## Tooley Water District Budget Hearing Agenda

Version 2.0 (updated 6/16/19)

Meeting Date: Thursday, June 29, 2019 7:00pm

Location: NWCPUD (Northern Wasco County PUD) Board Room

Type of meeting
Budget Hearing

Chairperson

Carol Mauser

Minute keeper

Debby Jones

### **Topics**

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Item 5 – Vote on 2019/2020 Rate Structure	

### **Item 1 – Summary of Budget Committee approvals**

The budget committee approved Tooley Water District's fiscal year 2019/2020 budget in the amount of \$82,369.24 with the

following budget categories:

- 1. Capital Outlay \$15,000
- 2. Materials and Services \$55,895.00
- 3. Personnel Services \$3,974.24
- 4. Contingency \$7,500.00

The budget committee approved Tooley Water District's fiscal year 2019/2020 rate structure as follows: Monthly base rate of \$61.72 per month (monthly water usage is added to base rate).

Gallonage Rate	Rate charge	Up to Gallons
1st 10,000 gallons	\$1.85 per 1,000 gallons	10,000 gallons
next 10,000 gallons	\$1.91 per 1,000 gallons	20,000 gallons
next 10,000 gallons	\$2.09 per 1,000 gallons	30,000 gallons
next 10,000 gallons	\$2.63 per 1,000 gallons	40 ,000 gallons
next 10,000 gallons	\$3.04 per 1,000 gallons	50 ,000 gallons

The gallon usage rate beyond 50,000 gallons continues at \$3.04 per 1,000 gallons of water used.

# Item 2 – Review of LB1, LB20, LB30

### **LB-1**

#### FORM LB-1

#### NOTICE OF BUDGET HEARING

A public meeting of the	Tooley Water District (Governing body)	vill be held	on06/20/2		at 7:00 E	a,m, at Northern
Wasco Co	ounty PUD board room		ragon The numor	o of this	mosting is to d	iscuss the budget for the
	cation)		regon, the purpos	se or trus	s meeting is to d	iscuss the budget for the
fiscal year beginning July	1, 20 19 as approved by the	e	Tooley Water Dis (Municipal corporation		Budget C	committee, A summary of
the budget is presented t	below. A copy of the budget ma	av be inspe	ected or obtained	at		
	.,				(Street ad	dress)
	_between the hours of	a.m., and	p.m., or c	nline at	www.Too	leyWater.org This
budget is for an ⊠annua	al; 🗆 biennial budget period, Th	nis budget	was prepared on a	a basis d	of accounting th	at is: ⊠ the same as; □
different than the precedir	ng year. If different, the major o	hanges and	d their effect on th	e budge	t are:	
Contact		none number		E-mail		
John Amery	[( 54	41 ) 340-	0032	John/	Amery@Tooley	/Water.org
	FINANCI	AL SUMMA	RY-RESOURCES			
TOTAL OF ALL FUNDS			Actual Amounts 20 17 -20 18		Adopted Budget Year: 20 <u>18</u> –20 <u>1</u> :	Approved Budget 9 Next Year: 20 19 -20 20
1. Beginning Fund Balance	/Net Working Capital		33,324.	38	42,065.4	5 47,781.05
	Fines, Assessments & Other Service		35,264.	00	36,120.0	
3, Federal, State & all Other	r Grants, Gifts, Allocations & Donation	ons				20,000.00
4, Revenue from Bonds & C	Other Debt					
<ol><li>Interfund Transfers/Intern</li></ol>	nal Service Reimbursements					
<ol><li>All Other Resources Exce</li></ol>	ept Current Year Property Taxes		32.	30	39.0	0 39.00
<ol><li>Current Year Property Tax</li></ol>	xes Estimated to be Received					
8. Total Resources—add li	ines 1 through 7		68,620.		78,224.4	5 105,348.73
	FINANCIAL SUMMARY—	REQUIREM				
<ol><li>Personnel Services</li></ol>			3,084.		3,974.2	•
			25,199.		29,585.0	-
, ,			0.	00	5,000.0	0 15,000.00
		-	7.500	00	7 500 0	7 500 00
-		-	7,500.	00	7,500.0	0 7,500.00
	Sajance and Reserved for Future Exp	-				+
	dd lines 9 through 16	_	35,784.	23	46,059.2	4 82,369.24
	REQUIREMENTS AND FULL-TIM					
	rganizational Unit or Program	LEGUIVAL	ENT ENTECTEES (	12,61	ONGANIZATION	AL ONLI ON PROGRAM
	E for Unit or Program	-				
Name				$\overline{}$		
FTE						
Name						
FTE						
Name						
FTE						
Name						
FTE						

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

#### STATEMENT OF CHANGES IN ACTIVITIES AND SOURCES OF FINANCING\*

Primary changes in this years budget include: 1) \$20,000 Grant awarded from Business Oregon for purposes of leak detection and system mapping. 2) Increase of capital line item from \$5k to \$15k to catch up on capital projects as Tooley has not performed any capital projects the last two years. 3) Addition of a \$5k legal line item for purposes of working with outside legal to improve Tooley's By-laws and Policies. 4) Increase in Materials and Services to match projected increase from Tooley's contracted maintenance provider.

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	ng 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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Form LB-1 (continued from previous page)

# Form OR-LB-20

#### Resources

General Fund	Tooley Water District
(Fund)	(Name of Municipal Corporation)

		Historical data				Budget for next year 20 19 20			
-	Second preceding year 20 16 – 17	First preceding year 20 <u>17</u> _ <u>18</u>	Adopted budget this year year 20 <u>18 - 19</u>		Resource description	Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	_
1				1	Available cash on hand* (cash basis), or	47781	47781		1
2	33949	33324	42065	2	Net working capital (accrual basis)				2
3				3	Previously levied taxes estimated to be received				3
4	30	32	39	4	Interest	39	39		4
5				5	Transferred in from other funds				5
6				6	Other resources				6
7	28700	35264	36120	7	Water Revenues	37529	37529		7
8				8	Business Oregon Grant	20000	20000		8
9				9		and the second	100		9
10				10		11235			10
11				11			100		11
12				12		ACCOUNT OF THE PARTY OF THE PAR			12
13				13		1000			13
14				14					14
15				15					15
16				16					16
17				17		-			17
18		-		18					18
19		7		19					19
20			The same of	20					20
21				21					21
22	7			22					22
23		1		23			5-1		23
24				24					24
25				25					25
26			The state of the s	26					26
27		-432		27					27
28				28					28
29	62679	68621			Total resources, except taxes to be levied	105349	105349		29
30	02013	00021		_	Taxes estimated to be received	100049	100040		30
31					Taxes collected in year levied				31
32	62679	68621		-	Total resources	105349	105349		32
	504-020 (Rev. 11-16)	00021		_	equivalents and investments in the fund at the begin	10 1000 1000 100	100048		

<sup>\*</sup>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 Fund Tooley Water District
(name of fund) (name of Municipal Corporation)

		Historical Data		_	(name of fund)		(name or wuni		
lŀ	Acti		Adopted Budget	1	REQUIREMENTS FOR:	Budge	et For Next Year 2019	-2020	
lŀ	Second Preceding	First Preceding	This Year		Tooley Water District	Proposed By	Approved By	Adopted By	$\dashv$
ΙI	Year 2016-2017	Year 2017-2018	2018-2019	L		Budget Officer	Budget Committee	Governing Body	
1				1	PERSONNEL SERVICES			,	1
2	127	23	250	2	Boardmember Training	250	250		2
3	100	100	100	3	Crime Bond	100	100	125?	3
4	559	562	624	4	Workmans Comp Ins.	624	624	30.000	4
5	0	2,400	3,000	5	Boardmember Incentive	3,000	3,000		5
6				6					6
7				7			7		7
8	786	3,085	3,974	8	TOTAL PERSONNEL SERVICES	3,974	3,974	0	8
9				9	Total Full-Time Equivalent (FTE)				9
10				10	MATERIALS AND SERVICES	907			10
11	197	218	700	11	Dues and Fees	700	700		11
12	1,382	1,570	2,000	12	Liability/Property Insurance	2,000	2,000		12
13	1,845	1,810	5,000	13	Maintenance and Repairs	5,480	5,480		13
14	0	90	0	14	Activation Fees	0	0		14
15	148	203	0	15	Customer CC Charge passthrough	200	200		15
16	0	0	0	16	Disconnect Fees	60	60		16
17	20,580	20,580	21,060	17	Operating Expenses – Hiland base	21,600	21,600		17
18	0	60	100	18	Postage and Delivery	100	100		18
19	107	90	100	19	Office Supplies	100	100		19
20	14	128	200	20	Copies	200	200		20
21	0	329	300	21	Network Monitoring Maintenance	330	330		21
22	101	121	125	22	Computer and Internet	125	125		22
23	0	0	0		Legal Services	5,000	5,000		23
24	10	0	0		Other	0	0		24
25	0	0	0		Business Oregon Grant fulfillment	20,000	20,000		25
26				26					26
27	24,384	25,200	29,585	27	TOTAL MATERIALS AND SERVICES	55,895	55,895	0	27
28			Value of the second	28	CAPITAL OUTLAY				28
29	2,713	0	5,000	29	Capital Improvements	15,000	15,000		29
30				30					30
31				31					31
32				32					32
33			8	33					33
34				34					34
35	2,713	0	5,000	35	TOTAL CAPITAL OUTLAY	15,000	15,000	0	35
36	27,882	28,284	38,559	36	ORGANIZATIONAL UNIT / ACTIVITY TOTAL	74,869	74,869	0	36

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#### REQUIREMENTS SUMMARY

FORM LB-30 NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM

General Fund

Tooley Water District (name of Municipal Corporation)

	.b-30				Gelleral Fullu	<u>-</u>	Tooley wa	VA - 10, 10, 20, 20, 20, 20, 20, 20, 20, 20, 20, 2	_
				_	(name of fund)		(name of Mur	nicipal Corporation)	
L		Historical Data		1		Budget For Next Year 2019-2020			
	Act	ual	Adopted Budget		REQUIREMENTS DESCRIPTION	buug	et for Next fedi 2013	-2020	_
	Second Preceding	First Preceding	This Year	1	REQUIREMENTS DESCRIPTION	Proposed By	Approved By	Adopted By	
$\perp$	Year 2016-2017	Year 2017-2018	2018-2019			Budget Officer	Budget Committee	Governing Body	_
1				1	PERSONNEL SERVICES NOT ALLOCATED				1
2				2					2
3	()			3					3
4				4					4
5	1			5	Total Full-Time Equivalent (FTE)	0	0	0	5
6			5%	6	MATERIALS AND SERVICES NOT ALLOCATED				6
7				7					7
8				8					8
9				9					9
10			,	10					10
11	0	0	0	11	TOTAL MATERIALS AND SERVICES	0	0	0	11
12	,,,		00	12	CAPITAL OUTLAY NOT ALLOCATED				12
13				13					13
14				14					14
15	0	0	0	15	TOTAL CAPITAL OUTLAY	0	0	0	15
16				16	DEBT SERVICE				16
17	l.			17					17
18	2			18					18
19	0	0	0	19	TOTAL DEBT SERVICE	0	0	0	19
20				20	SPECIAL PAYMENTS				20
21				21					2:
22				22					22
23	0	0	0	23	TOTAL SPECIAL PAYMENTS	0	0	0	2
24				24	INTERFUND TRANSFERS				2
25				25					25
26				26					2
27			_	27					2
28				28					28
29				29					29
30	0	0	0	_	TOTAL INTERFUND TRANSFERS	0	0	0	30
31			7,500		OPERATING CONTINGENCY	7,500	7,500		31
32				_	RESERVED FOR FUTURE EXPENDITURE				37
33		.0		_	UNAPPROPRIATED ENDING BALANCE				33
34	0	0	7,500	_	Total Requirements NOT ALLOCATED	7,500	7,500	0	3
35				_	Total Requirements for ALL Org. Units/Programs within fund	0			3
36					Ending balance (prior years)				3
37	0	0	7,500	37	TOTAL REQUIREMENTS	7,500	7,500	0	3

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### Item 3 - Public Discussion

Up to 3 minutes per Tooley Water District household will be made available for public comment.

### Item 4 - Vote on 2019/2020 Fiscal Budget

Resolution ID: 2019-03

# 2019-2020 Budget Resolution

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

**Therefore, be it resolved** that Tooley Water District's fiscal year 2019/2020 budget will be in the amount of \$82,369.24 with the following budget categories:

- 1. Capital Outlay \$15,000
- 2. Materials and Services \$55,895.00
- 3. Personnel Services \$3,974.24
- 4. Contingency \$7,500.00

### Item 5 - Vote on 2019/2020 Rate Structure

Resolution ID: 2019-04

# 2019-2020 Rates Resolution

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

**Therefore**, **be it resolved** that Tooley Water District's fiscal year 2019/2020 rates will be as follows:

Monthly base rate of \$61.72 per month (monthly water usage is added to base rate).

Gallonage Rate	Rate charge	Up to Gallons
1st 10,000 gallons	\$1.85 per 1,000 gallons	10,000 gallons
next 10,000 gallons	\$1.91 per 1,000 gallons	20,000 gallons
next 10,000 gallons	\$2.09 per 1,000 gallons	30,000 gallons
next 10,000 gallons	\$2.63 per 1,000 gallons	40 ,000 gallons
next 10,000 gallons	\$3.04 per 1,000 gallons	50 ,000 gallons

The gallon usage rate beyond 50,000 gallons continues at \$3.04 per 1,000 gallons of water used.

**Meeting Adjourned**