

BUDGET COMMITTEE MEETING MINUTES

LABISH VILLAGE SEWAGE AND DRAINAGE DISTRICT
3:40 PM, TUESDAY, MAY 27, 2025
COMMISSIONERS' BOARD ROOM / ZOOM
MARION COUNTY COURTHOUSE SQUARE

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

ATTENDANCE: Commissioner Colm Willis
Commissioner Kevin Cameron
Scott Norris - Legal Counsel
Brian Nicholas - Public Works
Dennis Mansfield – Public Works
Kay Hafner – Public Works
Cory Swartwout – Public Works
Ana Najera Sanchez – Public Works
Earl Horton - ESSD Budget Committee
Kathy Rogers - ESSD Advisory Committee
Stephen Elzinga – Legal Council
Michael Johnson – ESSD Budget Committee
Toni Whittler – Board of Commissioners Office
Trevor Lane – Board of Commissioners Office
Chris Eppley - Board of Commissioners Office

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

BUDGET PRESENTATION: Kay Hafner presented budget. The proposed budget for the Brooks Community Service District is for fiscal year FY25-26. 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.

District revenues include \$4,850 in sewer fees, \$2,100 in charges for delinquent accounts, \$2,000 of interest earnings, and \$104,637 for Net Working Capital.

District operating expenses for the district include \$40 for audit services, \$720 to the Public Works department for administration of the district, \$200 for legal services, \$1,000 for public notification advertising, \$150 for mailing services, \$50 for copy machine fees, \$400 for dues and memberships for membership with the Service Districts Association of Oregon and dues to the Oregon Government Ethics Commission, and \$1,100 for liability insurance premiums.

The total budget for the Labish Village Sewage & Drainage District for FY25-26 is \$113,587.

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- ACTION:** **MOTION:** Commissioner Cameron made a motion to approve the May 30, 2024, meeting minutes. Seconded by Commissioner Willis. A voice vote was unanimous
- BUDGET APPROVAL:** **MOTION:** Commissioner Cameron made a motion to approve the FY 2025-26 Labish Village Sewage and Drainage District budget. Commissioner Willis seconded the motion. A voice vote was unanimous, and the FY 2025-26 Labish Village Sewage and Drainage District budget was approved.
- PUBLIC COMMENT:** None.
- NEXT MEETING:** The next meeting is scheduled for Wednesday, June 24, 2025, at 3:00 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 3:44pm.**



Chair, Budget Committee
Labish Village Sewage and Drainage District