

OTTER ROCK WATER DISTRICT

MEETING SUMMARY

Budget Committee Meeting — April 21, 2026

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

A. Call to Order: A Budget Committee Meeting of the Otter Rock Water District was held on April 21, 2026 via Zoom. The meeting convened at 6:00 PM with Commissioner and Budget Officer Goldhammer presiding.

B. Roll Call: Members in attendance — Commissioners Goldhammer, T. Zawalski, R. Zawalski present, Hall absent, Community members Elliker, Murray and Lombardi Public in attendance — none

C. Budget Committee Discussion of the Proposed Budget — Eileen had sent out another budget and members had looked at it. She had made a few changes. Included the transfer in from the reserve account and those should have stayed in last year, so she removed it from proposed 26-27 budget. Eileen wanted to make us aware that the available cash on hand in the general checking includes the Lincoln County grant which is \$44,635, so we are getting close to \$5,000 figure. This is not exact as will change by June. We have been floating things with that money, we have not transferred money in from these other funds. There was an increase made to Software & Subscriptions to reflect an increase in cost for new Quickbook system. Eileen increased the construction costs, will leave the numbers in. If they increase, and they will, we will need to have a supplemental budget once the bids come in. Lisa had sent an email about the bridge loan amounts. If FEMA will not cover that it should be moved to the General Fund. We need to know how much money we need to borrow, with the interest being so high we shouldn't have more than we need to avoid paying unnecessary interest. Theresa thinks we will not know this until the bids come in, Beth suggests taking to Keven, with his experience he would have a better idea. Beth reminds us that we need to have the best estimate we can. Theresa states Keven is out on vacation for the next week and a half. Adam from Seal Rock will also have an idea. Theresa has a phone call into him right now and will ask him. Beth suggests we switch the interest to the general fund and put it into a new category. Eileen has a zoom meeting set up with Jean from Dept. of Revenue next week so she will ask her where to put the interest expense, if FEMA will not cover it, it would need to go under General Fund. Eileen has more questions about the mechanics of how to set it up, but feels the amounts are correct. Beth had a question about software subscriptions, about the increased cost, the Quickbook is \$1,080 year, Beth will look it over with Eileen. Eileen has not heard about how much the PFAs testing might be, but an increase was made for this fiscal year. Eileen found a typo for chlorination so adjusted that. How much of the

money that we moved into contingencies is actually going to FEMA, we are waiting for invoice from Civil West/Verdantis, the drilling will be on it and that will be a lot. Was the drilling totally for FEMA or was some of it for the BizOr loan, the board does not know yet We need to know this and Eileen is waiting on the invoices because they break it down, she is unsure when we will get those. Beth doesn't feel we need to transfer the funds until we actually have to write a check for something. If we spend the monies in contingency fund we need to do a supplemental budget to allocate it. As of now, for the 26-27 budget the contingency fund is blank. We should have the \$110,000 contingency fund in the budget this year, less what we think we will be spending. Eileen thinks we should move \$50,000 as we may have an invoice for the drilling to cover. We need more clarity on these larger figures. Kellie has concerns about all the unknowns, how much more complicated the process is this year and that we do not yet have a Project Manager, that we may need to have more professional help to ensure we are doing things correctly but we have not increased the money to legal costs. Kellie had concerns that we do not know how much the foundation drilling costs were, Theresa will inquire with Civil West/Verdantis to find out that we are still within our system design budget with them. Beth brought up the figure we put into the System Repairs and Maintenance, we guesstimated \$30,000, asked if we spent \$72,000 last year, through March we have spent \$35,000, and most of that was fire hydrants, Beth feels we might have some fudge factor and could move some of the money there to legal if needed. Eileen and Rod want to leave it and move it down the road if needed. If you took the contingency funds from the Unappropriated Ending Fund balance, it would bring down to \$12,261. Beth feels we need a line item in the budget for interest or other construction expense that won't be covered by FEMA or BizOr and then lower our contingency. Eileen doesn't know what to put there as we don't know what we would have to pay. The grant for the 10% cost share from BizOr is not listed in the budget Beth said we should put a line item in the budget for that. Eileen recommends that she and Beth should sit down again and come up with more concrete numbers and new line items, and with an answer from Keven about what we would need in a bridge loan to get a more accurate number there. Theresa said she will be talking to Adam.

D. The next meeting will be on Tuesday May 19th at 6:00 PM via Zoom

D. Meeting was adjourned at 7:00 PM

Submitted by Commissioner T. Zawalski

