

SunLand Water District

Board of Commissioners Special Budget Meeting of September 3, 2020

MINUTES

Purpose: Special Meeting to Discuss 2021 Budget

1. **Call to order.** 8:57 AM at the District Office, 5762 Woodcock Road, Sequim, WA 98382
Attendees: Commissioners Larison, Fortmann and Frank, Mike Langley, district manager, Judy Gamble, office administrator, Karen Shay, bookkeeper
2. **2021 Budget Review and Discussion.:** Karen Shay presented preliminary 2021 budget figures and changes were made as appropriate from resulting discussion. Items discussed included:

Covid-19 impact on receipt of 1st quarter payments in 2021. Since the majority of SunLand residents are retired with a fixed income and quarterly payments during the past months have not been delayed because of the pandemic, the Impact on SWD Income should be minimal if any.

Capital expenditures were reviewed, especially with regard to infrastructure upgrades and replacements and what is high priority vs projects that can be delayed if necessary

Projected income based on the number of SWD connections was reviewed. Recently SLOA stated that there were 937 homes which does not match SWD figures (Note: this was amended later as 937 "lots", not homes.) Judy was asked to compare SWD accounts with that number and report back to the Board.

Future personnel needs were discussed including replacement of district manager, Mike Langley, who plans to retire in May 2021.

The percentage personnel salary increase for 2021. Karen was asked to check the hourly rates within the County and City to ensure that our pay scale is commensurate with the going rate in our area.

The cost to continue of Covid-19 wastewater testing in 2021 was reviewed. So far our testing as revealed no detectable virus in our wastewater; however, two positive tests in a row would behoove us to test the effluent wastewater as well as the influent which would increase our costs.

Agenda items for September 18th Board of Commissioners Meeting:
Continuation of 2021 Budget Review
Future Personnel Planning
Reserve Contingency Allocation
3. **Adjournment – M/S/P to adjourn the meeting at 10:27 a.m. (Moved by G. Fortmann and seconded by A. Frank.)**


NEXT BOARD MEETING WILL BE FRIDAY, SEPTEMBER 18, 2020

Respectfully submitted



Judy Gamble
Office Administrator

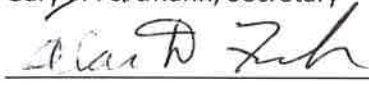
Approved: 18 September 2020



Jim Larison, President



Gary E. Fortmann, Secretary



Al Frank, Commissioner