**

- Board held First Reading and Public Hearing for Ordinance 2024-01, Amending the Rules and Regulations for Water Service.
- General manager Wade Hathhorn's report included the following:
- Snowpack on Mt Hood caught up to historic median in early May, although the precipitation lagged the median. Cooler temperatures in late May and early June helped preserve the snowpack later in the year. Wade offered a comparative graph showing precipitation and snow water equivalent for two 30-year periods: 1981-2010 and 1991-2020. The later 30-year period shows how climatic changes are impacting the available snow water equivalent in the Clackamas basin.
- The new intern starts on June 24 for the summer. Intern is from the WET program at Clackamas Community College.
- Board convened as the Local Contract Review Board to discuss the Revised and Restated Local Contract Review Board Rules. The proposed rules changes include increasing the "Small Procurement" threshold to \$25,000, the "Intermediate Procurement" threshold to \$250,000, both in accordance with the State's model rules. More significant changes are proposed to the "Class Special Procurements" section to allow certain purchases to be exempt from public bidding, which require the Board to first adopt findings prior to making such a purchase.
- Board held a public workshop on future workforce management. This was a freewheeling discussion of the difficulties in attracting staff for all positions across the organization. Possibilities include expanded internships for future hiring; training opportunities for promising new hires that need additional education and experience; tuition reimbursement for employees that might like to move into a different position; develop in-house training programs.

#### **June 27, 2024 – North Clackamas Water Commission Meeting (hybrid meeting)**

- Board held budget hearing; no comments from public.
- Board passed Resolution No. 2024-3 approving the FY2024-2025 budget and making appropriations.
- Board passed Resolution No. 2024-4 adopting the FY 2024-2025 Wholesale Water Rate at \$0.8550 per ccf.
- Board passed Resolution No. 2024-5 authorizing budget transfers. This was primarily needed to internally account for purchasing water from South Fork Water Board to augment NCCWC production during the work shutdown on the Clackamas River Water Plant.

#### **July 4, 2024 – C4 Meeting (Remote Meeting)**

- Meeting not held this month; meetings will resume in August

## STAFF REPORT

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**To** Board of Directors  
**From** Lindsey Kangiser, Human Resources and Payroll Manager  
**Title** Consideration of Employment Contract for General Manager  
**Item No.** 11  
**Date** July 5, 2024, for July 9 Board Meeting

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### Background and Discussion

The Oak Lodge Water Services (“OLWS”) Board (“Board”) is responsible for hiring the General Manager. At its meeting in June, the Board made a motion to offer the position of General Manager to Brad Albert, OLWS’s District Engineer and Interim General Manager. As part of that motion, the Board delegated to Chair Keil and Vice Chair Williams the authority to negotiate an employment contract with Mr. Albert, subject to final Board approval. This agenda item comes before the Board to authorize the employment contract.

The proposed contract is similar to the contract that Board approved for its prior General Manager. Minor changes were made to the contract to reflect Mr. Albert’s professional certifications as an engineer.

The Board can convene in executive session to consult with legal counsel regarding the terms of the contract, and to otherwise consider the employment of Mr. Albert as the General Manager consistent with the hiring procedures and criteria the Board adopted as part of this process. If the Board wishes to discuss the salary in the proposed contract, however, it must do so as part of its open meeting.

### Recommendations

It is recommended that the Board approve the employment contract with Mr. Albert for the General Manager position. If the Board determines it wants to propose additional or different terms to the contract, it is recommended that those terms be stated in a motion, and that the motion authorize the Chair to sign the contract if those terms are accepted by Mr. Albert.

### Suggested Board Motions

1 – If the Board approves the proposed contract without change: *“I move to approve the employment contract with Brad Albert as presented and authorize the Chair to sign the contract on behalf of Oak Lodge Water Services.”*

2 – If the Board wishes to propose modified or additional terms to the contract: *“I move to approve the employment contract with Brad Albert with the following changes: [list changes]; I further move to authorize Chair Keil to sign the contract if those changes are accepted by Mr. Albert.”*