

CLOVERDALE WATER DISTRICT
Budget Committee Meeting Minutes
May 10, 2021

1. Chairman Shepherd called the meeting to order at 7:02 pm
This meeting was held via net meeting due to COVID-19. For that same reason the Board acted as the Budget Committee.

2. Board Directors present Leroy Shepherd, Jeremy Alexander, and Jon Warren.
Staff members present were Water Operator Larry Chitwood and Office Administrator Heidi Reid.

3. Budget Committee Meeting
Jon Warren elected to be the Budget Chairman
Jeremy Alexander elected to be the Secretary
Leroy Shepherd elected to be the Budget Officer

Budget Chairman Warren 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. The total budget for the 21-22 FY is \$190,500. 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 and small miscellaneous other fees. The total budget for the FY 21-22 is \$152,706. 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 \$152,706. The Committee reviewed the line items and did not have any questions.

Motion

Budget Chairman Warren moved to approve the FY 21-22 budget as written.

Budget Secretary J. Alexander seconded the motion carried with three ayes.

Budget Committee Meeting adjourned at 7:07