

**FORM
OR-LB-1**

NOTICE OF BUDGET HEARING

Oregon Department of Revenue

A public meeting of the _____ will be held on _____ at _____ ☐ a.m. at _____
(Governing body) (Date) ☐ p.m.

_____, Oregon. The purpose of this meeting is to discuss the budget for the
(Location)

fiscal year beginning July 1, 20____ as approved by the _____ Budget Committee. A summary of
(Municipal corporation)

the budget is presented below. A copy of the budget may be inspected or obtained at _____
(Street address)

_____ between the hours of _____ a.m., and _____ p.m., or online at _____ This

budget is for an ☐ annual; ☐ biennial budget period. This budget was prepared on a basis of accounting that is: ☐ the same as; ☐

different than the preceding year. If different, the major changes and their effect on the budget are:

Contact	Telephone number	E-mail
---------	------------------	--------

FINANCIAL SUMMARY—RESOURCES

TOTAL OF ALL FUNDS	Actual Amounts 20____–20____	Adopted Budget This Year: 20____–20____	Approved Budget Next Year: 20____–20____
1. Beginning Fund Balance/Net Working Capital			
2. Fees, Licenses, Permits, Fines, Assessments & Other Service Charges...			
3. Federal, State & all Other Grants, Gifts, Allocations & Donations			
4. Revenue from Bonds & Other Debt			
5. Interfund Transfers/Internal Service Reimbursements			
6. All Other Resources Except Current Year Property Taxes.....			
7. Current Year Property Taxes Estimated to be Received.....			
8. Total Resources —add lines 1 through 7.....			

FINANCIAL SUMMARY—REQUIREMENTS BY OBJECT CLASSIFICATION

9. Personnel Services			
10. Materials and Services			
11. Capital Outlay			
12. Debt Service			
13. Interfund Transfers.....			
14. Contingencies.....			
15. Special Payments			
16. Unappropriated Ending Balance and Reserved for Future Expenditure			
17. Total Requirements —add lines 9 through 16.....			

FINANCIAL SUMMARY—REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM*

Name of Organizational Unit or Program			
FTE for Unit or Program			
Name			
FTE			
Name			
FTE			
Name			
FTE			
Name			
FTE			

RESOURCES
General

(Fund)

Tooley Water District
(Name of Municipal Corporation)

	Historical Data			RESOURCE DESCRIPTION	Budget for Next Year 2024-2025				
	Actual		Adopted Budget This Year Year 2023-2024		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	Second Preceding Year 2021-2022	First Preceding Year 2022-2023							
1				1	Available cash on hand* (cash basis) or				1
2	41,592.91	37,085.38	61,296.32	2	Net working capital (accrual basis)	\$55,000.00	\$55,000.00	\$55,000.00	2
3				3	Previously levied taxes estimated to be received				3
4	19.47	247.81	250.00	4	Interest	\$250.00	\$250.00	\$250.00	4
5				5	Transferred IN, from other funds				5
6				6	OTHER RESOURCES				6
7	39,383.16	45,349.39	47,761.09	7	Water Revenue	\$54,299.02	\$54,299.02	\$54,299.02	7
8	7,817.00	11,683.00		8	Grants	\$80,000.00	\$80,000.00	\$80,000.00	8
9		5,000.00		9	System Development Charges				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	88,812.54	99,365.58	109,307.41	29	Total resources, except taxes to be levied	\$189,549.02	\$189,549.02	\$189,549.02	29
30				30	Taxes estimated to be received				30
31				31	Taxes collected in year levied				31
32	88,812.54	99,365.58	109,307.41	32	TOTAL RESOURCES	\$189,549.02	\$189,549.02	\$189,549.02	32

**FORM
LB-30**

REQUIREMENTS SUMMARY
ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

General

Tooley Water District

(name of fund)

(name of Municipal Corporation)

	Historical Data			REQUIREMENTS FOR: (Name of Org. Unit or Program & Activity)	Budget For Next Year 2024-2025				
	Actual		Adopted Budget This Year 2023-2024		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	Second Preceding Year 2021-2022	First Preceding Year 2022-2023							
1				1	PERSONNEL SERVICES			1	
2	-	-	-	2	Boardmember Training	250.00	250.00	250.00	2
3	154.00	154.00	154.00	3	Crime Bond	400.00	400.00	400.00	3
4	-	-	-	4	Meeting Expenses	200.00	200.00	200.00	4
5	601.42	1,305.70	322.18	5	Workmans Comp Insurance	722.84	722.84	722.84	5
6	2,499.95	2,700.00	2,799.95	6	Boardmember Incentive	3,000.00	3,000.00	3,000.00	6
7				7					7
8	3,255.37	4,159.70	3,276.13	8	TOTAL PERSONNEL SERVICES	4,572.84	4,572.84	4,573	8
9				9	Total Full-Time Equivalent (FTE)				9
10				10	MATERIALS AND SERVICES				10
11	349.61	488.11	628.21	11	Dues and Fees	1,200.00	1,200.00	1,200.00	11
12	1,920.00	1,868.00	2,140.00	12	Liability/Property Insurance	2,545.85	2,545.85	2,545.85	12
13	3,008.74	4,824.83	4,459.61	13	Maintenance and Repairs	11,000.00	11,000.00	11,000.00	13
14	-	-	-	14	Activation Fees	100.00	100.00	100.00	14
15	224.00	91.00	-	15	Customer CC Charge passthrough	0.00	0.00	0.00	15
16	-	60.00	205.00	16	Disconnect Fees	300.00	300.00	300.00	16
17	22,680.00	26,100.00	28,200.00	17	Operating Expenses - Hiland base	28,200.00	28,200.00	28,200.00	17
18	-	24.98	-	18	Postage and Delivery	100.00	100.00	100.00	18
19	-	-	-	19	Office Supplies	100.00	100.00	100.00	19
20	-	-	-	20	Copies	200.00	200.00	200.00	20
21	329.34	329.34	-	21	Network Monitoring Maintenance	340.00	340.00	340.00	21
22	460.10	356.05	426.04	22	Computer and Internet	832.92	832.92	832.92	22
23	-	163.00	-	23	Legal Services	5,000.00	5,000.00	5,000.00	23
24	19,500.00	-		24	Grant Bridge Gap Loan	2,000.00	2,000.00	2,000.00	24
25	19,500.00	-		25	Grant fulfillment	80,000.00	80,000.00	80,000.00	25
26	-	-		26	Bank Service Charges				26
27	-	-		27	Leak Adjustment				27
28	67,971.79	34,305.31	36,058.86	28	TOTAL MATERIALS AND SERVICES	131,918.77	131,918.77	131,919	28
29				29	CAPITAL OUTLAY				29
30	-	11,299.59	-	30	Capital Improvements	5,000.00	5,000.00	5,000.00	30
31				31					31
32				32					32
33				33					33
34				34					34
35				35					35
36	-	11,299.59	-	36	TOTAL CAPITAL OUTLAY	5,000.00	5,000.00	5,000.00	36
37	71,227.16	49,764.60	39,334.99	37	ORGANIZATIONAL UNIT / ACTIVITY TOTAL	141,491.61	141,491.61	141,492	37

FORM
LB-30

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 2024-2025				
	Actual		Adopted Budget This Year 2023-2024		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	Second Preceding Year 2021-2022	First Preceding Year 2022-2023							
1				1	PERSONNEL SERVICES NOT ALLOCATED			1	
2				2				2	
3				3				3	
4	0	0	0	4	TOTAL PERSONNEL SERVICES	0	0	0	4
5				5	Total Full-Time Equivalent (FTE)				5
6				6	MATERIALS AND SERVICES NOT ALLOCATED			6	
7				7				7	
8				8				8	
9	0	0	0	9	TOTAL MATERIALS AND SERVICES	0	0	0	9
10				10	CAPITAL OUTLAY NOT ALLOCATED			10	
11				11				11	
12				12				12	
13	0	0	0	13	TOTAL CAPITAL OUTLAY	0	0	0	13
14				14	DEBT SERVICE			14	
15				15				15	
16				16				16	
17	0	0	0	17	TOTAL DEBT SERVICE	0	0	0	17
18				18	SPECIAL PAYMENTS			18	
19				19				19	
20				20				20	
21	0	0	0	21	TOTAL SPECIAL PAYMENTS	0	0	0	21
22				22	INTERFUND TRANSFERS			22	
23				23				23	
24				24				24	
25				25				25	
26				26				26	
27				27				27	
28	0	0	0	28	TOTAL INTERFUND TRANSFERS	0	0	0	28
29				29	OPERATING CONTINGENCY	8,500	8,500.00	8,500.00	29
30				30	RESERVED FOR FUTURE EXPENDITURE				30
31				31	UNAPPROPRIATED ENDING BALANCE				31
32	0	0	8,500	32	Total Requirements NOT ALLOCATED	8,500	8,500	8,500	32
33				33	Total Requirements for ALL Org.Units/Programs within fund	0			33
34				34	Ending balance (prior years)				34
35	0	0	8,500	35	TOTAL REQUIREMENTS	8,500	8,500	8,500	35

Tooley Water District

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

Resolution No: 2024-02

RESOLUTION ADOPTING RATES AND IMPOSING FEES

BE IT RESOLVED that the Board of Directors of the Tooley Water District hereby adopts the following rates and imposes the following fees for fiscal year 2024-2025 beginning July 1, 2024 through June 30, 2025.


*This rate and fee structure is now on file at www.tooleywater.org.

Water Rates

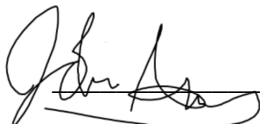
Base Rate due monthly.....	\$97.09
Rate per 1,000 gallons for the 1 st 10,000 gallons	\$3.00
Rate per 1,000 gallons for the next 10,000 gallons.....	\$3.29
Rate per 1,000 gallons for the next 10,000 gallons.....	\$4.14
Rate per 1,000 gallons for the next 10,000 gallons.....	\$4.79
Rate per 1,000 gallons any additional gallons.....	\$4.79


Additional Fees

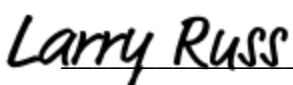
System Development Fees (aka “Hook-up Fee”).....	\$7,500
Credit Card Processing Fees.....	Direct Pass through from operator
Disconnect notice due to non-payment.....	\$45
Turn-on Fee due to disconnected service.....	\$80
NSF (Non Sufficient Funds) check fee.....	\$25
Activation Fee (new services).....	\$35
Emergency Turn On Fee.....	Direct Pass through from operator
Emergency Turn Off Fee.....	Direct Pass through from operator

 2024-08-15
Date: _____
Carol Mauser
Chairman of The Board of Directors

 2024-08-12
Date: _____
Debby Jones
Member of Board of Directors

 2024-08-12
Date: _____
John Amery
Member of Board of Directors

 2024-08-15
Date: _____
Amanda Valentine
Member of Board of Directors

 2024-08-14
Date: _____
Larry Russ
Member of Board of Directors

Signature Certificate

Reference number: YZGJH-YQXRL-AN2QF-ZKC3I

Signer

Timestamp

Signature

John Amery

Email: johnamery@tooleywater.org

Sent: 12 Aug 2024 16:22:28 UTC
Viewed: 12 Aug 2024 16:22:47 UTC
Signed: 12 Aug 2024 16:23:10 UTC



Recipient Verification:

✓ Email verified 12 Aug 2024 16:22:47 UTC

IP address: 71.94.248.24
Location: The Dalles, United States

Debby Jones

Email: debbyjones@tooleywater.org

Sent: 12 Aug 2024 16:22:28 UTC
Viewed: 12 Aug 2024 16:24:16 UTC
Signed: 12 Aug 2024 16:24:36 UTC



Recipient Verification:

✓ Email verified 12 Aug 2024 16:24:16 UTC

IP address: 216.110.207.52
Location: The Dalles, United States

Larry Russ

Email: larryruss@tooleywater.org

Sent: 12 Aug 2024 16:22:28 UTC
Viewed: 14 Aug 2024 13:52:08 UTC
Signed: 14 Aug 2024 13:53:15 UTC



Recipient Verification:

✓ Email verified 14 Aug 2024 13:52:08 UTC

IP address: 35.132.141.84
Location: The Dalles, United States

Document completed by all parties on:
15 Aug 2024 18:46:51 UTC

Page 1 of 2



Signed with PandaDoc

PandaDoc is a document workflow and certified eSignature solution trusted by 50,000+ companies worldwide.



Signature Certificate

Reference number: YZGJH-YQXRL-AN2QF-ZKC3I

Signer

Timestamp

Signature

Amanda Valentine

Email: amandavalentine@tooleywater.org

Shared via link

Sent:

12 Aug 2024 16:22:28 UTC

Viewed:

15 Aug 2024 16:58:46 UTC

Signed:

15 Aug 2024 16:58:54 UTC

Amanda Valentine

IP address: 76.135.47.8

Location: Olympia, United States

Carol Mauser

Email: carolmauser@tooleywater.org

Shared via link

Sent:

12 Aug 2024 16:22:28 UTC

Viewed:

15 Aug 2024 18:46:31 UTC

Signed:

15 Aug 2024 18:46:51 UTC

Carol Mauser

IP address: 71.92.144.252

Location: The Dalles, United States

Document completed by all parties on:

15 Aug 2024 18:46:51 UTC

Page 2 of 2



Signed with PandaDoc

PandaDoc is a document workflow and certified eSignature solution trusted by 50,000+ companies worldwide.



Tooley Water District

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

Resolution No: 2024-01

RESOLUTION ADOPTING THE BUDGET

BE IT RESOLVED that the Board of Directors of the Tooley Water District hereby adopts the budget for fiscal year 2024-2025 in the total of \$149,992. *This budget is now on file at www.tooleywater.org.

RESOLUTION MAKING APPROPRIATIONS

BE IT RESOLVED that THE AMOUNTS FOR THE FISCAL YEAR BEGINNING July 1, 2024, and for the purposes shown below are hereby appropriated:

General Fund

Personnel Services.....	\$4,573
Materials & Services.....	\$131,919
Capital Outlay.....	\$5,000
Contingency.....	\$8,500
TOTAL ADOPTED BUDGET.....	\$149,992

Carol Mauser 2024-08-15
Carol Mauser
Chairman of The Board of Directors

John Amery 2024-08-12
John Amery
Member of Board of Directors

Amanda Valentine 2024-08-15
Amanda Valentine
Member of Board of Directors

Debby Jones 2024-08-12
Debby Jones
Member of Board of Directors

Larry Russ 2024-08-14
Larry Russ
Member of Board of Directors

Signature Certificate

Reference number: OHNJT-NZTMF-C9F3M-DYDTD

Signer

Timestamp

Signature

John Amery

Email: johnamery@tooleywater.org

Sent:

12 Aug 2024 16:18:19 UTC

Viewed:

12 Aug 2024 16:18:33 UTC

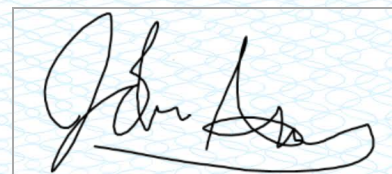
Signed:

12 Aug 2024 16:18:46 UTC

Recipient Verification:

✓ Email verified

12 Aug 2024 16:18:33 UTC



IP address: 71.94.248.24

Location: The Dalles, United States

Debby Jones

Email: debbyjones@tooleywater.org

Sent:

12 Aug 2024 16:18:19 UTC

Viewed:

12 Aug 2024 16:20:46 UTC

Signed:

12 Aug 2024 16:21:09 UTC

Recipient Verification:

✓ Email verified

12 Aug 2024 16:20:46 UTC



IP address: 216.110.207.52

Location: The Dalles, United States

Larry Russ

Email: larryruss@tooleywater.org

Sent:

12 Aug 2024 16:18:19 UTC

Viewed:

14 Aug 2024 13:53:36 UTC

Signed:

14 Aug 2024 13:54:15 UTC

Recipient Verification:

✓ Email verified

14 Aug 2024 13:53:36 UTC



IP address: 35.132.141.84

Location: The Dalles, United States

Document completed by all parties on:

15 Aug 2024 16:58:37 UTC

Page 1 of 2



Signed with PandaDoc

PandaDoc is a document workflow and certified eSignature solution trusted by 50,000+ companies worldwide.



Signature Certificate

Reference number: OHNJT-NZTMF-C9F3M-DYDTD

Signer

Timestamp

Signature

Carol Mauser

Email: carolmauser@tooleywater.org

Sent:

12 Aug 2024 16:18:19 UTC

Viewed:

15 Aug 2024 15:55:28 UTC

Signed:

15 Aug 2024 15:55:50 UTC

Carol Mauser

Recipient Verification:

✓ Email verified

15 Aug 2024 15:55:28 UTC

IP address: 71.92.144.252

Location: The Dalles, United States

Amanda Valentine

Email: amandavalentine@tooleywater.org

Shared via link

Sent:

12 Aug 2024 16:18:19 UTC

Viewed:

15 Aug 2024 16:58:26 UTC

Signed:

15 Aug 2024 16:58:37 UTC

Amanda Valentine

IP address: 76.135.47.8

Location: Olympia, United States

Document completed by all parties on:

15 Aug 2024 16:58:37 UTC

Page 2 of 2



Signed with PandaDoc

PandaDoc is a document workflow and certified eSignature solution trusted by 50,000+ companies worldwide.



Columbia Gorge News LLC

P.O. Box 390
Hood River, OR 97031 US
+15413861234
Billing@gorgenews.com



INVOICE

BILL TO
TOOLEY WATER DISTRICT
4730 HWY 30 WEST
THE DALLES, OR 97058

INVOICE 25239
DATE 05/08/2024
TERMS Net 30
DUE DATE 06/07/2024

DATE	DESCRIPTION	QTY	RATE	AMOUNT	
	Legal Advertising	May 8 2024 #9920 Notice of budget committee meeting	2	9.00	18.00
BALANCE DUE					\$18.00

Columbia Gorge News LLC

P.O. Box 390
Hood River, OR 97031 US
+15413861234
Billing@gorgenews.com



INVOICE

BILL TO
TOOLEY WATER DISTRICT
4730 HWY 30 WEST
THE DALLES, OR 97058

INVOICE 26051
DATE 06/12/2024
TERMS Net 30
DUE DATE 07/12/2024

DATE	DESCRIPTION	QTY	RATE	AMOUNT	
	Legal Advertising	Notice of Public Hearing legal #9961	3	9.00	27.00
BALANCE DUE					\$27.00