

OREGON WATER WONDERLAND UNIT II SANITARY DISTRICT

55841 SWAN RD, BEND OR 97707

www.oww2sd.com

Meeting Minutes Budget Committee Meeting May 18, 2023 – 11:00 a.m.

Call to Order - Roll Call: Chairman Jerry Preston called the meeting to order at 11:00 a.m. **Members present;** Jeff Okamoto, Ricky Keller and Dan DeHaven. **Members Absent;** None. **Committee Members:** Stan Porter. **District Employees:** Ellie Davis **Visitors:** James Teel.

The Board and Budget Committee Members were given the budget packet for the budget and made introductions. The original proposal was about a decrease in Personnel Services due to recent staffing changes. Materials and Services increased for more funds in Operation Maintenance and Repairs.

FORM LB-11 – The Capital Reserve Fund was not going to be funded this next year as there is a lot of other things that need attention. The committee felt that if funds would be available, it is still a good idea to leave the regular budgeted amount of \$30,000.00.

PERSONNEL SERVICES – With the recent staffing change and being one less employee the amount budgeted was decreased. It was discussed that in the event the district does need additional staff and/or get through the regular maintenance, to go ahead and leave the original amount in the budget in case another person is hired. Personnel Services was changed from \$275,883 to \$374,977.

MATERIALS & SERVICES – Contract Services was increased to accommodate the firm who will be handling the U.S.D.A. refinance. After speaking with the auditor, he recommended moving that amount over to Debt Service as the fees associated with the refinance of the loans. The amount of \$45,000 was moved from Contract Services to Debt Service. The fence at Section 25 needs to be repaired and the field will need fertilizer application done. We intend to continue with annual fire reduction along the fence lines. The valves in the vacuum station need to be fixed and we intend to take care of that next year. Jerry wanted to be sure that General Shop Supplies include the safety equipment the staff will be needing. The generator needs complete service maintenance. We are not sure if the provider will be able to make it out in the current year, the amount has been rolled into the next year.

CAPITAL OUTLAY – Vacuum pits did not get purchased in the current budget year; this item has been added in again. The electrical panel at Section 25 that needs to be fixed and re-wired from the chlorine off-gassing, did not get repaired either and this item has been added in again. The blower aeration is supposed to have a second unit that was never added. An estimated amount was included to accommodate that addition. A boat/platform is likely to be purchased so we can conduct maintenance on the aeration system. The grinders that were purchased still need to be installed properly to keep debris from entering the lagoon. One of the Lift Station Lids needs to be replaced with a more appropriate traffic rated one.

The committee members were all satisfied with the budget as presented with a few adjustments. Stan made a motion to approve the budget for fiscal year 2023–24 as presented in the amount of \$2,421,186.00, seconded by Dan the motion passed unanimously. The budget will be presented to the Board of Directors at a Budget Hearing that will take place on Thursday June 15, 2023, at 10:00 a.m.

Adjourn: The meeting was adjourned by Chairman Jerry Preston at 11:32 a.m.

Jeff Okamoto
Secretary

June 15, 2023
Date