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BLUE RIVER WATER DISTRICT

REGULAR BOARD & BUDGET COMMITTEE MEETING MINUTES

May 6, 2026

6:00 PM – 7:14 PM

O'Brien Memorial Library and remote attendance option

Prepared by: Shanon Goodpasture-Lehr

1. Call to Order

Board Chair James Parks called the meeting to order at 6:00 PM.

2. Roll Call

Board Members Present

- Shanon Goodpasture-Lehr
- James Parks
- Kate Donoho
- Dave Hunter

Budget Committee Members Present

- Shanon Goodpasture-Lehr
- James Parks
- Kate Donoho
- Dave Hunter
- Sunny Willis

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- Sam Swetland
- Cindy Parks-Trucks
- Doug Donoho

Absences

None.

No remote attendees were present.

3. Approval of Agenda

James Parks made a motion to approve the agenda. Kate Donoho seconded the motion.

Vote

- Shanon Goodpasture-Lehr — Yes
- James Parks — Yes
- Kate Donoho — Yes
- Dave Hunter — Yes

Motion passed unanimously.

4. Approval of Previous Meeting Minutes

Dave Hunter made a motion to approve the previous meeting minutes. James Parks seconded the motion.

Vote

- Shanon Goodpasture-Lehr — Yes
- James Parks — Yes
- Kate Donoho — Yes
- Dave Hunter — Yes

Motion passed unanimously.

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5. Superintendent's Report

Water Main and Laterals Project / Locator Equipment

The Board discussed the nearing completion of the water main and laterals project, anticipated for September 2026, and the need for locator equipment and storage planning.

Dave Hunter made a motion to authorize James Parks to order locator equipment provided that a written agreement outlining performance standards and specifications is obtained from the vendor. Shanon Goodpasture-Lehr seconded the motion.

Vote

- Shanon Goodpasture-Lehr — Yes
- James Parks — Yes
- Kate Donoho — Yes
- Dave Hunter — Yes

Motion passed unanimously.

Superintendent and DRC Contracts

Discussion regarding Superintendent and DRC contracts was tabled until the June meeting.

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6. Commissioner and Board Business

Banking Transition to OnPoint Community Credit Union

Kate Donoho made a motion to transition district banking services to OnPoint Community Credit Union and transfer \$4,000 (\$3,000 for Savings & \$1,000 for Checking) to open the new account and begin the transition process. James Parks seconded the motion.

Vote

- Shanon Goodpasture-Lehr — Yes
- James Parks — Yes
- Kate Donoho — Yes
- Dave Hunter — Yes

Motion passed unanimously.

Core & Main Bill

The Board discussed the Core & Main bill.

Appointment to Vacant Board Position

Following public notice of the vacant board seat, the Board interviewed applicant Sunny Willis.

Shanon Goodpasture-Lehr made a motion to appoint Sunny Willis to fill the vacant board position. Kate Donoho seconded the motion.

Vote

- Shanon Goodpasture-Lehr — Yes
- James Parks — Yes
- Kate Donoho — Yes
- Dave Hunter — Yes

Motion passed unanimously.

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Sunny Willis was sworn into office by Board Chair James Parks and joined the Board for the remainder of the meeting.

Current Board Positions

- Position 1 — Shanon Goodpasture-Lehr
 - Position 2 — James Parks
 - Position 3 — Kate Donoho
 - Position 4 — Sunny Willis
 - Position 5 — Dave Hunter
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Retrieval of Historical Bank Statements

James Parks made a motion to approve payment of an \$80 fee to obtain bank statements from September 2020 through November 2022. Shanon Goodpasture-Lehr seconded the motion.

Vote

- Shanon Goodpasture-Lehr — Yes
- James Parks — Yes
- Kate Donoho — Yes
- Dave Hunter — Yes
- Sunny Willis — Yes

Motion passed unanimously.

District Chromebook Purchase

James Parks made a motion to approve the purchase of two Chromebook laptops for district use.(\$600 limit)

Kate Donoho seconded the motion.

Vote

- Shanon Goodpasture-Lehr — Yes
- James Parks — Yes
- Kate Donoho — Yes

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- Dave Hunter — Yes
- Sunny Willis — Yes

Motion passed unanimously.

James Parks then made a motion to authorize Dave Hunter to purchase the two Chromebooks on behalf of the district. Shanon Goodpasture-Lehr seconded the motion.

Vote

- Shanon Goodpasture-Lehr — Yes
- James Parks — Yes
- Kate Donoho — Yes
- Dave Hunter — Yes
- Sunny Willis — Yes

Motion passed unanimously.

FEMA Projects Update

Kate Donoho provided an update regarding FEMA-related projects and meetings. James & Kate have been in contact with FEMA representative. We are making progress and hoping to receive this money in the near future.

Three Sisters Meadow Representative

The Board discussed selecting a new representative for Three Sisters Meadow meetings. The matter was tabled until the next meeting.

7. Budget Committee Business

Supplemental Budget FY 2025–2026

Kate Donoho presented the adjusted supplemental budget for Fiscal Year 2025–2026.

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Dave Hunter made a motion to approve the supplemental budget for FY 2025–2026. James Parks seconded the motion.

Vote

- Shanon Goodpasture-Lehr — Yes
- James Parks — Yes
- Kate Donoho — Yes
- Dave Hunter — Yes
- Sunny Willis — Yes

Motion passed unanimously.

Proposed Budget FY 2026–2027

Kate Donoho presented the proposed draft budget for Fiscal Year 2026–2027.

Shanon Goodpasture-Lehr made a motion to approve the draft proposed budget. Kate Donoho seconded the motion.

Vote

- Shanon Goodpasture-Lehr — Yes
- James Parks — Yes
- Kate Donoho — Yes
- Dave Hunter — Yes
- Sunny Willis — Yes

Motion passed unanimously.

Future Budget Meeting

A budget meeting was tentatively scheduled for May 27, 2026.

8. Officer Reports

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Treasurer's Report

The Board reviewed the financial status of the district. We are in good standing, continuing to work on the budget process, working with FEMA.

Secretary Report

The Secretary provided updates as needed. Nothing significant to currently report.

9. Good of the Order

No additional items were brought before the Board.

10. Adjournment

Dave Hunter made a motion to adjourn the meeting. Shannon seconded the motion.
Vote: all in favor to adjourn.

The meeting adjourned at 7:14 PM.

Next Regular Meeting

June 3, 2026 at 6:00 PM

Remote call-in option available.

Respectfully submitted,

Shanon Goodpasture-Lehr

Secretary, Blue River Water District