

# CORBETT WATER DISTRICT



## BUDGET COMMITTEE MEETING #2 – DELIBERATION OF THE BUDGET HYBRID MEETING: IN-PERSON ~ VIRTUAL MEETING VIA ZOOM

Wednesday, March 29<sup>th</sup>, 2023 6:30 p.m. ~ Corbett Fire Hall 36930 E Hist. Col. Riv. Hwy

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

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

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

**COMMUNITY MEMBERS PRESENT: None.**

### AGENDA

**1. Call to Order** – Budget Committee Chairperson Michael Arion called the meeting to order at 6:30pm.

**2. Roll Call** – All Board Members and Budget Committee Members present. Commissioner Dan Graff joined late, at 6:39pm.

**3. Approval of the Agenda** – Sara Grigsby moved to approve the agenda. Kelly Piper seconded. *(motion passed 9 yes votes: S. Grigsby, J. Hargens, K. Piper, F. Sanchez, M. Arion, M. Freund, A. Kimpo, J. Scott, C. Witka; 0 no votes)*

**4. Review and Discussion of the Fiscal Year 2023-2024 Proposed Budget by Section** – the budget was gone over line by line. Heather added a column to the spreadsheet to reflect the amount of revenues and expenditures that have happened so far this year.

- Resources: Ana provided updated numbers for Resources that should more closely align with expected revenues and resources. Our rate increase is leading to larger revenues than originally expected. The Previously Levied Taxes number was removed because there is no notification from Multnomah County which tax revenues are current, and which come from previous years.
- Personnel Services: Personnel Service – Other is for the employee holiday party, consulting with HR Answers, and for employee recruiting ads. The new total for Health Insurance is calculated to reflect the costs of each employee that purchases insurance now, plus a potential new employee with family coverage. Jeff Hargens would like to review Health Insurance costs at a Board Meeting. Heather will solicit bids for Health Insurance from Special Districts Insurance Services. The Cost of Living increase is based on CPI-W West, as of January, and this number includes the increase for all employees. Discussion ensued about the cost of Personnel Services as a portion of the budget and how the trend is for this portion of the budget to continue to increase. Are our wages competitive enough to attract quality workers?
- Materials and Services: The cost of Chemicals is likely to continue to increase. The Engineering line item contains money for DRC, mentorship of Ana, and engineering consulting. The largest line item is for Filter Pond. Ana and Michael are investigating the possibility of getting a waiver to purchase non-NSF sand. However, Pond 1 has about one, or possibly two, years left before it has to be taken offline for lack of filter sand. David may be able to facilitate the sand testing, or

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perform the tests himself. Dan suggests that we budget for sand on a two year cycle. The Legal line item is for litigation regarding the well. Equipment and Vehicles includes new tool boxes for one of the utility trucks.

- Capital Outlay: The Buildings line item is to continue our schedule of remodeling and upgrades. Dan pointed out that the sand for the filter ponds is critical for the running of the water system, whereas building upgrades may be able to wait, if needed. He believes we have to spend in line with our highest priorities. The Equipment and Vehicles includes new tires for the backhoe. The PRV Stations line is for the installation of two new PRV Stations to balance the pressure in the south end of the water system. Currently the pressure is managed by throttling valves and utilizing smaller pipes. However, to modernize the system with larger main pipes, we'll need to install PRVs. The Sampling Station line item is for telemetry and sampling to regain CT (contact time for chlorine to work in the water). This will allow us to use less chlorine. Discussion followed about alternatives to a Sampling Station, like removing a bypass valve from Reservoir 6, which would also increase CT. However, if we remove the valve, we wouldn't be able to take Reservoir 6 offline for maintenance (it will require maintenance within the next few years).
- Debt Service: No changes. *Note: the final payment for this loan is scheduled for Fiscal Year 2025-2026.*
- Contingency: Ana proposed to remove funds from the Operating Contingency, but increase the Unappropriated Ending Fund Balance to \$100,000. It was suggested that we move the money from Sampling Station to Operating Contingency. *(Note: Tunie Betschart from Multnomah County Tax Supervising and Conservation Commission later confirmed that putting \$100,000 into Operating Contingency is allowed within tax law limits.)*
- Budget Totals: The budget is balanced.

**5. Public Comments** – Angie Kimpo hopes that part of the Master Plan process will be to provide CAD drawings to the District, which might become the basis of a Geographic Information System.

**6. Approval of the Corbett Water District budget for Fiscal Year 2023-2024** – Sara Grigsby moves to approve the budget of \$1,761,350, Dan Graff seconded. *(motion passed 10 yes votes: D. Graff, S. Grigsby, J. Hargens, K. Piper, F. Sanchez, M. Arion, M. Freund, A. Kimpo, J. Scott, C. Witka; 0 no votes)* Michael Arion moves to approve the property tax rate of 0.5781, Kelly Piper seconded. *(motion passed 10 yes votes: D. Graff, S. Grigsby, J. Hargens, K. Piper, F. Sanchez, M. Arion, M. Freund, A. Kimpo, J. Scott, C. Witka; 0 no votes)*

**ADJOURNMENT OF MEETING** – The meeting was adjourned at approximately 8:30pm.

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