

BUDGET COMMITTEE MEETING MINUTES

EAST SALEM SERVICE DISTRICT
3:03 PM, THURSDAY, MAY 30, 2024
COMMISSIONERS' BOARD ROOM / ZOOM
MARION COUNTY COURTHOUSE SQUARE

MEETING OPENED: Commissioner Colm Willis opened the Budget Committee meeting and noted the following attendance:

ATTENDANCE: Commissioner Colm Willis
Commissioner Kevin Cameron
Scott Norris - Legal Counsel
Dennis Mansfield - Public Works
Kay Alejandre – Public Works
Cory Swartwout – Public Works
Earl Horton - ESSD Budget Committee
Kathy Rogers - ESSD Advisory Committee
Terry Beilke – BCSD Advisory Committee

ELECT CHAIR: **MOTION:** Commissioner Willis made a motion to elect Commissioner Cameron as Budget Chair. Commissioner Cameron seconded the motion. A voice vote was unanimous.

BUDGET PRESENTATION: Dennis presented the budget. Dennis explained that this proposed budget for the East Salem Service District (ESSD) is for fiscal year (FY) 2024-25. It was prepared by the Budget Officer in accordance with the directions of the Governing Body for the District and was prepared under current regulations.

Estimated revenues for FY 2024-25 include \$1,864,000 in Enhanced Public Safety Fees, \$637,000 in stormwater fees, \$283,000 in lighting fees, \$52,000 in delinquent service charges, \$42,000 in sewer fees, \$25,000 in interest earnings and Net Working Capital of \$717,456.

District operating expenses consist primarily of \$1,832,000 in Public Safety Services, \$782,000 in Stormwater Services for stormwater management and \$312,000 in streetlight electricity. Additional expenses include \$15,000 in Public Works Services for general administration of the district, \$52,000 in liability insurance, \$1,250 for legal services, \$8,000 for park maintenance, \$4,925 for audit services, \$1,250 for public notification advertising, and \$100,000 for contingency. Included in Stormwater services is the fourth of five annual transfers of \$60,000 to the Stormwater management fund for flood mitigation infrastructure improvements, which they are beginning at Parkdale Park.

The total budget for ESSD for FY 2024-25 is \$3,620,456.

Kathy Rogers asked about the sewer fees that are listed. Dennis stated this was the delinquent sewer customer accounts. Kathy also

asked about the stormwater fee charged to everyone who lives in the ESSD area. Dennis stated that the property parcels that do not pay that fee are areas that are unbuildable.

Commissioner Willis asked for clarification on the requirements description item #3 city operations as Streetlights. Dennis stated that this is how finance has the GL account code, this is our streetlighting.

ACTION: **MOTION:** Earl Horton made a motion to approve the minutes of the May 24, 2023, Budget Committee and Budget Hearing. Commissioner Willis seconded the motion. A voice vote was unanimous.

BUDGET APPROVAL: **MOTION** Earl Horton made a motion to approve the FY 2024-25 ESSD budget. Commissioner Willis seconded the motion. A voice vote was unanimous and the FY 2024-25 ESSD Budget was approved.

PUBLIC COMMENT: None.

NEXT MEETING: The next meeting is scheduled for Thursday, June 13, 2024, at 2:30 PM in the Commissioners Board Room, Marion County Courthouse Square, 555 Court St NE, Salem, Oregon.

ADJOURNMENT: **There being no further business to come before the governing body, the meeting was adjourned at 3:21pm.**



Chair, Budget Committee
East Salem Service District