

CLOVERDALE WATER DISTRICT
Budget Committee Meeting Minutes
May 08, 2023

1. Chairman C. Alexander called the meeting to order at 7:10 pm
2. Budget Committee members present were Jeremy Alexander, Crissa Alexander and Maile Samek and Jon Warren
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
Jeremy Alexander elected to be the Secretary
Crissa 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 \$20,000 this year to the fund. The total budget for the 23-24 FY is \$226,436. 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 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 23-24 is \$159,750. 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 estimates are derived from prior years actual expenditures with a slight increase for inflation. The total of these general ledger accounts amounts to the total on LB-20, of \$159,750. The Committee reviewed the line items and did not have any questions.

Motion

Budget Chairman Samek moved to approve the FY 23-24 budget as written.

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

Budget Committee Meeting adjourned at 7:16pm