

OTTER ROCK WATER DISTRICT

Summary of Budget Meeting and Hearing May16, 2024

IN ACCORDANCE WITH OREGON PUBLIC RECORDS LAW, A RECORDING OF THIS MEETING IS POSTED, IN LIEU OF WRITTEN MINUTES, ON THE DISTRICT WEBSITE, AND IS PRESERVED ON DIGITAL MEDIA AS A PERMANENT RECORD

- A. Call to Order — Meeting via Zoom recording started by Commissioner Hall at 6:02 PM and Joknee DeMott calls meeting to order at 6:03 PM.
- B. Roll Call — Committee members present: Commissioner Goldhammer, Commissioner Elliker, Commissioner Lombardi, Commissioner Hall, Pat Anderson, Theresa Zawalski and Joknee DeMott. No public present.
- C. Beth made a motion to accept summary of Budget Committee meeting 4-16-24 with corrections of two names, Eileen seconds.
Eileen- Yes/ Beth- Yes/ Lisa- Yes/ Kellie- Yes/ Pat- Yes/ Theresa- Yes/ Joknee- Yes.
- D. Joknee states purpose of meeting to review latest version of budget for 2024/25 and if appropriate vote on final recommendation. Review of actions we agreed to last meeting:
 - a. **Update on Business Oregon loan, FEMA grant and Civil West.** Eileen reported that Richard from Business Oregon had finished the financial review and had moved our application to the Management Team. We are waiting for that process to be completed. Still waiting to hear from FEMA, Civil West is working to get the ORWD on the Lincoln County Hazard Mitigation List.
 - b. **Consult with Civil West** regarding installing the deepest, most difficult meters at the time of the replacement of lines. Beth reports having spoken with Keven at Civil West and he thinks it is a good idea to roll those meters into the Project.
 - c. **Update the line items 7040, 9000 and 5010.** Eileen reports items updated and everyone has updated budget, will address in budget review. Eileen broke out the Commercial Water Fees for 4010.1 and 4010.2.
- E. Members reviewed the updated budget and were given ample opportunities to voice concerns and ask questions. Lisa voiced concerns that current budget shows \$10,000 in Grant and Application Fees when Keven had recommended 15,000, after discussion it was agreed to move \$5,000 from Contingencies to Grant and Application Fees. 5010 Contingencies will have \$25,000. 7040 Meter Installation was increased to \$98,650, some of the funds were taken from 9000 EPA Survey and some of the increase is from increased income from rate hike. The hope is for 11 more meter installs this fiscal year 2023-24 and 37 meters to be installed in the next fiscal year, 2024-25. Property Liability was increased to \$6760 at recommendation from broker. Beth proposed adding a Capital Improvement Loan Fund line item and eventually a Capital Improvement FEMA Fund line item as a place holder as we anticipate receiving funds in the next fiscal year and this would avoid having to do a Supplemental Budget. There was much discussion from all members regarding this and eventually it was agreed to add both items. Per Keven's suggestion we used a figure of 15% of total loan/grant amount, which was \$357,500 for Business Oregon Loan and an estimated \$280,890 for the FEMA Grant. Eileen was able to amend the budget with all changes decided on and email to committee members for review. Budget reviewed and clarified.
- F. Commissioner Elliker made a motion to approve the recommended budget for fiscal year 2024-25, Theresa Zawalski seconds.
Vote taken: Commissioner Goldhammer- Yes/ Commissioner Elliker- Yes/ Commissioner Hall- Yes/ Commissioner Lombardi- Yes/ Pat Anderson- Yes/ Theresa Zawalski- Yes/ Joknee DeMott- Yes
Motion passes.
- H. Appreciations exchanged for the work of all members of the Budget Committee and thanks to Joknee Demott for job well done leading and moderating the group and process. Budget Committee tasks complete and disbanded.
- K. Presiding Officer Joknee adjourned meeting at 7:34 PM
Submitted by Commissioner Lombardi