

# Tooley Water District Budget Hearing Agenda

Version 1.1 (updated 6/19/23)

Meeting Date: Thursday, June 21, 2023 7:00pm

Location: Online via WEBEX.

**Type of meeting**  
Board Meeting

**Chairperson**  
Carol Mauser

**Minute keeper**  
Debby Jones

## Topics

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## Item 1 - Approval of Agenda

## Item 2 – Approval of Minutes

Tooley Water District

June 18, 2022, Budget Meeting Hearing

Meeting held virtually

Present: John Amery, Carol Mauser and Amanda Valentine

Carol opened the meeting at 7:04 pm.

Carol asked for approval of the agenda. John made the motion to approve the Budget Hearing Meeting agenda as presented. Amanda seconded. All approved. Motion passed.

Carol asked for approval of the June 2021 Budget Hearing minutes. John made a motion to approve the minutes as presented. Carol seconded. All approved. Motion passed.

John presented the budget documents and shared that he had made one adjustment to ensure that it matched with QuickBooks. John asked for questions. Carol asked for any public comment. After checking all potential communication methods for potential public participation. It was determined that there were no questions or comments.

John made a motion to approve the Tooley Water District total budget of \$67,834.79 for fiscal year 2022/23 with the following budget categories:

- |   |             |
|---|-------------|
| • Capital Projects                        | \$12,000.00 |
| • Materials & Services                    | \$43,041.42 |
| • Personnel Services                      | \$ 4,293.37 |
| • Unallocated for purposes of Contingency | \$ 8,500.00 |

Carol seconded. All approved. Motion passed.

Carol adjourned the meeting at 7:12 pm

## Item 3 – LB1, LB20, LB30 – Mr. Amery

Mr Amery will field any questions with regards to the LB1, LB20, and LB30 as presented:

**FORM OR-LB-1**

**NOTICE OF BUDGET HEARING**

A public meeting of the **Tooley Water District** will be held on **June 21st 2023** at **7:00pm** virtually. See link below. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2023 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](http://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.

**Phone Conference to the meeting information:** +1 312-600-3709,,26413280#

**Weblink to meeting:**

[https://teams.microsoft.com/join/19%3ameeting\\_Nz10QWVvkJUtOWZmNi00MjQwLTg0OUEtNTRiZlVvKMTIvZjI2%40thread.v2/0?context=%7b%22Tid%22%3a%2263870596-78a8-4ee2-93b9-de492e15c25f%22%2c%22Oid%22%3a%227710e67a-7223-411a-975f-b495630b89e5%22%7d](https://teams.microsoft.com/join/19%3ameeting_Nz10QWVvkJUtOWZmNi00MjQwLTg0OUEtNTRiZlVvKMTIvZjI2%40thread.v2/0?context=%7b%22Tid%22%3a%2263870596-78a8-4ee2-93b9-de492e15c25f%22%2c%22Oid%22%3a%227710e67a-7223-411a-975f-b495630b89e5%22%7d)

Contact: John Amery

Telephone: 541-340-0032

Email: JohnAmery@TooleyWater.org

**FINANCIAL SUMMARY - RESOURCES**

TOTAL OF ALL FUNDS	Actual Amount 2021-2022	Adopted Budget This Year 2022-2023	Approved Budget Next Year 2023-2024
Beginning Fund Balance/Net Working Capital	41,592.91	37,085.38	52,000.00
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	39,383.16	46,584.61	47,761.09
Federal, State & all Other Grants, Gifts, Allocations & Donations	7,817.00	11,683.00	
Revenue from Bonds and Other Debt			
Interfund Transfers / Internal Service Reimbursements			
All Other Resources Except Current Year Property Taxes	19.47	244.36	250.00
Current Year Property Taxes Estimated to be Received			
<b>Total Resources</b>	<b>88,812.54</b>	<b>95,597.35</b>	<b>100,011.09</b>

**FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION**

Personnel Services	3,255.37	3,088.67	4,313.42
Materials and Services	48,471.79	27,716.71	45,640.27
Capital Outlay	0.00	5,191.93	15,000.00
Debt Service			
Interfund Transfers			
Contingencies	0.00	0.00	8,500.00
Special Payments			
Unappropriated Ending Balance and Reserved for Future Expenditure			
<b>Total Requirements</b>	<b>51,727.16</b>	<b>35,997.31</b>	<b>73,453.69</b>

**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		
Name			
FTE			
Not Allocated to Organizational Unit or Program			
FTE			
<b>Total Requirements</b>			
<b>Total FTE</b>			

**STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING \***

For the upcoming fiscal year 2023-2024 Tooley Water District plans to raise rates across the board by 10.92% to cover additional expected expenses likely to incur. These expenses are primarily related to inflation factors for Tooley Water District's contract maintenance provider. Additional expenses are due to identified risk associated with SDC charges as well as additional expected maintenance charges associated with a new automated chlorine testing unit. Tooley Water District has ample reserves to cover any delta in this budget vs. future water revenue. Other than the above listed items, this budget very closely mirrors the previous fiscal year's budget.

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

# LB20

**FORM  
LB-20**

## RESOURCES General (Fund)

**Tooley Water District**

(Name of Municipal Corporation)

Historical Data				RESOURCE DESCRIPTION	Budget for Next Year 2023-2024			
Actual		Adopted Budget This Year Year 2022-2023			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2020-2021	First Preceding Year 2021-2022							
1			1				1	
2	45,683.64	41,592.91	37,085.38	2	52,000.00	52,000.00		2
3				3				3
4	30.55	19.47	244.36	4	250.00	250.00		4
5				5				5
6				6				6
				7				7
7	38,863.89	39,383.16	41,584.61	7	47,761.09	47,761.09		7
8		7,817.00	11,683.00	8	0.00	0.00		8
9			5,000.00	9	0.00	0.00		9
10				10				10
11				11				11
12				12				12
13				13				13
14				14				14
15				15				15
16				16				16
17				17				17
18				18				18
19				19				19
20				20				20
21				21				21
22				22				22
23				23				23
24				24				24
25				25				25
26				26				26
27				27				27
28				28				28
29	84,578.08	88,812.54	95,597.35	29	100,011.09	100,011.09	0.00	29
30				30				30
31				31				31
32	<b>84,578.08</b>	<b>88,812.54</b>	<b>95,597.35</b>	<b>32</b>	<b>100,011.09</b>	<b>100,011.09</b>	<b>0.00</b>	<b>32</b>

150-504-020 (rev 10-16)

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

# LB30

**FORM  
LB-30**

## REQUIREMENTS SUMMARY ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

General  
(name of fund)

Tooley Water District  
(name of Municipal Corporation)

Historical Data			REQUIREMENTS FOR: (Name of Org. Unit or Program & Activity)	Budget For Next Year 2023-2024			
Actual		Adopted Budget		Proposed By	Approved By	Adopted By	
Second Preceding Year 2020-2021	First Preceding Year 2021-2022	This Year 2022-2023		Budget Officer	Budget Committee	Governing Body	
1			1	PERSONNEL SERVICES			1
2	0.00	0.00	2	250.00	250.00		2
3	120.00	154.00	3	175.00	175.00		3
4	0.00	0.00	4	200.00	200.00		4
5	598.11	601.42	5	688.42	688.42		5
6	2,749.96	2,499.95	6	3,000.00	3,000.00		6
7			7				7
8	<b>3,468.07</b>	<b>3,255.37</b>	8	<b>4,313.42</b>	<b>4,313.42</b>	<b>0.00</b>	8
9			9	<b>Total Full-Time Equivalent (FTE)</b>			9
10			10	MATERIALS AND SERVICES			10
11	258.91	349.61	11	1,200.00	1,200.00		11
12	1,803.00	1,920.00	12	2,314.41	2,314.41		12
13	4,858.69	3,008.74	13	8,946.46	8,946.46		13
14	0.00	0.00	14	100.00	100.00		14
15	203.00	224.00	15	0.00	0.00		15
16	60.00	0.00	16	100.00	100.00		16
17	22,200.00	22,680.00	17	26,476.48	26,476.48		17
18	33.00	0.00	18	100.00	100.00		18
19	0.00	0.00	19	100.00	100.00		19
20	0.00	0.00	20	200.00	200.00		20
21	329.34	329.34	21	340.00	340.00		21
22	116.05	460.10	22	762.92	762.92		22
23	0.00	0.00	23	5,000.00	5,000.00		23
24	0.00	19,500.00	24	0.00	0.00		24
25	15.00	0.00	25	0.00	0.00		25
26	0.00	0.00	26	0.00	0.00		26
27	<b>29,876.99</b>	<b>48,471.79</b>	27	<b>45,640.27</b>	<b>45,640.27</b>	<b>0.00</b>	27
28			28	CAPITAL OUTLAY			28
29	9,640.11	0.00	29	15,000.00	15,000.00		29
30			30				30
31			31				31
32			32				32
33			33				33
34			34				34
35	<b>9,640.11</b>	<b>0.00</b>	35	<b>15,000.00</b>	<b>15,000.00</b>	<b>0.00</b>	35
36	<b>42,985.17</b>	<b>51,727.16</b>	36	<b>64,953.69</b>	<b>64,953.69</b>	<b>0.00</b>	36

150-504-030 (Rev 11-18)

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

**Tooley Water District**  
 (name of Municipal Corporation)

Historical Data			REQUIREMENTS DESCRIPTION	Budget For Next Year 2023-2024		
Actual		Adopted Budget This Year 2022-2023		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
Second Preceding Year 2020-2021	First Preceding Year 2021-2022					
1			1 PERSONNEL SERVICES NOT ALLOCATED			1
2			2			2
3			3			3
4	0.00	0.00	4 TOTAL PERSONNEL SERVICES	0.00	0.00	0.00
5			5 Total Full-Time Equivalent (FTE)			5
6			6 MATERIALS AND SERVICES NOT ALLOCATED			6
7			7			7
8			8			8
9	0.00	0.00	9 TOTAL MATERIALS AND SERVICES	0.00	0.00	0.00
10			10 CAPITAL OUTLAY NOT ALLOCATED			10
11			11			11
12			12			12
13	0.00	0.00	13 TOTAL CAPITAL OUTLAY	0.00	0.00	0.00
14			14 DEBT SERVICE			14
15			15			15
16			16			16
17	0.00	0.00	17 TOTAL DEBT SERVICE	0.00	0.00	0.00
18			18 SPECIAL PAYMENTS			18
19			19			19
20			20			20
21	0.00	0.00	21 TOTAL SPECIAL PAYMENTS	0.00	0.00	0.00
22			22 INTERFUND TRANSFERS			22
23			23			23
24			24			24
25			25			25
26			26			26
27			27			27
28	0.00	0.00	28 TOTAL INTERFUND TRANSFERS	0.00	0.00	0.00
29			29 OPERATING CONTINGENCY	8,500.00	8,500.00	
30			30 RESERVED FOR FUTURE EXPENDITURE			
31			31 UNAPPROPRIATED ENDING BALANCE			
32	7,500.00	7,500.00	32 Total Requirements NOT ALLOCATED	8,500.00	8,500.00	0.00
33			33 Total Requirements for ALL Org.Units/Programs within fund	0.00		
34			34 Ending balance (prior years)			
35	7,500.00	7,500.00	35 TOTAL REQUIREMENTS	8,500.00	8,500.00	0.00

## Item 4 - Public Comment

5 minutes per individual will be allocated for public testimony

## Item 5 – Action – Budget Resolution

# 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  
Amanda Valentine – Member of the Board of Directors

Resolution ID: **2023-01**

## 2023-2024 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 2023/2024 budget will be in the amount of \$73,453.69 with the following budget categories:

1. Capital Outlay - \$15,000.00
2. Materials and Services - \$45,640.27
3. Personnel Services - \$4,313.42
4. Contingency (unappropriated) - \$8,500.00

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Carol Mauser  
Chairman of The Board of Directors

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John Amery  
Member of Board of Directors

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Amanda Valentine  
Member of Board of Directors

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Debby Jones  
Member of Board of Directors

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Larry Russ  
Member of Board of Directors

## **Item 15 – Discussion – Meeting Adjournment**

For virtual access – contact [johnamery@tooleywater.org](mailto:johnamery@tooleywater.org) or 541-340-0032.