

**CLOVERDALE WATER DISTRICT**  
**Budget Committee Meeting Minutes**  
**May 09, 2022**

1. Chairman C. Alexander called the meeting to order at 8:26 pm
2. Board Directors present were Jeremy Alexander, Jon Warren, C. Alexander and Maile Samek.  
Staff members present were Water Operator Larry Chitwood and Office Administrator Heidi Reid.
3. Budget Committee Meeting  
Maile Samek elected to be the Budget Chairman  
Jon Warren elected to be the Secretary  
Jeremy Alexander elected to be the Budget Officer

Budget Chairman Samek gave the committee members time to review the budget. She then asked Mrs. Reid to explain each page to the members so they understood the documents.

Mrs. Reid explained Form-LB11 - This is the Capital Improvement fund. The Capital Improvement Fund is subsidized predominately by system development charges and fund transfers from the General Fund. This is the account we have for reserve and is predominately used for upgrades to the existing infrastructure and equipment. Mrs. Reid stated that the District will transfer approximately \$10,000 this year to the fund. The total budget for the 22-23 FY is \$200,050. There were no questions or comments regarding Form-LB-11.

Mrs. Reid explained Form-LB20 – This shows where the income for the General Fund budget comes from. She explained that these figures are estimates; however, they should be close estimates. She stated that the revenues are derived from water use fees, taxes received and small miscellaneous other fees. The total budget for the FY 22-23 is \$159,150. There were no questions regarding Form-LB20.

Mrs. Reid explained Form-LB-31 – This is a detailed list of itemized expenditures for the General Fund, the cost of doing business. The actuals are shown on the left and the proposed are shown on the right. The total of these general ledger accounts amounts to the total on LB-20, of \$159,150. The Committee reviewed the line items and did not have any questions.

**Motion**

Budget Chairman Samek moved to approve the FY 22-23 budget as written.

Budget Secretary Warren seconded the motion carried with three ayes.

Budget Committee Meeting adjourned at 8:35