

## **BUDGET COMMITTEE MEETING**

May 3, 2023 7:00 p.m. NBWA Conference Room & Zoom

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The meeting was called to order by Board of Directors Chairman John Handler at 7:02 pm. Board members present in the conference room were John Handler, Mike Sims, Mellissa Mumei, David Wilson, and Jim Hickey.

Also present in the conference room were appointed Budget Committee members: Ann Morgan, Laramie Myers, Chuck Winkelman, Amy Cram, and Jesse Walsh.

Staff present in the conference room were Budget Officer Bruce Halverson, and Executive Assistant Keri Scott.

Members of the public present: Ashley Myers

### **WELCOME TO VISITORS**

Handler welcomed Ashley Myers, present in the conference room. There were no visitors on the Zoom.

### **ELECTION OF CHAIRMAN**

Sims nominated Morgan for Chairman of the Budget Committee. The nomination was seconded by Wilson. The nomination was approved unanimously and accepted by Morgan.

### **DELIBERATION**

Morgan asked for questions regarding the Management's Discussion and Analysis Budget Message (pages 2-3). There being no questions or comments, Morgan moved on to review the 01 General Fund overview (pages 4-5).

In the 01 General Fund overview, Walsh noted that the calculation narrative for line 01-5999 – Contingency (page 4) did not reflect the Total Resource amount (page 5). The narrative calculation was corrected to match the Total Resource amount.

Walsh noted that the 01-5997 outgoing transfer to the System Development Fund (page 5) did not match the incoming transfer from General Fund to 06-4016 (page 11). The 06-4016 incoming transfer line was corrected to the amount as listed in the 01-5997 outgoing transfer. The 06-5998 (page 11) Committed Fund Balance was adjusted to incorporate the corrected amount from the 06-4016 incoming transfer.

Reviewing the detail for 01 General Fund Expenses-Materials & Services (pages 8-9), Morgan inquired about the 01-5407 Disaster Preparedness Supplies, asking what the accumulated expenditure amount for the current year was. Halverson explained that the line included the emergency septic systems for the surrounding areas. The Nehalem emergency septic system was completed in 2021. The Agency plans to install a storage shed that will contain tent style restrooms and other emergency supplies at the Nehalem location in the next couple of months. The Wheeler system is now projected to be completed in the 23/24 budget year. The city of Manzanita has yet to approve an emergency septic system for their community.

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Morgan asked Halverson to explain the SportsCamp Step System mentioned in the narrative for expense line 01-5606 Maintenance Lift Stations (page 8). Halverson explained that at SportsCamp RV park, the camp sites feed into wet wells that then feed into the force main, in a stepped sewer system.

Morgan asked for questions or comments regarding the upcoming projects listed in the 06 Capital Improvement Project List (page 12). Walsh noted that the page number for the 06 Capital Improvement Project List had been referenced as page 13 in the 06 System Development Reserve Funds Overview. The page number reference was corrected.

Morgan called for any further questions from the budget committee.

Morgan called for questions from the public. Morgan noted that there were no visitors on the Zoom.


### **VOTE ON BUDGET**

Morgan called for a motion to approve the proposed budget as presented with the corrections as noted. Wilson made a motion to approve the 2023-2024 proposed budget. The motion was seconded by Cram and the motion passed unanimously.

### **APPROVAL OF TAX RATE**

Morgan called for a motion to approve the permanent tax rate for the Nehalem Bay Wastewater Agency of \$0.4088/1000 of assessed value. Winkelman made a motion to approve the full permanent tax rate of \$0.4088/1000. The motion was seconded by Myers and the motion passed unanimously.

There being no further discussion and business regarding the 2023-2024 proposed budget, Morgan adjourned the Budget Meeting at 7:22 p.m.

  
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Ann Morgan, Chairman  
NBWA Budget Committee