

CLOVERDALE WATER DISTRICT
Budget Committee Meeting Minutes
May 13, 2019

1. Chairman Shepherd called the meeting to order at 6:30 pm
2. Board Directors present Leroy Shepherd, Jeremy Alexander, Crissa Alexander, Maile Samek and Laura Hurliman.
Staff members present were Water Operator Larry Chitwood and Office Administrator Heidi Reid. Guests present were Bill Meador, Betty Meador and John Hurliman.
3. Budget Committee Meeting
Bill Meador elected to be the Budget Chairman
Betty Meador elected to be the Secretary
John Hurliman elected to be the Budget Officer

Budget Chairman Bill Meador gave the committee members time to review the budget. He 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 \$20,000 this year to the fund. There were no other 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 are very close estimates. She stated that the revenues are derived from water use fees and small miscellaneous other fees. 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 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 \$146,486. Mr. Alexander mentioned that he thought the line items were generous. Mrs. Reid explained that at this time they look that way. Due to the unappropriated funds not being able to be utilized if they need to be without going through special procedures, she distributed the total budget throughout each line item. There were no other questions regarding the proposed budget.

Mr. Hurliman asked about the LB-11 and line number six, “Transferred IN, from other funds”. He wanted to know what that line item meant and

where the money came from. Mrs. Reid explained that those are the funds that will be transferred out of the General Fund and into the Capital Improvement fund for future expenditures. He understood and didn't have any other questions.

Motion

Budget Officer John Hurliman moved to approve the FY 19-20 budget.

Budget Secretary Betty Meador seconded the motion carried with three ayes.

Budget Committee Meeting adjourned at 6:45