Tooley Water District Budget Hearing Agenda

Version 1.0 (updated 5/15/18)

Meeting Date: Thursday, June 21, 2018 7:00pm Location: Northern Wasco County Public Utility District Board Room

Type of meeting

Budget Hearing

Chairperson

Carol Mauser

Minute keeper

Debby Jones

Topics

| Item 1 – Review State of Oregon Budget Forms | 2 |
|--|---|
| LB-1 | |
| LB-20 | 4 |
| LB-30 | 5 |
| Item 2 – Public Comment | 6 |
| Item 3 – Budget Resolution 2018-01 | 7 |
| Item 4 - Rate Resolution 2018-02 | |
| Item 5 – Meeting Adjournment | _ |

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 | d on6/21/18 | a | t 7:00 □ a | .m. at |
|--|--------------------------------|------------------|--|------------|------------------------|---|
| | co County PUD boardro | om, | Oregon. The purpose | of this m | eeting is to dis | cuss the budget for the |
| (LO | cátion) | | | | | |
| fiscal year beginning July | 1, 20_18_ as approved | by the | Tooley Water Dist (Municipal corporation) | rict | Budget Co | mmittee. A summary of |
| the budget is presented b | pelow. A copy of the budg | et may be inst | pected or obtained a | t | | |
| and budget to procented a | one in recopy of the bade | , | occide or columned a | | (Street addr | ess) |
| | _between the hours of | a.m., and | d p.m., or or | line at | www.toole | ywater.org This |
| budget is for an ⊠annua | al; Diennial budget peri | od. This budge | t was prepared on a | basis of a | ccounting that | is: X the same as; |
| | | | | | | |
| different than the precedir | ng year. If different, the ma | ajor changes ar | nd their effect on the | budget ar | e: | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| Contact | | Telephone number | r | E-mall | | |
| John Amery | | (541)340 |)-0032 | JohnAm | ery@TooleyV | Vater.org |
| | FIN | IANCIAL SUMM | ARY-RESOURCES | | | |
| TOTAL OF ALL FUNDS | | | Actual Amounts | | pted Budget | Approved Budget |
| | | | 20 17 -20 18 | | r. 20 17 –20 18 | |
| | Net Working Capital | | 33,324.3 35,264.0 | | 40,377.84 36,155.00 | 42,328.92 36.120.00 |
| | Fines, Assessments & Other S | | 35,204.0 | <u> </u> | 30, 100.00 | 30,120.00 |
| | Grants, Gifts, Allocations & I | | | | | |
| | al Service Reimbursements. | | | | | |
| | ept Current Year Property Tax | | 31.8 | 2 | 0.00 | 39.00 |
| | xes Estimated to be Received | | | | | |
| | nes 1 through 7 | | 68,620.2 | 0 | 76,532.84 | 78,487.92 |
| | | | MENTS BY OBJECT CL | | | |
| 9. Personnel Services | | | 2,834.6 | 3 | 3,962.00 | 3,974.24 |
| 10. Materials and Services | | | 23,456.6 | 5 | 28,785.00 | 29,585.00 |
| 11. Capital Outlay | | | 0.0 | 0 | 5,000.00 | 5,000.00 |
| | | | | | | |
| 13. Interfund Transfers | | | | _ | 7 500 00 | 7.500.00 |
| _ | | | 0.0 | 0 | 7,500.00 | 7,500.00 |
| 15. Special Payments | | | | | | |
| Unappropriated Ending B Total Requirements—ad | | | 26,291.2 | 8 | 45,247.00 | 46.059.24 |
| | REQUIREMENTS AND FUL | | | | | , |
| | ganizational Unit or Program | E-TIME EGOIVA | ELIVI EMIFEOTEES (F | L) DI OII | CANTEL TOTAL | OHI OH FHOGIVAN |
| | For Unit or Program | | | | | |
| Name | | | | | | |
| FTE | | | | | | |
| Name | | | | | | |
| FTE | | | | | | |
| Name | | | | + | | |
| FTE | | | | | | |
| Name | | | | + | | |
| FTE 150-504-073-2 (Rev. 11-17) | | | | | | orm LB-1 (continued on next page) |
| the contract lang (1-17) | | | | | F1 | ann and the former page) |

| Name | | |
|---|--|--|
| FTE | | |
| Not Allocated to Organizational Unit or Program | | |
| FTE | | |
| Total Requirements | | |
| Total FTE | | |

STATEMENT OF CHANGES IN ACTIVITIES AND SOURCES OF FINANCING*

Items of note:

150-504-073-2 (Rev. 11-17)

It should be noted there is a difference of \$9,900.24 between forcasted revenues and the 2018/2019 budget. Tooley Water District intends to draw upon savings to cover this difference.

Additionally, it should be noted that \$7,500 of the \$9,900.24 is unallocated and has been assigned to contingency. As such Tooley Water District hopes not to have to draw upon these funds.

Additionally, the 2017/2018 budget committee recognized that Tooley Water Districts rates were increased significantly over the last two years to cover the void created by volunteers who had resigned. This year it was important to the Budget Committee not to raise rates.

| PI | ROPERTY TAX LEVIES | | | |
|--|--------------------------|---------------|-------------|--|
| | Rate or Amount Imposed | Rate or Amo | unt Imposed | Rate or Amount Approved |
| Permanent Rate Levy (Rate LimitPer \$1000) | | | | |
| Local Option Levy | | | | |
| Levy for General Obligation Bonds | | | | |
| STATE | MENT OF INDEBTEDNESS | • | | • |
| Long Term Debt | Estimated Debt Outstandi | ing on July 1 | | Debt Authorized, but not curred on July 1 |
| General Obligation Bonds | | | | |
| Other Bonds | | | | |
| Other Borrowings | | | | |
| Total | | | | |
| "If more space is needed to complete any section of this form, use the spa | ce below or add sheets. | | | |
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Page 3 of 9

Form LB-1 (continued from previous page)

FORM LB-20

RESOURCES General Operating Fund

(Fund) Tooley Water District

| П | | Historical Data | | Т | | Budget for Nex | t Year2018-2019 | | Т |
|----|------------------------------------|----------------------------------|------------------------|----|--|-------------------------------|---------------------------------|------------------------------|----------------|
| [| Actu | al | Adopted Budget | 1 | RESOURCE DESCRIPTION | | | | 1 |
| Ш | Second Preceding Year 2015-2016 | First Preceding Year 2016-017 | This Year 2017-2018 | | RESOURCE DESCRIPTION | Proposed By Budget Officer | Approved By Budget Committee | Adopted By Governing Body | |
| | | | | | | | | | |
| 1 | | | | 1 | Available cash on hand* (cash basis) or | | | | 1 |
| 2 | 26899.31 | 36792.32 | 33324.38 | | Net working capital (accrual basis) | 41797.71 | 41797.71 | | 2 |
| 3 | | | | 3 | Previously levied taxes estimated to be received | | | | 3 |
| 4 | 18.64 | 30.19 | 31.82 | 4 | Interest | 39 | 39 | | 4 |
| 5 | | | | 5 | Transferred IN, from other funds | | | | 5 |
| 6 | | | | 6 | OTHER RESOURCES | | | | 6 |
| 7 | | | | 7 | | | | | 7 |
| 8 | 26951.38 | 28699.82 | 35264 | 8 | Water Revenues | 36770.16 | 36120 | | 8 |
| 9 | | | | 9 | | | | | 9 |
| 10 | | | | 10 | | | | | 10 |
| 11 | | | | 11 | | | | | 11 |
| 12 | | | | 12 | | | | | 12 |
| 13 | | | | 13 | | | | | 13 |
| 14 | | | | 14 | | | | | 14 15 |
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| 20 | | | | 20 | | | | | 20 |
| 21 | | | | 21 | | | | | 21 |
| 22 | | | | 22 | | | | | 22 |
| 23 | | , in the second | | 23 | | | | | 22 23 24 |
| 24 | | | | 24 | | | | | 24 |
| 25 | | , in the second | | 25 | | | | | 25 26 27 |
| 26 | | | | 26 | | | | | 26 |
| 27 | | | | 27 | | | | | 27 |
| 28 | | | | 28 | | | | | 28 |
| 29 | 53869.33 | 65522.33 | 68620.2 | 29 | Total resources, except taxes to be levied | 78606.87 | 77956.71 | 0 | 29 |
| 30 | | | · | 30 | Taxes estimated to be received | | | | 30 |
| 31 | | | | 31 | Taxes collected in year levied | | | | 31 |
| 32 | 53869.33 | 65522.33 | 68620.2 | 32 | TOTAL RESOURCES | 78606.87 | 77956.71 | 0 | 32 |

150-504-020 (rev 10-16)

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

REQUIREMENTS SUMMARY

FORM LB-30

ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY General Operating Fund

| П | | Historical Data | | П | | Buda | et For Next Year 2018 | 2010 | \top |
|-----|------------------|-----------------|----------------|----|---|-----------------------|-------------------------|----------------|--------|
| 1 [| Act | ual | Adopted Budget | 1 | REQUIREMENTS FOR: Tooley Water District | | | -2019 | |
| Ιſ | Second Preceding | First Preceding | This Year | ı | REQUIREMENTS FOR: Tooley Water District | Proposed By | Approved By | Adopted By | ٦ ! |
| | Year 2015-2016 | Year 2016-2017 | 2017-2018 | | | Budget Officer | Budget Committee | Governing Body | |
| 1 | | | | 1 | PERSONNEL SERVICES | | | | 1 |
| 2 | 0 | 127 | -14 | 2 | Board Member Training | 250 | 250 | | 2 |
| 3 | 100 | 100 | 100 | 3 | Crime Bond | 100 | 100 | | 3 |
| 4 | 559 | 559 | 562 | 4 | Workmans Comp Insurance | 624 | 624 | | 4 |
| 5 | 0 | 0 | 2,150 | 5 | Boardmember Incentives | 3,000 | 3,000 | | 5 |
| 6 | 0 | 0 | 37 | 6 | Other | | | | 6 |
| 7 | | | | 7 | | | | | 7 |
| 8 | 659 | 786 | 2,835 | 8 | TOTAL PERSONNEL SERVICES | 3,974 | 3,974 | 0 | 8 |
| 9 | | | | 9 | Total Full-Time Equivalent (FTE) | | | | 9 |
| 10 | | | | 10 | MATERIALS AND SERVICES | | | | 10 |
| 11 | 157 | 197 | 218 | 11 | Dues and Fees | 700 | 700 | | 11 |
| 12 | 1,343 | 1,382 | 1,570 | | Liability/Property Insurance | 2,000 | 2,000 | | 12 |
| 13 | 214 | 1,845 | 1,810 | — | Maintenance and Repairs | 5,000 | 5,000 | | 13 |
| 14 | 18,464 | 20,728 | 19,144 | 14 | Operating Expense | 21,060 | 21,060 | | 14 |
| 15 | 0 | 10 | 60 | | Postage and Delivery | 100 | 100 | | 15 |
| 16 | 22 | 107 | 90 | | Office Supplies | 100 | 100 | | 16 |
| 17 | 0 | 14 | 114 | | Copies | 200 | 200 | | 17 |
| 18 | 0 | 0 | 329 | _ | Network Monitoring Maintenance | 300 | 300 | | 18 |
| 19 | 86 | 101 | 121 | _ | Computer and Internet | 125 | 125 | | 19 |
| 20 | | | | 20 | • | | | | 20 |
| 21 | | | | 21 | | | | | 21 |
| 22 | | | | 22 | | | i | | 22 |
| 23 | | | | 23 | | | | | 23 |
| 24 | | | | 24 | | | | | 24 |
| 25 | | | | 25 | | | | | 25 |
| 26 | | | | 26 | | | | | 26 |
| 27 | 20,286 | 24,384 | 23,457 | - | TOTAL MATERIALS AND SERVICES | 29,585 | 29,585 | 0 | 27 |
| 28 | 21,200 | 2.,304 | | 28 | CAPITAL OUTLAY | 23/303 | | | 28 |
| 29 | | | | 29 | | | | | 29 |
| 30 | 458 | 2,713 | 0 | | Capital Improvements | 5,000 | 5,000 | | 30 |
| 31 | | -1 | | 31 | | -, | -, | | 31 |
| 32 | | | | 32 | | 1 | | | 32 |
| 33 | | | | 33 | | | | | 33 |
| 34 | | | | 34 | | | | | 34 |
| 35 | 458 | 2,713 | 0 | _ | TOTAL CAPITAL OUTLAY | 5,000 | 5,000 | 0 | 35 |
| 36 | 21,402 | 27,882 | 26,291 | 36 | ORGANIZATIONAL UNIT / ACTIVITY TOTAL | 38,559 | 38,559 | 0 | 36 |

150-504-030 (Rev 10-16)

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 - Budget Resolution 2018-01

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 Richard D. Pontow – Member of the Board of Directors Dave Pratt – Member of the Board of Directors

Budget Resolution ID: 2018-01

Budget Resolution
for the Fiscal Year 2018 – 2019

Be it resolved that the Board of Directors of the **Tooley Water District** hereby adopted the budget for fiscal year 2018-2019 in the sum of \$46,059.24 on file at www.tooleywater.org or upon mail request at 4730 Highway 30 West, The Dalles, OR 97058. This budget was adopted at the public budget hearing on June 21, 2018 located at Northern Wasco County Public Utility District board room.

| Member of Board of Directors | <u>June 21, 2018</u> Date |
|------------------------------|------------------------------|
| Member of Board of Directors | |

Item 4 - Rate Resolution 2018-02

Tooley Water District

John Amery - Treasurer of the Board of Directors
John Amery - Treasurer of the Board of Directors
Debby Jones - Secretary of the Board of Directors
Richard D. Pontow - Member of the Board of Directors
Dave Pratt - Member of the Board of Directors

Rate Resolution ID: 2018-02



for the Fiscal Year 2018 - 2019

Be it resolved that the Board of Directors of the **Tooley Water District** hereby adopted the following rate structure for fiscal year 2018-2019.



Tooley Water District Rate Structure for 2018-2019 Budget Cycle July 1, 2018 – June 30, 2019

Monthly base rate of \$59.40 per month (monthly water usage is added to base rate).

| Gallonage Rate | Rate charge | Up to Gallons |
|---------------------|--------------------------|-----------------|
| 1st 10,000 gallons | \$1.78 per 1,000 gallons | 10,000 gallons |
| next 10,000 gallons | \$1.84 per 1,000 gallons | 20,000 gallons |
| next 10,000 gallons | \$2.01 per 1,000 gallons | 30,000 gallons |
| next 10,000 gallons | \$2.53 per 1,000 gallons | 40 ,000 gallons |
| next 10,000 gallons | \$2.93 per 1,000 gallons | 50,000 gallons |

The gallon usage rate beyond 50,000 gallons continues at \$2.93 per 1,000 gallons of water used .

This rate structure was adopted at the public budget hearing on June 21, 2018 located at Northern Wasco County Public Utility District board room.

| Member of Board of Directors | _ |
|------------------------------|---|
| Member of Board of Directors | _ |
| Member of Board of Directors | _ |
| Member of Board of Directors | _ |
| Mambar of Board of Directors | _ |

June 21, 2018 Date

Item 5 – Meeting Adjournment

Meeting Adjourned