

BURLINGTON WATER DISTRICT

Manager: Hiland Water - P.O. Box 699 Newberg, OR 97132 Phone: 503-554-8333; 1-855-554-8333 (TF)
Internet: BWD Website <https://burlingtonwater.specialdistrict.org/>

Budget Committee Meeting
Wednesday, February 17, 2021
6:15 pm

Due to the current health emergency resulting from the COVID-19 pandemic, meeting held by GoToMeeting videoconference.

MINUTES

Meeting called to order by Ron Yann, Board Chair, at 6:17 pm.

Present: Ron Yann, Dan Johnson, Christine Nelson, Amanda Schehr; board members (quorum)
Dan Zimmerman, bookkeeper
Lauren Golar, prospective Board member

Roll Call to establish Quorum:

Ron called the roll; there were four board members present, constituting a quorum, as well as one staff member and one community member in attendance.

Election of presiding Officer:

Christine nominated Dan J., current BWD Budget Officer, to serve in the role of presiding officer for the budget committee, Amanda seconded, and the motion passed unanimously.

Reading of Budget Message by Budget Officer:

Dan J. read the FY21/22 Management Comments and Budget Message aloud in its entirety.

Public Comment:

There were no public comments. Ron provided a brief overview of BWD and the purpose of this meeting on behalf of the prospective board member in attendance.

Budget Presentation and Discussion:

At Dan J's request, Dan Z., BWD bookkeeper, did a thorough, line by line, worksheet by worksheet presentation of the proposed budget for FY21/22, leading discussion and addressing questions and comments throughout.

BWD water sales income projections were based projected sales and rate increases proposed in the OAWU rate study. Upon review and discussion, amendments were requested to the following budget line items:

- a) Loan proceeds: add total proceeds from loan, rather than just a portion;
- b) Water Management: verify Hiland's increased contract rates are included;
- c) Maintenance: increase costs to cover continued leak detection and meter replacement; and,
- d) Engineering: decrease allocation, as these costs will be covered by the upcoming project.

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Motion to Approve the Budget and Motion to Approve the Property Tax Levy:

Given that there were budget changes requested, these motions were not considered at this meeting. A second Budget Committee meeting will be held to review and consider approval of the amended budget.

Adjournment: Christine proposed and Amanda seconded a motion to adjourn the meeting. The motion carried unanimously and the meeting ended at 7:04 pm.

Next Budget Committee Meeting: Wednesday, March 3, at 6:15pm

Due to the current health emergency resulting from the COVID-19 pandemic, the meeting will be held by GoToMeeting videoconference.

To join the meeting from a computer, tablet or smartphone:

<https://global.gotomeeting.com/join/324837549>

For audio-only, dial in using a phone:

Number: [\(877\) 240-3412](tel:8772403412); **Access Code:** 324-837-549

Christine Nelson
Recording Secretary