**PACIFIC CITY JOINT WATER AND SANITARY AUTHORITY**

**BOARD OF DIRECTORS BUSINESS MEETING**

**AGENDA**

April 7, 2020, 5:00 PM

Authority Office – 34005 Cape Kiwanda Drive

Conference Call

Pacific City, Oregon

1. Call to Order
2. Roll Call

III. Approval of Minutes

a. March 3, 2020

IV. Financial Report

* 1. Accounts Payable – 3/3, 3/15, & 3/31 2020
  2. Fiscal Year 19/20

V. Manager’s Report

* 1. Operational Report
  2. COVID-19 Impacts

VI. Unfinished Business

VII. New Business

1. COVID-19 Customer Considerations (Action Item)

Given the importance of hygiene and sanitation in mitigating the spread of COVID-19, The American Water Works Association recommends utilities postpone water shutoffs due to lack of payment during the COVID-19 pandemic. The Board will consider this recommendation.

Suggested motion “… to follow the AWWA recommendation to temporarily postpone water shutoffs that are due to lack of payment until further notice. This action will not apply to any case of blatant water waste or abuse of water service.”

1. COVID-19 Business Considerations (Action Item)

The actions needed to prevent the spread of COVID-19 have forced many businesses to cut back services or shut down completely. In Pacific City; motels, restaurants, vacation rentals, stores and various other small businesses have been impacted by social distancing measures. The Board will consider making temporary adjustments to certain rates, fees and charges to assist businesses during these difficult times.

Suggested motion “… to suspend the requirement to provide 30 days advance notice for Indefinite Water/Sewer Lock-Offs and reduce the fee from $200 to $100, and put a moratorium on WWTP CIC charges through June 30, 2020, reexamining this at the June 2020 Board Meeting.”

VIII. Guest Questions and Comments

IX. Chair/Director Comments

X. Adjournment