

Blue Mountain Translator District

Board of Directors

January 9, 2018 Regular Meeting Board Packet

Blue Mountain Translator District 1

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Regular Meeting at 12:00 PM
Umpqua Bank, Meeting Room
1215 Adams Avenue
La Grande, Oregon, 97850

Board of Directors Agenda, January 9, 2018

1. Call to Order and Roll Call Vote - 1:00
2. Declaration of Conflict of Interest - 1:00
3. Approval of Minutes
 - a. Minutes for December 8, 2017 Regular Meeting of the Board of Directors - McHaddad - 5:00
4. Reports - 10:00
 - a. Directors - Wallender - 10:00
 - b. Staff - McHaddad - 10:00
5. New Business
 - a. Approval of Expenditures - McHaddad - 10:00
 - b. Refund Requests - McHaddad
6. Communications from the Floor - 10:00
7. Public Comment - 10:00
8. Scheduling of Next Meeting and Adjournment - 5:00

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Item 4.b. Staff Report

					12/1/17	12/2/17
12/3/17	12/4/17	12/5/17	12/6/17	12/7/17	12/8/17	12/9/17
	10:00 AM - 3:00 PM	9:00 AM - 2:00 PM 3:00 - 8:00 PM	10 AM - 3 PM	10 AM - 3 PM	12:00 - 2:00 PM	
12/10/17	12/11/17	12/12/17	12/13/17	12/14/17	12/15/17	12/16/17
	10:00 AM - 3:00 PM	10:00 AM - 3:00 PM	10:00 AM - 3:00 PM	10:00 AM - 3:00 PM		
12/17/17	12/18/17	12/19/17	12/20/17	12/21/17	12/22/17	12/23/17
	10:00 AM - 3:00 PM	10:00 AM - 3:00 PM	10:00 AM - 3:00 PM	10:00 AM - 3:00 PM		
12/24/17	12/25/17	12/26/17	12/27/17	12/28/17	12/29/17	12/30/17
12/31/17	1/1/18	1/2/18				
		9:00 AM - 2:00 PM				

External Government Communication

Planning on presenting quarterly update to Baker and Union County Commissioners this month.

External Nongovernment Communication

Discussed long-term legislative priorities with the Special Districts Association of Oregon.

Continuing Work

Spent the last working week of December examining existing budget and supplemental budget. Began inventory of District contracts in January.

Account Balances December 29, 2017

Checking: Balance \$118,963.94, Deposits \$18,269.76, Withdrawals \$31,858.69. Money Market: Balance \$48,905.92, Interest \$2.07. Restricted: Balance \$21,795.72, Interest \$0.92

Blue Mountain Translator District 4

Item 5.a. Approval of Expenditures

Recipient	Description	Expenditure
Baum Smith LLC	Board Policy Review	\$210.00
C's Storage	February Rent	\$30.00
Chaves Consulting LLC	MAJIC Software Hosting, Prepay Annual Remote Hosting Fee, Twelve-Month Internet Subscription	\$580.00
Chaves Consulting LLC	Database Audit Programming	\$427.50
Oregon Trail Electric Cooperative	Nov-Dec. 2017 Mt. Harris	\$180.17
Oregon Trail Electric Cooperative	Nov-Dec. 2017 Beaver Mountain	\$186.87
Oregon Trail Electric Cooperative	Nov-Dec. 2017 Mt. Fanny	\$1,550.27
Payroll & Accounting Services, PC	Bookkeeping September, October, December 2017	\$813.45
Payroll & Accounting Services, PC	Bookkeeping August 2017	\$307.96
Union County Chamber of Commerce	2018 Membership	\$150.00
Not Assigned	Baker Chamber Banquet Centerpiece	\$150.00

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Item 5.b. Refund Requests

31-012538

The property owner received the translator district fee on their 2017-2018 property taxes. The property owner affirms that they made a good faith effort to ensure that the District received their exemption letter. Staff recommendation: Refund \$100.00 to property owner.

Refund Policy

A property owner who sold their home after paying the 2018-2019 service charge requested a refund from the District because they sold their home. They request a refund in the amount of the remaining balance for the year. The District's Board Policies Regarding Statements, Exemptions Forms, etc. do not provide a mechanism for refunding property owners who have sold their home. The Board of Directors may consider the following amendment for the creation of such a refund policy:

T.b. The owner of any property in the District which was sold following payment of the service charge for the Member Tax Year may be refunded in the amount of the remaining complete months of the Member Tax Year.