

MINUTES
SPECIAL MEETING

SPECIAL MEETING
EAST SALEM SERVICE DISTRICT
3:01 PM, WEDNESDAY, APRIL 30, 2025
COMMISSIONERS BOARD ROOM
MARION COUNTY COURTHOUSE SQUARE

MEETING OPENED: Commissioner Danielle Bethell opened the meeting and noted the following attendance:

ATTENDANCE: -Commissioners Danielle Bethell, Colm Willis and Kevin Cameron
-Scott Norris - Office of Legal Counsel
-Jay Bergmann, Jeremy Landers, and Sherry Hickam – Sheriff's Office
-Brian Nicholas (via Teams), Dennis Mansfield and Cory Swartwout - Public Works
-Adam Crateau and Chelsey Aiton – IT/GIS
-Nate Combs – Assessor's Office
-Kathy Rogers – ESSD Advisory Committee

Assessments for County Services

Dennis shared an overview of the assessment structure and explained that the intent was to create consistency and transparency in how fees are applied across property types.

The first topic addressed was the law enforcement fee, with emphasis on certain property class codes:

Class codes ending in "0", which generally represent undeveloped parcels under 4,000 square feet, were proposed to be exempt from the law enforcement fee. The 4,000 sq ft threshold was based on county code (16.02.120), which outlines minimum lot sizes for residential development. Legal Counsel was asked to further review this code for potential updates or exceptions relevant to modern housing policies.

Class code 96, typically used for reference or common-area parcels (e.g., shared private roads), was recommended for exemption. These parcels are often unbuildable and held in joint ownership, with value accounted for in adjacent taxable properties.

An existing exemption list from 2018–2019 was discussed. Commissioners agreed to maintain exemptions granted under that list.

Discussion turned to county-owned and foreclosed properties. It was noted that while these properties are technically exempt while under county ownership, the governing body supported continuing to track and assess back fees during the foreclosure period to ensure they are collected upon resale. Commissioners requested that foreclosed parcels be categorized separately in administrative records for clarity.

Santana Village Park was also discussed. The district currently reimburses the homeowners association up to \$8,000 annually for park maintenance. Because the County hopes to reacquire the park in the future, staff recommended fully exempting it from all ESSD fees for consistency.

Regarding lighting fees, staff proposed applying the same exemption criteria as the law enforcement fee. It was revealed that 169 properties previously exempt—many under 4,000 sq ft but with dwellings—may begin receiving lighting charges. These inconsistencies were attributed to earlier administrative practices and lack of GIS mapping tools at the time. Commissioners acknowledged that residents may raise questions but agreed with the need for equity in assessments.

In discussing the stormwater fee, Dennis clarified that it is based on impervious surface area. Properties with 200 sq ft or less of impervious surface will continue to be exempt. Additionally, staff will clarify board order language around the commercial stormwater credit program. While 17 businesses currently receive credits, the proposed update would specify that credits may be revoked if maintenance or reporting requirements are not met.

Financial impacts of the proposed changes were reviewed. Sixteen customers would be newly exempt from the law enforcement fee, resulting in approximately \$2,300 in reduced revenue. Staff indicated that while this would draw from the fund contingency, the impact is minor and would not

trigger a rate change in the immediate future.

Commissioners expressed support for the adjustments, noting that they promote fairness and consistency while maintaining fiscal responsibility. Commissioner Bethell emphasized the importance of treating foreclosed properties the same as others in the community, particularly given the law enforcement burdens they often present. Kathy requested clarity around public messaging for the changes, especially the newly assessed properties.

The meeting concluded with expressions of appreciation for the collaborative effort by Public Works, GIS, the Assessor's Office, and the Sheriff's Office. Commissioners praised the ESSD as a model program that directly enhances livability and public safety in the area.

NEXT MEETING: June 18, 2025 at 3:00 pm

ADJOURNMENT: Meeting was adjourned at 3:43 p.m.

A handwritten signature in blue ink, appearing to read 'Daw B...', is written over a horizontal line.

Chair, Governing Body
East Salem Service District