

Tooley Water District Budget Hearing Agenda

Version 1.1 (updated 6/15/20)

Meeting Date: Thursday, June 18, 2020 7:00pm

Location: Cisco Webex – contact johnamery@tooleywater.org for access

Type of meeting
Budget Hearing

Chairperson
Carol Mauser

Minute keeper
Debby Jones

Topics

| | |
|---|---|
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Item 1 – Review State of Oregon Budget Forms

LB-1

FORM LB-1

NOTICE OF BUDGET HEARING

A public meeting of the Tooley Water District will be held on Thursday June 18, 2020 at 7:00pm via Virtual WEBEX ONLINE
<https://aristoneetworksllc.my.webex.com/aristoneetworksllc.my/j.php?MTID=mk3d48b12b5d0f663e7b80aef505beaf0> Meeting number (access code): 126 278 6076
 Meeting password: DJrpxQ2PP43 (35779927 from phones and video systems) 1-408-418-9388 United States Toll. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2020 as approved by the Tooley Water District Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained online at www.tooleywater.org. This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as the preceding year.

Contact: John Amery

Telephone: 541-340-0032 Email: johnamery@tooleywater.org

| FINANCIAL SUMMARY - RESOURCES | | | |
|---|----------------------------|---------------------------------------|--|
| TOTAL OF ALL FUNDS | Actual Amount 2018-2019 | Adopted Budget This Year 2019-2020 | Approved Budget Next Year 2020-2021 |
| Beginning Fund Balance/Net Working Capital | 42,065 | 45,654 | 33,100 |
| Fees, Licenses, Permits, Fines, Assessments & Other Service Charges | 35,591 | 37,529 | 38,356 |
| Federal, State & all Other Grants, Gifts, Allocations & Donations | | 20,000 | |
| Revenue from Bonds and Other Debt | | | |
| Interfund Transfers / Internal Service Reimbursements | | | |
| All Other Resources Except Current Year Property Taxes | 50 | 39 | 39 |
| Current Year Property Taxes Estimated to be Received | | | |
| Total Resources | 77,706 | 103,222 | 71,495 |

| FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION | | | |
|---|---------------|---------------|---------------|
| Personnel Services | 3,175 | 3,974 | 4,005 |
| Materials and Services | 27,109 | 55,895 | 36,739 |
| Capital Outlay | 40 | 15,000 | 10,000 |
| Debt Service | 0 | | |
| Interfund Transfers | 0 | | |
| Contingencies | 0 | 7,500 | 7,500 |
| Special Payments | 0 | | |
| Unappropriated Ending Balance and Reserved for Future Expenditure | 7,500 | | |
| Total Requirements | 37,824 | 82,369 | 58,244 |

| FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM * | | | |
|---|--|--|--|
| Name of Organizational Unit or Program | | | |
| FTE for that unit or program | | | |
| Total Requirements | | | |
| Total FTE | | | |

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING *

This year's budget models last year's budget. Primary changes include: 1) forecasts as of May predict Tooley will only collect 95% of our previously forecasted revenue for this fiscal year from water sales. 2) Tooley Water District expects to be complete with the \$20k Business Oregon Grant for purposes of leak detection and system mapping. Tooley has already paid for these expenses and is expecting reimbursement during the 2019-2020 fiscal year.

| PROPERTY TAX LEVIES | | | |
|--|-------------------------------------|---|--|
| | Rate or Amount Imposed 20__ - __ | Rate or Amount Imposed This Year 20__ - __ | Rate or Amount Approved Next Year 20__ - __ |
| Permanent Rate Levy (rate limit per \$1,000) | | | |
| Local Option Levy | | | |
| Levy For General Obligation Bonds | | | |

| STATEMENT OF INDEBTEDNESS | | |
|---------------------------|--|--|
| LONG TERM DEBT | Estimated Debt Outstanding on July 1. | Estimated Debt Authorized, But Not Incurred on July 1 |
| General Obligation Bonds | | |
| Other Bonds | | |
| Other Borrowings | | |
| Total | | |

* If more space is needed to complete any section of this form, insert lines (rows) on this sheet. You may delete blank lines.

LB-20

FORM
LB-20

RESOURCES General

(Fund)

Tooley Water District
(Name of Municipal Corporation)

| Historical Data | | | RESOURCE DESCRIPTION | Budget for Next Year 2020-2021 | | |
|------------------------------------|-----------------------------------|---|--|--------------------------------|---------------------------------|------------------------------|
| Actual | | Adopted Budget This Year Year 2019-2020 | | Proposed By Budget Officer | Approved By Budget Committee | Adopted By Governing Body |
| Second Preceding Year 2017-2018 | First Preceding Year 2018-2019 | | | | | |
| | | | 1 Available cash on hand* (cash basis) or | | | |
| 2 \$33,324 | \$42,065 | \$45,654 | 2 Net working capital (accrual basis) | \$33,100 | \$33,100 | |
| 3 | | | 3 Previously levied taxes estimated to be received | | | |
| 4 \$32 | \$50 | \$39 | 4 Interest | \$39 | \$39 | |
| 5 | | | 5 Transferred IN, from other funds | | | |
| 6 | | | 6 OTHER RESOURCES | | | |
| 7 \$35,264 | \$35,591 | \$37,529 | 7 Water Revenues | \$38,356 | \$38,356 | |
| 8 | | \$20,000 | 8 Business Oregon Grant | | | |
| 9 | | | 9 | | | |
| 10 | | | 10 | | | |
| 11 | | | 11 | | | |
| 12 | | | 12 | | | |
| 13 | | | 13 | | | |
| 14 | | | 14 | | | |
| 15 | | | 15 | | | |
| 16 | | | 16 | | | |
| 17 | | | 17 | | | |
| 18 | | | 18 | | | |
| 19 | | | 19 | | | |
| 20 | | | 20 | | | |
| 21 | | | 21 | | | |
| 22 | | | 22 | | | |
| 23 | | | 23 | | | |
| 24 | | | 24 | | | |
| 25 | | | 25 | | | |
| 26 | | | 26 | | | |
| 27 | | | 27 | | | |
| 28 | | | 28 | | | |
| 29 \$68,620 | \$77,706 | \$103,222 | 29 Total resources, except taxes to be levied | \$71,495 | \$71,495 | \$0 |
| 30 | | | 30 Taxes estimated to be received | | | |
| 31 | | | 31 Taxes collected in year levied | | | |
| 32 \$68,620 | \$77,706 | \$103,222 | 32 TOTAL RESOURCES | \$71,495 | \$71,495 | \$0 |

150-504-020 (rev 10-16)

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

LB-30

REQUIREMENTS SUMMARY

ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

**FORM
LB-30**

General Fund
(name of fund)

Tooley Water District
(name of Municipal Corporation)

| Historical Data | | | REQUIREMENTS FOR: Tooley Water District | Budget For Next Year 2020-2021 | | |
|------------------------------------|-----------------------------------|--|--|--------------------------------------|---------------------------------|------------------------------|
| Actual | | Adopted Budget This Year 2019-2020 | | Proposed By Budget Officer | Approved By Budget Committee | Adopted By Governing Body |
| Second Preceding Year 2017-2018 | First Preceding Year 2018-2019 | | | | | |
| 1 | | | 1 | PERSONNEL SERVICES | | 1 |
| 2 | 23 | 40 | 250 | 250 | 250 | 2 |
| 3 | 100 | 120 | 100 | 125 | 125 | 3 |
| 4 | 562 | 565 | 624 | 630 | 630 | 4 |
| 5 | 2,400 | 2,450 | 3,000 | 3,000 | 3,000 | 5 |
| 6 | | | | | | 6 |
| 7 | | | | | | 7 |
| 8 | 3,085 | 3,175 | 3,974 | 4,005 | 4,005 | 0 |
| 9 | | | | | | 0 |
| 10 | | | | TOTAL FULL-TIME EQUIVALENT (FTE) | | 9 |
| 10 | | | | MATERIALS AND SERVICES | | 10 |
| 11 | 218 | 747 | 700 | 700 | 700 | 11 |
| 12 | 1,570 | 1,618 | 2,000 | 2,000 | 2,000 | 12 |
| 13 | 1,810 | 2,909 | 5,480 | 5,694 | 5,694 | 13 |
| 14 | 90 | 0 | 0 | 0 | 0 | 14 |
| 15 | 203 | 214 | 200 | 225 | 225 | 15 |
| 16 | 0 | 60 | 60 | 60 | 60 | 16 |
| 17 | 20,580 | 21,020 | 21,600 | 22,200 | 22,200 | 17 |
| 18 | 60 | 33 | 100 | 100 | 100 | 18 |
| 19 | 90 | 0 | 100 | 100 | 100 | 19 |
| 20 | 128 | 65 | 200 | 200 | 200 | 20 |
| 21 | 329 | 329 | 330 | 330 | 330 | 21 |
| 22 | 121 | 114 | 125 | 130 | 130 | 22 |
| 23 | 0 | 0 | 5,000 | 5,000 | 5,000 | 23 |
| 24 | 0 | 0 | 0 | 0 | 0 | 24 |
| 25 | 0 | 0 | 20,000 | 0 | 0 | 25 |
| 26 | | | | | | 26 |
| 27 | 25,199 | 27,109 | 55,895 | 36,739 | 36,739 | 0 |
| 28 | | | | TOTAL MATERIALS AND SERVICES | | 27 |
| 28 | | | | CAPITAL OUTLAY | | 28 |
| 29 | 0 | 40 | 15,000 | 10,000 | 10,000 | 29 |
| 30 | | | | | | 30 |
| 31 | | | | | | 31 |
| 32 | | | | | | 32 |
| 33 | | | | | | 33 |
| 34 | | | | | | 34 |
| 35 | 0 | 40 | 15,000 | 10,000 | 10,000 | 0 |
| 36 | 28,284 | 30,324 | 74,869 | 50,744 | 50,744 | 0 |
| 36 | | | | ORGANIZATIONAL UNIT / ACTIVITY TOTAL | | 36 |

REQUIREMENTS SUMMARY
 NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM
 General Fund
 (name of fund)

Tooley Water District
 (name of Municipal Corporation)

| Historical Data | | | REQUIREMENTS DESCRIPTION | Budget For Next Year 2020-2021 | | |
|------------------------------------|-----------------------------------|--|--|--------------------------------|---------------------------------|------------------------------|
| Actual | | Adopted Budget This Year 2019-2020 | | Proposed By Budget Officer | Approved By Budget Committee | Adopted By Governing Body |
| Second Preceding Year 2017-2018 | First Preceding Year 2018-2019 | | | | | |
| 1 | | | 1 PERSONNEL SERVICES NOT ALLOCATED | | | 1 |
| 2 | | | 2 | | | 2 |
| 3 | | | 3 | | | 3 |
| 4 | \$0 | \$0 | 4 TOTAL PERSONNEL SERVICES | \$0 | \$0 | \$0 |
| 5 | | | 5 Total Full-Time Equivalent (FTE) | | | |
| 6 | | | 6 MATERIALS AND SERVICES NOT ALLOCATED | | | 6 |
| 7 | | | 7 | | | 7 |
| 8 | | | 8 | | | 8 |
| 9 | \$0 | \$0 | 9 TOTAL MATERIALS AND SERVICES | \$0 | \$0 | \$0 |
| 10 | | | 10 CAPITAL OUTLAY NOT ALLOCATED | | | 10 |
| 11 | | | 11 | | | 11 |
| 12 | | | 12 | | | 12 |
| 13 | \$0 | \$0 | 13 TOTAL CAPITAL OUTLAY | \$0 | \$0 | \$0 |
| 14 | | | 14 DEBT SERVICE | | | 14 |
| 15 | | | 15 | | | 15 |
| 16 | | | 16 | | | 16 |
| 17 | \$0 | \$0 | 17 TOTAL DEBT SERVICE | \$0 | \$0 | \$0 |
| 18 | | | 18 SPECIAL PAYMENTS | | | 18 |
| 19 | | | 19 | | | 19 |
| 20 | | | 20 | | | 20 |
| 21 | \$0 | \$0 | 21 TOTAL SPECIAL PAYMENTS | \$0 | \$0 | \$0 |
| 22 | | | 22 INTERFUND TRANSFERS | | | 22 |
| 23 | | | 23 | | | 23 |
| 24 | | | 24 | | | 24 |
| 25 | | | 25 | | | 25 |
| 26 | | | 26 | | | 26 |
| 27 | | | 27 | | | 27 |
| 28 | \$0 | \$0 | 28 TOTAL INTERFUND TRANSFERS | \$0 | \$0 | \$0 |
| 29 | | \$7,500 | 29 OPERATING CONTINGENCY | \$7,500 | \$7,500 | |
| 30 | | | 30 RESERVED FOR FUTURE EXPENDITURE | | | |
| 31 | | | 31 UNAPPROPRIATED ENDING BALANCE | | | |
| 32 | \$0 | \$0 | 32 Total Requirements NOT ALLOCATED | \$7,500 | \$7,500 | \$0 |
| 33 | | | 33 Total Requirements for ALL Org.Units/Programs within fund | \$0 | | |
| 34 | | | 34 Ending balance (prior years) | | | |
| 35 | \$0 | \$0 | 35 TOTAL REQUIREMENTS | \$7,500 | \$7,500 | \$0 |

150-504-030 (Rev 11-18)

Item 2 – Public Comment

Up to 5 minutes per person is available for the public to comment on Tooley Water District's proposed budget and rate structure.

Item 3 – Rate Resolution 2020-01

Tooley Water District

Carol Mauser – Chairman of the Board of Directors
John Amery – Treasurer of the Board of Directors
Debby Jones – Secretary of the Board of Directors
Larru Russ – Member of the Board of Directors
Dave Pratt – Member of the Board of Directors

Resolution ID: 2020-01

2020-2021 Rates Resolution

Whereas it is within the authority of Tooley Water District's board to set rates; then

Therefore, be it resolved that Tooley Water District's fiscal year 2020/2021 rates will be as follows:

Monthly base rate of \$65.97 per month (monthly water usage is added to base rate).

| Gallage Rate | Rate charge | Up to Gallons |
|---------------------|--------------------------|----------------|
| 1st 10,000 gallons | \$1.98 per 1,000 gallons | 10,000 gallons |
| next 10,000 gallons | \$2.04 per 1,000 gallons | 20,000 gallons |
| next 10,000 gallons | \$2.23 per 1,000 gallons | 30,000 gallons |
| next 10,000 gallons | \$2.81 per 1,000 gallons | 40,000 gallons |
| next 10,000 gallons | \$3.25 per 1,000 gallons | 50,000 gallons |

The gallon usage rate beyond 50,000 gallons continues at \$3.25 per 1,000 gallons of water used .

Member of Board of Directors

June 18, 2020

Date

Member of Board of Directors

Member of Board of Directors

Member of Board of Directors

Member of Board of Directors

Item 4 – Budget Resolution 2020-02

Tooley Water District

Carol Mauser – Chairman of the Board of Directors
John Amery – Treasurer of the Board of Directors
Debby Jones – Secretary of the Board of Directors
Larry Russ – Member of the Board of Directors
Dave Pratt – Member of the Board of Directors

Resolution ID: 2020-02

2020-2021 Budget Resolution

Whereas it is within the authority of Tooley Water District's board to set a budget; then

Therefore, be it resolved that Tooley Water District's fiscal year 2020/2021 budget will be in the amount of \$58,244.00 with the following budget categories:

1. Capital Outlay - \$10,000.00
2. Materials and Services - \$36,739.00
3. Personnel Services - \$4,005.00
4. Contingency (unappropriated) - \$7,500.00

Member of Board of Directors

June 18, 2020

Date

Member of Board of Directors

Member of Board of Directors

Member of Board of Directors

Member of Board of Directors

Item 5 – Meeting Adjournment

Meeting Adjourned