

PACIFIC CITY JOINT WATER-SANITARY AUTHORITY  
BOARD OF DIRECTORS BUSINESS MEETING AGENDA

May 14, 2024 at 5:00 PM

Pacific City, Oregon

**Virtual & In-Person Meeting / Kiawanda Community Center / Faye Jensen Room**

1. Call to Order
2. Rules of Conduct (3 min)
3. Roll Call (1 min)
4. Appoint Director to Fill Vacant Board Position #1 – LuAnn Anderson (5 min)
5. Oath of Office – LuAnn Anderson, Position #1 (5 min)
6. Appoint Director to Fill Vacant Board Vice-Chair Position (5 min)
7. Minutes
  - a. April 9, 2024 Business Meeting (2 min)
8. Financial Report
  - a. Accounts Payable: 04/15, 04/30/24 (5 min)
  - b. Fiscal Year 23/24 (2 min)
9. Manager's Report (10 min)
10. Unfinished Business
  - a. Resolution 24-XXX; Investigative Policy; Harassment Policy (5 min)
  - b. BLM Property Trail Closure (10 min)
  - c. STCEVC Emergency Supply Shed Proposal (10 min)
  - d. Wage Survey Update (10 min)
11. New Business
  - a. Authority Manager Review Process (5 min)
  - b. Administrative Assistant Job Title Proposal (10 min)
  - c. Posting Budget Documents on the PCJWSA Website (10 min)
12. Guest Questions and Comments (1-10 min)
13. Chair/Director Comments (1-5 min)
14. Adjourn