

BEFORE THE BOARD OF DIRECTORS
OF THE COVE ORCHARD SEWER SERVICE DISTRICT

SITTING FOR THE TRANSACTION OF DISTRICT BUSINESS

In the Matter of the Adoption of the)	
Cove Orchard Sewer Service District)	COSSD RESOLUTION 23-6-15-1
Budget for Fiscal Year 2023-24;)	
Setting Appropriations.)	

THE BOARD OF DIRECTORS OF THE COVE ORCHARD SEWER SERVICE DISTRICT ("the Board") sat for the transaction of district business in special session on June 15, 2023, in the Yamhill County Courthouse, Directors Lindsay Berschauer, Kit Johnston and Mary Starrett, being present.

THE BOARD MAKES THE FOLLOWING FINDINGS:

- A. On May 18, 2023, the Cove Orchard Sewer Service District Budget Committee ("Committee") unanimously approved a budget document for fiscal year 2023-24 in accordance with ORS 294.428; and
- B. Following the Committee's approval of the budget document, the budget officer caused a budget summary to be published in accordance with ORS 294.438. The budget document has remained on file at the Yamhill County Commissioners' Office available for public review since May 18, 2023; and
- C. On June 15, 2023, a public hearing was held in accordance with ORS 294.453 to hear testimony concerning the budget document approved by the Committee; NOW THEREFORE,

IT IS HEREBY RESOLVED BY THE BOARD that the Cove Orchard Sewer Service District adopt the total proposed budget of \$294,794 for fiscal year 2023-24 as detailed in the budget document in the attached and incorporated Exhibit "A."

IT IS FURTHER RESOLVED BY THE BOARD that the amounts set forth in the attached and incorporated Exhibit "B," identified as the "Schedule of Appropriations," are hereby appropriated for the fiscal year beginning July 1, 2023, for the purpose of operating the Cove Orchard Sewer Service District for fiscal year 2023-24 and that the amounts appropriated shall be for the purposes shown on Exhibit "B."

///

///

DONE this 15th day of June 2023, at McMinnville, Oregon.


**COVE ORCHARD SEWER SERVICE DISTRICT
BOARD OF DIRECTORS**


Chair LINDSAY BERSCHAUER


Director KIT JOHNSTON


Director MARY STARRETT

APPROVED AS TO FORM:

By: 
CHRISTIAN BOENISCH
District Counsel

ATTEST:


By: 
Michelle Hubbard
Budget Officer

Exhibit "A"

Yamhill County Revenue and Expense Worksheet
Approved Budget For Fiscal Year Ending June 30, 2024

20-21	21-22	22-23	22-23		23-24	20	30
Actual	Actual	Adopted	Budgeted		Requested	23-24	23-24
		Budget	FTE		FTE	Budget	Approved
							Budget
				Cove Orchard			
73,114	85,472	94,327		581-7010087-30101 Beginning Fund Balance		161,534	161,534
-	75,000	75,000		581-7010087-33423 Grant Revenue		75,000	75,000
61,385	56,459	57,948		581-7010087-34350 Sewer Fee		58,000	58,000
-	79	-		581-7010087-36268 Comp Time/FET Liab Adjustment		-	-
252	378	253		581-7010087-36299 Miscellaneous - Other Revenue		260	260
134,751	217,387	227,528		Total Revenue		294,794	294,794
-	-	-		- 581-7010087-40134 Division Manager	0.0100	732	732
795	603	830		- 581-7010087-40156 Assistant Financial Manager	-	-	-
18	-	-		581-7010087-47900 Other Earnings		-	-
12	11	13		581-7010087-49001 Medicare Tax		11	11
52	45	56		581-7010087-49100 Social Security		46	46
211	188	228		581-7010087-49210 Retirement		158	158
188	145	185		581-7010087-49310 Medical Insurance		228	228
-	-	-		581-7010087-49311 Paid Leave Oregon		3	3
12	9	11		581-7010087-49315 VEBA		15	15
15	11	13		581-7010087-49320 Dental Insurance Expense		15	15
2	1	2		581-7010087-49325 Vision Insurance		2	2
5	4	5		581-7010087-49331 Short Term Disability		4	4
1	1	2		581-7010087-49400 Accident Insurance		1	1
1	1	-		581-7010087-49480 Time Loss Reserve		1	1
1	1	1		581-7010087-49500 Unemployment		-	-
33	129	64		581-7010087-49900 FET/Vacation/Sick		60	60
24	-	-		581-7010087-49999 Vacation Liability Adjustment		-	-
1,370	1,148	1,410		- Total For Personnel	0.0100	1,276	1,276
9,854	7,951	9,000		581-7010087-61001 Professional Services		9,000	9,000
40	40	100		581-7010087-61101 Audit		100	100
5,957	10,353	10,000		581-7010087-61102 Contract Services		10,000	10,000
18,526	18,174	18,000		581-7010087-61120 Public Works Services		18,000	18,000
696	685	650		581-7010087-62001 Telephone		650	650

COSSD-06-15-23-3

Yamhill County Revenue and Expense Worksheet
Approved Budget For Fiscal Year Ending June 30, 2024

20-21	21-22	22-23	22-23		23-24	20	30
Actual	Actual	Adopted	Budgeted		Requested	23-24	23-24
		Budget	FTE		FTE	Budget	Approved
						Budget	Budget
3,712	4,130	3,825		581-7010087-66001 Insurance		5,000	5,000
5,977	9,743	7,000		581-7010087-67002 Heat/Lights/Water		7,000	7,000
160	167	170		581-7010087-69101 Assoc Memberships		170	170
2,988	2,988	2,988		581-7010087-69509 Miscellaneous Legal Fees		3,015	3,015
44	916	300		581-7010087-69901 Other Expense		302	302
47,953	55,148	52,033		Total For Contracted Services		53,237	53,237
940	1,137	1,000		581-7010087-73010 Permits & Fees		1,000	1,000
940	1,137	1,000		Total For Other Expenses		1,000	1,000
-	-	75		581-7010087-78044 Trans Out For Pel Reserves		75	75
-	-	75		Total For Transfer Outs Reciprocal		75	75
-	-	169,010		581-7010087-80080 Capital Department Equipment		234,206	234,206
-	-	169,010		Total For Capital		234,206	234,206
-	-	5,000		581-7010087-95001 Contingency		5,000	5,000
-	-	5,000		Total For Contingency		5,000	5,000
50,264	57,432	228,528		- Total Expenses Cove Orchard	0.0100	294,794	294,794

Exhibit "B"

**SCHEDULE OF APPROPRIATIONS FOR 2023-2024
COVE ORCHARD SEWER SERVICE DISTRICT**

General Fund

Personnel	\$ 1,276
Materials and Services	\$ 54,312
Capital Outlay	\$ 234,206
Contingency	\$ 5,000
TOTAL APPROPRIATIONS	\$ 294,794
TOTAL ADOPTED BUDGET	\$ 294,794