

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF COMMISSIONERS OF MANCHESTER WATER DISTRICT

October 27, 2015

SPECIAL MEETING

- 1.0 Board Chair Steve Pedersen called the special meeting of the Manchester Water District Board of Commissioners (Board) to order at 5:34 p.m. Commissioners Paul Drotz and James Strode were also present. District staff members in attendance were Dennis O'Connell, General Manager; Scott Wolf, Operations Foreman; and Erin Civilla, Accounting Specialist. Attorney Ken Bagwell was excused, and no guests from the general public were present.

- 2.0 **Dewitt Jones – “There’s More Than One Right Answer”** – Staff presented a video of motivational speaker Dewitt Jones and his concepts for improving individual perceptions of professional and personal achievements.

- 3.0 **FY 2015 Budget Review & Update** – Staff presented the projected FY 2015 Income & Expense Summary adopted last year as part of the FY 2015 Budget document. Staff also provided year-to-date totals for each category listed for direct comparison and as a supplement to the monthly income and expense report presented monthly at our regular business meetings.

- 4.0 **FY 2016 Projected Revenue Review** – Staff presented slides from our October regular meeting as a review of the total projected 2016 revenue including the projected beginning total fund balance as of January 1, 2016. A beginning fund balance of \$1,936,000 was calculated based on current trends and historical data, and will serve as the foundation for developing the FY 2016 Budget document.

Staff also reminded the Board that the purpose of this special meeting was for planning purposes only and that no formal Board action would be requested during the meeting.

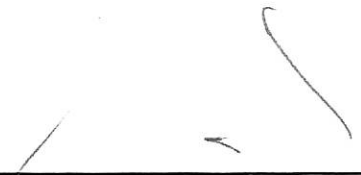
- 5.0 **FY 2016 Human Resources Expense Projections** – Staff presented slides depicting current and projected human resources expense for fiscal years 2015 and 2016. Human resource expense is defined as the total cost for all staffing and governance, including salaries, benefits, taxes, and retirement contributions. Staff also presented the most recent Consumer Price Index for Urban Consumers (CPI-U) for the Seattle-Tacoma-Bremerton region. Staff solicited Board input on numerous aspects of the overall projections and agreed to incorporate their suggestions in the final draft of the budget.

6.0 Future Meeting Dates


- 6.1 November 10, 2015, 5:30 p.m. – Regular Meeting, Manchester Library
- 6.2 November 24, 2015, 5:30 p.m. – Special Meeting, Field Operations Complex
- 6.3 December 8, 2015, 5:30 p.m. – Regular Meeting, Manchester Library

7.0* Adjournment

There being no further business to come before the Board, the Commissioners moved to adjourn the meeting at 7:54 p.m.



Steve Pedersen,
Chairman



James E. Strode,
Secretary

Paul Drotz
Commissioner