

**CLOVERDALE WATER DISTRICT**  
**Budget Committee Meeting Minutes**  
**May 12, 2026**

1. Crissa Alexander called the meeting to order at 7:35 pm
2. Budget Committee members present were Crissa Alexander Maile Samek and Christy Nyseth.  
Staff member present was Heidi Reid.
3. Budget Committee Meeting  
Crissa Alexander volunteered to be the Budget Chairman  
Christy Nyseth volunteered to be the Secretary  
Maile Samek volunteered to be the Budget Officer

Budget Chairman Alexander gave the committee members time to review the budget. She then asked Mrs. Reid to explain each page to the members so they understood the documents.

Mrs. Reid explained Form-LB11 - This is the Capital Improvement fund. The Capital Improvement Fund is subsidized predominately by system development charges and fund transfers from the General Fund. This is the account we have for reserve and is predominately used for upgrades to the existing infrastructure and equipment. Mrs. Reid stated that the District will transfer approximately \$5,000 this year to the fund. She stated that due to the lack of funding in the General Fund the transfer this year will be much less than prior years. The total budget for the 26-27FY is \$246,000. There were no questions or comments regarding Form-LB-11.

Mrs. Reid explained Form-LB20 – This shows where the income for the General Fund budget comes from. She explained that these figures are close estimates. She stated that the revenues are derived from water use fees, taxes received and small miscellaneous other fees. The total budget for the FY26-27 is \$126,600. Mrs. Reid explained the water systems revenue does include the rate increase. This budgeted amount is roughly \$40,000 less than last year. There were no questions regarding Form-LB20.

Mrs. Reid explained Form-LB-31 – This is a detailed list of itemized expenditures for the General Fund, the cost of doing business. The actuals are shown on the left and the proposed are shown on the right. The estimates are derived from prior years actual expenditures with a slight increase for inflation. The top portion of the form is the payroll and the lower half is our general operations and maintenance costs. The total of these general ledger accounts amounts to the total on LB-20, of \$126,600. The Committee reviewed the line items and did not have any questions.

**Motion**

Budget Chairman Alexander moved to approve the FY26-27 budget as written.

Budget Officer Samek seconded the motion carried with three ayes.

Budget Committee Meeting adjourned at 7:43pm