



## AGENDA

(Chair May Alter the Agenda)

### ALSEA HUMAN SERVICES COUNTY SERVICE DISTRICT GOVERNING BOARD Tuesday, June 18, 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. Public Hearing

- 2.1 Adoption of 2024-25 Budget, Resolution No. R2024-013 – Debbie Sessions, Marilee Hoppner; Financial Services

#### 3. 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** 06/18/24

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



**Item Title \*** Alesa Human Services County Service District Public Hearing on Adoption of the 2024-2025 Budget, R2024-013

- 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 \*** 10 minutes

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

<b>Name of Board/Committee</b>	Alsea Human Services County Service District Budget Committee
<b>Advertisement*</b>	<input checked="" type="radio"/> Yes <input type="radio"/> No
<b>Names/Dates of Publications</b>	List each publication name and date Advertised in Gazette Times June 11, 2024

# Issues and Fiscal Impact

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## Item Issues and Description

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**Identified Salient Issues \***

Prior to final adoption of the budget, the district governing body must conduct a public hearing. This time has been advertised as required by law for the public hearing.

After receiving public comment, the governing body can adopt the budget as approved by the budget committee May 6, 2024 or modify the budget within the limitations of Oregon Budget Law.

The public hearing may be continued to another date, but the governing body must adopt a budget by midnight June 30, 2024.

**Options \***

1. Adopt the budget as approved by the budget committee on May 6, 2024.
2. Modify the budget within the limitations of Oregon Local Budget Law
3. Continue public hearing to a later date

**Fiscal Impact \***

- Yes
- No

**Fiscal Impact Description \***

The budget must be adopted prior to midnight June 30, 2024. The district cannot legally expend funds unless a budget is adopted.

Total requested appropriations: \$54,181

The district is electing to not levy a tax for 2024.

# 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.  
Local Budget Law - ORS 294.305 to 294.565

## 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  
 N/A

**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  
 N/A

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

## Recommendations and Motions

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### Item Recommendations and Motions

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**Staff Recommendations \*** Staff recommends adoption of the budget as approved by the Budget Committee on May 6, 2024.

**Meeting Motions \*** I move to ...  
...approve Resolution No. R2024-013 adopting a budget and making appropriations for the Alsea Human Services County Service District for Fiscal Year 2024-2025, which begins July 1, 2024.

## Meeting Motion

I move to approve Resolution No. R2024-013 adopting a budget and making appropriations for the Alsea Human Services County Service District for Fiscal Year 2024-2025, which begins July 1, 2024.

# 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.

2024-25 Alsea Human Services CSD Budget - Approved.pdf	265.69KB
Alsea HSCSD Adoption Resolution 24-25.docx	17.3KB

**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 M. Choney</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>Maura Kwiatkowski</i></p>	



**BEFORE THE GOVERNING BODY OF THE  
ALSEA HUMAN SERVICES COUNTY SERVICE DISTRICT  
OF THE STATE OF OREGON IN THE COUNTY OF BENTON**

In the Matter of Adopting a Budget, and )  
Making Appropriations, and Levying )  
Taxes for the Fiscal Year Beginning ) RESOLUTION No. R2024-013  
July 1, 2024 and Ending June 30, 2025. )

BE IT RESOLVED that the Alsea Human Services County Service District Governing Body hereby adopts the budget approved by the Budget Committee of Alsea Human Services County Service District on May 6, 2024.

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2024 and for the purposes shown below are hereby appropriated with allocations and categorizations subject to the limits of the Oregon Constitution as follows:

SERVICE DISTRICT OPERATIONS FUND (141)

Materials & Services	\$ 1,010
Contingency	<u>53,171</u>
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 54,181</b>

Adopted by the Alsea Human Services County Service District Governing Body this 18<sup>th</sup> day of June 2024.

Signed this 18<sup>th</sup> day of June 2024.

\_\_\_\_\_  
Xanthippe Augerot, Chair

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Nancy Wyse, Vice Chair

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Patrick Malone, Commissioner

# 2024-2025 Approved Budget

## Alsea Human Services County Service District

For the Fiscal Period

Beginning July 1, 2024

Ending June 30, 2025



### Governing Body

Xanthippe Augerot, 2024 BOC Chair

Nancy Wyse, Commissioner

Patrick Malone, Commissioner

### Citizen Budget Committee Members

Mary Ann Carr

Deb Coddington

Joni Olsen

# Alsea Human Services County Service District

**ADMINISTRATION:** Benton County Financial Services

Debbie Sessions, Interim Chief Financial Officer

**OFFICE LOCATION:** 4500 SW Research Way, Corvallis

**TELEPHONE:** 541-766-6246

**INTERNET ADDRESS:** [HTTPS://WWW.CO.BENTON.OR.US/BUDGETOFFICE](https://www.co.benton.or.us/budgetoffice)

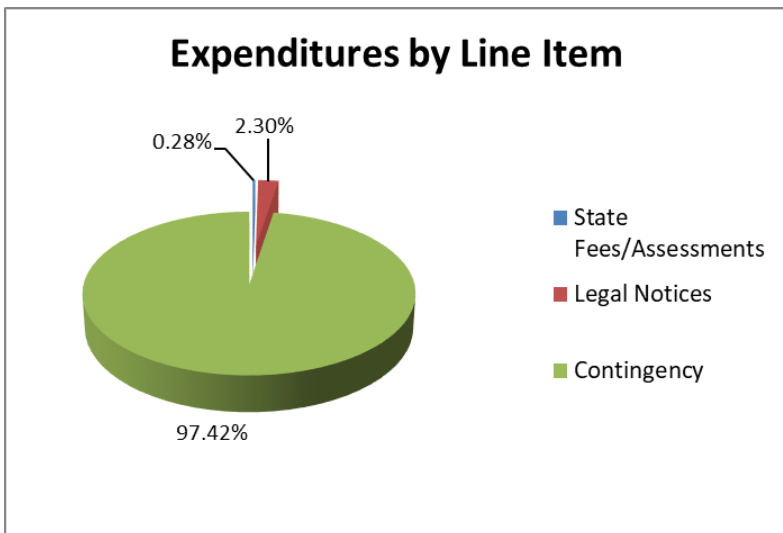
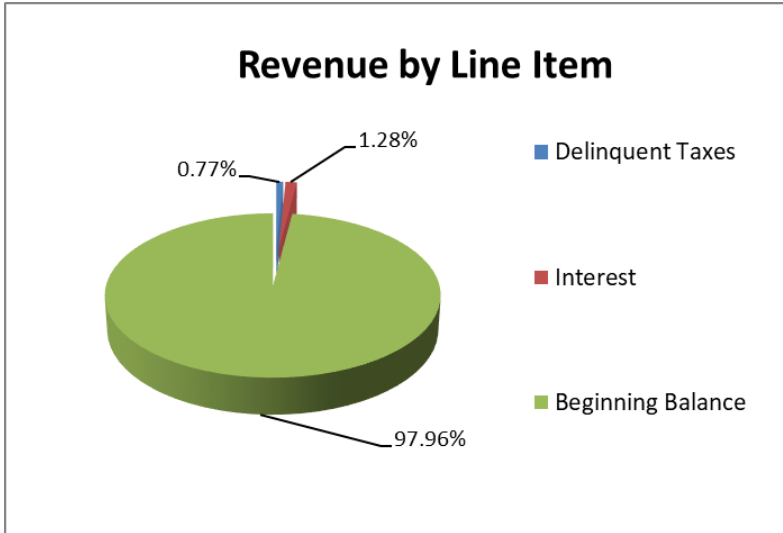
**DISTRICT OVERVIEW:**

This County Service District was created by a vote of the people on May 15, 2012. At the same time voters approved a maximum district property tax rate of \$0.84 / 1000 of assessed value. The district is electing to not assess a tax for FY 2024-25.

The District is a separate municipal entity from the County. By law the Governing Body is the Board of Commissioners. District operations are delegated to County Finance Services to manage accounting and budget processes. The County is reimbursed from district funds for administrative expenses.

The District encompasses the same boundary as the Alsea School District within Benton County. The purpose of the district is to supplement the finances of the Alsea clinic founded by Alsea Rural Health Inc. a non-profit formed in 1981, that serves a population of about 1,300 in southwestern Benton County.

The budget shown in this document is only for the resources available to the district to expend. It does not include financial resources and expenditures of the non-profit Alsea Rural Health Care Inc.



**ALSEA HUMAN SERVICES COUNTY SERVICE DISTRICT  
Budget Summary**

Category Title	2021-22 Actual	2022-23 Actual	2023-24 Adopted	2024-25 Proposed Budget	2024-25 Approved Budget	2024-25 Adopted Budget
General Revenues	34,352	36,678	36,900	800	800	-
Current Program Income	34,352	36,678	36,900	800	800	-
Dedicated Beginning Balance	15,161	18,573	19,202	53,381	53,381	-
Beginning Balances	15,161	18,573	19,202	53,381	53,381	-
<b>Total Resources</b>	<b>49,512</b>	<b>55,251</b>	<b>56,102</b>	<b>54,181</b>	<b>54,181</b>	<b>-</b>
Materials & Services	30,940	34,929	37,927	1,010	1,010	-
Capital Outlay	-	-	10,000	-	-	-
Expenditures	30,940	34,929	47,927	1,010	1,010	-
Other: Contingency	-	-	8,175	53,171	53,171	-
Reserves	-	-	8,175	53,171	53,171	-
<b>Total Budget</b>	<b>30,940</b>	<b>34,929</b>	<b>56,102</b>	<b>54,181</b>	<b>54,181</b>	<b>-</b>
Surplus / (Deficit) of Fund Resources to Expenditures	18,573	20,322	-	-	-	-
Full-Time-Equivalent (FTE)						
Regular	-	-	-	-	-	-
Total	-	-	-	-	-	-

**ALSEA HUMAN SERVICES COUNTY SERVICE DISTRICT**

District Statement

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FY 2024-25 Budget Highlights

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The adopted budget is based on no tax collection for FY 24-25. Income assumes a balance rolled over from FY23-24, and nominal amounts for interest and delinquent taxes.

A small number of expenditures are budgeted in FY24-25. These cover costs for advertising and state mandated filing fees and assessments.

In August 2023, the Alsea Health Clinic was temporarily closed to assess its ongoing financial viability. The County has been unable to meet the operational expenses for the Alsea Health Clinic, of which the transfer from the Service District represents a very small portion. It is anticipated that the budgeted 23/24 transfer of \$33,133 of property taxes from the district to the Alsea Health Clinic, will not occur and will be carried as a balance until a permanent decision can be made on how best to support the needs of the community.

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Beyond FY2024-25

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The district's purpose is to supplement maintenance and operation of a clinic site in Alsea. The purpose of the district cannot be changed without consent of district voters. The maximum tax rate can never be increased under the Oregon Constitution. Local option levies for up to five years can be approved by voters to supplemental the maximum rate.

A challenge of the district budget committee will be determining what to levy annually within the maximum allowed rate. Effectively, at minimum, this requires input from the ARHC Inc. Board of Directors, Benton County Health Center Administration and the Board of Commissioners. The three commissioners and three citizen members of the Budget Committee have the final decision on the annual budget and tax levy. The Committee will need to decide whether it wishes to continue collection of the levy since the Alsea Health Clinic remains closed and there is currently not an alternative identified to meet the community's ongoing health needs.

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Additional Sources of Information

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Use these web links to find additional information:

For information about Benton County Community Health Centers (including Alsea clinic site)

<http://bentonlinnhealthcenters.org/> select Community Health Centers under "Health and Families".

For information on current or past County or Service District budgets go to:

<https://www.co.benton.or.us/budgetoffice/page/benton-county-budget-documents>

As a tax exempt non-profit, Alsea Rural Health Care Inc. is required to file an annual return with the IRS. Past and most recently filed Form 990 can be found through a search of the IRS website or charity monitoring websites.

**ALSEA HUMAN SERVICES COUNTY SERVICE DISTRICT**  
**Health Services**

Category Title	2021-22 Actual	2022-23 Actual	2023-24 Adopted	2024-25 Proposed Budget	2024-25 Approved Budget	2024-25 Adopted Budget
General Revenues	34,352	36,678	36,900	800	800	-
Dedicated Beginning Balance	161	3,573	4,202	38,381	38,381	-
<b>Total Resources</b>	<b>34,512</b>	<b>40,251</b>	<b>41,102</b>	<b>39,181</b>	<b>39,181</b>	<b>-</b>
Materials and Services	30,940	34,929	37,927	1,010	1,010	-
Other: Contingency	-	-	3,175	38,171	38,171	-
<b>Total Expenditures</b>	<b>30,940</b>	<b>34,929</b>	<b>41,102</b>	<b>39,181</b>	<b>39,181</b>	<b>-</b>
Regular	-	-	-	-	-	-
Total	-	-	-	-	-	-

**ALSEA HUMAN SERVICES COUNTY SERVICE DISTRICT**

**Facilities**

Category Title	2021-22 Actual	2022-23 Actual	2023-24 Adopted	2024-25 Proposed Budget	2024-25 Approved Budget	2024-25 Adopted Budget
Dedicated Beginning Balance	15,000	15,000	15,000	15,000	15,000	-
Total Resources	15,000	15,000	15,000	15,000	15,000	-
Capital Outlay	-	-	10,000	-	-	-
Other: Contingency	-	-	5,000	15,000	15,000	-
Total Expenditures	-	-	15,000	15,000	15,000	-
Regular	-	-	-	-	-	-
Total	-	-	-	-	-	-