

PACIFIC CITY JWSA BOARD OF DIRECTORS
FISCAL YEAR 2020/2021
BUDGET ADOPTION MINUTES

June 23, 2020

Chair McVicker called the June 23, 2020 budget adoption meeting to order at 5:00 PM, via video conference.

Chair McVicker stated that the board was meeting via video conference call due to the pandemic and the Oregon Governors social distancing recommendation.

Directors present: Carolyn McVicker, Anne Price, Sean Carlton, Tom Donohue, and Cameron Gogas.

Guests Present: Tim Hirsch

Staff Present: Kirk Medina, Michelle Hughes, and Rachelle DeLoe.

Resolution 20-03- Budget Appropriations

Motion

Director Price moved to approve Resolution 20-03. Director Carlton seconded, and the motion carried unanimously.

Resolution 20-04- Fees

Director Donohue asked if there were any changes from the prior years rates and fees. Ms. Hughes responded that they had reduced the Waste Water Treatment Plant Capital Improvement Charge (WWTP CIC) by 15% and increased the Water and Sewer System Development Charges (SDC's) by 1.6%.

Director Gogas asked if the SDC increase was similar to prior years. Ms. Hughes responded that 1.6% was lower than the last several years.

Motion

Director Price moved to approve Resolution 20-04. Director Carlton seconded, and the motion carried unanimously.

Resolution 20-05- Employee Salaries

Director Gogas asked how many employees the Authority had at each salary rate. Ms. Hughes and Mr. Medina responded that there was one employee at each rate. Director Donohue clarified that there was an open Operator position. Mr. Medina replied in the affirmative and added that there was also an open Assistant Manager position. Director Carlton asked why the Assistant Manager position was not on the resolution. Ms. Hughes replied that because the Authority had not hired an Assistant Manager yet, and they could not set a salary for that position, but it was available in the budget.

Motion

Director Price moved to approve Resolution 20-05. Director Carlton seconded, and the motion carried unanimously.

Director Price wanted to thank Ms. Hughes for her work as the Budget Officer for 20/21 fiscal year, Mr. Medina for working closely with her and adding his experience and input, and Ms. DeLoe for her support working on the budget.

Chair McVicker adjourned the meeting at 5:09 PM.

The PCJWSA Board of Directors approved these minutes on July 7, 2020 by the following votes:

Aye_____ Nay_____ Abstain_____ Absent_____

ATTEST:

Carolyn McVicker, Chair

Kirk Medina, Authority Manager