



Josephine County

Solid Waste Agency

JOSEPHINE COUNTY / CITY OF GRANTS PASS
SOLID WASTE AGENCY
BUDGET COMMITTEE MEETING MINUTES
April 21, 2020

Meeting convened at 3:04 P.M.

Agency Budget Committee Members Present:

| | |
|----------------|-----------------|
| Rob Brandes | Garry Penning |
| Rick Riker | Robert McCraley |
| Kyrrha Sevco | Layne Lange |
| Justin Fimbres | Tom Bradbeer |
| Connie Roach | James Lowe |
| Lora Glover | Steven Bethke |

Agency Budget Committee Members Absent:

Stephen Haydon

Others: Trent Carpenter, Southern Oregon Sanitation
Chris Wilson, Republic Services
Julie Jackson, Republic Services Regional Rep.
Cathy Brown, DEQ
Other interested parties

Staff: Jason Canady, Operations Officer
Dianne Phelan, Minute Taker

1. **Election of Budget Committee Chair. (2:37 – 6:07) Rick Riker made a motion to nominate Tom Bradbeer as Budget Committee Chair. Garry Penning seconded the motion. Motion approved 13-0.**
2. **Meeting was turned over to the Budget Committee Chair, Tom Bradbeer.**
3. **Election of Budget Committee Secretary. (6:13 – 7:52) There was a motion to nominate James Lowe as Budget Committee Secretary. Tom Bradbeer asked if we could vote by acclamation, without objection. Motion approved 13-0.**

4. Delivery of Budget Message by Operations Officer. (7:53 – 24:10)

The FY21 budget was in each member's packet to review. Jason gave a presentation, starting with a brief history of the Solid Waste Agency. The agency was formed in 2001 with an IGA between Josephine County and the City of Grants Pass. The City of Cave Junction joined the agency in 2005. They administer five franchise agreements on behalf of those agencies.

The agencies have the rate setting and evaluation of the rate authority, but not the final authority which resides with all of the boards. They are responsible for the collection and allocation of the environmental program fees. That is a \$5.00 per ton fee placed on all refuse collected within Josephine County. There is an additional revenue stream which is a two-year average of excess profits where anything that is above the allowable 13 percent is split with the agency 50/50.

Jason explained where the environmental program funding fees are used. He said per the IGA, the agency has no staff. Management services are provided under contract, with the current contract residing with the City of Grants Pass. They allocate 20 percent of gross revenues to an environmental liability assurance fund.

Jason talked about some of the key achievements from the current fiscal year. He stated that they have adopted a new fund balance policy in order to build reserves at a higher rate. This will be dedicated to large scale environmental problems. He stated that they completed the funding of the SOS recycle facility. They also saw the second year of funding for the Josephine County property cleanup program which has been very successful.

The agency is on target or under what was budgeted. The household hazardous waste is complete, coming in under budget due to not taking paint this year. Marlsan is on target to finish well under budget, and the Rogue River cleanup event was also well under, with the Bikeway project coming out on budget. The total budget is under budget and he anticipates bringing it in under budget.

Jason discussed the projected projects for FY'21, totaling \$503,500. He explained the Managing Agency fees. Jason said revenues are projected up, as well as expenditures. He stated that the fund is still healthy, leaving us quite a bit of room to do more projects.

- 3. Public Comment on FY 21 Budget (24:10 – 37:20)** Chair Bradbeer asked for any public comment on the FY21 budget. Rick Riker asked about the revenues due to businesses temporarily closing from the Covid issue. Jason commented that he is hopeful that we are at the tail end of this pandemic, and there is still a lot of work going on in the community. He presented expenses well below the \$500,000 so even if they under collect the agency will not be in a position where they are overspending for this fiscal year. Discussion followed. There was discussion on contingencies and holding some of those funds back until the agencies get a better idea of what their revenues would be compared to their expenses. Jason stated that they are already holding \$75,000 in contingencies at the direction of the agency. There were no more comments noted and the public comment period closed.

4. **Approval of FY 21 Budget. (37:21 – 42:33)** Tom Bradbeer stated that he would entertain a motion to approve the FY'21 budget pending further public comment. **Garry Penning** moved to approve the FY21 pending no further public comment for the next two weeks. **James Lowe** seconded the motion. Motion approved 10-approved, 3 no response.

5. **Adjourn. 3:43 p.m.**

Minutes approved by: _____ Date: _____

James Lowe
Solid Waste Agency Budget Committee Secretary

Full meeting recording available at:

https://videoplayer.telvue.com/player/w9sPsSE7vna3XTN_39bs1rEXjVWF0kfp/media/557102?fullscreen=false&showtabssearch=true&autostart=true.

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<https://www.grantspassoregon.gov/DocumentCenter/View/17058/Audio-of-SWA-minutes-April-16-2019>

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