

Mapleton Water District
Designated System Supervisor
August 10, 2026

Location

The Mapleton Water District sewer system is located at 10750 Highway 126 in Mapleton, Oregon.

Summary

The district is seeking a Designated System Supervisor to begin no later than September 1, 2026. The sewer system was initially installed in the late 1980s and was operated by Mapleton Commercial Area Owners' Association. The Mapleton Water District (MWD) took over operational responsibility in October of 2025. MWD has applied for grant funding to update and rehabilitate the system.

System Specifications

The sewer system only handles septic tank effluent. Each of the system's twenty connections has their own septic tank. Treated effluent volume is highly seasonal due to intrusion into the collection system. The Oregon Department of Environmental Quality classifies the system as Level 1 Collections and Level 1 Treatment.

Staffing and Resources

Daily and semi-monthly testing is generally handled by staff or district volunteers. The annual sewer budget is approximately \$60,000.

Contact Office Administrator Jordan Walker at jwalker@mapletonwd.org or 541-268-4348 for additional information.



CivicFlow Consulting LLC

(503)932-3119

Proposal for Designated System Supervisor Services

Mapleton Water District

Submitted by: Civic Flow Consulting LLC

Proposal Date: August 13, 2026

Introduction

Civic Flow Consulting LLC is pleased to submit this proposal to Mapleton Water District to provide **Designated System Supervisor** services and operational support for the District's water and wastewater systems.

With **more than 15 years of experience** in water and wastewater operations, including water distribution, wastewater collection, water treatment, and wastewater treatment, I can provide Mapleton Water District with experienced, dependable, and practical operational leadership.

Qualifications

I currently hold the following Oregon water and wastewater certifications:

- **Wastewater Treatment Level 4**
- **Water Treatment Level 2**
- **Water Distribution Level 2**
- **Wastewater Collection Level 3**

Proposed Services

As the District's Designated System Supervisor, services can include:

- Qualified operational oversight of the District's water and wastewater systems.
- Support with Oregon regulatory requirements and operating permits.
- Review of operational practices, records, sampling, and reporting.
- Assistance with treatment plant and collection/distribution system operations.
- Troubleshooting operational, equipment, and process issues.
- Operational guidance and training for District personnel.
- Assistance with preventative maintenance and system reliability.
- Review and development of SOPs and operational procedures.



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- Assistance with regulatory inspections and agency communication.
- On-site operational support as needed and agreed upon with the District.
- Support for long-term planning and practical solutions for District infrastructure.
- Identification of potential operational, maintenance, and compliance concerns.

Availability and Response

Civic Flow Consulting LLC will provide **24/7 telephone availability** for operational questions, troubleshooting, and guidance.

The estimated travel time from the consultant's location to the Mapleton Water District service area is approximately **2.5 hours**. On-site visits can be scheduled as needed or requested by the District.

Compensation and Expenses

The proposed fee for Designated System Supervisor services is:

\$1,100 per month

This monthly fee includes the designated supervisor services and **24/7 telephone availability** described in this proposal. Additional expenses will be billed to the District as needed for services requiring travel, including:

- Travel expenses
- Lodging expenses, when required
- Other reasonable and pre-approved out-of-pocket expenses directly related to District business

Any significant travel or lodging requirements will be communicated to the District in advance whenever practical.

Value to Mapleton Water District

This arrangement provides Mapleton Water District with access to an experienced water and wastewater professional without the expense of maintaining an additional full-time position.

The combination of **15+ years of operational experience, multiple Oregon certifications, 24/7 telephone availability, and on-site support when needed** provides the District with a dependable resource for day-to-day operational questions, emergencies, regulatory concerns, and long-term system needs.



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Conclusion

Thank you for considering Civic Flow Consulting LLC for the Designated System Supervisor position. I would welcome the opportunity to work with Mapleton Water District and provide dependable operational oversight, regulatory support, and practical water and wastewater solutions.

Respectfully submitted,



Brad Jensen (Owner)

Civic Flow Consulting LLC

241 Fairview Street

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