NRSA Regular Board Meeting
June 17, 2026

Call to Order- Jim called the regular meeting to order at 9:03 a.m.

Board Members Present: Jim Affolter, Christi Clark & Alex Sifford. Dave Benneth via MS Teams.

A**bsent:** - Pam Rowland

Staff Present: Annis Leslie- Office Manager & Derrick Shippee- Operations Manager

Patrons/Guests: none

Additions/Changes to the Agenda- None.

Public Comment- none.

Minutes for 5/21/2026: Alex motioned to approve the Budget Committee minutes, and May minutes as amended. Christi seconded. Motion carried.

MANAGER'S REPORT – See attached.

OLD BUSINESS-

Engineering Services of Record- Board members reviewed the final drafts of the RFP and the contract. Christi motioned for the Engineering Services RFP to go out for solicitation. Alex seconded. Motion caried. Annis will submit for publication July 1st in the Headlight Hearld and the Daily Journal of Commerce.

NEW BUSINESS-

Office Lease: The board reviewed the office lease agreement for the next fiscal year. There were no changes. Alex motioned to sign the lease agreement. Christi seconded. Motion carried unanimously.

Resolution 2026-02 Adoption of the 2026-2027 Budget & Appropriation of Expenditures- Dave motioned to adopt Resolution 2026-02. Alex seconded. Motion carried unanimously.

FINANCIAL

Accounts Payable
The board reviewed the payables for May 22-31 in the amount of $1,660.92. Christi motioned to approve the remaining May expenses. Alex seconded. Motion carried. Total accounts payable were $14,879.06.

Payables for June 1-17 in the amount of $12,966.73 were reviewed. Alex motioned to approve the June expenses to date. Christi seconded. Motion carried.

Accounts Receivable
Receivables were reviewed. Prepaid accounts totaled $14,814.07. Past due accounts totaled $17,038.76.

Jim recessed the regular meeting and opened the executive session pursuant to ORS 192.660(2)(i) to review and evaluate the performance of staff. Staff left at 10:00 a.m.

Jim reconvened the regular session at 10:28 a.m.

Jim motioned to give a 3% COLA raise to all employees. Derrick and Annis will receive an additional 2% longevity & merit raise. Christi seconded. Motion carried.

NEXT BOARD MEETING: July 22nd, 2026 @ 9:00 a.m. & August 27th, 2026 @ 9:00 a.m.

ADJOURN
The meeting adjourned at 10:35 a.m.

Respectfully submitted,

Annis Leslie, Office Manager