

**LAKWOOD WATER DISTRICT
BOARD OF COMMISSIONERS
Minutes of Special Meeting – 2022 Budget Workshop
Tuesday, October 12, 2021**

President Korsmo called the Special Meeting to order at 8:30 a.m. at the District office. Present at the meeting: Commissioners J. Korsmo, G. Rediske, and G. Barton; General Manager R. Black; Engineering Manager M. Meyer; Operations Manager I. Black; Finance Manager P. Mendoza; Office Manager T. MacDougall; IT Manager C. Fast; HR Analyst B. Levo, Operations and Maintenance Department Head B. Gaskin, Pumping and Water Treatment Department Head D. Stanley, and Accountant M. Thomas.

Staff Introductions:

District staff introduced themselves and shared information about their positions and responsibilities.

2021 Budget and Accomplishments:

The Finance Manager presented the YTD income statement for 2021 and the forecast for the rest of the year versus the 2021 budget.

The Engineering Manager and Pumping and Water Treatment Department Head shared a summary of their accomplishments for 2021. Commissioner Barton inquired about backup generators at each site, including wholesale.

The Operations Manager and Operations and Maintenance Department Head presented a summary of their accomplishments for 2021. Commissioner Barton asked about vector trucks and meter software upgrades.

The IT Manager and Office Manager shared their accomplishments for 2021.

The Operations Manager presented an update on capital projects.

President Korsmo called for a break from 9:38 a.m. to 9:45 a.m.

Commissioner Barton inquired about vertical integration and whether or not additional expertise in-house would benefit the District. The consensus was the District has all the expertise needed at this time.

Goals and Objectives for 2022 Budget:

The General Manager introduced the District's goals and objectives for 2022. The Finance Manager presented the Operations and Maintenance section of the budget and highlighted any notable changes.

The General Manager and Finance Manager requested information from the Board on credit card convenience fees. President Korsmo and Commissioner Barton would like to see a proposal prepared for the November meeting.

Commissioner Rediske asked about power conservation.

The Operations Manager presented an overview of the 2022 R&R Program and Operations Capital Budget. The Engineering Manager presented an overview of the 2022 Pumping Capital Budget. The Pumping and Water Treatment Department Head, Operations and Maintenance Department Head, Office Manager, and IT Manager presented their budget goals for 2022.

Commissioner Barton asked about work order software.

The General Manager, Operations Manager, and Engineering Manager presented information on the five-year capital budget.

The General Manager requested direction from the Board on the use of 20% source and 30% storage funds on an annual basis to fund well capacity and reliability improvements and seismic upgrades. The Board requested additional information on the options be sent to them for consideration.

Staffing:

The General Manager shared that the District is not seeking to hire additional staff in 2022.

Wage and Benefit Proposals for 2022:

The General Manager presented preliminary information on projected wage and benefit increases, with additional information to be shared at a later date.

Open Discussion and Comments:

Commissioner Barton requested follow-up on the source and storage options.

The next regularly scheduled Board meeting will be on October 21.

With no additional business to address, President Korsmo adjourned the meeting at 11:41 a.m.

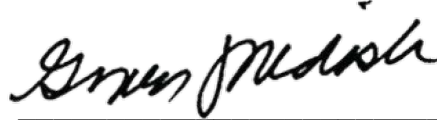
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BOARD OF COMMISSIONERS**

BY:



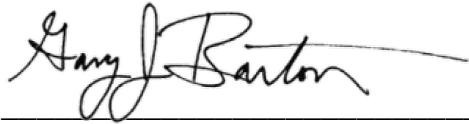
ITS PRESIDENT

BY:



ITS VICE PRESIDENT

BY:



ITS SECRETARY

ATTEST:



DISTRICT SECRETARY