ACTION MINUTES
CANYON VIEW SPECIAL ROAD DISTRICT
BOARD OF DIRECTOR'S MEEETING
February 08, 2019

MEMBERS PRESENT:

Directors: Hurd; Mehlberg; Raschke
Members: None
Guests: None

1. Call to Order:

Meeting called to order at 12:00 PM, February 08, 2019 at the Jefferson County Board Room, 66 SE D St., Madras.

2. Consent Agenda:

A. Director Raschke moved that the agenda for the February 08, 2019 meeting be approved. Director Mehlberg seconded the motion. The motion passed by a 3 to 0 vote.

B. Director Raschke moved that the minutes for the January 11, 2019 meeting be approved. Director Mehlberg seconded the motion. The motion passed by a 3 to 0 vote.

3. Visitor Comments:

None

4. Continuing Discussions:

A. Treasurer's Report:

Director Mehlberg reported cash on hand of $1,428.08, expenses of $299.42 and $25187.64 of the $28,383.31 levied taxes received as of 02/08/2019.

B. Various Road Repair Options:

It was decided that the four year crack seal plan would be followed, using the County for brush cutting, crack sealing and minor pavement replacement per the memorandum of understanding with the county.

C. Schedule:

The four year crack sealing program should start in May. Directors Hurd and Raschke will map out a program showing where the work will start and how it will proceed. This should be ready for the March meeting for general discussion.

D. District Budget 07-01-2018 to 06-30-2019:

The District budget, using state form LB-10, was updated per comments made during the January 2019 meeting. Director Raschke made a motion to approve the budget as presented and Director Mehlberg seconded the motion. The motion passed by a 3 to 0 vote. See attached LB-10 form.

E. Audit

The need for an audit was discussed. Director Mehlberg checked with the Fire District and the State of Oregon and was informed that due to our small budget we are not required to have an audit. It was recommended that we have a review to insure we are in compliance with regulations. Director Mehlberg estimated this review would cost about $500.00. Arrangements for this review will be made in June so the review can take place at the end of the fiscal year (June 30, 2019).

5. Additional Comments, reports, etc:

The April Meeting will be on the third Friday of the month (04-19-2019) due to a conflict with County use of the facilities.

6. Adjourn

A motion to adjourn was made by Director Hurd at 12:17 PM and was seconded by Director Raschke. The motion passed by a vote of 3 to 0.

NEXT MEETING: 12 Noon, Friday, March 08, 2019 at the Jefferson County Board Room, 66 SE D St., Madras.

FORM
LB-10

SPECIAL FUND
RESOURCES AND REQUIREMENTS

General Fund
(Fund)

Canyon View Road District
(Name of Municipal Corporation)

	Historical Data						Budget for Next Year 2018- 2019			
	Actual									
	Second Preceding Year 20__ - __	First Preceding Year 20__ - __	Adopted Budget Year 20__ - __		DESCRIPTION RESOURCES AND REQUIREMENTS		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
1				1	RESOURCES					1
2				2	Cash on Hand		1,428.08			2
3				3	Previously levied taxes estimated to be received		28,383.31			3
4				4	Unpaid Levied Taxes		(3,195.67)			4
5				5						5
6				6						6
7				7						7
8				8						8
9				9						9
10	0	0	0	10	Total Resources		26,615.72	0	0	10
11				11	Taxes estimated to be received					11
12				12	Taxes collected in year levied					12
13	**0**	**0**	**0**	13	**TOTAL RESOURCES**		**26,615.72**	**0**	**0**	13
14				14	REQUIREMENTS **					14
15				15	Org Unit **or** Prog & Activity	Object Classification	Detail			15
16				16	Snow Plow	Services	Snow Plowing of Roads if Rqd	1,560.00		16
17				17	PO Box Fee	Rent	Administration Exp	82.00		17
18				18	Check Order	Office	Office Supplies	217.42		18
19				19	Crack Seal	Services	Crack Seal Roads	10,500.00		19
20				20	Brush Cutting	Services	Cut Brush on Shoulders	1,500.00		20
21				21	Patching	Services	Limited A/C Patching - Pot Holes	6,000.00		21
22				22	Chip Seal	Services	Chip Seal Pavement	0.00		22
23				23	Auid/Review	Services	Review for State Compliance	500.00		23
24				24						24
25				25						25
26				26						26
27				27						27
28				28						28
29				29	Ending balance (prior years)					29
30				30	**UNAPPROPRIATED ENDING FUND BALANCE**					30
31	**0**	**0**	**0**	31	**TOTAL REQUIREMENTS**		**20,359.42**	**0**	**0**	31

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

**List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.