

# BURLINGTON WATER DISTRICT

Manager: Hiland Water - P.O. Box 699 Newberg, OR 97132 Phone: 503-554-8333; 1-855-554-8333 (TF) Internet: BWD Website <https://burlingtonwater.specialdistrict.org/>

## Burlington Water District Budget Committee Meeting Agenda

March 1, 2023, 6:15 pm

**This meeting being held by GoToMeeting videoconference.**

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### MINUTES

**Meeting called to order** at 6:12pm by Christopher Wood.

**Present:**

BWD Board members Christopher Wood, Dan Johnson, Gayle Curtis, Ron Yann and Susie Hasty. Quorum met. Also, present Dan Zimmerman, BWD bookkeeper and Tuni Betschart, TSCC representative.

**Roll Call to establish Quorum:**

Tiff Wood called the roll; board members present constituting a quorum, as well as one staff member and one guest in attendance.

**Reading of Budget Message by Dan Johnson:**

Dan Johnson presented changes to the budget message. Due to recent information received from the Portland Water Bureau the water usage rate has been increased by 0.39/unit. The water usage rate needs to cover the minimum guaranteed water purchase which is often above what we normally consume. This information has been passed on to the BWD customers. The full revised Budget Message is attached.

**ACTION:** Susie Hasty moved that the changes to the budget message as presented be accepted and approved by the board, Tiff Wood seconded, the motion passed unanimously.

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## **23/24 Budget Presentation and Discussion:**

Dan Zimmerman proposed changes to the 23/24 LB-20 proposed budget to include information recently received from the PWB and grant proceeds.

**Revenues:** Changes include interest income, water sales and grant/loan proceeds. Total revenues increased from \$825,031 to \$893,563.

**Expenses:** Changes include water purchase increased by \$2000, engineering increased to \$45,000 to reflect master plan grant money moved from capital outlay to engineering line, capital outlay adjusted for projects not completed in current fiscal year. Fire Protection reflects anticipated 15% - 20% increase. Debt Service unchanged: Both loans are 30-year loans #SO1006 2001 – 2032 and #SO2005 2012 – 2043 and new loan debt. 23/24 total debt service \$87,925. Contingency increased to \$412,868. Contingency monies are available for Materials/Services with board approved resolution stating dollar amount up to 10% of expenditures (Materials/Services, capital outlay and debt service) and line item to move money to.

## **Committee discussion of proposed 23/24 budget with proposed amendments.**

**ACTION:** Motion to Approve the Budget – Dan Johnson moved that the Budget Committee of Burlington Water District approve the budget for the 2023-2024 fiscal year with the proposed amount of \$1,051,563. Tiff Wood seconded, and the motion passed unanimously.

## **Budget committee discussion of proposed property taxes with no proposed amendments.**

**ACTION:** Dan Johnson moved that the Budget Committee of Burlington Water District approve property taxes for the 2023-2024 fiscal year at the rate of \$3.4269 per \$1,000.00 of assessed value for the permanent rate tax levy. Ron Yann seconded, and the motion passed unanimously.

**Adjournment:** Dan Johnson moved that the meeting be adjourned, Ron Yann seconded, and the motion passed unanimously. The meeting adjourned at 7:02pm.

**Next General Board meeting:** March 15, 2023, 6:15PM

**Next Budget Committee Meeting:** TBD

**Recording Secretary,  
Susie Hasty BWD**

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