

OTTER ROCK WATER DISTRICT

Summary of Budget Meeting April 16, 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 to order.

B. Roll Call - Committee members present: Commissioner Elliker, Commissioner Goldhammer, Commissioner Hall, Commissioner Lombardi, Joknee DeMott, Theresa Zawalski, and Pat Anderson. No public present.

C. 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, and Joknee states she will be using an Action Checklist that Rod Zawalski had created, that will help track what is to be done between meetings and by whom, to ensure that nothing is missed.

D. Reviewed updated Budget Message that clarified FEMA involvement in the project and what Business Oregon would be covering. Eileen had done this and it was found to be clear and concise and met Theresa's concerns. It was determined to be fine as is.

E. Updates to FEMA and Business Oregon - Beth reported contact from Business Oregon that according to the PSU Income Survey that was previously done, and the new State figures for median income in Oregon, with the approval from OHA to use that survey, we are now just below the new median income level and have qualified for increased debt forgiveness and a lower interest rate on repayment of the loan. The debt forgiveness grant is \$680,000 (had been \$250,000) and our interest will be 1% (had been over 3%). This was welcome news and may save the district close to a million dollars. Business Oregon needs to have this concluded by the end of the month so Beth will get the pro forma buttoned up and off to him by weeks end or early next week.

F. Letters of notification regarding proposed rate increases have gone out in the mail and Joknee reports she received it in the mail today. She found it to be clear and concise and asked if there was anything the Budget Committee members could do to assist the Board in this process and asked if it would be good to attend the hearing on May 14th. They will make every effort to do so. Also discussed was that construction may not begin for several years but that much of the design and bureaucratic work would be happening in the meantime.

G. Committee Members went over the budget and were given ample opportunities to voice concerns and ask questions. Some concerns expressed were whether we were budgeting enough for meter installation, the EPA Survey figure, no funds in Contingencies. Discussion on meters was whether to have most or all done prior to start of project or to bundle the most difficult/deep meter splicing into the main project. Beth or Eileen will contact Tim or Kevin at Civil West for their input. It was determined that there were three items in particular that need additional adjustment and Beth and Eileen would be working on that prior to the next meeting. Eileen will break out amounts for items 4010.1 and 4010.2 (Commercial water fees) as needed for QuickBooks and to clarify amounts for each

H. Public hearing on proposed budget -There were no public comments

I. It was agreed that we are closer to approval of the budget for 2024/25 but that new figures will be presented for items 7040 (meter installation), 9000 (EPA Survey), and 5010 (Contingency amount).

J. The next Budget Committee meeting is set for Thursday May 16th at 6:00 PM via Zoom. K. Presiding Officer Joknee adjourned meeting at 7:03 PM

Submitted by Commissioner Lombardi