

CORBETT WATER DISTRICT



BUDGET COMMITTEE MEETING #1

HYBRID MEETING: IN-PERSON ~ VIRTUAL MEETING VIA ZOOM

Tuesday, March 21st, 2023 6:00 p.m. ~ Corbett Fire Hall 36930 E Hist. Col. Riv. Hwy

BOARD MEMBERS PRESENT: Dan Graff, Sara Grigsby, Jeff Hargens, Kelly Piper, and Fred Sanchez.

BUDGET COMMITTEE MEMBERS PRESENT: Michael Arion, Angie Kimpo, Jon Scott, Chris Witka. Absent: Malcolm Freund

STAFF MEMBERS PRESENT: District Manager Ana Linden, District Clerk Heather McGivney, DRC David Jacob.

COMMUNITY MEMBERS PRESENT: None.

AGENDA

1. Call to Order – Board President Jeff Hargens called the meeting to order at 6:03pm.

2. Roll Call – All Board Members present. All Budget Committee Members are present except for Malcolm Freund. Commissioner Dan Graff joined late, at 6:10pm.

3. Approval of the Agenda – Fred Sanchez moved to approve the agenda. Sara Grigsby seconded. *(motion passed 8 yes votes: S. Grigsby, J. Hargens, K. Piper, F. Sanchez, M. Arion, A. Kimpo, J. Scott, C. Witka; 0 no votes)*

4. Election of Fiscal Year 2023-2024 Budget Committee Chairperson – Jeff Hargens nominated Michael Arion to be the Budget Committee Chairperson, Fred Sanchez seconded. *(motion passed 8 yes votes: S. Grigsby, J. Hargens, K. Piper, F. Sanchez, M. Arion, A. Kimpo, J. Scott, C. Witka; 0 no votes)* Budget Committee Chairperson Michael Arion took control of the meeting.

5. Review of the Budget Message – Budget Officer Ana Linden read the Budget Message, which included a history of the district and our water system. Infrastructure needs include a secondary source of water, increased control of pressure reducing valves by building two new PRV stations, and a new sampling station to better control the amount of chlorine we use to treat the water. We want to continue to improve our building, and create a better space for our staff and customers by remodeling the shop, lunch room, and front desk areas. We need to replace filter pond sand for the three filter ponds. The plan is to purchase sand for one pond this year, but it has become more expensive because there is only one supplier who can supply certified NSF sand. There are increased monies apportioned to legal fees, because there is ongoing litigation about our 2020-21 well project.

6. Presentation of the Fiscal Year 2023-2024 Proposed Budget – the budget was gone over line by line, with assistance from the Explanation of Revenue & Expenses for Fiscal Year 2023-24. Jeff Hargens requests that a column of actual figures for year-to-date expenditures be added to the spreadsheet for our next deliberation.

- **Resources:** The projections for Base Rate and Water Sales is conservative because we don't yet know the impact of our rate increase, which took effect in January 2023. The Service Connections figure is also a best guess estimate.
- **Personnel Services:** We are debating pursuing the hiring of a Utility II worker. Currently we employ a Utility I and a Utility III. There is a Cost of Living increase included, which is based on

THIS WAS A PUBLIC MEETING

the CPI-W West. Salaries are going to be an increasing percentage of the budget over the next several years because of competition for workers.

- **Materials and Services:** We're going to have more expenses in Cross Connections because we'll be sending out questionnaires about back flows and we'll need to ensure we get responses back. We increased our Engineering projection to \$60,000.00 to better reflect the costs of mentoring and DRC from Hydra Engineering. The cost for sand for a filter pond is still a big question as prices keep going up. We need to purchase NSF sand from the only certified supplier, Knife River. There are also questions of availability. Michael Arion and Jeff Hargens will do some research on possible alternatives to Knife River. There is a significant amount attributed to Mains Repair and Maintenance, as we hope to make progress with our projects.
- **Capital Outlay:** We want to continue to improve the building, but there haven't been specific plans or estimates for that money. The Sampling Station would include a vault and continuous telemetry readings. The PRV Stations line item includes appropriations to build two stations, and maintain our existing stations.
- **Debt Service:** The final payment for the current loan is in 2025 or 2026, so that money should become available in future budgets.
- **Budget Totals:** The budget is projected to spend all of our expected resources and revenues, with an Unappropriated Ending Fund Balance of approximately \$50,000.00.

7. Announcement: The second Budget Committee Meeting will take place on March 29, 2023 at 6:30pm – Public comment will be accepted at this meeting. It will be in-person at the Corbett Fire Hall, and online via Zoom.

ADJOURNMENT OF MEETING – Sara Grigsby made a motion to adjourn the meeting at 8:15pm, Michael Arion seconded. (*motion passed 9 yes votes: D. Graff, S. Grigsby, J. Hargens, K. Piper, F. Sanchez, M. Arion, A. Kimpo, J. Scott, C. Witka; 0 no votes*)

THIS WAS A PUBLIC MEETING