



**Board of Commissioners**  
Office: (541) 766-6800  
Fax: (541) 766-6893

4500 SW Research Way  
Corvallis, Oregon 97333  
bentoncountyor.gov

## **AGENDA**

(Chair May Alter the Agenda)

### **CASCADE VIEW COUNTY SERVICE DISTRICT GOVERNING BOARD Tuesday, June 4, 2024**

Immediately following the Board of Commissioners Meeting

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting by contacting the Board of Commissioners Office at 541-766-6800 or 800-735-2900 TTY, by email [bocinfo@bentoncountyor.gov](mailto:bocinfo@bentoncountyor.gov), or on the County's website at <https://boc.bentoncountyor.gov/contact/>.

The Board of Commissioners may call an executive session when necessary pursuant to ORS 192.660. The Board is not required to provide advance notice of an executive session; however, every effort will be made to give notice of an executive session. If an executive session is the only item on the agenda for the Board meeting, notice shall be given as for all public meetings (ORS 192.640(2)), and the notice shall state the specific reason for the executive session as required by ORS 192.660.

#### **1. Comments from the Public**

#### **2. Consent Calendar**

2.1 Approval of the April 2, 2024 Meeting Minutes

#### **3. Public Hearing**

3.1 Approval of the Supplemental Budget No. 241203, Resolution No. R2024-009 – Jenn Ambuehl, Financial Services

#### **4. Other**

ORS 192.640(1) "...notice shall include a list of the principal subjects anticipated to be considered at the meeting, but this requirement shall not limit the ability of a governing body to consider additional subjects."

# BOC Agenda Checklist Master

## Agenda Placement and Contacts

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**Suggested Agenda Date** 06/04/24

View [Agenda Tracker](#)

**Suggested Placement \*** County Service District

**Department \*** Finance

**Contact Name \*** Jenn Ambuehl

**Phone Extension \*** 6257

**Meeting Attendee Name \*** Debbie Sessions, Jenn Ambuehl

## Agenda Item Details

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**Item Title \*** Cascade View County Service District, Supplemental Budget 241203, Resolution No. R2024-009

- Item Involves \*** Check all that apply
- Appointments
  - Budget
  - Contract/Agreement
  - Discussion and Action
  - Discussion Only
  - Document Recording
  - Employment
  - Notice of Intent
  - Order/Resolution
  - Ordinance/Public Hearing 1st Reading
  - Ordinance/Public Hearing 2nd Reading
  - Proclamation
  - Project/Committee Update
  - Public Comment
  - Special Report
  - Other

**Estimated Time \*** 5 minutes

**Board/Committee Involvement \***  Yes  No

**Advertisement\***

Yes

No

**Names/Dates of Publications**

List each publication name and date

Will be advertised no less than 5 days prior to public hearing in Gazette Times

# Issues and Fiscal Impact

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## Item Issues and Description

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**Identified Salient Issues \***

A water pump for the well that provides drinking water to Cascade View County Service District stopped working and needs to be replaced. Appropriation authority in the Water Capital Reserve is not enough to cover cost of replacement pump and district is requesting to move \$20,000 from Contingency to Capital Outlay to cover the unanticipated cost.

**Options \***

- field type multi line
1. Approve as proposed
  2. Modify and approve
  3. Hold for further discussion
  4. Do not approve

**Fiscal Impact \***

- Yes
- No

**Fiscal Impact Description \***

Net zero appropriation impact as budget authority is moved from Contingency to Capital Outlay.

# 2040 Thriving Communities Initiative

**Mandated Service?\***  Yes  
 No

## 2040 Thriving Communities Initiative

Describe how this agenda checklist advances the core values or focus areas of 2040, or supports a strategy of a departmental goal.

To review the initiative, visit the website [HERE](#).

**Mandated Service Description\*** If this agenda checklist describes a mandated service or other function, please describe here.

ORS 294.100: It is unlawful for any public official to spend money in excess of the amounts provided by law, or for any different purpose.

ORS 294.338: It is unlawful to expend money unless authorized by Local Budget Law.

ORS 294.456(6): After the governing body has enacted the resolutions necessary to adopt the budget as required, an expenditure of public money may not be made for any purpose in an amount greater than the amount appropriated, except as provided in ORS 294.338 [exceptions to the budget process], 294.478 [emergency educational expenditures], 294.463 [appropriation transfers], 294.471 and 294.473 [supplemental budgets].

## Values and Focus Areas

Check boxes that reflect each applicable value or focus area and explain how they will be advanced.

**Core Values\*** Select all that apply.

- Vibrant, Livable Communities
- Supportive People Resources
- High Quality Environment and Access
- Diverse Economy that Fits
- Community Resilience
- Equity for Everyone
- Health in All Actions
- NA

**Explain Core Values Selections\*** NA

**Focus Areas and Vision\*** Select all that apply.

- Community Safety
- Emergency Preparedness
- Outdoor Recreation
- Prosperous Economy
- Environment and Natural Resources
- Mobility and Transportation
- Housing and Growth
- Arts, Entertainment, Culture, and History
- Food and Agriculture
- Lifelong Learning and Education
- NA

**Explain Focus Areas NA  
and Vision  
Selection\***

# Recommendations and Motions

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## Item Recommendations and Motions

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**Staff Recommendations \*** Financial Services staff recommends forwarding this item to the June 4, 2024 meeting for Public Hearing and Adoption.

Financial Services staff recommends adopting Supplemental Budget 241203 as presented.

**Meeting Motions \*** I move to ...  
...forward Supplemental budget 241203 to the June 4, 2024 meeting for public hearing and adoption.

...adopt Resolution Rxxx-xx in the matter of Supplemental Budget 241203

### **Staff Recommendation**

Financial Services staff recommends forwarding this item to the June 4, 2024 meeting for Public Hearing and Adoption.

### **Meeting Motion for May 21, 2024**

I move to forward Supplemental budget 241203 to the June 4, 2024 meeting for public hearing and adoption.

### **Meeting Motion for June 4, 2024**

I move to adopt Resolution No. R2024-009 in the matter of Supplemental Budget 241203.

# Attachments, Comments, and Submission

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## Item Comments and Attachments

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### **Attachments**

Upload any attachments to be included in the agenda, preferably as PDF files. If more than one attachment / exhibit, please indicate "1", "2", "3" or "A", "B", "C" on the documents.

Cascade View Supplemental Budget Resolution

241203.docx

23.28KB

### **Comments (optional)**

If you have any questions, please call ext.6800

### **Department Approver**

DEBBIE SESSIONS



<p>1.</p> <p><b>Department Approval</b></p> <hr/> <p><b>Comments</b></p> <p><b>Signature</b></p> <p><i>Debbie Sessions</i></p>	<p>5.</p>
<p>2.</p> <p><b>Counsel Approval</b></p> <hr/> <p><b>Comments</b></p> <p><b>Signature</b></p> <p><i>Vance H. Chokey</i></p>	
<p>3.</p> <p><b>County Administrator Approval</b></p> <hr/> <p><b>Comments</b></p> <p><b>Signature</b></p> <p><i>Rachel L McEneny</i></p>	
<p>4.</p> <p><b>BOC Final Approval</b></p> <hr/> <p><b>Comments</b></p> <p><b>Signature</b></p> <p><i>Amanda Hakepeace</i></p>	

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR THE STATE OF OREGON, FOR THE COUNTY OF BENTON

**In the Matter of Supplemental Budget )  
Number 241203 Amending ) RESOLUTION No. R2024-009  
the 2023-24 Cascade View CSD Budget )**

WHEREAS, the details of the supplemental budget actions summarized below have been examined by staff and the Benton County Board of Commissioners, and;

WHEREAS, these actions require amendments to the current biennium budget due to unforeseeable events and changes in operating conditions, and;

WHEREAS, notice concerning these actions was provided as required by law and the Board of Commissioners have conducted a public hearing as required by law:

THEREFORE, BE IT RESOLVED, that Fund and Program appropriations of the 2023-24 budget are adjusted as listed below:

In the Cascade View CSD Fund (560):

Service District Capital Outlay is increased \$20,000

Service District Capital Contingency is decreased \$20,000

Adopted this 4<sup>th</sup> day of June, 2024.

Signed this 4<sup>th</sup> day of June, 2024.

BENTON COUNTY BOARD OF COMMISSIONERS

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Xanthippe Augerot, Chair

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Nancy Wyse, Vice Chair

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Pat Malone, Commissioner