

CITY OF WOODBURN

2024 41st ANNUAL NATIONAL NIGHT OUT

WHEREAS, the National Association of Town Watch is sponsoring a unique, nationwide crime, drug and violence prevention program on Tuesday, August 6, 2024, called "**National Night Out**"; and

WHEREAS, the "**2024 41st Annual National Night Out**" provides a unique opportunity for the City of Woodburn to join forces with thousands of other communities across the country in promoting cooperative police-community crime, drug and violence prevention efforts; and

WHEREAS, all citizens of Woodburn play a vital role in assisting the Woodburn Police Department through joint crime, drug and violence prevention efforts in Woodburn and is supporting the "**2024 41st Annual National Night Out**" locally;

WHEREAS, it is essential that all citizens of the City of Woodburn be aware of the importance of crime prevention programs and the impact that their participation can have on reducing crime, drug abuse and violence in Woodburn; and

WHEREAS, police-community partnerships and neighborhood safety and awareness cooperation are important themes of the "**2024 41st Annual National Night Out**" program;

NOW, THEREFORE, I, FRANK LONERGAN, do hereby call upon all citizens of Woodburn to join the Woodburn Police Department and the National Association of Town Watch in supporting the "**2024 41st Annual National Night Out**" Tuesday, August 6, 2024.

FURTHER, LET IT BE RESOLVED THAT, I, MAYOR FRANK LONERGAN, do hereby proclaim Tuesday, August 6, 2024, as the "**2024 41st Annual National Night Out**" in the City of Woodburn.

FRANK LONERGAN, MAYOR

DATE

COUNCIL MEETING MINUTES

JUNE 10, 2024

DATE **COUNCIL CHAMBERS, CITY HALL, CITY OF WOODBURN, COUNTY OF MARION, STATE OF OREGON, JUNE 10, 2024**

CONVENED The meeting convened at 7:02 p.m. with Mayor Lonergan presiding. Girl Scout Troop 13007 performed a flag ceremony and led the flag salute.

ROLL CALL

Mayor Lonergan	Present
Councilor Cantu	Present
Councilor Cornwell	Present
Councilor Schaub	Present
Councilor Morris	Present
Councilor Cabrales	Present
Councilor Wilk	Present

Staff Present: City Administrator Derickson, City Attorney Granum, Assistant City Administrator Row, Police Chief Pilcher, Economic Development Director Johnk, Community Services Director Cuomo, Community Development Director Kerr, Finance Director Turley, Public Works Director Stultz, Special Projects Director Wakeley, City Recorder Pierson, Planner Handel, Community Relations Manager Herrera

ANNOUNCEMENTS

Mayor Lonergan announced the following:

- City Hall and the Library will be closed on June 19, 2024, in observance of Juneteenth. Transit hours will be 8:00 a.m. to 3:00 p.m. The Aquatic Center will be open regular hours.
- The Taste of Woodburn takes place at the Woodburn Downtown Plaza on Saturday, June 22, from 12:00 p.m.- 9:00 p.m. and Sunday, June 23 12:00 p.m.- 6:00 p.m.
- The City Council Meeting /Community BBQ is scheduled for Tuesday, July 9, 2024, at 6:00 p.m. to coincide with the Kick-off of Music in the Park.

PRESENTATIONS

Woodburn Bulldog Boys Basketball Team – Mayor Lonergan and the City Council recognized the Woodburn Bulldogs boys' basketball team and coaches for their great season and third place win at the State Tournament.

City Council Work Session for a Legislative Amendment to the Woodburn Development Ordinance (WDO) Regarding Food Cart Regulations (LA 24-02) – Planner Handel and Community Development Director Kerr provided a work session on food carts and the city's current WDO regulations and the suggested amendments to the WDO regulations that are being proposed.

COUNCIL MEETING MINUTES

JUNE 10, 2024

City Councilors asked questions and provided comments throughout the work session. Planner Handel stated that a public hearing would be scheduled for the June 24th meeting.

BUSINESS FROM THE PUBLIC

Merri Berlin, 167 N. Settlemier Ave, stated her concerns about unmuffled vehicles on Settlemier night and day and added that she would like to see enforcement. Mayor Lonergan stated that the Council is going to hold a workshop with police, fire and public works to see what can be done.

Chief Pilcher mentioned that on the City's website there is a place for individuals to download information about traffic complaints as well as a phone number that they can call, and these complaints go directly to our traffic officers who can then conduct enforcement in those locations.

CONSENT AGENDA

- A. Woodburn City Council minutes of May 13, 2024,
- B. Liquor License Application for Los Reyes Delicias y Mas,
- C. Acceptance of Easement at 1050 North Boones Ferry Road (Tax Lot 051W07BD02400),
- D. Building Activity for May 2024,
- E. Redflex Report for February through April 2024.

Schaub/Cabrales... approve the consent agenda. The motion passed unanimously.

PUBLIC HEARINGS

Fiscal Year (FY) 2024-25 City Budget Adoption

Mayor Lonergan declared the hearing open at 8:12 p.m. for the purpose of hearing public input on the Fiscal Year (FY) 2024-25 City Budget Adoption. City Administrator Derickson provided a staff report. Mayor Lonergan asked if any member of the public wished to speak in support of the Fiscal Year (FY) 2024-25 City Budget Adoption. No members of the public wished to speak in support. Mayor Lonergan asked if any member of the public wished to speak in opposition to the Fiscal Year (FY) 2024-25 City Budget Adoption. No members of the public wished to speak in opposition. Mayor Lonergan closed the hearing at 8:19 p.m.

Fiscal Year 2024-25 Resolution Regarding State Revenue Sharing

Mayor Lonergan declared the hearing open at 8:21 p.m. for the purpose of hearing public input on the Fiscal Year 2024-25 Resolution Regarding State Revenue Sharing. City Administrator Derickson provided a staff report. Mayor Lonergan asked if any member of the public wished to speak in support of the Fiscal Year 2024-25 Resolution Regarding State Revenue Sharing. No members of the public wished to speak in support. Mayor Lonergan asked if any member of the public wished to speak in opposition to the Fiscal Year 2024-25 Resolution Regarding State Revenue Sharing. No members of the public wished to speak in opposition. Mayor Lonergan closed the hearing at 8:22 p.m.

COUNCIL BILL NO. 3253 - A RESOLUTION ADOPTING THE FISCAL YEAR (FY) 2024-25 BUDGET; MAKING BUDGET APPROPRIATIONS; AND CATEGORIZING TAXES

Schaub introduced Council Bill No. 3253. City Recorder Pierson read the bill by title only since there were no objections from Council. On roll call vote for final passage, the bill passed unanimously. Mayor Lonergan declared Council Bill No. 3253 duly passed.

COUNCIL BILL NO. 3254 - A RESOLUTION DECLARING THE CITY OF WOODBURN'S ELIGIBILITY AND ELECTION TO RECEIVE STATE REVENUE SHARING

COUNCIL MEETING MINUTES

JUNE 10, 2024

Schaub introduced Council Bill No. 3254. City Recorder Pierson read the bill by title only since there were no objections from Council. On roll call vote for final passage, the bill passed unanimously. Mayor Lonergan declared Council Bill No. 3254 duly passed.

AWARD OF CONSTRUCTION CONTRACT FOR THE CITY HALL BASEMENT REMODEL PROJECT

Assistant City Administrator Row provided a staff report. **Schaub/Cornwell**...award the public improvement construction contract for the City Hall Basement Remodel Project to the lowest responsible and responsive bidder, GR Smith Construction Corporation in the amount of \$522,586.00 and preauthorize approval of contract change orders or amendments of up to \$100,000 for this project. The motion passed unanimously.

OREGON DEPARTMENT OF TRANSPORTATION (ODOT) - TRANSPORTATION SAFETY OFFICE (TSO) SUSTAINED DUII ENFORCEMENT PROGRAM FUNDING - WOODBURN POLICE DEPARTMENT

Police Chief Pilcher provided a staff report. **Schaub/Cabrales**... authorize staff to proceed with the ODOT TSO application for the Woodburn Police Department Sustained DUII Enforcement Program Funding Project and, if funding is awarded, authorize the City Administrator to execute grant agreements. The motion passed unanimously.

CITY ADMINISTRATOR'S REPORT

The Assistant City Administrator reported the following:

- The police department open house was a fun well done event.
- Hosted Greeters at the Masonic Lodge with 40 people in attendance. An open house will be held later this summer.
- Attended coffee hour last week and Jesse presented on the Community Center Project.
- Took Councilor Wilk and Councilor Cantu on a tour of City facilities.

MAYOR AND COUNCIL REPORTS

Councilor Cantu thanked Scott, Curtis and Chief Pilcher for the tour. She also noted that she has been to a couple of presentations by Jesse on the Community Center project and that he is doing a great job.

Councilor Wilk stated that he also attended the Community Center Project open house and that there was a lot of energy in the room and excitement around getting the bond passed.

Councilor Schaub stated that she has attended a few of the Community Center Project presentations and she is impressed. She also thanked the Mayor for giving his State of the City Address at the Estates. She added that the mural on the public works building looks great.

Councilor Cornwell reminded people that school is out on Thursday and to be aware of the kids out there.

Mayor Lonergan stated that the City has been very busy with presenting the Community Center Project throughout the community.

COUNCIL MEETING MINUTES
JUNE 10, 2024

EXECUTIVE SESSION

Mayor Lonerger entertained a motion to adjourn into executive session under the authority of ORS 192.660 (2)(e). **Morris/Cabral**... move into executive session under the authority of ORS 192.660 (2)(e). The motion passed unanimously. The Council adjourned into executive session at 8:48 p.m. and reconvened at 9:21 p.m. Mayor Lonerger stated that no action was taken by the Council while in executive session.

ADJOURNMENT

Cornwell/Cabral... move to adjourn. The motion passed unanimously. Mayor Lonerger adjourned the meeting at 9:22 p.m.

APPROVED _____
FRANK LONERGER, MAYOR

ATTEST _____
Heather Pierson, City Recorder
City of Woodburn, Oregon

**EXECUTIVE SESSION MINUTES
JUNE 10, 2024**

DATE CITY HALL, CITY OF WOODBURN, COUNTY OF MARION, STATE OF OREGON, JUNE 10, 2024

CONVENED The meeting convened at 8:48 p.m. with Mayor Lonergan presiding.

ROLL CALL

Mayor Lonergan	Present
Councilor Cantu	Present
Councilor Cornwell	Present
Councilor Schaub	Present
Councilor Wilk	Present
Councilor Morris	Present
Councilor Cabrales	Present

Mayor Lonergan reminded Councilors and staff that information discussed in executive session is not to be discussed with the public.

Staff Present: City Administrator Derickson, City Attorney Granum, Economic Development Director Johnk, Special Projects Director Wakely, Assistant City Administrator Row, Community Services Director Cuomo, Community Development Director Kerr, City Recorder Pierson

Others in attendance: None.

The executive session was called:

To conduct deliberations with persons designated by the governing body to negotiate real property transactions pursuant to ORS 192.660(2)(e).

ADJOURNMENT

The executive session adjourned at 9:18 p.m.

APPROVED _____
Frank Lonergan, Mayor

ATTEST _____
Heather Pierson, City Recorder
City of Woodburn, Oregon

STAFF MEMORANDUM

To: The Woodburn City Council
From: Scott Derickson, City Administrator

Regarding – Consent Calander/Monthly Financial Report

Attached for your review and acceptance are the monthly Financial Reports that include Year-to-Date Expenditure and Revenues for all funds, the Accounts Payable Report and the Cash and Investment Reconciliation Report. Placement of up to date monthly Financial Reports on the City Council's Consent Agenda will occur on a monthly basis.

As always, if you have comments or questions, please do not hesitate contact me.

Year-to-Date Expenditures for All Funds



Expenditures All Funds

Fiscal Year to Date 05/31/24
Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 001 - General Fund										
Department 101 - Administration										
Division 1111 - Council & Mayor										
EXPENSE										
Personnel Services										
5112	Part-Time Wages	8,700.00	.00	8,700.00	.00	.00	.00	8,700.00	0	.00
5212	Social Security	650.00	.00	650.00	.00	.00	.00	650.00	0	.00
5214										
5214.100	PERS - City	1,450.00	.00	1,450.00	.00	.00	.00	1,450.00	0	.00
5214 - Totals		\$1,450.00	\$0.00	\$1,450.00	\$0.00	\$0.00	\$0.00	\$1,450.00	0%	\$0.00
5216	Unemployment Insurance	140.00	.00	140.00	.00	.00	.00	140.00	0	.00
5218	Paid Family Leave Insurance	10.00	.00	10.00	.00	.00	.00	10.00	0	.00
Personnel Services Totals		\$10,950.00	\$0.00	\$10,950.00	\$0.00	\$0.00	\$0.00	\$10,950.00	0%	\$0.00
Materials & Services										
5319	Office Supplies	1,000.00	.00	1,000.00	66.54	.00	891.73	108.27	89	5,407.90
5419	Other Professional Serv	1,500.00	.00	1,500.00	.00	.00	1,314.47	185.53	88	2,114.98
5421	Telephone/Data	750.00	.00	750.00	.99	.00	9.43	740.57	1	181.57
5428	IT Support	73,350.00	.00	73,350.00	6,112.50	.00	67,237.50	6,112.50	92	64,260.00
5432	Meals	2,000.00	.00	2,000.00	397.40	.00	1,835.29	164.71	92	1,606.41
5433	Mileage	330.00	.00	330.00	.00	.00	784.93	(454.93)	238	444.48
5439	Travel	700.00	.00	700.00	.00	.00	3,376.62	(2,676.62)	482	2,160.26
5464	Workers' Comp	50.00	.00	50.00	4.17	.00	45.87	4.13	92	39.96
5485	Leadership Development	15,000.00	.00	15,000.00	.00	.00	9,487.81	5,512.19	63	.00
5491	Dues & Subscriptions	.00	.00	.00	.00	.00	250.00	(250.00)	+++	171.00
5492	Registrations/Training	3,000.00	.00	3,000.00	.00	.00	2,440.00	560.00	81	6,421.00
5493	Printing/Binding	100.00	.00	100.00	.00	.00	.00	100.00	0	.00
Materials & Services Totals		\$97,780.00	\$0.00	\$97,780.00	\$6,581.60	\$0.00	\$87,673.65	\$10,106.35	90%	\$82,807.56
EXPENSE TOTALS		\$108,730.00	\$0.00	\$108,730.00	\$6,581.60	\$0.00	\$87,673.65	\$21,056.35	81%	\$82,807.56
Division 1111 - Council & Mayor Totals		(\$108,730.00)	\$0.00	(\$108,730.00)	(\$6,581.60)	\$0.00	(\$87,673.65)	(\$21,056.35)	81%	(\$82,807.56)
Division 1211 - City Administrator										
EXPENSE										
Personnel Services										
5111	Regular Wages	206,670.00	.00	206,670.00	12,385.11	.00	187,403.57	19,266.43	91	187,073.97
5121	Overtime	.00	.00	.00	.00	.00	1.99	(1.99)	+++	4.48
5211	OR Workers' Benefit	40.00	.00	40.00	1.71	.00	23.11	16.89	58	30.33
5212	Social Security	14,950.00	.00	14,950.00	999.11	.00	13,539.48	1,410.52	91	14,613.39
5213	Med & Dent Ins	25,530.00	.00	25,530.00	1,976.84	.00	24,112.46	1,417.54	94	25,100.60
5214										
5214	Retirement	.00	.00	.00	.00	.00	.00	.00	+++	(8,783.90)
5214.100	PERS - City	40,560.00	.00	40,560.00	2,464.59	.00	34,498.95	6,061.05	85	35,041.60
5214.600	PERS 6%	12,400.00	.00	12,400.00	809.79	.00	11,451.01	948.99	92	13,296.42



Expense Budget Performance Report

Fiscal Year to Date 05/31/24
Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 001 - General Fund										
Department 101 - Administration										
Division 1211 - City Administrator										
EXPENSE										
Personnel Services										
5214										
5214.800	DEFERED COMP - CITY	17,500.00	.00	17,500.00	1,111.45	.00	15,566.22	1,933.78	89	19,713.32
5214 - Totals		\$70,460.00	\$0.00	\$70,460.00	\$4,385.83	\$0.00	\$61,516.18	\$8,943.82	87%	\$59,267.44
5215	Long Term Disability Ins	310.00	.00	310.00	21.62	.00	243.41	66.59	79	325.72
5216	Unemployment Insurance	2,680.00	.00	2,680.00	161.00	.00	2,436.36	243.64	91	1,628.41
5217	Life Insurance	200.00	.00	200.00	13.72	.00	154.72	45.28	77	207.12
5218	Paid Family Leave Insurance	830.00	.00	830.00	44.90	.00	680.94	149.06	82	456.64
Personnel Services Totals		\$321,670.00	\$0.00	\$321,670.00	\$19,989.84	\$0.00	\$290,112.22	\$31,557.78	90%	\$288,708.10
Materials & Services										
5319	Office Supplies	2,000.00	.00	2,000.00	437.09	.00	1,446.19	553.81	72	1,048.10
5419	Other Professional Serv	2,000.00	.00	2,000.00	900.84	10.38	4,574.41	(2,584.79)	229	2,107.91
5421	Telephone/Data	1,800.00	.00	1,800.00	368.02	39.97	3,403.30	(1,643.27)	191	3,876.75
5422	Postage	500.00	.00	500.00	8.11	.00	235.44	264.56	47	506.27
5428	IT Support	31,500.00	.00	31,500.00	2,625.00	.00	28,875.00	2,625.00	92	19,740.00
5432	Meals	1,170.00	.00	1,170.00	.00	.00	1,684.41	(514.41)	144	620.60
5433	Mileage	1,000.00	.00	1,000.00	.00	.00	768.24	231.76	77	358.14
5439	Travel	5,000.00	.00	5,000.00	.00	.00	8,491.52	(3,491.52)	170	5,188.52
5449	Leases - Other	600.00	.00	600.00	.00	.00	.00	600.00	0	.00
5464	Workers' Comp	790.00	.00	790.00	65.83	.00	724.13	65.87	92	710.04
5485	Leadership Development	5,000.00	.00	5,000.00	59.96	630.00	6,049.21	(1,679.21)	134	1,155.00
5491	Dues & Subscriptions	10,000.00	.00	10,000.00	384.99	.00	5,628.03	4,371.97	56	6,702.73
5492	Registrations/Training	5,000.00	.00	5,000.00	450.00	.00	4,431.00	569.00	89	9,596.99
Materials & Services Totals		\$66,360.00	\$0.00	\$66,360.00	\$5,299.84	\$680.35	\$66,310.88	(\$631.23)	101%	\$51,611.05
EXPENSE TOTALS		\$388,030.00	\$0.00	\$388,030.00	\$25,289.68	\$680.35	\$356,423.10	\$30,926.55	92%	\$340,319.15
Division 1211 - City Administrator Totals		(\$388,030.00)	\$0.00	(\$388,030.00)	(\$25,289.68)	(\$680.35)	(\$356,423.10)	(\$30,926.55)	92%	(\$340,319.15)
Division 1411 - City Attorney										
EXPENSE										
Personnel Services										
5111	Regular Wages	133,750.00	.00	133,750.00	9,428.78	.00	125,577.37	8,172.63	94	126,959.89
5121	Overtime	.00	.00	.00	.00	.00	2.55	(2.55)	+++	5.75
5211	OR Workers' Benefit	20.00	.00	20.00	1.57	.00	17.04	2.96	85	17.39
5212	Social Security	10,090.00	.00	10,090.00	728.78	.00	8,346.99	1,743.01	83	9,885.25
5213	Med & Dent Ins	21,450.00	.00	21,450.00	1,721.18	.00	17,598.12	3,851.88	82	20,691.69
5214										
5214	Retirement	.00	.00	.00	.00	.00	(3,145.01)	3,145.01	+++	.00
5214.100	PERS - City	26,030.00	.00	26,030.00	1,662.27	.00	24,112.38	1,917.62	93	23,230.19



Expense Budget Performance Report

Fiscal Year to Date 05/31/24
Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 001 - General Fund										
Department 101 - Administration										
Division 1411 - City Attorney										
EXPENSE										
Personnel Services										
5214										
5214.600	PERS 6%	8,020.00	.00	8,020.00	598.30	.00	4,852.96	3,167.04	61	7,388.89
5214.800	DEFERED COMP - CITY	12,110.00	.00	12,110.00	542.91	.00	12,195.14	(85.14)	101	12,559.22
5214 - Totals		\$46,160.00	\$0.00	\$46,160.00	\$2,803.48	\$0.00	\$38,015.47	\$8,144.53	82%	\$43,178.30
5215	Long Term Disability Ins	210.00	.00	210.00	18.09	.00	175.12	34.88	83	216.45
5216	Unemployment Insurance	1,740.00	.00	1,740.00	122.57	.00	1,632.51	107.49	94	1,106.92
5217	Life Insurance	140.00	.00	140.00	11.49	.00	111.22	28.78	79	137.53
5218	Paid Family Leave Insurance	540.00	.00	540.00	33.10	.00	461.08	78.92	85	313.56
Personnel Services Totals		\$214,100.00	\$0.00	\$214,100.00	\$14,869.04	\$0.00	\$191,937.47	\$22,162.53	90%	\$202,512.73
Materials & Services										
5314	Books	9,000.00	.00	9,000.00	1,003.46	664.46	8,645.06	(309.52)	103	7,269.02
5319	Office Supplies	2,000.00	.00	2,000.00	.00	.00	1,721.90	278.10	86	387.22
5417	HR/Other Employee Expenses	.00	.00	.00	.00	.00	145.00	(145.00)	+++	.00
5419	Other Professional Serv	1,000.00	.00	1,000.00	12.54	10.38	172.61	817.01	18	193.72
5421	Telephone/Data	1,500.00	.00	1,500.00	141.82	8.82	1,487.23	3.95	100	1,764.73
5422	Postage	100.00	.00	100.00	.00	.00	.00	100.00	0	.00
5428	IT Support	20,700.00	.00	20,700.00	1,725.00	.00	18,975.00	1,725.00	92	19,320.00
5432	Meals	400.00	.00	400.00	184.46	.00	967.24	(567.24)	242	.00
5433	Mileage	530.00	.00	530.00	178.74	.00	266.53	263.47	50	.00
5449	Leases - Other	550.00	.00	550.00	.00	.00	.00	550.00	0	.00
5464	Workers' Comp	290.00	.00	290.00	24.17	.00	265.87	24.13	92	330.00
5491	Dues & Subscriptions	3,000.00	.00	3,000.00	.00	.00	2,277.00	723.00	76	3,976.00
5492	Registrations/Training	7,500.00	.00	7,500.00	821.44	.00	5,368.92	2,131.08	72	5,385.00
Materials & Services Totals		\$46,570.00	\$0.00	\$46,570.00	\$4,091.63	\$683.66	\$40,292.36	\$5,593.98	88%	\$38,625.69
EXPENSE TOTALS		\$260,670.00	\$0.00	\$260,670.00	\$18,960.67	\$683.66	\$232,229.83	\$27,756.51	89%	\$241,138.42
Division 1411 - City Attorney Totals		(\$260,670.00)	\$0.00	(\$260,670.00)	(\$18,960.67)	(\$683.66)	(\$232,229.83)	(\$27,756.51)	89%	(\$241,138.42)
Division 1511 - Finance										
EXPENSE										
Personnel Services										
5111	Regular Wages	372,470.00	.00	372,470.00	25,980.05	.00	286,797.39	85,672.61	77	273,411.35
5112	Part-Time Wages	35,980.00	.00	35,980.00	1,481.68	.00	21,331.12	14,648.88	59	18,497.56
5121	Overtime	6,020.00	.00	6,020.00	313.09	.00	2,436.93	3,583.07	40	3,806.81
5211	OR Workers' Benefit	120.00	.00	120.00	6.72	.00	72.11	47.89	60	73.84
5212	Social Security	32,110.00	.00	32,110.00	1,998.95	.00	22,609.00	9,501.00	70	23,229.02
5213	Med & Dent Ins	79,570.00	.00	79,570.00	7,204.37	.00	67,036.32	12,533.68	84	56,280.53



Expense Budget Performance Report

Fiscal Year to Date 05/31/24
Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 001 - General Fund										
Department 101 - Administration										
Division 1511 - Finance										
EXPENSE										
Personnel Services										
5214										
5214.100	PERS - City	66,340.00	.00	66,340.00	4,094.42	.00	47,726.19	18,613.81	72	42,454.87
5214.600	PERS 6%	22,710.00	.00	22,710.00	1,457.13	.00	16,835.28	5,874.72	74	17,147.35
5214.800	DEFERED COMP - CITY	3,720.00	.00	3,720.00	284.68	.00	3,299.12	420.88	89	3,459.00
5214 - Totals		\$92,770.00	\$0.00	\$92,770.00	\$5,836.23	\$0.00	\$67,860.59	\$24,909.41	73%	\$63,061.22
5215	Long Term Disability Ins	720.00	.00	720.00	56.80	.00	515.19	204.81	72	624.96
5216	Unemployment Insurance	5,400.00	.00	5,400.00	361.06	.00	4,037.28	1,362.72	75	2,612.04
5217	Life Insurance	460.00	.00	460.00	37.73	.00	343.54	116.46	75	414.06
5218	Paid Family Leave Insurance	1,660.00	.00	1,660.00	102.79	.00	1,147.91	512.09	69	734.82
Personnel Services Totals		\$627,280.00	\$0.00	\$627,280.00	\$43,379.47	\$0.00	\$474,187.38	\$153,092.62	76%	\$442,746.21
Materials & Services										
5319	Office Supplies	22,000.00	.00	22,000.00	5,145.72	266.58	15,404.86	6,328.56	71	18,609.16
5329	Other Supplies	.00	.00	.00	114.96	.00	361.83	(361.83)	+++	104.07
5414	Accounting/Auditing	25,000.00	.00	25,000.00	.00	.00	21,830.00	3,170.00	87	19,921.12
5417	HR/Other Employee Expenses	.00	.00	.00	.00	.00	150.00	(150.00)	+++	.00
5419	Other Professional Serv	30,000.00	.00	30,000.00	2,524.77	7,873.81	20,303.19	1,823.00	94	22,906.62
5421	Telephone/Data	3,000.00	.00	3,000.00	368.02	53.32	3,479.16	(532.48)	118	3,216.85
5422	Postage	3,800.00	.00	3,800.00	325.02	.00	3,164.46	635.54	83	3,376.32
5428	IT Support	69,300.00	.00	69,300.00	5,775.00	.00	63,525.00	5,775.00	92	64,680.00
5430	Red Light Camera Contract	180,000.00	.00	180,000.00	12,342.00	65,796.00	114,204.00	.00	100	190,248.00
5432	Meals	400.00	.00	400.00	230.94	.00	380.76	19.24	95	287.10
5433	Mileage	650.00	.00	650.00	280.06	.00	418.92	231.08	64	203.75
5439	Travel	800.00	.00	800.00	882.96	.00	1,149.73	(349.73)	144	929.24
5446	Software Licenses	6,700.00	.00	6,700.00	.00	.00	5,268.58	1,431.42	79	5,503.36
5464	Workers' Comp	950.00	.00	950.00	79.17	.00	870.87	79.13	92	1,179.96
5491	Dues & Subscriptions	2,600.00	.00	2,600.00	352.07	.00	1,978.71	621.29	76	2,711.64
5492	Registrations/Training	15,000.00	.00	15,000.00	.00	.00	6,337.99	8,662.01	42	3,288.90
5493	Printing/Binding	3,000.00	.00	3,000.00	484.00	.00	591.43	2,408.57	20	3,231.92
5500	Banking Fees & Charges	66,160.00	.00	66,160.00	4,782.18	.00	56,606.98	9,553.02	86	18,252.35
Materials & Services Totals		\$429,360.00	\$0.00	\$429,360.00	\$33,686.87	\$73,989.71	\$316,026.47	\$39,343.82	91%	\$358,650.36
EXPENSE TOTALS		\$1,056,640.00	\$0.00	\$1,056,640.00	\$77,066.34	\$73,989.71	\$790,213.85	\$192,436.44	82%	\$801,396.57
Division 1511 - Finance Totals		(\$1,056,640.00)	\$0.00	(\$1,056,640.00)	(\$77,066.34)	(\$73,989.71)	(\$790,213.85)	(\$192,436.44)	82%	(\$801,396.57)
Division 1531 - City Recorder										
EXPENSE										
Personnel Services										
5111	Regular Wages	66,520.00	.00	66,520.00	5,123.14	.00	58,835.57	7,684.43	88	68,672.87



Expense Budget Performance Report

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Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 001 - General Fund										
Department 101 - Administration										
Division 1531 - City Recorder										
EXPENSE										
Personnel Services										
5112	Part-Time Wages	10,120.00	.00	10,120.00	596.16	.00	3,324.51	6,795.49	33	.00
5121	Overtime	.00	.00	.00	.00	.00	1.14	(1.14)	+++	19.52
5211	OR Workers' Benefit	10.00	.00	10.00	1.34	.00	12.82	(2.82)	128	16.35
5212	Social Security	6,080.00	.00	6,080.00	450.25	.00	4,865.78	1,214.22	80	5,481.77
5213	Med & Dent Ins	4,720.00	.00	4,720.00	412.64	.00	4,174.41	545.59	88	6,099.64
5214										
5214.100	PERS - City	13,440.00	.00	13,440.00	992.06	.00	10,708.81	2,731.19	80	10,052.72
5214.600	PERS 6%	3,990.00	.00	3,990.00	321.31	.00	3,654.93	335.07	92	4,195.11
5214.800	DEFERED COMP - CITY	3,010.00	.00	3,010.00	231.92	.00	2,222.54	787.46	74	1,933.05
5214 - Totals		\$20,440.00	\$0.00	\$20,440.00	\$1,545.29	\$0.00	\$16,586.28	\$3,853.72	81%	\$16,180.88
5215	Long Term Disability Ins	110.00	.00	110.00	10.23	.00	103.05	6.95	94	130.56
5216	Unemployment Insurance	1,000.00	.00	1,000.00	74.35	.00	808.12	191.88	81	590.87
5217	Life Insurance	70.00	.00	70.00	6.60	.00	66.49	3.51	95	84.26
5218	Paid Family Leave Insurance	300.00	.00	300.00	21.73	.00	237.16	62.84	79	174.91
Personnel Services Totals		\$109,370.00	\$0.00	\$109,370.00	\$8,241.73	\$0.00	\$89,015.33	\$20,354.67	81%	\$97,451.63
Materials & Services										
5319	Office Supplies	1,000.00	.00	1,000.00	20.71	.00	438.47	561.53	44	1,142.01
5419	Other Professional Serv	5,500.00	.00	5,500.00	8.36	6.92	5,124.58	368.50	93	180.90
5421	Telephone/Data	450.00	.00	450.00	44.42	.00	485.47	(35.47)	108	520.20
5422	Postage	200.00	.00	200.00	.00	.00	4.51	195.49	2	211.10
5428	IT Support	9,450.00	.00	9,450.00	787.50	.00	8,662.50	787.50	92	8,820.00
5432	Meals	300.00	.00	300.00	371.00	.00	461.90	(161.90)	154	182.25
5433	Mileage	500.00	.00	500.00	38.86	.00	103.71	396.29	21	461.64
5439	Travel	850.00	.00	850.00	.00	.00	1,413.07	(563.07)	166	524.45
5464	Workers' Comp	100.00	.00	100.00	8.33	.00	91.63	8.37	92	120.00
5471	Equipment Repair & Maint	920.00	.00	920.00	.00	.00	.00	920.00	0	.00
5491	Dues & Subscriptions	300.00	.00	300.00	.00	.00	305.00	(5.00)	102	378.40
5492	Registrations/Training	3,000.00	.00	3,000.00	.00	.00	1,215.00	1,785.00	40	736.44
Materials & Services Totals		\$22,570.00	\$0.00	\$22,570.00	\$1,279.18	\$6.92	\$18,305.84	\$4,257.24	81%	\$13,277.39
EXPENSE TOTALS		\$131,940.00	\$0.00	\$131,940.00	\$9,520.91	\$6.92	\$107,321.17	\$24,611.91	81%	\$110,729.02
Division 1531 - City Recorder Totals		(\$131,940.00)	\$0.00	(\$131,940.00)	(\$9,520.91)	(\$6.92)	(\$107,321.17)	(\$24,611.91)	81%	(\$110,729.02)
Division 1611 - Human Resources										
EXPENSE										
Personnel Services										
5111	Regular Wages	96,930.00	.00	96,930.00	7,444.81	.00	85,615.27	11,314.73	88	96,525.66
5112	Part-Time Wages	10,120.00	.00	10,120.00	596.16	.00	3,324.49	6,795.51	33	.00



Expense Budget Performance Report

Fiscal Year to Date 05/31/24
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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 001 - General Fund										
Department 101 - Administration										
Division 1611 - Human Resources										
EXPENSE										
<i>Personnel Services</i>										
5121	Overtime	.00	.00	.00	.00	.00	.00	.00	+++	16.96
5211	OR Workers' Benefit	20.00	.00	20.00	1.63	.00	15.91	4.09	80	18.70
5212	Social Security	8,440.00	.00	8,440.00	629.09	.00	6,966.12	1,473.88	83	7,852.08
5213	Med & Dent Ins	11,700.00	.00	11,700.00	1,023.45	.00	10,379.37	1,320.63	89	12,858.04
5214										
5214.100	PERS - City	18,810.00	.00	18,810.00	1,402.48	.00	15,539.84	3,270.16	83	14,682.90
5214.600	PERS 6%	5,810.00	.00	5,810.00	469.03	.00	5,393.87	416.13	93	6,114.66
5214.800	DEFERED COMP - CITY	4,850.00	.00	4,850.00	372.24	.00	4,280.76	569.24	88	4,738.89
5214 - Totals		\$29,470.00	\$0.00	\$29,470.00	\$2,243.75	\$0.00	\$25,214.47	\$4,255.53	86%	\$25,536.45
5215	Long Term Disability Ins	160.00	.00	160.00	14.15	.00	142.32	17.68	89	181.59
5216	Unemployment Insurance	1,400.00	.00	1,400.00	104.53	.00	1,156.17	243.83	83	834.97
5217	Life Insurance	100.00	.00	100.00	8.97	.00	90.18	9.82	90	115.10
5218	Paid Family Leave Insurance	430.00	.00	430.00	30.12	.00	332.05	97.95	77	241.75
<i>Personnel Services Totals</i>		\$158,770.00	\$0.00	\$158,770.00	\$12,096.66	\$0.00	\$133,236.35	\$25,533.65	84%	\$144,181.30
<i>Materials & Services</i>										
5315	Computer Supplies	500.00	.00	500.00	.00	.00	.00	500.00	0	345.38
5319	Office Supplies	1,000.00	.00	1,000.00	6.99	.00	473.40	526.60	47	521.00
5412	Legal	30,000.00	.00	30,000.00	.00	.00	.00	30,000.00	0	.00
5417	HR/Other Employee Expenses	3,500.00	.00	3,500.00	.00	.00	3,250.28	249.72	93	2,305.89
5419	Other Professional Serv	32,000.00	.00	32,000.00	910.43	3.46	28,862.79	3,133.75	90	27,129.76
5421	Telephone/Data	800.00	.00	800.00	62.22	13.45	574.72	211.83	74	790.28
5422	Postage	30.00	.00	30.00	.00	.00	.00	30.00	0	6.04
5424	Advertising	500.00	.00	500.00	.00	.00	.00	500.00	0	.00
5428	IT Support	19,350.00	.00	19,350.00	1,612.50	.00	17,737.50	1,612.50	92	18,060.00
5433	Mileage	500.00	.00	500.00	.00	.00	219.23	280.77	44	336.33
5439	Travel	2,000.00	.00	2,000.00	.00	.00	1,774.94	225.06	89	1,625.22
5464	Workers' Comp	390.00	.00	390.00	32.50	.00	357.50	32.50	92	420.00
5491	Dues & Subscriptions	4,000.00	.00	4,000.00	172.67	.00	297.67	3,702.33	7	2,977.46
5492	Registrations/Training	10,000.00	.00	10,000.00	164.99	.00	2,119.99	7,880.01	21	2,314.00
<i>Materials & Services Totals</i>		\$104,570.00	\$0.00	\$104,570.00	\$2,962.30	\$16.91	\$55,668.02	\$48,885.07	53%	\$56,831.36
EXPENSE TOTALS		\$263,340.00	\$0.00	\$263,340.00	\$15,058.96	\$16.91	\$188,904.37	\$74,418.72	72%	\$201,012.66
Division 1611 - Human Resources Totals		(\$263,340.00)	\$0.00	(\$263,340.00)	(\$15,058.96)	(\$16.91)	(\$188,904.37)	(\$74,418.72)	72%	(\$201,012.66)
Department 101 - Administration Totals		(\$2,209,350.00)	\$0.00	(\$2,209,350.00)	(\$152,478.16)	(\$75,377.55)	(\$1,762,765.97)	(\$371,206.48)	83%	(\$1,777,403.38)



Expense Budget Performance Report

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Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 001 - General Fund										
Department 125 - Economic Development										
Division 1250 - Econ Dev										
EXPENSE										
Personnel Services										
5111	Regular Wages	129,900.00	.00	129,900.00	9,951.82	.00	113,784.01	16,115.99	88	120,312.03
5112	Part-Time Wages	.00	.00	.00	.00	.00	3,348.25	(3,348.25)	+++	.00
5121	Overtime	.00	.00	.00	.57	.00	1,161.82	(1,161.82)	+++	139.91
5211	OR Workers' Benefit	30.00	.00	30.00	2.30	.00	25.83	4.17	86	26.00
5212	Social Security	10,330.00	.00	10,330.00	756.27	.00	9,029.89	1,300.11	87	9,733.97
5213	Med & Dent Ins	17,930.00	.00	17,930.00	1,601.94	.00	16,089.75	1,840.25	90	18,922.84
5214										
5214.100	PERS - City	22,700.00	.00	22,700.00	1,725.77	.00	19,853.13	2,846.87	87	18,248.01
5214.600	PERS 6%	7,790.00	.00	7,790.00	621.13	.00	7,145.46	644.54	92	7,646.50
5214.800	DEFERED COMP - CITY	5,200.00	.00	5,200.00	399.94	.00	4,565.68	634.32	88	5,021.29
5214 - Totals		\$35,690.00	\$0.00	\$35,690.00	\$2,746.84	\$0.00	\$31,564.27	\$4,125.73	88%	\$30,915.80
5215	Long Term Disability Ins	240.00	.00	240.00	20.34	.00	204.91	35.09	85	220.34
5216	Unemployment Insurance	1,690.00	.00	1,690.00	129.33	.00	1,537.35	152.65	91	1,082.44
5217	Life Insurance	150.00	.00	150.00	13.03	.00	131.14	18.86	87	142.72
5218	Paid Family Leave Insurance	520.00	.00	520.00	35.39	.00	427.86	92.14	82	282.21
Personnel Services Totals		\$196,480.00	\$0.00	\$196,480.00	\$15,257.83	\$0.00	\$177,305.08	\$19,174.92	90%	\$181,778.26
Materials & Services										
5315	Computer Supplies	500.00	.00	500.00	.00	.00	.00	500.00	0	.00
5319	Office Supplies	26,700.00	.00	26,700.00	377.02	1,679.70	1,933.07	23,087.23	14	8,121.63
5329	Other Supplies	.00	.00	.00	335.00	.00	9,416.45	(9,416.45)	+++	.00
5419										
5419	Other Professional Serv	242,000.00	.00	242,000.00	304.18	4,378.46	74,129.69	163,491.85	32	69,848.51
5419.004	Tourism	.00	.00	.00	1,250.13	.00	2,855.13	(2,855.13)	+++	.00
5419.005	Business Development	.00	.00	.00	370.99	.00	1,210.99	(1,210.99)	+++	.00
5419 - Totals		\$242,000.00	\$0.00	\$242,000.00	\$1,925.30	\$4,378.46	\$78,195.81	\$159,425.73	34%	\$69,848.51
5421	Telephone/Data	2,200.00	.00	2,200.00	227.40	8.82	2,428.38	(237.20)	111	2,474.28
5422	Postage	300.00	.00	300.00	.64	.00	4.47	295.53	1	27.01
5428	IT Support	16,500.00	.00	16,500.00	1,375.00	.00	15,125.00	1,375.00	92	4,200.00
5432	Meals	500.00	.00	500.00	466.34	.00	933.43	(433.43)	187	2,661.45
5433	Mileage	850.00	.00	850.00	816.06	.00	1,126.53	(276.53)	133	.00
5439	Travel	2,500.00	.00	2,500.00	1,984.14	.00	4,092.64	(1,592.64)	164	2,168.69
5464	Workers' Comp	220.00	.00	220.00	18.33	.00	201.63	18.37	92	240.00
5491	Dues & Subscriptions	9,690.00	.00	9,690.00	10.00	.00	9,562.34	127.66	99	8,994.63
5492	Registrations/Training	6,900.00	.00	6,900.00	105.00	.00	6,738.76	161.24	98	3,923.22
5520	Grant Program	325,000.00	.00	325,000.00	.00	.00	.00	325,000.00	0	65.00



Expense Budget Performance Report

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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 001 - General Fund										
Department 125 - Economic Development										
Division 1250 - Econ Dev										
EXPENSE										
<i>Materials & Services Totals</i>		\$633,860.00	\$0.00	\$633,860.00	\$7,640.23	\$6,066.98	\$129,758.51	\$498,034.51	21%	\$102,724.42
EXPENSE TOTALS		\$830,340.00	\$0.00	\$830,340.00	\$22,898.06	\$6,066.98	\$307,063.59	\$517,209.43	38%	\$284,502.68
Division 1250 - Econ Dev Totals		(\$830,340.00)	\$0.00	(\$830,340.00)	(\$22,898.06)	(\$6,066.98)	(\$307,063.59)	(\$517,209.43)	38%	(\$284,502.68)
Department 125 - Economic Development Totals		(\$830,340.00)	\$0.00	(\$830,340.00)	(\$22,898.06)	(\$6,066.98)	(\$307,063.59)	(\$517,209.43)	38%	(\$284,502.68)
Department 199 - Non-departmental										
Division 1219 - Other Administration										
EXPENSE										
<i>Materials & Services</i>										
5319	Office Supplies	8,500.00	.00	8,500.00	62.40	1,668.12	17,341.22	(10,509.34)	224	11,635.95
5329	Other Supplies	6,000.00	.00	6,000.00	.00	.00	1,462.94	4,537.06	24	4,368.41
5417	HR/Other Employee Expenses	1,000.00	.00	1,000.00	234.24	.00	2,182.02	(1,182.02)	218	61.14
5419										
5419	Other Professional Serv	257,000.00	260,000.00	517,000.00	48,899.53	202,331.76	367,190.29	(52,522.05)	110	156,556.21
5419.201	ToT Grants	65,000.00	.00	65,000.00	.00	.00	65,000.00	.00	100	60,000.00
5419.723	Rental Assistance Program	.00	.00	.00	.00	.00	.00	.00	+++	69,159.69
5419 - Totals		\$322,000.00	\$260,000.00	\$582,000.00	\$48,899.53	\$202,331.76	\$432,190.29	(\$52,522.05)	109%	\$285,715.90
5422	Postage	1,700.00	.00	1,700.00	225.28	.00	2,010.61	(310.61)	118	1,762.05
5425	Publication of Legal Note	2,000.00	.00	2,000.00	.00	.00	1,445.09	554.91	72	.00
5429	Other Communication Serv	12,500.00	.00	12,500.00	.00	.00	5,988.00	6,512.00	48	7,225.00
5432	Meals	.00	.00	.00	.00	.00	.00	.00	+++	543.00
5449	Leases - Other	.00	.00	.00	411.90	422.16	4,250.72	(4,672.88)	+++	411.90
5459										
5459	Other Utilities	.00	.00	.00	.00	.00	.00	.00	+++	1,800.00
5459.001	CRC Expenses	100,000.00	.00	100,000.00	2,393.49	2,750.00	33,803.22	63,446.78	37	50,655.90
5459 - Totals		\$100,000.00	\$0.00	\$100,000.00	\$2,393.49	\$2,750.00	\$33,803.22	\$63,446.78	37%	\$52,455.90
5463	Property/Earthquake Insurance	16,680.00	.00	16,680.00	1,390.00	.00	15,290.00	1,390.00	92	16,410.00
5465	General Liability Insurance	50,100.00	.00	50,100.00	4,175.00	.00	45,925.00	4,175.00	92	49,440.00
5481	Utility Assistance Program	40,000.00	.00	40,000.00	.00	.00	41,721.00	(1,721.00)	104	25,000.00
5491	Dues & Subscriptions	40,000.00	.00	40,000.00	.00	.00	39,344.16	655.84	98	37,184.68
5492	Registrations/Training	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	.00
5520	Grant Program	482,200.00	450,000.00	932,200.00	114.00	11,380.00	258,021.61	662,798.39	29	779,820.48
<i>Materials & Services Totals</i>		\$1,084,680.00	\$710,000.00	\$1,794,680.00	\$57,905.84	\$218,552.04	\$900,975.88	\$675,152.08	62%	\$1,272,034.41
<i>Capital Outlay</i>										
5641	Office Furniture & Equip	.00	.00	.00	6,180.00	.00	6,180.00	(6,180.00)	+++	.00
<i>Capital Outlay Totals</i>		\$0.00	\$0.00	\$0.00	\$6,180.00	\$0.00	\$6,180.00	(\$6,180.00)	+++	\$0.00
EXPENSE TOTALS		\$1,084,680.00	\$710,000.00	\$1,794,680.00	\$64,085.84	\$218,552.04	\$907,155.88	\$668,972.08	63%	\$1,272,034.41



Expense Budget Performance Report

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Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 001 - General Fund										
Department 199 - Non-departmental										
Division 1219 - Other Administration Totals		(\$1,084,680.00)	(\$710,000.00)	(\$1,794,680.00)	(\$64,085.84)	(\$218,552.04)	(\$907,155.88)	(\$668,972.08)	63%	(\$1,272,034.41)
Division 9711 - Operating Transfer Out										
EXPENSE										
<i>Transfers Out</i>										
5811										
5811.110	Transfer to Transit	100,000.00	.00	100,000.00	8,333.33	.00	91,666.63	8,333.37	92	150,000.00
5811.358	Transfer to General Cap Const Fund	66,470.00	.00	66,470.00	.00	.00	66,470.00	.00	100	515,224.00
5811.693	Transfer to Reserve for PERS	.00	.00	.00	.00	.00	.00	.00	+++	123,740.04
5811 - Totals		\$166,470.00	\$0.00	\$166,470.00	\$8,333.33	\$0.00	\$158,136.63	\$8,333.37	95%	\$788,964.04
<i>Transfers Out Totals</i>		\$166,470.00	\$0.00	\$166,470.00	\$8,333.33	\$0.00	\$158,136.63	\$8,333.37	95%	\$788,964.04
EXPENSE TOTALS		\$166,470.00	\$0.00	\$166,470.00	\$8,333.33	\$0.00	\$158,136.63	\$8,333.37	95%	\$788,964.04
Division 9711 - Operating Transfer Out Totals		(\$166,470.00)	\$0.00	(\$166,470.00)	(\$8,333.33)	\$0.00	(\$158,136.63)	(\$8,333.37)	95%	(\$788,964.04)
Department 199 - Non-departmental Totals		(\$1,251,150.00)	(\$710,000.00)	(\$1,961,150.00)	(\$72,419.17)	(\$218,552.04)	(\$1,065,292.51)	(\$677,305.45)	65%	(\$2,060,998.45)
Department 211 - Police										
Division 2111 - Patrol										
EXPENSE										
<i>Personnel Services</i>										
5111	Regular Wages	4,724,300.00	.00	4,724,300.00	347,143.32	.00	4,117,453.26	606,846.74	87	4,376,450.69
5112	Part-Time Wages	21,730.00	.00	21,730.00	3,519.60	.00	23,704.91	(1,974.91)	109	14,700.66
5121	Overtime	191,130.00	.00	191,130.00	18,351.87	.00	222,406.69	(31,276.69)	116	235,331.72
5211	OR Workers' Benefit	1,000.00	.00	1,000.00	70.20	.00	808.02	191.98	81	955.03
5212	Social Security	382,120.00	.00	382,120.00	27,927.49	.00	330,464.20	51,655.80	86	362,786.97
5213	Med & Dent Ins	950,900.00	.00	950,900.00	77,622.54	.00	783,715.00	167,185.00	82	857,093.92
5214										
5214	Retirement	.00	.00	.00	.00	.00	(453.26)	453.26	+++	.00
5214.100	PERS - City	1,060,480.00	.00	1,060,480.00	78,591.17	.00	932,568.05	127,911.95	88	908,125.64
5214.600	PERS 6%	294,910.00	.00	294,910.00	21,404.87	.00	255,125.86	39,784.14	87	277,172.34
5214.800	DEFERED COMP - CITY	75,780.00	.00	75,780.00	4,791.74	.00	55,377.95	20,402.05	73	58,046.04
5214 - Totals		\$1,431,170.00	\$0.00	\$1,431,170.00	\$104,787.78	\$0.00	\$1,242,618.60	\$188,551.40	87%	\$1,243,344.02
5215	Long Term Disability Ins	8,220.00	.00	8,220.00	714.55	.00	7,132.73	1,087.27	87	7,984.64
5216	Unemployment Insurance	64,160.00	.00	64,160.00	4,797.21	.00	56,726.54	7,433.46	88	39,594.71
5217	Life Insurance	5,750.00	.00	5,750.00	482.67	.00	4,807.09	942.91	84	5,409.69
5218	Paid Family Leave Insurance	19,780.00	.00	19,780.00	1,343.29	.00	15,841.57	3,938.43	80	10,897.64
<i>Personnel Services Totals</i>		\$7,800,260.00	\$0.00	\$7,800,260.00	\$586,760.52	\$0.00	\$6,805,678.61	\$994,581.39	87%	\$7,154,549.69
<i>Materials & Services</i>										
5319	Office Supplies	7,500.00	.00	7,500.00	535.89	132.42	6,753.18	614.40	92	7,456.79
5323	Fuel	90,000.00	.00	90,000.00	10,574.39	.00	68,783.44	21,216.56	76	77,345.45
5324	Clothing	42,400.00	.00	42,400.00	8,495.10	441.07	36,819.07	5,139.86	88	47,903.06
5326	Safety/Medical	4,000.00	.00	4,000.00	196.20	.00	1,071.40	2,928.60	27	4,086.37



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Fund 001 - General Fund										
Department 211 - Police										
Division 2111 - Patrol										
EXPENSE										
<i>Materials & Services</i>										
5329	Other Supplies	28,000.00	.00	28,000.00	6,335.49	69.89	33,529.60	(5,599.49)	120	22,706.44
5351	Ammunition	25,000.00	.00	25,000.00	.00	.00	28,657.95	(3,657.95)	115	23,521.11
5400	Code Abatement	3,000.00	.00	3,000.00	.00	.00	.00	3,000.00	0	.00
5415	Computer	120,000.00	.00	120,000.00	31,868.81	14,139.58	78,274.22	27,586.20	77	33,903.67
5417	HR/Other Employee Expenses	10,000.00	.00	10,000.00	27.00	.00	4,564.00	5,436.00	46	10,407.97
5419	Other Professional Serv	26,000.00	.00	26,000.00	5,058.87	(957.44)	33,602.80	(6,645.36)	126	48,985.71
5420	Investigation Expenses	7,500.00	.00	7,500.00	.00	.00	.00	7,500.00	0	4,279.95
5421	Telephone/Data	35,000.00	.00	35,000.00	3,541.29	253.32	36,939.74	(2,193.06)	106	40,459.45
5422	Postage	8,000.00	.00	8,000.00	700.37	48.51	7,328.67	622.82	92	4,959.85
5424	Advertising	1,000.00	.00	1,000.00	.00	.00	672.39	327.61	67	205.00
5426	Contract Networks	10,000.00	.00	10,000.00	.00	.00	10,000.00	.00	100	9,828.14
5428	IT Support	498,010.00	.00	498,010.00	41,500.83	.00	456,509.13	41,500.87	92	444,969.96
5429	Other Communication Serv	537,200.00	.00	537,200.00	44,758.85	44,758.87	492,347.35	93.78	100	519,037.99
5432	Meals	.00	.00	.00	.00	.00	.00	.00	+++	16.99
5439	Travel	22,000.00	.00	22,000.00	2,698.41	.00	17,055.31	4,944.69	78	20,511.89
5443	Office Equipment	4,500.00	.00	4,500.00	148.88	.00	4,201.28	298.72	93	2,143.14
5444	Leases - Vehicle	238,000.00	.00	238,000.00	12,593.00	.00	212,909.73	25,090.27	89	188,421.95
5449	Leases - Other	86,860.00	.00	86,860.00	389.68	42.71	86,103.31	713.98	99	84,358.05
5451	Natural Gas	6,000.00	.00	6,000.00	637.33	.00	6,738.05	(738.05)	112	4,520.62
5452	Water/Sewer	900.00	.00	900.00	.00	.00	.00	900.00	0	.00
5453	Electricity	62,500.00	.00	62,500.00	4,578.47	.00	50,644.76	11,855.24	81	63,756.30
5461	Auto Insurance	29,280.00	.00	29,280.00	2,440.00	.00	26,840.00	2,440.00	92	30,810.00
5463	Property/Earthquake Insurance	10,390.00	.00	10,390.00	865.83	.00	9,524.13	865.87	92	10,419.96
5464	Workers' Comp	106,100.00	.00	106,100.00	8,841.68	.00	97,258.48	8,841.52	92	124,819.92
5465	General Liability Insurance	100,780.00	.00	100,780.00	8,398.34	.00	92,381.74	8,398.26	92	97,320.00
5471	Equipment Repair & Maint	35,000.00	.00	35,000.00	.00	.00	12,615.61	22,384.39	36	7,356.59
5472	Buildings Repairs & Maint	23,100.00	.00	23,100.00	10,905.00	4,230.00	40,153.07	(21,283.07)	192	36,108.95
5475	Vehicle Repair & Maint	45,000.00	.00	45,000.00	1,760.84	131.00	38,952.78	5,916.22	87	42,849.42
5492	Registrations/Training	35,500.00	.00	35,500.00	695.00	.00	40,632.46	(5,132.46)	114	28,833.38
5493	Printing/Binding	11,000.00	.00	11,000.00	821.57	.00	5,115.57	5,884.43	47	4,902.65
<i>Materials & Services Totals</i>		\$2,269,520.00	\$0.00	\$2,269,520.00	\$209,367.12	\$63,289.93	\$2,036,979.22	\$169,250.85	93%	\$2,047,206.72
<i>Capital Outlay</i>										
5641	Office Furniture & Equip	30,000.00	.00	30,000.00	.00	.00	.00	30,000.00	0	.00
<i>Capital Outlay Totals</i>		\$30,000.00	\$0.00	\$30,000.00	\$0.00	\$0.00	\$0.00	\$30,000.00	0%	\$0.00
EXPENSE TOTALS		\$10,099,780.00	\$0.00	\$10,099,780.00	\$796,127.64	\$63,289.93	\$8,842,657.83	\$1,193,832.24	88%	\$9,201,756.41
Division 2111 - Patrol Totals		(\$10,099,780.00)	\$0.00	(\$10,099,780.00)	(\$796,127.64)	(\$63,289.93)	(\$8,842,657.83)	(\$1,193,832.24)	88%	(\$9,201,756.41)



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Fund 001 - General Fund										
Department 211 - Police Totals		(\$10,099,780.00)	\$0.00	(\$10,099,780.00)	(\$796,127.64)	(\$63,289.93)	(\$8,842,657.83)	(\$1,193,832.24)	88%	(\$9,201,756.41)
Department 411 - Community Services										
Division 3199 - Library Administration										
EXPENSE										
Personnel Services										
5111	Regular Wages	355,500.00	.00	355,500.00	29,016.51	.00	319,910.68	35,589.32	90	339,712.20
5112	Part-Time Wages	125,330.00	.00	125,330.00	10,312.34	.00	101,011.06	24,318.94	81	85,085.69
5121	Overtime	.00	.00	.00	26.97	.00	141.93	(141.93)	+++	24.46
5211	OR Workers' Benefit	170.00	.00	170.00	11.94	.00	135.86	34.14	80	153.55
5212	Social Security	37,120.00	.00	37,120.00	2,947.47	.00	31,663.17	5,456.83	85	33,654.00
5213	Med & Dent Ins	52,030.00	.00	52,030.00	7,133.20	.00	63,786.84	(11,756.84)	123	53,246.84
5214										
5214	Retirement	.00	.00	.00	.00	.00	.00	.00	+++	(1,175.46)
5214.100	PERS - City	84,530.00	.00	84,530.00	6,651.81	.00	71,012.22	13,517.78	84	61,045.54
5214.600	PERS 6%	21,330.00	.00	21,330.00	1,756.59	.00	19,343.06	1,986.94	91	17,664.68
5214.800	DEFERED COMP - CITY	4,710.00	.00	4,710.00	364.04	.00	4,155.78	554.22	88	4,561.06
5214 - Totals		\$110,570.00	\$0.00	\$110,570.00	\$8,772.44	\$0.00	\$94,511.06	\$16,058.94	85%	\$82,095.82
5215	Long Term Disability Ins	640.00	.00	640.00	60.12	.00	575.40	64.60	90	644.38
5216	Unemployment Insurance	6,240.00	.00	6,240.00	511.63	.00	5,473.92	766.08	88	3,648.64
5217	Life Insurance	400.00	.00	400.00	38.83	.00	371.80	28.20	93	416.66
5218	Paid Family Leave Insurance	1,920.00	.00	1,920.00	149.09	.00	1,606.97	313.03	84	1,088.32
Personnel Services Totals		\$689,920.00	\$0.00	\$689,920.00	\$58,980.54	\$0.00	\$619,188.69	\$70,731.31	90%	\$599,770.56
Materials & Services										
5319	Office Supplies	3,560.00	.00	3,560.00	307.62	.00	2,640.86	919.14	74	2,760.32
5323	Fuel	3,000.00	.00	3,000.00	.00	.00	343.33	2,656.67	11	.00
5340	Print Materials - Teen	3,800.00	.00	3,800.00	437.42	13.08	3,954.08	(167.16)	104	3,218.00
5341	Print Materials - Adult	24,500.00	.00	24,500.00	1,397.94	889.45	17,861.70	5,748.85	77	16,377.92
5342	Print Materials - Child	13,500.00	.00	13,500.00	232.43	37.38	13,552.74	(90.12)	101	15,031.19
5345										
5345	Audiovisual Materials - Adult	7,000.00	.00	7,000.00	147.69	68.97	2,862.06	4,068.97	42	4,886.23
5345.001	Audiovisual Materials - Child	2,000.00	.00	2,000.00	.00	116.92	2,147.28	(264.20)	113	2,025.15
5345.002	Audiovisual Materials - Teen	1,000.00	.00	1,000.00	50.97	.00	569.63	430.37	57	669.63
5345 - Totals		\$10,000.00	\$0.00	\$10,000.00	\$198.66	\$185.89	\$5,578.97	\$4,235.14	58%	\$7,581.01
5347										
5347.002	Program Supplies - Adult	2,000.00	.00	2,000.00	.00	.00	1,683.40	316.60	84	4,652.85
5347.003	Program Supplies - Child	10,500.00	.00	10,500.00	544.75	1,502.41	9,257.48	(259.89)	102	10,784.93
5347.004	Program Supplies - Technical Services	5,000.00	.00	5,000.00	.00	.00	2,067.36	2,932.64	41	4,613.47
5347.005	Program Supplies - Teen	2,000.00	.00	2,000.00	973.17	.00	1,634.50	365.50	82	.00
5347 - Totals		\$19,500.00	\$0.00	\$19,500.00	\$1,517.92	\$1,502.41	\$14,642.74	\$3,354.85	83%	\$20,051.25
5349	Periodicals - Adult	3,380.00	.00	3,380.00	.00	.00	3,062.25	317.75	91	3,035.34



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Fund 001 - General Fund										
Department 411 - Community Services										
Division 3199 - Library Administration										
EXPENSE										
<i>Materials & Services</i>										
5350	Periodicals - Child	250.00	.00	250.00	.00	(65.91)	.00	315.91	-26	182.44
5409										
5409.140	Garage Services	.00	.00	.00	.00	.00	202.24	(202.24)	+++	.00
	5409 - Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$202.24	(\$202.24)	+++	\$0.00
5419	Other Professional Serv	1,500.00	.00	1,500.00	10.00	62.45	1,095.96	341.59	77	1,257.76
5421	Telephone/Data	2,500.00	.00	2,500.00	302.36	75.59	2,538.89	(114.48)	105	2,653.03
5422	Postage	230.00	.00	230.00	14.26	.00	139.72	90.28	61	355.97
5424	Advertising	630.00	.00	630.00	.00	.00	565.30	64.70	90	349.99
5428	IT Support	103,500.00	.00	103,500.00	8,625.00	.00	94,875.00	8,625.00	92	97,020.00
5432	Meals	300.00	.00	300.00	.00	.00	225.84	74.16	75	149.00
5433	Mileage	200.00	.00	200.00	.00	.00	.00	200.00	0	218.75
5439	Travel	1,500.00	.00	1,500.00	467.66	.00	1,679.74	(179.74)	112	1,678.91
5443	Office Equipment	3,500.00	.00	3,500.00	.00	259.98	1,193.84	2,046.18	42	3,369.30
5451	Natural Gas	4,750.00	.00	4,750.00	309.34	.00	4,595.24	154.76	97	3,160.42
5453	Electricity	54,500.00	.00	54,500.00	3,451.93	.00	36,469.04	18,030.96	67	55,066.85
5461	Auto Insurance	490.00	.00	490.00	40.83	.00	449.13	40.87	92	.00
5463	Property/Earthquake Insurance	13,360.00	.00	13,360.00	1,113.33	.00	12,246.63	1,113.37	92	13,310.04
5464	Workers' Comp	520.00	.00	520.00	43.33	.00	476.63	43.37	92	510.00
5465	General Liability Insurance	9,470.00	.00	9,470.00	789.17	.00	8,680.87	789.13	92	8,829.96
5471	Equipment Repair & Maint	3,850.00	.00	3,850.00	.00	.00	1,591.53	2,258.47	41	2,725.38
5472										
5472	Buildings Repairs & Maint	24,000.00	.00	24,000.00	7,551.70	.00	21,457.55	2,542.45	89	13,389.91
5472.001	Fixture Repair	5,090.00	.00	5,090.00	1,600.00	.00	2,029.98	3,060.02	40	3,293.69
	5472 - Totals	\$29,090.00	\$0.00	\$29,090.00	\$9,151.70	\$0.00	\$23,487.53	\$5,602.47	81%	\$16,683.60
5475	Vehicle Repair & Maint	2,000.00	.00	2,000.00	.00	.00	945.93	1,054.07	47	1,007.69
5491	Dues & Subscriptions	400.00	.00	400.00	.00	.00	526.00	(126.00)	132	500.00
5492	Registrations/Training	1,120.00	.00	1,120.00	.00	.00	1,656.98	(536.98)	148	951.99
5499										
5499.001	Reg Lib Sv	1,000.00	.00	1,000.00	98.50	.00	325.05	674.95	33	108.45
	5499 - Totals	\$1,000.00	\$0.00	\$1,000.00	\$98.50	\$0.00	\$325.05	\$674.95	33%	\$108.45
5500	Banking Fees & Charges	.00	.00	.00	.00	.00	.00	.00	+++	299.00
	<i>Materials & Services Totals</i>	\$315,900.00	\$0.00	\$315,900.00	\$28,509.40	\$2,960.32	\$255,603.76	\$57,335.92	82%	\$278,443.56
<i>Capital Outlay</i>										
5642	Passenger Vehicles	.00	.00	.00	.00	.00	.00	.00	+++	28,492.69
	<i>Capital Outlay Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$28,492.69
	EXPENSE TOTALS	\$1,005,820.00	\$0.00	\$1,005,820.00	\$87,489.94	\$2,960.32	\$874,792.45	\$128,067.23	87%	\$906,706.81



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Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 001 - General Fund										
Department 411 - Community Services										
Division 3199 - Library Administration Totals		(\$1,005,820.00)	\$0.00	(\$1,005,820.00)	(\$87,489.94)	(\$2,960.32)	(\$874,792.45)	(\$128,067.23)	87%	(\$906,706.81)
Division 7419 - Aquatics Administration										
EXPENSE										
<i>Personnel Services</i>										
5111	Regular Wages	72,080.00	.00	72,080.00	7,403.84	.00	67,943.89	4,136.11	94	72,078.90
5112										
5112	Part-Time Wages	21,670.00	.00	21,670.00	820.85	.00	21,913.00	(243.00)	101	20,105.54
5112.011	Instruction Wages	40,860.00	.00	40,860.00	788.80	.00	9,302.70	31,557.30	23	5,899.58
5112.012	Lifeguarding Wages	128,890.00	.00	128,890.00	7,133.65	.00	88,921.83	39,968.17	69	83,569.84
5112.014	Administration Wages	.00	.00	.00	.00	.00	.00	.00	+++	716.65
5112.015	Pool Operator (& Custodial) Wages	10,320.00	.00	10,320.00	.00	.00	.00	10,320.00	0	.00
5112.016	Water Fitness Instructor Wages	28,900.00	.00	28,900.00	2,306.74	.00	27,560.63	1,339.37	95	31,779.55
5112.017	Head Lifeguard Wages	43,120.00	.00	43,120.00	2,326.64	.00	29,061.55	14,058.45	67	14,295.19
5112 - Totals		\$273,760.00	\$0.00	\$273,760.00	\$13,376.68	\$0.00	\$176,759.71	\$97,000.29	65%	\$156,366.35
5211	OR Workers' Benefit	210.00	.00	210.00	9.94	.00	130.45	79.55	62	127.36
5212	Social Security	26,720.00	.00	26,720.00	1,598.07	.00	18,805.48	7,914.52	70	17,928.92
5213	Med & Dent Ins	17,510.00	.00	17,510.00	1,631.96	.00	16,082.40	1,427.60	92	16,642.74
5214										
5214.100	PERS - City	60,180.00	.00	60,180.00	2,170.71	.00	22,772.40	37,407.60	38	19,877.88
5214.600	PERS 6%	4,320.00	.00	4,320.00	349.28	.00	4,016.72	303.28	93	3,937.68
5214.800	DEFERED COMP - CITY	3,600.00	.00	3,600.00	277.20	.00	3,187.80	412.20	89	3,554.62
5214 - Totals		\$68,100.00	\$0.00	\$68,100.00	\$2,797.19	\$0.00	\$29,976.92	\$38,123.08	44%	\$27,370.18
5215	Long Term Disability Ins	130.00	.00	130.00	11.43	.00	115.20	14.80	89	132.94
5216	Unemployment Insurance	4,500.00	.00	4,500.00	270.17	.00	3,181.29	1,318.71	71	2,003.68
5217	Life Insurance	90.00	.00	90.00	7.38	.00	74.36	15.64	83	85.96
5218	Paid Family Leave Insurance	1,400.00	.00	1,400.00	81.33	.00	957.43	442.57	68	558.01
<i>Personnel Services Totals</i>		\$464,500.00	\$0.00	\$464,500.00	\$27,187.99	\$0.00	\$314,027.13	\$150,472.87	68%	\$293,295.04
<i>Materials & Services</i>										
5319	Office Supplies	1,500.00	.00	1,500.00	79.43	.00	2,220.39	(720.39)	148	2,054.76
5326	Safety/Medical	2,000.00	.00	2,000.00	185.56	.00	1,911.40	88.60	96	1,867.77
5327	Chemicals	19,000.00	.00	19,000.00	361.55	.00	17,085.59	1,914.41	90	18,725.34
5329	Other Supplies	2,500.00	.00	2,500.00	351.13	.00	3,226.63	(726.63)	129	5,010.56
5390	Merchandise	8,500.00	.00	8,500.00	.00	.00	1,555.02	6,944.98	18	3,626.30
5391	Inventory	13,000.00	.00	13,000.00	140.92	.00	7,540.92	5,459.08	58	9,798.19
5419	Other Professional Serv	20,000.00	.00	20,000.00	.00	345.00	17,349.49	2,305.51	88	16,606.84
5421	Telephone/Data	1,200.00	.00	1,200.00	139.88	13.45	1,298.88	(112.33)	109	1,342.09
5422	Postage	100.00	.00	100.00	.00	.00	.00	100.00	0	54.95
5424	Advertising	6,000.00	.00	6,000.00	117.22	.00	464.93	5,535.07	8	9,600.14
5428	IT Support	19,800.00	.00	19,800.00	1,650.00	.00	18,150.00	1,650.00	92	18,480.00



Expense Budget Performance Report

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Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 001 - General Fund										
Department 411 - Community Services										
Division 7419 - Aquatics Administration										
EXPENSE										
Materials & Services										
5433	Mileage	500.00	.00	500.00	.00	.00	43.23	456.77	9	.00
5439	Travel	500.00	.00	500.00	.00	.00	.00	500.00	0	.00
5451	Natural Gas	60,000.00	.00	60,000.00	5,279.78	.00	45,535.78	14,464.22	76	54,192.36
5453	Electricity	51,150.00	.00	51,150.00	5,690.40	.00	44,277.35	6,872.65	87	46,322.18
5463	Property/Earthquake Insurance	11,230.00	.00	11,230.00	935.83	.00	10,294.13	935.87	92	11,190.00
5464	Workers' Comp	10,390.00	.00	10,390.00	865.83	.00	9,524.13	865.87	92	9,050.04
5465	General Liability Insurance	4,840.00	.00	4,840.00	403.33	.00	4,436.63	403.37	92	3,800.04
5471	Equipment Repair & Maint	15,000.00	.00	15,000.00	245.42	.00	4,122.81	10,877.19	27	1,841.74
5472	Buildings Repairs & Maint	45,000.00	.00	45,000.00	3,268.89	.00	25,641.91	19,358.09	57	19,252.67
5491	Dues & Subscriptions	1,000.00	.00	1,000.00	.00	.00	909.99	90.01	91	2,407.66
5492	Registrations/Training	6,000.00	.00	6,000.00	.00	.00	4,082.00	1,918.00	68	5,294.00
5498	Permits/Fees	1,500.00	.00	1,500.00	.00	.00	1,796.00	(296.00)	120	1,141.40
Materials & Services Totals		\$300,710.00	\$0.00	\$300,710.00	\$19,715.17	\$358.45	\$221,467.21	\$78,884.34	74%	\$241,659.03
EXPENSE TOTALS		\$765,210.00	\$0.00	\$765,210.00	\$46,903.16	\$358.45	\$535,494.34	\$229,357.21	70%	\$534,954.07
Division 7419 - Aquatics Administration Totals		(\$765,210.00)	\$0.00	(\$765,210.00)	(\$46,903.16)	(\$358.45)	(\$535,494.34)	(\$229,357.21)	70%	(\$534,954.07)
Division 7429 - Rec Administration										
EXPENSE										
Personnel Services										
5111	Regular Wages	69,500.00	.00	69,500.00	5,412.42	.00	47,290.95	22,209.05	68	60,449.50
5112	Part-Time Wages	29,970.00	.00	29,970.00	27.41	.00	5,887.49	24,082.51	20	5,305.63
5121	Overtime	.00	.00	.00	114.18	.00	577.90	(577.90)	+++	890.74
5211	OR Workers' Benefit	40.00	.00	40.00	1.93	.00	19.22	20.78	48	28.34
5212	Social Security	7,840.00	.00	7,840.00	414.31	.00	4,040.85	3,799.15	52	5,285.71
5213	Med & Dent Ins	24,940.00	.00	24,940.00	1,535.04	.00	9,539.64	15,400.36	38	687.61
5214										
5214	Retirement	.00	.00	.00	.00	.00	678.22	(678.22)	+++	.00
5214.100	PERS - City	17,190.00	.00	17,190.00	921.29	.00	7,979.74	9,210.26	46	8,668.97
5214.600	PERS 6%	4,170.00	.00	4,170.00	331.60	.00	2,872.16	1,297.84	69	3,603.93
5214.800	DEFERED COMP - CITY	3,050.00	.00	3,050.00	.00	.00	.00	3,050.00	0	.00
5214 - Totals		\$24,410.00	\$0.00	\$24,410.00	\$1,252.89	\$0.00	\$11,530.12	\$12,879.88	47%	\$12,272.90
5215	Long Term Disability Ins	130.00	.00	130.00	11.20	.00	115.41	14.59	89	121.43
5216	Unemployment Insurance	1,290.00	.00	1,290.00	72.20	.00	698.81	591.19	54	571.17
5217	Life Insurance	80.00	.00	80.00	7.25	.00	74.62	5.38	93	78.76
5218	Paid Family Leave Insurance	390.00	.00	390.00	21.65	.00	210.69	179.31	54	174.87
Personnel Services Totals		\$158,590.00	\$0.00	\$158,590.00	\$8,870.48	\$0.00	\$79,985.70	\$78,604.30	50%	\$85,866.66



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 001 - General Fund										
Department 411 - Community Services										
Division 7429 - Rec Administration										
EXPENSE										
Materials & Services										
5319	Office Supplies	200.00	.00	200.00	.00	.00	.00	200.00	0	2,346.33
5329										
5329	Other Supplies	.00	.00	.00	.00	.00	729.22	(729.22)	+++	904.37
5329.100	Events	37,500.00	.00	37,500.00	195.00	.00	36,063.88	1,436.12	96	37,825.45
5329.200	Youth Sports	10,000.00	.00	10,000.00	1,040.00	1,470.00	7,039.09	1,490.91	85	8,899.92
5329.300	Adult Sports	2,500.00	.00	2,500.00	1,470.00	.00	3,965.94	(1,465.94)	159	1,088.56
5329.405	Fiesta Services	142,000.00	.00	142,000.00	.00	4,015.38	139,996.78	(2,012.16)	101	149,512.05
5329.600	Rec Admin	4,000.00	.00	4,000.00	270.29	.00	1,697.96	2,302.04	42	5,091.61
5329.700	Arts & Culture	3,000.00	.00	3,000.00	.00	.00	.00	3,000.00	0	531.58
5329.800	Active Adult	2,000.00	.00	2,000.00	.00	.00	2,112.26	(112.26)	106	130.20
5329 - Totals		\$201,000.00	\$0.00	\$201,000.00	\$2,975.29	\$5,485.38	\$191,605.13	\$3,909.49	98%	\$203,983.74
5409										
5409.140	Garage Services	3,000.00	.00	3,000.00	.00	.00	25.28	2,974.72	1	181.12
5409 - Totals		\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$25.28	\$2,974.72	1%	\$181.12
5419										
5419	Other Professional Serv	.00	.00	.00	62.50	.00	498.49	(498.49)	+++	.00
5419.101	Contract Svcs Teen Center	45,000.00	.00	45,000.00	7,500.00	.00	45,000.00	.00	100	45,000.00
5419 - Totals		\$45,000.00	\$0.00	\$45,000.00	\$7,562.50	\$0.00	\$45,498.49	(\$498.49)	101%	\$45,000.00
5421	Telephone/Data	1,500.00	.00	1,500.00	25.88	17.73	140.52	1,341.75	11	768.12
5424	Advertising	1,000.00	.00	1,000.00	.00	.00	909.26	90.74	91	2,488.14
5428	IT Support	20,550.00	.00	20,550.00	1,712.50	.00	18,837.50	1,712.50	92	23,100.00
5432	Meals	300.00	.00	300.00	.00	.00	.00	300.00	0	198.93
5439	Travel	300.00	.00	300.00	.00	.00	790.00	(490.00)	263	1,515.25
5451	Natural Gas	2,200.00	.00	2,200.00	188.07	.00	2,583.70	(383.70)	117	3,669.23
5453	Electricity	4,950.00	.00	4,950.00	360.73	.00	3,805.32	1,144.68	77	6,976.89
5461	Auto Insurance	4,480.00	.00	4,480.00	373.33	.00	4,106.63	373.37	92	5,289.96
5464	Workers' Comp	2,470.00	.00	2,470.00	205.83	.00	2,264.13	205.87	92	2,439.96
5465	General Liability Insurance	1,190.00	.00	1,190.00	99.17	.00	1,090.87	99.13	92	.00
5472	Buildings Repairs & Maint	1,750.00	.00	1,750.00	.00	.00	.00	1,750.00	0	299.55
5475	Vehicle Repair & Maint	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	.00
5492	Registrations/Training	2,000.00	.00	2,000.00	.00	.00	250.00	1,750.00	12	1,149.66
Materials & Services Totals		\$293,390.00	\$0.00	\$293,390.00	\$13,503.30	\$5,503.11	\$271,906.83	\$15,980.06	95%	\$299,406.88
EXPENSE TOTALS		\$451,980.00	\$0.00	\$451,980.00	\$22,373.78	\$5,503.11	\$351,892.53	\$94,584.36	79%	\$385,273.54
Division 7429 - Rec Administration Totals		(\$451,980.00)	\$0.00	(\$451,980.00)	(\$22,373.78)	(\$5,503.11)	(\$351,892.53)	(\$94,584.36)	79%	(\$385,273.54)



Expense Budget Performance Report

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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 001 - General Fund										
Department 411 - Community Services										
Division 7511 - Museum										
EXPENSE										
<i>Personnel Services</i>										
5111	Regular Wages	12,680.00	.00	12,680.00	119.55	.00	2,884.25	9,795.75	23	.00
5112	Part-Time Wages	16,770.00	.00	16,770.00	1,698.57	.00	14,483.95	2,286.05	86	.00
5211	OR Workers' Benefit	10.00	.00	10.00	.71	.00	7.73	2.27	77	.00
5212	Social Security	2,250.00	.00	2,250.00	139.09	.00	1,325.90	924.10	59	.00
5213	Med & Dent Ins	1,740.00	.00	1,740.00	.00	.00	208.29	1,531.71	12	.00
5214										
5214.100	PERS - City	4,910.00	.00	4,910.00	.00	.00	429.66	4,480.34	9	.00
5214.600	PERS 6%	760.00	.00	760.00	.00	.00	154.66	605.34	20	.00
5214 - Totals		\$5,670.00	\$0.00	\$5,670.00	\$0.00	\$0.00	\$584.32	\$5,085.68	10%	\$0.00
5215	Long Term Disability Ins	20.00	.00	20.00	.00	.00	1.99	18.01	10	.00
5216	Unemployment Insurance	380.00	.00	380.00	23.64	.00	225.76	154.24	59	.00
5217	Life Insurance	10.00	.00	10.00	.00	.00	1.28	8.72	13	.00
5218	Paid Family Leave Insurance	120.00	.00	120.00	7.28	.00	68.68	51.32	57	.00
<i>Personnel Services Totals</i>		\$39,650.00	\$0.00	\$39,650.00	\$1,988.84	\$0.00	\$19,792.15	\$19,857.85	50%	\$0.00
<i>Materials & Services</i>										
5319	Office Supplies	500.00	.00	500.00	.00	.00	327.83	172.17	66	.00
5347	Program Supplies	3,000.00	.00	3,000.00	135.62	.00	1,227.91	1,772.09	41	.00
5421	Telephone/Data	.00	.00	.00	42.60	.00	681.22	(681.22)	+++	.00
5422	Postage	100.00	.00	100.00	.00	.00	.00	100.00	0	.00
5428	IT Support	9,450.00	.00	9,450.00	787.50	.00	8,662.50	787.50	92	.00
5443	Office Equipment	500.00	.00	500.00	.00	.00	523.90	(23.90)	105	.00
5451	Natural Gas	850.00	.00	850.00	.00	.00	.00	850.00	0	.00
5453	Electricity	1,000.00	.00	1,000.00	115.11	.00	1,080.02	(80.02)	108	.00
5463	Property/Earthquake Insurance	2,310.00	.00	2,310.00	192.50	.00	2,117.50	192.50	92	.00
5472	Buildings Repairs & Maint	5,000.00	.00	5,000.00	.00	.00	89.85	4,910.15	2	.00
<i>Materials & Services Totals</i>		\$22,710.00	\$0.00	\$22,710.00	\$1,273.33	\$0.00	\$14,710.73	\$7,999.27	65%	\$0.00
EXPENSE TOTALS		\$62,360.00	\$0.00	\$62,360.00	\$3,262.17	\$0.00	\$34,502.88	\$27,857.12	55%	\$0.00
Division 7511 - Museum Totals		(\$62,360.00)	\$0.00	(\$62,360.00)	(\$3,262.17)	\$0.00	(\$34,502.88)	(\$27,857.12)	55%	\$0.00
Division 7711 - Parks & Facilities Maintenance										
EXPENSE										
<i>Personnel Services</i>										
5111	Regular Wages	417,010.00	.00	417,010.00	29,172.98	.00	351,999.44	65,010.56	84	381,356.62
5121	Overtime	.00	.00	.00	306.50	.00	2,546.51	(2,546.51)	+++	2,695.18
5211	OR Workers' Benefit	170.00	.00	170.00	10.88	.00	130.07	39.93	77	148.52
5212	Social Security	32,200.00	.00	32,200.00	2,168.67	.00	26,104.52	6,095.48	81	29,459.68
5213	Med & Dent Ins	138,850.00	.00	138,850.00	12,503.06	.00	125,104.36	13,745.64	90	121,358.92



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Fund 001 - General Fund										
Department 411 - Community Services										
Division 7711 - Parks & Facilities Maintenance										
EXPENSE										
Personnel Services										
5214										
5214.100	PERS - City	70,630.00	.00	70,630.00	4,362.70	.00	56,109.89	14,520.11	79	58,036.27
5214.600	PERS 6%	25,020.00	.00	25,020.00	1,560.77	.00	20,081.62	4,938.38	80	24,121.51
5214.800	DEFERED COMP - CITY	3,870.00	.00	3,870.00	297.76	.00	3,424.24	445.76	88	3,748.56
5214 - Totals		\$99,520.00	\$0.00	\$99,520.00	\$6,221.23	\$0.00	\$79,615.75	\$19,904.25	80%	\$85,906.34
5215	Long Term Disability Ins	580.00	.00	580.00	66.88	.00	670.27	(90.27)	116	717.44
5216	Unemployment Insurance	5,420.00	.00	5,420.00	383.26	.00	4,609.16	810.84	85	3,452.13
5217	Life Insurance	380.00	.00	380.00	43.38	.00	434.72	(54.72)	114	465.69
5218	Paid Family Leave Insurance	1,660.00	.00	1,660.00	110.99	.00	1,326.08	333.92	80	880.41
Personnel Services Totals		\$695,790.00	\$0.00	\$695,790.00	\$50,987.83	\$0.00	\$592,540.88	\$103,249.12	85%	\$626,440.93
Materials & Services										
5319	Office Supplies	300.00	.00	300.00	36.39	3.93	212.08	83.99	72	396.58
5321	Cleaning Supplies	27,500.00	.00	27,500.00	2,983.88	223.40	56,760.94	(29,484.34)	207	40,379.82
5323	Fuel	17,500.00	.00	17,500.00	1,727.47	394.45	12,808.90	4,296.65	75	13,569.99
5325	Ag Supplies	5,000.00	.00	5,000.00	1,800.41	.00	1,904.51	3,095.49	38	8,163.26
5326	Safety/Medical	2,200.00	.00	2,200.00	.00	.00	1,070.81	1,129.19	49	1,592.17
5329	Other Supplies	10,000.00	.00	10,000.00	312.27	309.40	4,688.42	5,002.18	50	7,090.83
5331	Construction Materials	3,000.00	.00	3,000.00	.00	.00	53.99	2,946.01	2	1,065.20
5338	Tools	2,000.00	.00	2,000.00	.00	.00	2,504.11	(504.11)	125	2,437.07
5352	Protective Clothing	1,500.00	.00	1,500.00	.00	.00	2,715.33	(1,215.33)	181	1,634.79
5363	Signs	5,800.00	.00	5,800.00	.00	.00	65.91	5,734.09	1	240.07
5385	Fertilizer	6,000.00	.00	6,000.00	.00	.00	940.35	5,059.65	16	3,051.96
5409										
5409.140	Garage Services	18,000.00	.00	18,000.00	.00	.00	13,558.13	4,441.87	75	16,754.01
5409 - Totals		\$18,000.00	\$0.00	\$18,000.00	\$0.00	\$0.00	\$13,558.13	\$4,441.87	75%	\$16,754.01
5419	Other Professional Serv	117,780.00	.00	117,780.00	14,466.49	(1,060.36)	78,808.61	40,031.75	66	117,834.50
5421	Telephone/Data	6,000.00	.00	6,000.00	557.01	.00	5,757.21	242.79	96	6,424.10
5422	Postage	.00	.00	.00	.00	.00	.63	(.63)	+++	.60
5428	IT Support	19,800.00	.00	19,800.00	1,650.00	.00	18,150.00	1,650.00	92	18,480.00
5445	Work Equipment	4,000.00	.00	4,000.00	.00	.00	7,578.51	(3,578.51)	189	2,224.69
5446	Software Licenses	4,500.00	.00	4,500.00	47.17	298.91	7,658.85	(3,457.76)	177	3,375.00
5449	Leases - Other	2,500.00	.00	2,500.00	.00	.00	539.72	1,960.28	22	2,439.61
5451	Natural Gas	7,700.00	.00	7,700.00	434.89	.00	4,914.42	2,785.58	64	6,431.10
5453	Electricity	45,000.00	.00	45,000.00	5,671.81	.00	57,811.90	(12,811.90)	128	57,965.47
5461	Auto Insurance	2,910.00	.00	2,910.00	242.50	.00	2,667.50	242.50	92	3,425.04
5463	Property/Earthquake Insurance	9,700.00	.00	9,700.00	808.33	.00	8,891.63	808.37	92	13,940.04



Expense Budget Performance Report

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Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 001 - General Fund										
Department 411 - Community Services										
Division 7711 - Parks & Facilities Maintenance										
EXPENSE										
Materials & Services										
5464	Workers' Comp	10,940.00	.00	10,940.00	911.67	.00	10,028.37	911.63	92	11,300.04
5465	General Liability Insurance	8,770.00	.00	8,770.00	730.83	.00	8,039.13	730.87	92	7,149.96
5471	Equipment Repair & Maint	16,000.00	.00	16,000.00	1,447.33	131.00	5,389.15	10,479.85	35	12,129.17
5472	Buildings Repairs & Maint	35,000.00	.00	35,000.00	2,570.63	.00	29,628.41	5,371.59	85	48,534.00
5475	Vehicle Repair & Maint	5,000.00	.00	5,000.00	486.98	250.00	7,349.19	(2,599.19)	152	9,130.00
5478	Playground Repair & Maint	6,000.00	.00	6,000.00	1,980.00	.00	9,044.96	(3,044.96)	151	14,891.72
5484	Urban Forestry Program	20,000.00	.00	20,000.00	1,159.87	.00	9,254.77	10,745.23	46	11,507.63
5492	Registrations/Training	2,000.00	.00	2,000.00	180.00	.00	4,959.06	(2,959.06)	248	3,820.05
5498	Permits/Fees	1,500.00	.00	1,500.00	.00	.00	565.00	935.00	38	891.21
Materials & Services Totals		\$423,900.00	\$0.00	\$423,900.00	\$40,205.93	\$550.73	\$374,320.50	\$49,028.77	88%	\$448,269.68
Capital Outlay										
5642	Passenger Vehicles	60,000.00	.00	60,000.00	.00	.00	59,999.43	.57	100	.00
5649	Other Equipment	182,000.00	.00	182,000.00	.00	.00	147,866.44	34,133.56	81	72,452.09
Capital Outlay Totals		\$242,000.00	\$0.00	\$242,000.00	\$0.00	\$0.00	\$207,865.87	\$34,134.13	86%	\$72,452.09
EXPENSE TOTALS		\$1,361,690.00	\$0.00	\$1,361,690.00	\$91,193.76	\$550.73	\$1,174,727.25	\$186,412.02	86%	\$1,147,162.70
Division 7711 - Parks & Facilities Maintenance Totals		(\$1,361,690.00)	\$0.00	(\$1,361,690.00)	(\$91,193.76)	(\$550.73)	(\$1,174,727.25)	(\$186,412.02)	86%	(\$1,147,162.70)
Division 7991 - Community Service Admin										
EXPENSE										
Personnel Services										
5111	Regular Wages	340,000.00	.00	340,000.00	26,638.63	.00	279,572.32	60,427.68	82	241,663.02
5112	Part-Time Wages	14,150.00	.00	14,150.00	218.76	.00	2,587.81	11,562.19	18	2,888.20
5121	Overtime	.00	.00	.00	2.49	.00	606.49	(606.49)	+++	.00
5211	OR Workers' Benefit	80.00	.00	80.00	6.05	.00	58.76	21.24	73	49.49
5212	Social Security	27,730.00	.00	27,730.00	2,059.67	.00	21,392.19	6,337.81	77	19,093.77
5213	Med & Dent Ins	88,790.00	.00	88,790.00	6,452.34	.00	62,452.40	26,337.60	70	55,217.43
5214 - Totals		\$100,660.00	\$0.00	\$100,660.00	\$6,447.40	\$0.00	\$74,380.53	\$26,279.47	74%	\$60,128.15
5214.100	PERS - City	68,200.00	.00	68,200.00	4,042.99	.00	46,718.92	21,481.08	69	35,729.87
5214.600	PERS 6%	16,350.00	.00	16,350.00	1,376.35	.00	15,919.55	430.45	97	13,174.91
5214.800	DEFERED COMP - CITY	16,110.00	.00	16,110.00	1,028.06	.00	11,742.06	4,367.94	73	11,223.37
5214 - Totals		\$100,660.00	\$0.00	\$100,660.00	\$6,447.40	\$0.00	\$74,380.53	\$26,279.47	74%	\$60,128.15
5215	Long Term Disability Ins	590.00	.00	590.00	51.69	.00	490.24	99.76	83	448.83
5216	Unemployment Insurance	4,600.00	.00	4,600.00	349.18	.00	3,676.12	923.88	80	2,073.99
5217	Life Insurance	380.00	.00	380.00	33.16	.00	314.31	65.69	83	287.03
5218	Paid Family Leave Insurance	1,420.00	.00	1,420.00	99.10	.00	1,022.37	397.63	72	610.39
Personnel Services Totals		\$578,400.00	\$0.00	\$578,400.00	\$42,358.47	\$0.00	\$446,553.54	\$131,846.46	77%	\$382,460.30



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Fund 001 - General Fund										
Department 411 - Community Services										
Division 7991 - Community Service Admin										
EXPENSE										
Materials & Services										
5319	Office Supplies	500.00	.00	500.00	243.68	.00	4,340.64	(3,840.64)	868	881.63
5329	Other Supplies	1,930.00	.00	1,930.00	219.49	62.50	431.85	1,435.65	26	1,721.80
5411	Engineering & Architect	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	.00
5417	HR/Other Employee Expenses	2,600.00	.00	2,600.00	365.00	.00	2,580.50	19.50	99	2,341.00
5419	Other Professional Serv	11,050.00	.00	11,050.00	283.86	193.76	5,751.48	5,104.76	54	7,755.97
5421	Telephone/Data	2,500.00	.00	2,500.00	259.75	17.73	2,293.73	188.54	92	2,464.22
5422	Postage	4,000.00	.00	4,000.00	1.28	.00	325.69	3,674.31	8	307.82
5428	IT Support	19,350.00	.00	19,350.00	1,612.50	.00	17,737.50	1,612.50	92	15,120.00
5432	Meals	200.00	.00	200.00	.00	.00	60.00	140.00	30	.00
5433	Mileage	700.00	.00	700.00	.00	.00	4.50	695.50	1	254.93
5439	Travel	600.00	.00	600.00	.00	.00	18.00	582.00	3	263.27
5443	Office Equipment	3,000.00	.00	3,000.00	.00	.00	.00	3,000.00	0	.00
5446	Software Licenses	2,300.00	.00	2,300.00	.00	(24,484.80)	2,366.66	24,418.14	-962	2,782.32
5449	Leases - Other	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0	1,686.48
5463	Property/Earthquake Insurance	480.00	.00	480.00	40.00	.00	440.00	40.00	92	2,780.04
5464	Workers' Comp	2,190.00	.00	2,190.00	182.50	.00	2,007.50	182.50	92	2,400.00
5465	General Liability Insurance	6,580.00	.00	6,580.00	548.33	.00	6,031.63	548.37	92	8,300.04
5491	Dues & Subscriptions	800.00	.00	800.00	394.99	.00	1,856.35	(1,056.35)	232	1,722.75
5492	Registrations/Training	1,500.00	.00	1,500.00	.00	.00	2,005.00	(505.00)	134	454.00
5493	Printing/Binding	8,000.00	.00	8,000.00	4,270.70	.00	14,312.10	(6,312.10)	179	6,758.32
Materials & Services Totals		\$71,780.00	\$0.00	\$71,780.00	\$8,422.08	(\$24,210.81)	\$62,563.13	\$33,427.68	53%	\$57,994.59
EXPENSE TOTALS		\$650,180.00	\$0.00	\$650,180.00	\$50,780.55	(\$24,210.81)	\$509,116.67	\$165,274.14	75%	\$440,454.89
Division 7991 - Community Service Admin Totals		(\$650,180.00)	\$0.00	(\$650,180.00)	(\$50,780.55)	\$24,210.81	(\$509,116.67)	(\$165,274.14)	75%	(\$440,454.89)
Department 411 - Community Services Totals		(\$4,297,240.00)	\$0.00	(\$4,297,240.00)	(\$302,003.36)	\$14,838.20	(\$3,480,526.12)	(\$831,552.08)	81%	(\$3,414,552.01)
Department 511 - Planning										
Division 5811 - Planning										
EXPENSE										
Personnel Services										
5111	Regular Wages	409,370.00	.00	409,370.00	31,366.94	.00	363,841.05	45,528.95	89	375,670.84
5112	Part-Time Wages	5,220.00	.00	5,220.00	.00	.00	.00	5,220.00	0	.00
5211	OR Workers' Benefit	100.00	.00	100.00	6.13	.00	73.99	26.01	74	81.76
5212	Social Security	32,510.00	.00	32,510.00	2,398.15	.00	28,102.53	4,407.47	86	30,492.35
5213	Med & Dent Ins	46,570.00	.00	46,570.00	4,760.05	.00	49,469.09	(2,899.09)	106	44,692.19
5214										
5214.100	PERS - City	71,660.00	.00	71,660.00	5,392.98	.00	62,705.91	8,954.09	88	54,864.25



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 001 - General Fund										
Department 511 - Planning										
Division 5811 - Planning										
EXPENSE										
Personnel Services										
5214										
5214.600	PERS 6%	24,570.00	.00	24,570.00	1,941.09	.00	22,569.73	2,000.27	92	22,880.64
5214.800	DEFERED COMP - CITY	12,840.00	.00	12,840.00	969.62	.00	11,172.43	1,667.57	87	12,784.70
5214 - Totals		\$109,070.00	\$0.00	\$109,070.00	\$8,303.69	\$0.00	\$96,448.07	\$12,621.93	88%	\$90,529.59
5215	Long Term Disability Ins	710.00	.00	710.00	61.84	.00	636.75	73.25	90	705.63
5216	Unemployment Insurance	5,390.00	.00	5,390.00	407.98	.00	4,744.95	645.05	88	3,217.32
5217	Life Insurance	460.00	.00	460.00	39.61	.00	407.89	52.11	89	451.35
5218	Paid Family Leave Insurance	1,670.00	.00	1,670.00	115.30	.00	1,366.45	303.55	82	969.11
Personnel Services Totals		\$611,070.00	\$0.00	\$611,070.00	\$47,459.69	\$0.00	\$545,090.77	\$65,979.23	89%	\$546,810.14
Materials & Services										
5315	Computer Supplies	1,200.00	.00	1,200.00	.00	.00	.00	1,200.00	0	544.53
5319	Office Supplies	13,000.00	.00	13,000.00	301.35	38.87	3,229.80	9,731.33	25	5,790.12
5323	Fuel	300.00	.00	300.00	35.60	.00	55.81	244.19	19	69.47
5409										
5409.140	Garage Services	1,000.00	.00	1,000.00	.00	.00	328.64	671.36	33	60.21
5409 - Totals		\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$328.64	\$671.36	33%	\$60.21
5419	Other Professional Serv	260,000.00	.00	260,000.00	8,212.97	13.84	78,203.72	181,782.44	30	66,907.73
5421	Telephone/Data	1,600.00	.00	1,600.00	130.14	22.27	1,231.31	346.42	78	1,765.50
5422	Postage	2,100.00	.00	2,100.00	127.44	.00	1,308.57	791.43	62	2,002.88
5424	Advertising	1,000.00	.00	1,000.00	.00	.00	144.00	856.00	14	700.00
5425	Publication of Legal Note	1,500.00	.00	1,500.00	.00	100.00	690.00	710.00	53	2,055.25
5428	IT Support	39,150.00	.00	39,150.00	3,262.50	.00	35,887.50	3,262.50	92	31,920.00
5429	Other Communication Serv	300.00	.00	300.00	.00	.00	.00	300.00	0	.00
5432	Meals	400.00	.00	400.00	.00	.00	112.84	287.16	28	53.49
5433	Mileage	500.00	.00	500.00	.00	.00	.00	500.00	0	.00
5439	Travel	4,000.00	.00	4,000.00	35.00	.00	1,796.87	2,203.13	45	2,649.39
5449	Leases - Other	.00	.00	.00	.00	.00	.00	.00	+++	1,618.68
5461	Auto Insurance	790.00	.00	790.00	65.83	.00	724.13	65.87	92	1,425.00
5464	Workers' Comp	420.00	.00	420.00	35.00	.00	385.00	35.00	92	500.04
5465	General Liability Insurance	10,040.00	.00	10,040.00	836.67	.00	9,203.37	836.63	92	9,360.00
5475	Vehicle Repair & Maint	800.00	.00	800.00	40.89	.00	6,230.43	(\$5,430.43)	779	.00
5492	Registrations/Training	6,500.00	.00	6,500.00	.00	.00	6,254.60	245.40	96	4,494.00
Materials & Services Totals		\$344,600.00	\$0.00	\$344,600.00	\$13,083.39	\$174.98	\$145,786.59	\$198,638.43	42%	\$131,916.29
EXPENSE TOTALS		\$955,670.00	\$0.00	\$955,670.00	\$60,543.08	\$174.98	\$690,877.36	\$264,617.66	72%	\$678,726.43
Division 5811 - Planning Totals		(\$955,670.00)	\$0.00	(\$955,670.00)	(\$60,543.08)	(\$174.98)	(\$690,877.36)	(\$264,617.66)	72%	(\$678,726.43)
Department 511 - Planning Totals		(\$955,670.00)	\$0.00	(\$955,670.00)	(\$60,543.08)	(\$174.98)	(\$690,877.36)	(\$264,617.66)	72%	(\$678,726.43)



Expense Budget Performance Report

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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 001 - General Fund										
Department 651 - Engineering										
Division 6211 - Engineering										
EXPENSE										
<i>Personnel Services</i>										
5111	Regular Wages	159,040.00	.00	159,040.00	8,350.54	.00	102,214.69	56,825.31	64	114,325.28
5112	Part-Time Wages	20,100.00	.00	20,100.00	1,922.47	.00	19,448.64	651.36	97	13,861.25
5121	Overtime	.00	.00	.00	2.18	.00	142.92	(142.92)	+++	404.22
5211	OR Workers' Benefit	40.00	.00	40.00	2.08	.00	24.99	15.01	62	30.58
5212	Social Security	13,900.00	.00	13,900.00	774.96	.00	9,187.37	4,712.63	66	10,304.90
5213	Med & Dent Ins	29,390.00	.00	29,390.00	1,843.42	.00	18,919.94	10,470.06	64	25,957.15
5214										
5214.100	PERS - City	34,990.00	.00	34,990.00	1,930.36	.00	22,903.09	12,086.91	65	21,331.98
5214.600	PERS 6%	8,910.00	.00	8,910.00	513.42	.00	6,280.64	2,629.36	70	4,916.92
5214.800	DEFERED COMP - CITY	2,650.00	.00	2,650.00	206.08	.00	2,333.70	316.30	88	1,764.28
5214 - Totals		\$46,550.00	\$0.00	\$46,550.00	\$2,649.86	\$0.00	\$31,517.43	\$15,032.57	68%	\$28,013.18
5215	Long Term Disability Ins	240.00	.00	240.00	16.91	.00	175.62	64.38	73	218.67
5216	Unemployment Insurance	2,340.00	.00	2,340.00	133.55	.00	1,583.20	756.80	68	1,132.24
5217	Life Insurance	130.00	.00	130.00	10.84	.00	112.38	17.62	86	140.35
5218	Paid Family Leave Insurance	720.00	.00	720.00	38.27	.00	454.30	265.70	63	332.73
<i>Personnel Services Totals</i>		\$272,450.00	\$0.00	\$272,450.00	\$15,745.08	\$0.00	\$183,781.48	\$88,668.52	67%	\$194,720.55
<i>Materials & Services</i>										
5315	Computer Supplies	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0	1,096.83
5319	Office Supplies	3,000.00	.00	3,000.00	.00	.00	313.95	2,686.05	10	1,166.61
5323	Fuel	4,000.00	.00	4,000.00	131.51	33.57	2,581.16	1,385.27	65	4,409.68
5324	Clothing	2,000.00	.00	2,000.00	.00	.00	198.00	1,802.00	10	.00
5326	Safety/Medical	1,500.00	.00	1,500.00	.00	.00	207.26	1,292.74	14	1,349.16
5329	Other Supplies	3,000.00	.00	3,000.00	39.32	(1.45)	792.37	2,209.08	26	625.00
5409										
5409.140	Garage Services	2,000.00	.00	2,000.00	.00	.00	1,675.63	324.37	84	1,775.71
5409 - Totals		\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$1,675.63	\$324.37	84%	\$1,775.71
5411	Engineering & Architect	20,000.00	.00	20,000.00	.00	.00	326.02	19,673.98	2	19,340.00
5417	HR/Other Employee Expenses	500.00	.00	500.00	.00	.00	.00	500.00	0	20.00
5419	Other Professional Serv	25,000.00	.00	25,000.00	1,175.08	20.76	5,136.74	19,842.50	21	17,075.07
5421	Telephone/Data	5,800.00	.00	5,800.00	545.33	44.53	5,800.90	(45.43)	101	6,396.83
5422	Postage	500.00	.00	500.00	.00	.00	57.91	442.09	12	11.95
5424	Advertising	500.00	.00	500.00	.00	.00	271.04	228.96	54	549.34
5428	IT Support	55,460.00	.00	55,460.00	4,621.67	.00	53,696.37	1,763.63	97	45,780.00
5439	Travel	4,000.00	.00	4,000.00	.00	.00	911.22	3,088.78	23	2,018.98
5446	Software Licenses	12,000.00	.00	12,000.00	973.53	4,706.90	14,125.43	(6,832.33)	157	7,911.02
5451	Natural Gas	3,100.00	.00	3,100.00	173.13	.00	2,586.98	513.02	83	3,484.34



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Fund 001 - General Fund										
Department 651 - Engineering										
Division 6211 - Engineering										
EXPENSE										
Materials & Services										
5453	Electricity	5,500.00	.00	5,500.00	359.99	.00	4,009.28	1,490.72	73	4,450.75
5461	Auto Insurance	1,230.00	.00	1,230.00	102.50	.00	1,127.50	102.50	92	1,440.00
5463	Property/Earthquake Insurance	2,180.00	.00	2,180.00	181.67	.00	1,998.37	181.63	92	2,199.96
5464	Workers' Comp	7,090.00	.00	7,090.00	590.83	.00	6,499.13	590.87	92	7,370.04
5465	General Liability Insurance	10,730.00	.00	10,730.00	894.17	.00	9,835.87	894.13	92	12,399.96
5471	Equipment Repair & Maint	1,000.00	.00	1,000.00	.00	.00	47.60	952.40	5	34.80
5472	Buildings Repairs & Maint	16,000.00	.00	16,000.00	.00	.00	725.00	15,275.00	5	3,203.77
5475	Vehicle Repair & Maint	3,100.00	.00	3,100.00	.00	(65.07)	2,231.39	933.68	70	2,097.92
5492	Registrations/Training	16,000.00	.00	16,000.00	812.48	70.00	4,867.39	11,062.61	31	4,145.33
5493	Printing/Binding	500.00	.00	500.00	.00	.00	73.00	427.00	15	.00
5496	Filing/Recording	700.00	.00	700.00	237.00	.00	833.00	(133.00)	119	.00
5498	Permits/Fees	1,500.00	.00	1,500.00	250.00	.00	2,670.22	(1,170.22)	178	1,142.11
Materials & Services Totals		\$210,390.00	\$0.00	\$210,390.00	\$11,088.21	\$4,809.24	\$123,598.73	\$81,982.03	61%	\$151,495.16
EXPENSE TOTALS		\$482,840.00	\$0.00	\$482,840.00	\$26,833.29	\$4,809.24	\$307,380.21	\$170,650.55	65%	\$346,215.71
Division 6211 - Engineering Totals		(\$482,840.00)	\$0.00	(\$482,840.00)	(\$26,833.29)	(\$4,809.24)	(\$307,380.21)	(\$170,650.55)	65%	(\$346,215.71)
Department 651 - Engineering Totals		(\$482,840.00)	\$0.00	(\$482,840.00)	(\$26,833.29)	(\$4,809.24)	(\$307,380.21)	(\$170,650.55)	65%	(\$346,215.71)
Department 901 - Ending Fund Balance										
Division 9971 - Equity										
EXPENSE										
Contingencies and Unappropriated Balances										
5921	Contingency	4,989,980.00	.00	4,989,980.00	.00	.00	.00	4,989,980.00	0	.00
5981										
5981.012	Reserve - SMR	5,687,180.00	.00	5,687,180.00	.00	.00	.00	5,687,180.00	0	.00
5981.014	Reserve - Cascade Dr. Maintenance	.00	.00	.00	.00	.00	.00	.00	+++	.04
5981 - Totals		\$5,687,180.00	\$0.00	\$5,687,180.00	\$0.00	\$0.00	\$0.00	\$5,687,180.00	0%	\$0.04
Contingencies and Unappropriated Balances Totals		\$10,677,160.00	\$0.00	\$10,677,160.00	\$0.00	\$0.00	\$0.00	\$10,677,160.00	0%	\$0.04
EXPENSE TOTALS		\$10,677,160.00	\$0.00	\$10,677,160.00	\$0.00	\$0.00	\$0.00	\$10,677,160.00	0%	\$0.04
Division 9971 - Equity Totals		(\$10,677,160.00)	\$0.00	(\$10,677,160.00)	\$0.00	\$0.00	\$0.00	(\$10,677,160.00)	0%	(\$0.04)
Department 901 - Ending Fund Balance Totals		(\$10,677,160.00)	\$0.00	(\$10,677,160.00)	\$0.00	\$0.00	\$0.00	(\$10,677,160.00)	0%	(\$0.04)
Fund 001 - General Fund Totals		\$30,803,530.00	\$710,000.00	\$31,513,530.00	\$1,433,302.76	\$353,432.52	\$16,456,563.59	\$14,703,533.89		\$17,764,155.11



Expense Budget Performance Report

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Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 110 - Transit Fund										
Department 671 - Transit										
Division 4711 - Fixed Route Transit										
EXPENSE										
<i>Personnel Services</i>										
5111	Regular Wages	265,670.00	.00	265,670.00	26,049.97	.00	268,914.60	(3,244.60)	101	357,645.91
5112	Part-Time Wages	222,880.00	.00	222,880.00	13,970.17	.00	159,755.77	63,124.23	72	153,335.63
5121	Overtime	.00	.00	.00	117.10	.00	3,824.80	(3,824.80)	+++	4,578.75
5211	OR Workers' Benefit	210.00	.00	210.00	15.88	.00	175.33	34.67	83	230.41
5212	Social Security	37,580.00	.00	37,580.00	3,052.09	.00	32,669.81	4,910.19	87	43,343.42
5213	Med & Dent Ins	42,730.00	.00	42,730.00	4,583.80	.00	49,815.09	(7,085.09)	117	57,329.18
5214										
5214.100	PERS - City	76,350.00	.00	76,350.00	6,350.28	.00	66,618.07	9,731.93	87	67,346.95
5214.600	PERS 6%	12,890.00	.00	12,890.00	1,578.59	.00	16,366.60	(3,476.60)	127	2,544.30
5214.800	DEFERED COMP - CITY	5,310.00	.00	5,310.00	430.17	.00	5,079.07	230.93	96	7,497.87
5214 - Totals		\$94,550.00	\$0.00	\$94,550.00	\$8,359.04	\$0.00	\$88,063.74	\$6,486.26	93%	\$77,389.12
5215	Long Term Disability Ins	460.00	.00	460.00	45.00	.00	469.92	(9.92)	102	630.05
5216	Unemployment Insurance	6,330.00	.00	6,330.00	521.83	.00	5,620.37	709.63	89	4,811.77
5217	Life Insurance	270.00	.00	270.00	29.01	.00	302.91	(32.91)	112	407.12
5218	Paid Family Leave Insurance	2,000.00	.00	2,000.00	156.75	.00	1,672.37	327.63	84	1,363.22
<i>Personnel Services Totals</i>		\$672,680.00	\$0.00	\$672,680.00	\$56,900.64	\$0.00	\$611,284.71	\$61,395.29	91%	\$701,064.58
<i>Materials & Services</i>										
5319	Office Supplies	750.00	.00	750.00	.00	195.49	1,078.92	(524.41)	170	1,173.85
5323	Fuel	27,000.00	.00	27,000.00	5,397.30	1,551.37	37,616.64	(12,168.01)	145	56,854.95
5324	Clothing	600.00	.00	600.00	.00	.00	80.81	519.19	13	479.25
5326	Safety/Medical	750.00	.00	750.00	.00	.00	159.01	590.99	21	131.57
5329	Other Supplies	1,000.00	.00	1,000.00	.00	.00	84.99	915.01	8	96.72
5337	Tires/Parts	500.00	.00	500.00	.00	.00	.00	500.00	0	.00
5409										
5409.140	Garage Services	8,500.00	.00	8,500.00	.00	.00	13,996.37	(5,496.37)	165	18,938.36
5409 - Totals		\$8,500.00	\$0.00	\$8,500.00	\$0.00	\$0.00	\$13,996.37	(\$5,496.37)	165%	\$18,938.36
5414	Accounting/Auditing	350.00	.00	350.00	.00	.00	665.00	(315.00)	190	626.27
5417	HR/Other Employee Expenses	250.00	.00	250.00	.00	.00	98.55	151.45	39	20.00
5419	Other Professional Serv	1,000.00	.00	1,000.00	114.03	34.49	1,389.28	(423.77)	142	164,637.02
5421	Telephone/Data	2,650.00	.00	2,650.00	571.50	17.73	5,597.71	(2,965.44)	212	5,918.83
5422	Postage	50.00	.00	50.00	4.48	.00	53.79	(3.79)	108	46.60
5424	Advertising	500.00	.00	500.00	.00	.00	.00	500.00	0	39.00
5428	IT Support	16,430.00	.00	16,430.00	1,369.17	.00	15,060.87	1,369.13	92	26,040.00
5432	Meals	250.00	.00	250.00	.00	.00	129.36	120.64	52	33.52
5433	Mileage	1,000.00	.00	1,000.00	.00	.00	212.67	787.33	21	3,922.36
5439	Travel	500.00	.00	500.00	.00	.00	4,632.48	(4,132.48)	926	.00



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 110 - Transit Fund										
Department 671 - Transit										
Division 4711 - Fixed Route Transit										
EXPENSE										
<i>Materials & Services</i>										
5446	Software Licenses	3,500.00	.00	3,500.00	.00	.00	.00	3,500.00	0	7,979.64
5448	Internal Rent	4,430.00	.00	4,430.00	369.17	.00	4,060.87	369.13	92	7,870.00
5451	Natural Gas	1,450.00	.00	1,450.00	44.55	.00	670.06	779.94	46	1,624.54
5453	Electricity	1,750.00	.00	1,750.00	113.77	.00	2,491.64	(741.64)	142	3,335.70
5461	Auto Insurance	9,560.00	.00	9,560.00	796.67	.00	8,763.37	796.63	92	24,030.00
5463	Property/Earthquake Insurance	1,180.00	.00	1,180.00	98.33	.00	1,081.63	98.37	92	1,190.04
5464	Workers' Comp	8,790.00	.00	8,790.00	732.50	.00	8,057.50	732.50	92	15,069.96
5465	General Liability Insurance	5,340.00	.00	5,340.00	445.00	.00	4,895.00	445.00	92	8,460.00
5471	Equipment Repair & Maint	750.00	.00	750.00	.00	.00	.00	750.00	0	1,452.61
5472	Buildings Repairs & Maint	500.00	.00	500.00	29.95	.00	8,137.85	(7,637.85)	1628	59.88
5475	Vehicle Repair & Maint	26,000.00	.00	26,000.00	3,070.64	8,156.59	36,750.70	(18,907.29)	173	49,772.82
5480	Accident Repair	250.00	.00	250.00	.00	.00	.00	250.00	0	.00
5491	Dues & Subscriptions	500.00	.00	500.00	.00	.00	150.00	350.00	30	690.00
5492	Registrations/Training	2,250.00	.00	2,250.00	.00	.00	780.00	1,470.00	35	2,792.49
5493	Printing/Binding	400.00	.00	400.00	.00	.00	.00	400.00	0	1,133.00
5500	Banking Fees & Charges	.00	.00	.00	.00	.00	.00	.00	+++	494.92
<i>Materials & Services Totals</i>		\$128,730.00	\$0.00	\$128,730.00	\$13,157.06	\$9,955.67	\$156,695.07	(\$37,920.74)	129%	\$404,913.90
<i>Capital Outlay</i>										
5642	Passenger Vehicles	340,000.00	.00	340,000.00	.00	.00	.00	340,000.00	0	416,617.00
5649	Other Equipment	20,000.00	.00	20,000.00	.00	.00	.00	20,000.00	0	.00
<i>Capital Outlay Totals</i>		\$360,000.00	\$0.00	\$360,000.00	\$0.00	\$0.00	\$0.00	\$360,000.00	0%	\$416,617.00
EXPENSE TOTALS		\$1,161,410.00	\$0.00	\$1,161,410.00	\$70,057.70	\$9,955.67	\$767,979.78	\$383,474.55	67%	\$1,522,595.48
Division 4711 - Fixed Route Transit Totals		(\$1,161,410.00)	\$0.00	(\$1,161,410.00)	(\$70,057.70)	(\$9,955.67)	(\$767,979.78)	(\$383,474.55)	67%	(\$1,522,595.48)
Division 4712 - Dial-A-Ride										
EXPENSE										
<i>Personnel Services</i>										
5111	Regular Wages	87,010.00	.00	87,010.00	9,313.61	.00	60,735.10	26,274.90	70	.00
5112	Part-Time Wages	128,540.00	.00	128,540.00	1,126.87	.00	36,589.89	91,950.11	28	.00
5121	Overtime	.00	.00	.00	.00	.00	20.59	(20.59)	+++	.00
5211	OR Workers' Benefit	100.00	.00	100.00	3.16	.00	37.67	62.33	38	.00
5212	Social Security	16,600.00	.00	16,600.00	795.94	.00	7,353.38	9,246.62	44	.00
5213	Med & Dent Ins	17,670.00	.00	17,670.00	901.70	.00	13,780.33	3,889.67	78	.00
5214										
5214.100	PERS - City	30,130.00	.00	30,130.00	1,765.25	.00	15,817.59	14,312.41	52	.00
5214.600	PERS 6%	5,220.00	.00	5,220.00	566.34	.00	3,721.98	1,498.02	71	.00
5214.800	DEFERED COMP - CITY	1,910.00	.00	1,910.00	125.69	.00	1,278.97	631.03	67	.00



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 110 - Transit Fund										
Department 671 - Transit										
Division 4712 - Dial-A-Ride										
EXPENSE										
<i>Personnel Services</i>										
5214 - Totals		\$37,260.00	\$0.00	\$37,260.00	\$2,457.28	\$0.00	\$20,818.54	\$16,441.46	56%	\$0.00
5215	Long Term Disability Ins	160.00	.00	160.00	10.07	.00	115.24	44.76	72	.00
5216	Unemployment Insurance	2,800.00	.00	2,800.00	135.72	.00	1,265.52	1,534.48	45	.00
5217	Life Insurance	100.00	.00	100.00	6.50	.00	74.53	25.47	75	.00
5218	Paid Family Leave Insurance	860.00	.00	860.00	40.18	.00	372.25	487.75	43	.00
<i>Personnel Services Totals</i>		\$291,100.00	\$0.00	\$291,100.00	\$14,791.03	\$0.00	\$141,163.04	\$149,936.96	48%	\$0.00
<i>Materials & Services</i>										
5319	Office Supplies	750.00	.00	750.00	.00	201.21	923.01	(374.22)	150	.00
5323	Fuel	27,000.00	.00	27,000.00	2,310.47	308.31	13,761.82	12,929.87	52	.00
5324	Clothing	600.00	.00	600.00	.00	.00	431.58	168.42	72	.00
5326	Safety/Medical	750.00	.00	750.00	.00	.00	26.44	723.56	4	.00
5329	Other Supplies	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	.00
5337	Tires/Parts	500.00	.00	500.00	.00	.00	.00	500.00	0	.00
5409										
5409.140	Garage Services	8,500.00	.00	8,500.00	.00	.00	4,183.07	4,316.93	49	.00
5409 - Totals		\$8,500.00	\$0.00	\$8,500.00	\$0.00	\$0.00	\$4,183.07	\$4,316.93	49%	\$0.00
5414	Accounting/Auditing	350.00	.00	350.00	.00	.00	.00	350.00	0	.00
5417	HR/Other Employee Expenses	250.00	.00	250.00	.00	.00	.00	250.00	0	.00
5419	Other Professional Serv	1,000.00	.00	1,000.00	.00	.00	21.45	978.55	2	.00
5421	Telephone/Data	2,650.00	.00	2,650.00	.00	.00	370.67	2,279.33	14	.00
5422	Postage	50.00	.00	50.00	.00	.00	.00	50.00	0	.00
5424	Advertising	500.00	.00	500.00	.00	.00	.00	500.00	0	.00
5428	IT Support	16,420.00	.00	16,420.00	1,368.33	.00	15,051.63	1,368.37	92	.00
5429	Other Communication Serv	.00	.00	.00	.00	.00	3.33	(3.33)	+++	.00
5432	Meals	250.00	.00	250.00	.00	.00	129.36	120.64	52	.00
5433	Mileage	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	.00
5439	Travel	500.00	.00	500.00	.00	274.10	1,481.72	(1,255.82)	351	.00
5446	Software Licenses	3,500.00	.00	3,500.00	.00	.00	6,615.00	(3,115.00)	189	.00
5448	Internal Rent	4,430.00	.00	4,430.00	369.17	.00	4,060.87	369.13	92	.00
5451	Natural Gas	1,450.00	.00	1,450.00	42.69	.00	601.71	848.29	41	.00
5453	Electricity	1,750.00	.00	1,750.00	108.67	.00	212.75	1,537.25	12	.00
5461	Auto Insurance	9,560.00	.00	9,560.00	796.66	.00	8,763.26	796.74	92	.00
5464	Workers' Comp	8,780.00	.00	8,780.00	731.67	.00	8,048.37	731.63	92	.00
5465	General Liability Insurance	5,340.00	.00	5,340.00	445.00	.00	4,895.00	445.00	92	.00
5471	Equipment Repair & Maint	750.00	.00	750.00	.00	.00	.00	750.00	0	.00
5472	Buildings Repairs & Maint	500.00	.00	500.00	.00	.00	.00	500.00	0	.00



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 110 - Transit Fund										
Department 671 - Transit										
Division 4712 - Dial-A-Ride										
EXPENSE										
<i>Materials & Services</i>										
5475	Vehicle Repair & Maint	26,000.00	.00	26,000.00	1,287.95	58.52	11,651.36	14,290.12	45	.00
5480	Accident Repair	250.00	.00	250.00	.00	.00	.00	250.00	0	.00
5491	Dues & Subscriptions	500.00	.00	500.00	.00	.00	.00	500.00	0	.00
5492	Registrations/Training	1,250.00	.00	1,250.00	.00	.00	2,500.00	(1,250.00)	200	.00
5493	Printing/Binding	400.00	.00	400.00	.00	.00	.00	400.00	0	.00
<i>Materials & Services Totals</i>		\$130,530.00	\$0.00	\$130,530.00	\$7,460.61	\$842.14	\$83,732.40	\$45,955.46	65%	\$0.00
<i>Capital Outlay</i>										
5642	Passenger Vehicles	358,000.00	.00	358,000.00	.00	.00	.00	358,000.00	0	.00
<i>Capital Outlay Totals</i>		\$358,000.00	\$0.00	\$358,000.00	\$0.00	\$0.00	\$0.00	\$358,000.00	0%	\$0.00
EXPENSE TOTALS		\$779,630.00	\$0.00	\$779,630.00	\$22,251.64	\$842.14	\$224,895.44	\$553,892.42	29%	\$0.00
Division 4712 - Dial-A-Ride Totals		(\$779,630.00)	\$0.00	(\$779,630.00)	(\$22,251.64)	(\$842.14)	(\$224,895.44)	(\$553,892.42)	29%	\$0.00
Division 9711 - Operating Transfer Out										
EXPENSE										
<i>Transfers Out</i>										
5811										
5811.693	Transfer to Reserve for PERS	.00	.00	.00	.00	.00	.00	.00	+++	8,799.96
5811 - Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$8,799.96
<i>Transfers Out Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$8,799.96
EXPENSE TOTALS		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$8,799.96
Division 9711 - Operating Transfer Out Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	(\$8,799.96)
Department 671 - Transit Totals										
		(\$1,941,040.00)	\$0.00	(\$1,941,040.00)	(\$92,309.34)	(\$10,797.81)	(\$992,875.22)	(\$937,366.97)	52%	(\$1,531,395.44)
Department 901 - Ending Fund Balance										
Division 9971 - Equity										
EXPENSE										
<i>Contingencies and Unappropriated Balances</i>										
5921	Contingency	780,260.00	.00	780,260.00	.00	.00	.00	780,260.00	0	.00
<i>Contingencies and Unappropriated Balances Totals</i>		\$780,260.00	\$0.00	\$780,260.00	\$0.00	\$0.00	\$0.00	\$780,260.00	0%	\$0.00
EXPENSE TOTALS		\$780,260.00	\$0.00	\$780,260.00	\$0.00	\$0.00	\$0.00	\$780,260.00	0%	\$0.00
Division 9971 - Equity Totals		(\$780,260.00)	\$0.00	(\$780,260.00)	\$0.00	\$0.00	\$0.00	(\$780,260.00)	0%	\$0.00
Department 901 - Ending Fund Balance Totals		(\$780,260.00)	\$0.00	(\$780,260.00)	\$0.00	\$0.00	\$0.00	(\$780,260.00)	0%	\$0.00
Fund 110 - Transit Fund Totals		\$2,721,300.00	\$0.00	\$2,721,300.00	\$92,309.34	\$10,797.81	\$992,875.22	\$1,717,626.97		\$1,531,395.44



Expense Budget Performance Report

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Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 123 - Building Inspection Fund										
Department 521 - Building										
Division 2241 - Building Inspection										
EXPENSE										
<i>Personnel Services</i>										
5111	Regular Wages	626,370.00	.00	626,370.00	44,627.00	.00	510,258.79	116,111.21	81	527,772.45
5112	Part-Time Wages	37,390.00	.00	37,390.00	1,363.93	.00	17,004.11	20,385.89	45	21,669.41
5121	Overtime	.00	.00	.00	40.93	.00	3,179.12	(3,179.12)	+++	3,539.22
5211	OR Workers' Benefit	160.00	.00	160.00	8.52	.00	114.72	45.28	72	136.04
5212	Social Security	51,410.00	.00	51,410.00	3,440.69	.00	39,866.89	11,543.11	78	43,060.79
5213	Med & Dent Ins	130,200.00	.00	130,200.00	8,672.68	.00	87,336.89	42,863.11	67	101,056.38
5214										
5214	Retirement	.00	.00	.00	.00	.00	(74.88)	74.88	+++	.00
5214.100	PERS - City	113,550.00	.00	113,550.00	7,821.49	.00	89,224.86	24,325.14	79	83,082.24
5214.600	PERS 6%	37,580.00	.00	37,580.00	2,720.19	.00	31,257.94	6,322.06	83	33,369.97
5214.800	DEFERED COMP - CITY	9,770.00	.00	9,770.00	735.22	.00	8,622.23	1,147.77	88	9,562.43
	5214 - Totals	\$160,900.00	\$0.00	\$160,900.00	\$11,276.90	\$0.00	\$129,030.15	\$31,869.85	80%	\$126,014.64
5215	Long Term Disability Ins	970.00	.00	970.00	89.59	.00	896.15	73.85	92	1,006.29
5216	Unemployment Insurance	8,620.00	.00	8,620.00	598.43	.00	6,906.09	1,713.91	80	4,782.86
5217	Life Insurance	620.00	.00	620.00	57.70	.00	576.93	43.07	93	647.79
5218	Paid Family Leave Insurance	2,650.00	.00	2,650.00	173.05	.00	2,011.31	638.69	76	1,376.57
	<i>Personnel Services Totals</i>	\$1,019,290.00	\$0.00	\$1,019,290.00	\$70,349.42	\$0.00	\$797,181.15	\$222,108.85	78%	\$831,062.44
<i>Materials & Services</i>										
5315	Computer Supplies	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	2,223.40
5319	Office Supplies	15,000.00	.00	15,000.00	44.94	.00	7,041.77	7,958.23	47	13,080.52
5323	Fuel	5,000.00	.00	5,000.00	304.52	.00	3,401.99	1,598.01	68	3,639.96
5409										
5409.140	Garage Services	1,250.00	.00	1,250.00	.00	.00	278.08	971.92	22	663.78
	5409 - Totals	\$1,250.00	\$0.00	\$1,250.00	\$0.00	\$0.00	\$278.08	\$971.92	22%	\$663.78
5414	Accounting/Auditing	1,800.00	.00	1,800.00	.00	.00	1,995.00	(195.00)	111	1,878.86
5419	Other Professional Serv	100,000.00	100,000.00	200,000.00	5,182.09	17.30	205,479.84	(5,497.14)	103	54,724.29
5421	Telephone/Data	5,000.00	.00	5,000.00	317.43	13.45	4,973.36	13.19	100	4,305.72
5422	Postage	50.00	.00	50.00	1.92	.00	18.18	31.82	36	17.42
5428	IT Support	42,300.00	.00	42,300.00	3,525.00	.00	38,775.00	3,525.00	92	31,500.00
5433	Mileage	.00	.00	.00	.00	.00	.00	.00	+++	5.00
5439	Travel	1,700.00	.00	1,700.00	.00	.00	193.04	1,506.96	11	1,117.07
5448	Internal Rent	9,430.00	.00	9,430.00	785.83	.00	8,644.13	785.87	92	7,940.00
5461	Auto Insurance	1,870.00	.00	1,870.00	155.83	.00	1,714.13	155.87	92	1,689.96
5464	Workers' Comp	4,850.00	.00	4,850.00	404.17	.00	4,445.87	404.13	92	5,810.04
5465	General Liability Insurance	8,670.00	.00	8,670.00	722.50	.00	7,947.50	722.50	92	6,930.00
5475	Vehicle Repair & Maint	1,050.00	.00	1,050.00	.00	.00	105.45	944.55	10	299.05



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 123 - Building Inspection Fund										
Department 521 - Building										
Division 2241 - Building Inspection										
	EXPENSE									
	Materials & Services									
5490	Refunds	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	.00
5491	Dues & Subscriptions	2,000.00	.00	2,000.00	.00	175.00	430.24	1,394.76	30	1,324.99
5492	Registrations/Training	10,000.00	.00	10,000.00	.00	.00	4,540.00	5,460.00	45	4,945.00
5498										
5498.259	St Mfg Fee	500.00	.00	500.00	.00	.00	.00	500.00	0	.00
5498.359	State Surc	160,000.00	.00	160,000.00	.00	.00	72,692.89	87,307.11	45	156,707.47
5498.459	Construction Excise Tax	1,000,000.00	200,000.00	1,200,000.00	18,847.29	.00	767,876.47	432,123.53	64	941,136.93
	5498 - Totals	\$1,160,500.00	\$200,000.00	\$1,360,500.00	\$18,847.29	\$0.00	\$840,569.36	\$519,930.64	62%	\$1,097,844.40
5500	Banking Fees & Charges	38,950.00	.00	38,950.00	2,105.33	.00	28,781.86	10,168.14	74	80,125.03
5729	Interest for CET	650.00	.00	650.00	.00	.00	.00	650.00	0	.00
	Materials & Services Totals	\$1,420,070.00	\$300,000.00	\$1,720,070.00	\$32,396.85	\$205.75	\$1,159,334.80	\$560,529.45	67%	\$1,320,064.49
	Capital Outlay									
5639	Other Improvements	300,000.00	.00	300,000.00	13,415.59	735.30	41,109.42	258,155.28	14	4,715.09
5642	Passenger Vehicles	40,000.00	.00	40,000.00	.00	.00	42,891.14	(2,891.14)	107	28,822.33
	Capital Outlay Totals	\$340,000.00	\$0.00	\$340,000.00	\$13,415.59	\$735.30	\$84,000.56	\$255,264.14	25%	\$33,537.42
	EXPENSE TOTALS	\$2,779,360.00	\$300,000.00	\$3,079,360.00	\$116,161.86	\$941.05	\$2,040,516.51	\$1,037,902.44	66%	\$2,184,664.35
	Division 2241 - Building Inspection Totals	(\$2,779,360.00)	(\$300,000.00)	(\$3,079,360.00)	(\$116,161.86)	(\$941.05)	(\$2,040,516.51)	(\$1,037,902.44)	66%	(\$2,184,664.35)
Division 9711 - Operating Transfer Out										
	EXPENSE									
	Transfers Out									
5811										
5811.693	Transfer to Reserve for PERS	.00	.00	.00	.00	.00	.00	.00	+++	8,840.04
	5811 - Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$8,840.04
	Transfers Out Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$8,840.04
	EXPENSE TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$8,840.04
	Division 9711 - Operating Transfer Out Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	(\$8,840.04)
Department 521 - Building Totals		(\$2,779,360.00)	(\$300,000.00)	(\$3,079,360.00)	(\$116,161.86)	(\$941.05)	(\$2,040,516.51)	(\$1,037,902.44)	66%	(\$2,193,504.39)
Department 901 - Ending Fund Balance										
Division 9971 - Equity										
	EXPENSE									
	Contingencies and Unappropriated Balances									
5921	Contingency	8,178,320.00	.00	8,178,320.00	.00	.00	.00	8,178,320.00	0	.00
	Contingencies and Unappropriated Balances Totals	\$8,178,320.00	\$0.00	\$8,178,320.00	\$0.00	\$0.00	\$0.00	\$8,178,320.00	0%	\$0.00
	EXPENSE TOTALS	\$8,178,320.00	\$0.00	\$8,178,320.00	\$0.00	\$0.00	\$0.00	\$8,178,320.00	0%	\$0.00
	Division 9971 - Equity Totals	(\$8,178,320.00)	\$0.00	(\$8,178,320.00)	\$0.00	\$0.00	\$0.00	(\$8,178,320.00)	0%	\$0.00
Department 901 - Ending Fund Balance Totals		(\$8,178,320.00)	\$0.00	(\$8,178,320.00)	\$0.00	\$0.00	\$0.00	(\$8,178,320.00)	0%	\$0.00



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 123 - Building Inspection Fund Totals		\$10,957,680.00	\$300,000.00	\$11,257,680.00	\$116,161.86	\$941.05	\$2,040,516.51	\$9,216,222.44		\$2,193,504.39
Fund 132 - Asset Forfeiture										
Department 211 - Police										
Division 2131 - Detectives										
	EXPENSE									
	Materials & Services									
5329	Other Supplies	16,600.00	.00	16,600.00	.00	.00	.00	16,600.00	0	.00
	Materials & Services Totals	\$16,600.00	\$0.00	\$16,600.00	\$0.00	\$0.00	\$0.00	\$16,600.00	0%	\$0.00
	EXPENSE TOTALS	\$16,600.00	\$0.00	\$16,600.00	\$0.00	\$0.00	\$0.00	\$16,600.00	0%	\$0.00
	Division 2131 - Detectives Totals	(\$16,600.00)	\$0.00	(\$16,600.00)	\$0.00	\$0.00	\$0.00	(\$16,600.00)	0%	\$0.00
	Department 211 - Police Totals	(\$16,600.00)	\$0.00	(\$16,600.00)	\$0.00	\$0.00	\$0.00	(\$16,600.00)	0%	\$0.00
	Fund 132 - Asset Forfeiture Totals	\$16,600.00	\$0.00	\$16,600.00	\$0.00	\$0.00	\$0.00	\$16,600.00		\$0.00
Fund 136 - American Rescue Plan Fund										
Department 101 - Administration										
Division 1211 - City Administrator										
	EXPENSE									
	Materials & Services									
5521	ARPA Funded Internal Projects	8,500.00	.00	8,500.00	.00	.00	8,500.00	.00	100	29,651.98
5522	ARPA Funded Community Projects	272,720.00	.00	272,720.00	3,350.00	.00	272,000.00	720.00	100	767,000.00
	Materials & Services Totals	\$281,220.00	\$0.00	\$281,220.00	\$3,350.00	\$0.00	\$280,500.00	\$720.00	100%	\$796,651.98
	Misc									
5523										
5523.01	Personnel Costs - Wages	.00	.00	.00	.00	.00	.00	.00	+++	554,537.65
5523.02	Personnel Costs - Benefits	.00	.00	.00	.00	.00	.00	.00	+++	174,721.00
	5523 - Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$729,258.65
	Misc Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$729,258.65
	EXPENSE TOTALS	\$281,220.00	\$0.00	\$281,220.00	\$3,350.00	\$0.00	\$280,500.00	\$720.00	100%	\$1,525,910.63
	Division 1211 - City Administrator Totals	(\$281,220.00)	\$0.00	(\$281,220.00)	(\$3,350.00)	\$0.00	(\$280,500.00)	(\$720.00)	100%	(\$1,525,910.63)
Division 9711 - Operating Transfer Out										
	EXPENSE									
	Transfers Out									
5811										
5811.001	Transfer to General Fund	966,000.00	.00	966,000.00	.00	.00	.00	966,000.00	0	409,710.00
5811.110	Transfer to Transit	127,000.00	.00	127,000.00	.00	.00	.00	127,000.00	0	65,000.00
5811.358	Transfer to General Cap Const Fund	161,250.00	.00	161,250.00	14,360.53	.00	55,055.15	106,194.85	34	.00
	5811 - Totals	\$1,254,250.00	\$0.00	\$1,254,250.00	\$14,360.53	\$0.00	\$55,055.15	\$1,199,194.85	4%	\$474,710.00
	Transfers Out Totals	\$1,254,250.00	\$0.00	\$1,254,250.00	\$14,360.53	\$0.00	\$55,055.15	\$1,199,194.85	4%	\$474,710.00
	EXPENSE TOTALS	\$1,254,250.00	\$0.00	\$1,254,250.00	\$14,360.53	\$0.00	\$55,055.15	\$1,199,194.85	4%	\$474,710.00
	Division 9711 - Operating Transfer Out Totals	(\$1,254,250.00)	\$0.00	(\$1,254,250.00)	(\$14,360.53)	\$0.00	(\$55,055.15)	(\$1,199,194.85)	4%	(\$474,710.00)
	Department 101 - Administration Totals	(\$1,535,470.00)	\$0.00	(\$1,535,470.00)	(\$17,710.53)	\$0.00	(\$335,555.15)	(\$1,199,914.85)	22%	(\$2,000,620.63)



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 136 - American Rescue Plan Fund										
Department 901 - Ending Fund Balance										
Division 9971 - Equity										
EXPENSE										
Contingencies and Unappropriated Balances										
5921	Contingency	714,920.00	.00	714,920.00	.00	.00	.00	714,920.00	0	.00
Contingencies and Unappropriated Balances Totals		\$714,920.00	\$0.00	\$714,920.00	\$0.00	\$0.00	\$0.00	\$714,920.00	0%	\$0.00
EXPENSE TOTALS		\$714,920.00	\$0.00	\$714,920.00	\$0.00	\$0.00	\$0.00	\$714,920.00	0%	\$0.00
Division 9971 - Equity Totals		(\$714,920.00)	\$0.00	(\$714,920.00)	\$0.00	\$0.00	\$0.00	(\$714,920.00)	0%	\$0.00
Department 901 - Ending Fund Balance Totals		(\$714,920.00)	\$0.00	(\$714,920.00)	\$0.00	\$0.00	\$0.00	(\$714,920.00)	0%	\$0.00
Fund 136 - American Rescue Plan Fund Totals		\$2,250,390.00	\$0.00	\$2,250,390.00	\$17,710.53	\$0.00	\$335,555.15	\$1,914,834.85		\$2,000,620.63
Fund 137 - Housing Rehab Fund										
Department 531 - Housing Rehabilitation										
Division 5911 - Housing										
EXPENSE										
Personnel Services										
5111	Regular Wages	2,010.00	.00	2,010.00	138.86	.00	1,735.75	274.25	86	1,840.17
5211	OR Workers' Benefit	.00	.00	.00	.02	.00	.19	(.19)	+++	.24
5212	Social Security	130.00	.00	130.00	11.52	.00	115.52	14.48	89	132.98
5213	Med & Dent Ins	170.00	.00	170.00	15.32	.00	155.46	14.54	91	169.44
5214										
5214.100	PERS - City	420.00	.00	420.00	29.82	.00	372.77	47.23	89	384.77
5214.600	PERS 6%	120.00	.00	120.00	9.34	.00	116.73	3.27	97	128.34
5214.800	DEFERED COMP - CITY	240.00	.00	240.00	16.66	.00	208.25	31.75	87	218.07
5214 - Totals		\$780.00	\$0.00	\$780.00	\$55.82	\$0.00	\$697.75	\$82.25	89%	\$731.18
5215	Long Term Disability Ins	.00	.00	.00	.22	.00	2.20	(2.20)	+++	2.64
5216	Unemployment Insurance	30.00	.00	30.00	1.80	.00	22.51	7.49	75	15.35
5217	Life Insurance	.00	.00	.00	.14	.00	1.40	(1.40)	+++	1.68
5218	Paid Family Leave Insurance	10.00	.00	10.00	.52	.00	6.55	3.45	66	4.52
Personnel Services Totals		\$3,130.00	\$0.00	\$3,130.00	\$224.22	\$0.00	\$2,737.33	\$392.67	87%	\$2,898.20
Materials & Services										
5419	Other Professional Serv	35,160.00	.00	35,160.00	.00	.00	76.00	35,084.00	0	.00
Materials & Services Totals		\$35,160.00	\$0.00	\$35,160.00	\$0.00	\$0.00	\$76.00	\$35,084.00	0%	\$0.00
EXPENSE TOTALS		\$38,290.00	\$0.00	\$38,290.00	\$224.22	\$0.00	\$2,813.33	\$35,476.67	7%	\$2,898.20
Division 5911 - Housing Totals		(\$38,290.00)	\$0.00	(\$38,290.00)	(\$224.22)	\$0.00	(\$2,813.33)	(\$35,476.67)	7%	(\$2,898.20)
Department 531 - Housing Rehabilitation Totals		(\$38,290.00)	\$0.00	(\$38,290.00)	(\$224.22)	\$0.00	(\$2,813.33)	(\$35,476.67)	7%	(\$2,898.20)
Fund 137 - Housing Rehab Fund Totals		\$38,290.00	\$0.00	\$38,290.00	\$224.22	\$0.00	\$2,813.33	\$35,476.67		\$2,898.20



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 140 - Street Fund										
Department 631 - Maintenance										
Division 4211 - Street Maintenance										
EXPENSE										
Personnel Services										
5111	Regular Wages	799,220.00	.00	799,220.00	52,246.00	.00	675,729.84	123,490.16	85	766,561.16
5112	Part-Time Wages	32,780.00	.00	32,780.00	.00	.00	18,193.60	14,586.40	56	14,429.79
5121	Overtime	9,800.00	.00	9,800.00	603.35	.00	12,554.81	(2,754.81)	128	9,722.37
5211	OR Workers' Benefit	250.00	.00	250.00	12.04	.00	184.04	65.96	74	228.02
5212	Social Security	65,060.00	.00	65,060.00	3,920.43	.00	52,278.77	12,781.23	80	61,088.54
5213	Med & Dent Ins	179,280.00	.00	179,280.00	14,580.57	.00	149,778.89	29,501.11	84	168,464.80
5214	Retirement	.00	.00	.00	.00	.00	(524.17)	524.17	+++	.00
5214.100	PERS - City	145,600.00	.00	145,600.00	9,168.27	.00	118,571.77	27,028.23	81	119,234.43
5214.600	PERS 6%	46,690.00	.00	46,690.00	3,215.52	.00	40,873.52	5,816.48	88	47,045.64
5214.800	DEFERED COMP - CITY	13,210.00	.00	13,210.00	744.04	.00	10,077.08	3,132.92	76	12,551.48
5214 - Totals		\$205,500.00	\$0.00	\$205,500.00	\$13,127.83	\$0.00	\$168,998.20	\$36,501.80	82%	\$178,831.55
5215	Long Term Disability Ins	1,330.00	.00	1,330.00	111.00	.00	1,150.25	179.75	86	1,450.00
5216	Unemployment Insurance	10,950.00	.00	10,950.00	687.07	.00	9,184.42	1,765.58	84	6,779.63
5217	Life Insurance	850.00	.00	850.00	71.50	.00	740.76	109.24	87	934.53
5218	Paid Family Leave Insurance	3,360.00	.00	3,360.00	198.82	.00	2,660.69	699.31	79	1,934.54
Personnel Services Totals		\$1,308,380.00	\$0.00	\$1,308,380.00	\$85,558.61	\$0.00	\$1,091,454.27	\$216,925.73	83%	\$1,210,424.93
Materials & Services										
5315	Computer Supplies	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	1,193.37
5319	Office Supplies	1,500.00	.00	1,500.00	34.39	3.94	1,355.87	140.19	91	858.06
5321	Cleaning Supplies	.00	.00	.00	.00	.00	.00	.00	+++	640.44
5322	Lubricants	13,000.00	.00	13,000.00	9.49	.00	1,942.13	11,057.87	15	6,986.85
5323	Fuel	28,000.00	.00	28,000.00	2,242.76	943.23	21,754.57	5,302.20	81	31,014.90
5324	Clothing	4,500.00	.00	4,500.00	.00	.00	.00	4,500.00	0	1,038.05
5326	Safety/Medical	3,200.00	.00	3,200.00	468.60	30.27	1,995.05	1,174.68	63	3,515.92
5329	Other Supplies	6,000.00	.00	6,000.00	194.33	102.34	3,221.90	2,675.76	55	6,996.74
5337	Tires/Parts	9,500.00	.00	9,500.00	79.96	.00	784.51	8,715.49	8	5,574.52
5338	Tools	7,000.00	.00	7,000.00	396.85	(379.27)	6,363.72	1,015.55	85	6,325.49
5339	Other Maintenance Supplies	1,500.00	.00	1,500.00	175.96	.00	900.46	599.54	60	4,315.71
5352	Protective Clothing	4,000.00	.00	4,000.00	.00	.00	4,184.37	(184.37)	105	2,235.55
5361	Road Materials	60,000.00	.00	60,000.00	1,860.00	.00	29,618.05	30,381.95	49	22,643.36
5362	Concrete	3,500.00	.00	3,500.00	.00	.00	498.40	3,001.60	14	893.48
5363	Signs	25,000.00	.00	25,000.00	6,150.79	4,712.26	20,092.26	195.48	99	16,816.15
5369	Other Street Supplies	40,000.00	.00	40,000.00	334.42	121.00	10,086.27	29,792.73	26	6,724.10
5419	Other Professional Serv	100,000.00	.00	100,000.00	2,406.27	(313.78)	55,029.07	45,284.71	55	51,677.67
5421	Telephone/Data	5,900.00	.00	5,900.00	555.95	39.97	5,566.82	293.21	95	6,004.06



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 140 - Street Fund										
Department 631 - Maintenance										
Division 4211 - Street Maintenance										
EXPENSE										
<i>Materials & Services</i>										
5424	Advertising	1,500.00	.00	1,500.00	.00	.00	55.00	1,445.00	4	.00
5432	Meals	300.00	.00	300.00	229.18	.00	645.04	(345.04)	215	397.41
5433	Mileage	300.00	.00	300.00	.00	.00	201.25	98.75	67	.00
5439	Travel	3,500.00	.00	3,500.00	599.76	.00	1,943.99	1,556.01	56	1,817.55
5445	Work Equipment	12,000.00	.00	12,000.00	.00	.00	7,312.66	4,687.34	61	6,492.51
5446	Software Licenses	16,000.00	.00	16,000.00	916.47	3,828.00	13,622.20	(1,450.20)	109	4,875.00
5449	Leases - Other	4,000.00	.00	4,000.00	.00	.00	.00	4,000.00	0	1,968.11
5451	Natural Gas	4,400.00	.00	4,400.00	172.59	.00	3,399.65	1,000.35	77	4,827.13
5453	Electricity	10,000.00	.00	10,000.00	604.49	.00	6,032.97	3,967.03	60	7,057.21
5454	Solid Waste Disposal	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	.00
5471	Equipment Repair & Maint	15,000.00	.00	15,000.00	1,779.97	645.75	14,044.53	309.72	98	13,964.63
5474	Structures Repair & Maint	8,000.00	.00	8,000.00	149.74	.00	13,958.56	(5,958.56)	174	786.70
5475	Vehicle Repair & Maint	19,000.00	.00	19,000.00	2,667.54	499.89	11,464.38	7,035.73	63	11,848.04
5476	Laundry	10,000.00	.00	10,000.00	949.87	190.23	7,967.23	1,842.54	82	7,856.89
5479	Other Repair & Maint	600,000.00	.00	600,000.00	.00	34,937.88	78,939.49	486,122.63	19	629,704.24
5482	Tree Maintenance	15,000.00	.00	15,000.00	.00	.00	.00	15,000.00	0	899.70
5491	Dues & Subscriptions	.00	.00	.00	.00	.00	50.00	(50.00)	+++	112.41
5492	Registrations/Training	10,000.00	.00	10,000.00	.00	.00	4,308.06	5,691.94	43	7,315.50
5498	Permits/Fees	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	274.48
<i>Materials & Services Totals</i>		\$1,047,100.00	\$0.00	\$1,047,100.00	\$22,979.38	\$45,361.71	\$327,338.46	\$674,399.83	36%	\$875,651.93
<i>Capital Outlay</i>										
5649	Other Equipment	157,500.00	.00	157,500.00	37,916.00	.00	37,916.00	119,584.00	24	.00
<i>Capital Outlay Totals</i>		\$157,500.00	\$0.00	\$157,500.00	\$37,916.00	\$0.00	\$37,916.00	\$119,584.00	24%	\$0.00
EXPENSE TOTALS		\$2,512,980.00	\$0.00	\$2,512,980.00	\$146,453.99	\$45,361.71	\$1,456,708.73	\$1,010,909.56	60%	\$2,086,076.86
Division 4211 - Street Maintenance Totals		(\$2,512,980.00)	\$0.00	(\$2,512,980.00)	(\$146,453.99)	(\$45,361.71)	(\$1,456,708.73)	(\$1,010,909.56)	60%	(\$2,086,076.86)
Division 4299 - Street Admin										
EXPENSE										
<i>Materials & Services</i>										
5414	Accounting/Auditing	7,000.00	.00	7,000.00	.00	.00	9,310.00	(2,310.00)	133	8,767.99
5419	Other Professional Serv	.00	.00	.00	.00	.00	.00	.00	+++	7,887.84
5428	IT Support	45,110.00	.00	45,110.00	3,759.16	.00	41,350.76	3,759.24	92	28,140.00
5448	Internal Rent	5,700.00	.00	5,700.00	475.00	.00	5,225.00	475.00	92	5,070.00
5451	Natural Gas	600.00	.00	600.00	.00	.00	.00	600.00	0	.00
5453	Electricity	2,490.00	.00	2,490.00	142.78	.00	1,741.42	748.58	70	2,159.68
5456	Street Lighting	250,000.00	.00	250,000.00	26,689.02	.00	287,863.41	(37,863.41)	115	311,345.40
5461	Auto Insurance	7,740.00	.00	7,740.00	645.00	.00	7,095.00	645.00	92	8,919.96



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 140 - Street Fund										
Department 631 - Maintenance										
Division 4299 - Street Admin										
EXPENSE										
Materials & Services										
5463	Property/Earthquake Insurance	9,380.00	.00	9,380.00	781.67	.00	8,598.37	781.63	92	10,490.04
5464	Workers' Comp	19,540.00	.00	19,540.00	1,628.33	.00	17,911.63	1,628.37	92	19,410.00
5465	General Liability Insurance	14,030.00	.00	14,030.00	1,169.17	.00	12,860.87	1,169.13	92	11,760.00
5472	Buildings Repairs & Maint	10,000.00	.00	10,000.00	.00	.00	198.81	9,801.19	2	377.18
5482	Tree Maintenance	4,000.00	.00	4,000.00	.00	.00	.00	4,000.00	0	.00
5483	Sidewalks	15,000.00	.00	15,000.00	.00	.00	.00	15,000.00	0	.00
5500	Banking Fees & Charges	25,870.00	.00	25,870.00	1,415.96	.00	19,314.30	6,555.70	75	.00
Materials & Services Totals		\$416,460.00	\$0.00	\$416,460.00	\$36,706.09	\$0.00	\$411,469.57	\$4,990.43	99%	\$414,328.09
EXPENSE TOTALS		\$416,460.00	\$0.00	\$416,460.00	\$36,706.09	\$0.00	\$411,469.57	\$4,990.43	99%	\$414,328.09
Division 4299 - Street Admin Totals		(\$416,460.00)	\$0.00	(\$416,460.00)	(\$36,706.09)	\$0.00	(\$411,469.57)	(\$4,990.43)	99%	(\$414,328.09)
Division 9711 - Operating Transfer Out										
EXPENSE										
Transfers Out										
5811										
5811.363	Transfer to Street & Storm Cap Const Fund	.00	.00	.00	.00	.00	.00	.00	+++	1,960,940.48
5811.591	Transfer to Equipment Replace	60,000.00	.00	60,000.00	5,000.00	.00	55,000.00	5,000.00	92	60,000.00
5811.693	Transfer to Reserve for PERS	.00	.00	.00	.00	.00	.00	.00	+++	11,820.00
5811 - Totals		\$60,000.00	\$0.00	\$60,000.00	\$5,000.00	\$0.00	\$55,000.00	\$5,000.00	92%	\$2,032,760.48
Transfers Out Totals		\$60,000.00	\$0.00	\$60,000.00	\$5,000.00	\$0.00	\$55,000.00	\$5,000.00	92%	\$2,032,760.48
EXPENSE TOTALS		\$60,000.00	\$0.00	\$60,000.00	\$5,000.00	\$0.00	\$55,000.00	\$5,000.00	92%	\$2,032,760.48
Division 9711 - Operating Transfer Out Totals		(\$60,000.00)	\$0.00	(\$60,000.00)	(\$5,000.00)	\$0.00	(\$55,000.00)	(\$5,000.00)	92%	(\$2,032,760.48)
Department 631 - Maintenance Totals										
		(\$2,989,440.00)	\$0.00	(\$2,989,440.00)	(\$188,160.08)	(\$45,361.71)	(\$1,923,178.30)	(\$1,020,899.99)	66%	(\$4,533,165.43)
Department 901 - Ending Fund Balance										
Division 9971 - Equity										
EXPENSE										
Contingencies and Unappropriated Balances										
5921	Contingency	4,175,770.00	.00	4,175,770.00	.00	.00	.00	4,175,770.00	0	.00
Contingencies and Unappropriated Balances Totals		\$4,175,770.00	\$0.00	\$4,175,770.00	\$0.00	\$0.00	\$0.00	\$4,175,770.00	0%	\$0.00
EXPENSE TOTALS		\$4,175,770.00	\$0.00	\$4,175,770.00	\$0.00	\$0.00	\$0.00	\$4,175,770.00	0%	\$0.00
Division 9971 - Equity Totals		(\$4,175,770.00)	\$0.00	(\$4,175,770.00)	\$0.00	\$0.00	\$0.00	(\$4,175,770.00)	0%	\$0.00
Department 901 - Ending Fund Balance Totals		(\$4,175,770.00)	\$0.00	(\$4,175,770.00)	\$0.00	\$0.00	\$0.00	(\$4,175,770.00)	0%	\$0.00
Fund 140 - Street Fund Totals		\$7,165,210.00	\$0.00	\$7,165,210.00	\$188,160.08	\$45,361.71	\$1,923,178.30	\$5,196,669.99		\$4,533,165.43



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 250 - GO Debt Service Fund										
Department 151 - Finance										
Division 9111 - Debt Service										
	EXPENSE									
	Debt Service									
5711	Bond Principal	629,000.00	.00	629,000.00	.00	.00	.00	629,000.00	0	597,000.00
5721	Bond Interest	13,100.00	.00	13,100.00	.00	.00	6,208.80	6,891.20	47	24,835.20
	Debt Service Totals	\$642,100.00	\$0.00	\$642,100.00	\$0.00	\$0.00	\$6,208.80	\$635,891.20	1%	\$621,835.20
	EXPENSE TOTALS	\$642,100.00	\$0.00	\$642,100.00	\$0.00	\$0.00	\$6,208.80	\$635,891.20	1%	\$621,835.20
	Division 9111 - Debt Service Totals	(\$642,100.00)	\$0.00	(\$642,100.00)	\$0.00	\$0.00	(\$6,208.80)	(\$635,891.20)	1%	(\$621,835.20)
	Department 151 - Finance Totals	(\$642,100.00)	\$0.00	(\$642,100.00)	\$0.00	\$0.00	(\$6,208.80)	(\$635,891.20)	1%	(\$621,835.20)
	Fund 250 - GO Debt Service Fund Totals	\$642,100.00	\$0.00	\$642,100.00	\$0.00	\$0.00	\$6,208.80	\$635,891.20		\$621,835.20
Fund 358 - General Cap Const Fund										
Department 121 - City Administrator										
Division 9531 - Construction										
	EXPENSE									
	Capital Outlay									
5623										
5623.046	Pool Projects	.00	.00	.00	.00	.00	32,519.00	(32,519.00)	+++	.00
	5623 - Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$32,519.00	(\$32,519.00)	+++	\$0.00
5629	Buildings	1,046,250.00	.00	1,046,250.00	.00	.00	20,610.00	1,025,640.00	2	145,336.29
5637										
5637	Parks	2,000,000.00	.00	2,000,000.00	16,400.40	26,520.00	121,540.83	1,851,939.17	7	665,263.02
5637.042	Legion Park Playground	.00	.00	.00	.00	179,844.91	(3,000.00)	(176,844.91)	+++	1,904,389.67
	5637 - Totals	\$2,000,000.00	\$0.00	\$2,000,000.00	\$16,400.40	\$206,364.91	\$118,540.83	\$1,675,094.26	16%	\$2,569,652.69
5639	Other Improvements	158,710.00	.00	158,710.00	.00	.00	17,621.00	141,089.00	11	198,276.00
	Capital Outlay Totals	\$3,204,960.00	\$0.00	\$3,204,960.00	\$16,400.40	\$206,364.91	\$189,290.83	\$2,809,304.26	12%	\$2,913,264.98
	EXPENSE TOTALS	\$3,204,960.00	\$0.00	\$3,204,960.00	\$16,400.40	\$206,364.91	\$189,290.83	\$2,809,304.26	12%	\$2,913,264.98
	Division 9531 - Construction Totals	(\$3,204,960.00)	\$0.00	(\$3,204,960.00)	(\$16,400.40)	(\$206,364.91)	(\$189,290.83)	(\$2,809,304.26)	12%	(\$2,913,264.98)
	Department 121 - City Administrator Totals	(\$3,204,960.00)	\$0.00	(\$3,204,960.00)	(\$16,400.40)	(\$206,364.91)	(\$189,290.83)	(\$2,809,304.26)	12%	(\$2,913,264.98)
	Fund 358 - General Cap Const Fund Totals	\$3,204,960.00	\$0.00	\$3,204,960.00	\$16,400.40	\$206,364.91	\$189,290.83	\$2,809,304.26		\$2,913,264.98
Fund 360 - Special Assessment Fund										
Department 541 - Special Assessment										
Division 5921 - Special Assessment										
	EXPENSE									
	Materials & Services									
5419	Other Professional Serv	2,300.00	.00	2,300.00	.00	.00	76.00	2,224.00	3	.00
	Materials & Services Totals	\$2,300.00	\$0.00	\$2,300.00	\$0.00	\$0.00	\$76.00	\$2,224.00	3%	\$0.00
	EXPENSE TOTALS	\$2,300.00	\$0.00	\$2,300.00	\$0.00	\$0.00	\$76.00	\$2,224.00	3%	\$0.00
	Division 5921 - Special Assessment Totals	(\$2,300.00)	\$0.00	(\$2,300.00)	\$0.00	\$0.00	(\$76.00)	(\$2,224.00)	3%	\$0.00
	Department 541 - Special Assessment Totals	(\$2,300.00)	\$0.00	(\$2,300.00)	\$0.00	\$0.00	(\$76.00)	(\$2,224.00)	3%	\$0.00



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Fund 360 - Special Assessment Fund										
Department 901 - Ending Fund Balance										
Division 9971 - Equity										
	EXPENSE									
	Contingencies and Unappropriated Balances									
5921	Contingency	39,960.00	.00	39,960.00	.00	.00	.00	39,960.00	0	.00
	Contingencies and Unappropriated Balances Totals	\$39,960.00	\$0.00	\$39,960.00	\$0.00	\$0.00	\$0.00	\$39,960.00	0%	\$0.00
	EXPENSE TOTALS	\$39,960.00	\$0.00	\$39,960.00	\$0.00	\$0.00	\$0.00	\$39,960.00	0%	\$0.00
	Division 9971 - Equity Totals	(\$39,960.00)	\$0.00	(\$39,960.00)	\$0.00	\$0.00	\$0.00	(\$39,960.00)	0%	\$0.00
	Department 901 - Ending Fund Balance Totals	(\$39,960.00)	\$0.00	(\$39,960.00)	\$0.00	\$0.00	\$0.00	(\$39,960.00)	0%	\$0.00
	Fund 360 - Special Assessment Fund Totals	\$42,260.00	\$0.00	\$42,260.00	\$0.00	\$0.00	\$76.00	\$42,184.00		\$0.00
Fund 363 - Street & Storm Cap Const Fund										
Department 631 - Maintenance										
Division 9531 - Construction										
	EXPENSE									
	Capital Outlay									
5631	Streets/Alleys/Sidewalks	800,000.00	.00	800,000.00	10,042.81	136,741.43	213,285.22	449,973.35	44	3,222,759.51
5636	Storm Drains	80,000.00	.00	80,000.00	.00	.00	.00	80,000.00	0	72,970.90
	Capital Outlay Totals	\$880,000.00	\$0.00	\$880,000.00	\$10,042.81	\$136,741.43	\$213,285.22	\$529,973.35	40%	\$3,295,730.41
	EXPENSE TOTALS	\$880,000.00	\$0.00	\$880,000.00	\$10,042.81	\$136,741.43	\$213,285.22	\$529,973.35	40%	\$3,295,730.41
	Division 9531 - Construction Totals	(\$880,000.00)	\$0.00	(\$880,000.00)	(\$10,042.81)	(\$136,741.43)	(\$213,285.22)	(\$529,973.35)	40%	(\$3,295,730.41)
	Department 631 - Maintenance Totals	(\$880,000.00)	\$0.00	(\$880,000.00)	(\$10,042.81)	(\$136,741.43)	(\$213,285.22)	(\$529,973.35)	40%	(\$3,295,730.41)
	Fund 363 - Street & Storm Cap Const Fund Totals	\$880,000.00	\$0.00	\$880,000.00	\$10,042.81	\$136,741.43	\$213,285.22	\$529,973.35		\$3,295,730.41
Fund 364 - Parks SDC Fund										
Department 491 - Parks Administration										
Division 9511 - Design Engineering										
	EXPENSE									
	Materials & Services									
5419	Other Professional Serv	60,000.00	.00	60,000.00	.00	.00	92,715.61	(32,715.61)	155	.00
	Materials & Services Totals	\$60,000.00	\$0.00	\$60,000.00	\$0.00	\$0.00	\$92,715.61	(\$32,715.61)	155%	\$0.00
	EXPENSE TOTALS	\$60,000.00	\$0.00	\$60,000.00	\$0.00	\$0.00	\$92,715.61	(\$32,715.61)	155%	\$0.00
	Division 9511 - Design Engineering Totals	(\$60,000.00)	\$0.00	(\$60,000.00)	\$0.00	\$0.00	(\$92,715.61)	\$32,715.61	155%	\$0.00
	Division 9711 - Operating Transfer Out									
	EXPENSE									
	Transfers Out									
5811										
5811.358	Transfer to General Cap Const Fund	1,028,750.00	.00	1,028,750.00	29,018.68	.00	49,981.32	978,768.68	5	1,485,954.00
	5811 - Totals	\$1,028,750.00	\$0.00	\$1,028,750.00	\$29,018.68	\$0.00	\$49,981.32	\$978,768.68	5%	\$1,485,954.00
	Transfers Out Totals	\$1,028,750.00	\$0.00	\$1,028,750.00	\$29,018.68	\$0.00	\$49,981.32	\$978,768.68	5%	\$1,485,954.00
	EXPENSE TOTALS	\$1,028,750.00	\$0.00	\$1,028,750.00	\$29,018.68	\$0.00	\$49,981.32	\$978,768.68	5%	\$1,485,954.00
	Division 9711 - Operating Transfer Out Totals	(\$1,028,750.00)	\$0.00	(\$1,028,750.00)	(\$29,018.68)	\$0.00	(\$49,981.32)	(\$978,768.68)	5%	(\$1,485,954.00)



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Fund 364 - Parks SDC Fund										
Department 491 - Parks Administration Totals		(\$1,088,750.00)	\$0.00	(\$1,088,750.00)	(\$29,018.68)	\$0.00	(\$142,696.93)	(\$946,053.07)	13%	(\$1,485,954.00)
Department 901 - Ending Fund Balance										
Division 9971 - Equity										
EXPENSE										
Contingencies and Unappropriated Balances										
5981										
5981.005 Reserve for Future Years		4,805,630.00	.00	4,805,630.00	.00	.00	.00	4,805,630.00	0	.00
5981 - Totals		\$4,805,630.00	\$0.00	\$4,805,630.00	\$0.00	\$0.00	\$0.00	\$4,805,630.00	0%	\$0.00
Contingencies and Unappropriated Balances Totals		\$4,805,630.00	\$0.00	\$4,805,630.00	\$0.00	\$0.00	\$0.00	\$4,805,630.00	0%	\$0.00
EXPENSE TOTALS		\$4,805,630.00	\$0.00	\$4,805,630.00	\$0.00	\$0.00	\$0.00	\$4,805,630.00	0%	\$0.00
Division 9971 - Equity Totals		(\$4,805,630.00)	\$0.00	(\$4,805,630.00)	\$0.00	\$0.00	\$0.00	(\$4,805,630.00)	0%	\$0.00
Department 901 - Ending Fund Balance Totals		(\$4,805,630.00)	\$0.00	(\$4,805,630.00)	\$0.00	\$0.00	\$0.00	(\$4,805,630.00)	0%	\$0.00
Fund 364 - Parks SDC Fund Totals		\$5,894,380.00	\$0.00	\$5,894,380.00	\$29,018.68	\$0.00	\$142,696.93	\$5,751,683.07		\$1,485,954.00
Fund 376 - Transportation SDC Fund										
Department 631 - Maintenance										
Division 9711 - Operating Transfer Out										
EXPENSE										
Transfers Out										
5811										
5811.001 Transfer to General Fund		200,000.00	.00	200,000.00	.00	.00	.00	200,000.00	0	.00
5811.358 Transfer to General Cap Const Fund		50,000.00	.00	50,000.00	20,241.59	.00	20,241.59	29,758.41	40	.00
5811.363 Transfer to Street & Storm Cap Const Fund		170,000.00	.00	170,000.00	8,732.20	.00	167,803.44	2,196.56	99	1,000,000.00
5811 - Totals		\$420,000.00	\$0.00	\$420,000.00	\$28,973.79	\$0.00	\$188,045.03	\$231,954.97	45%	\$1,000,000.00
Transfers Out Totals		\$420,000.00	\$0.00	\$420,000.00	\$28,973.79	\$0.00	\$188,045.03	\$231,954.97	45%	\$1,000,000.00
EXPENSE TOTALS		\$420,000.00	\$0.00	\$420,000.00	\$28,973.79	\$0.00	\$188,045.03	\$231,954.97	45%	\$1,000,000.00
Division 9711 - Operating Transfer Out Totals		(\$420,000.00)	\$0.00	(\$420,000.00)	(\$28,973.79)	\$0.00	(\$188,045.03)	(\$231,954.97)	45%	(\$1,000,000.00)
Department 631 - Maintenance Totals		(\$420,000.00)	\$0.00	(\$420,000.00)	(\$28,973.79)	\$0.00	(\$188,045.03)	(\$231,954.97)	45%	(\$1,000,000.00)
Department 901 - Ending Fund Balance										
Division 9971 - Equity										
EXPENSE										
Contingencies and Unappropriated Balances										
5981										
5981.005 Reserve for Future Years		14,628,430.00	.00	14,628,430.00	.00	.00	.00	14,628,430.00	0	.00
5981 - Totals		\$14,628,430.00	\$0.00	\$14,628,430.00	\$0.00	\$0.00	\$0.00	\$14,628,430.00	0%	\$0.00
Contingencies and Unappropriated Balances Totals		\$14,628,430.00	\$0.00	\$14,628,430.00	\$0.00	\$0.00	\$0.00	\$14,628,430.00	0%	\$0.00
EXPENSE TOTALS		\$14,628,430.00	\$0.00	\$14,628,430.00	\$0.00	\$0.00	\$0.00	\$14,628,430.00	0%	\$0.00
Division 9971 - Equity Totals		(\$14,628,430.00)	\$0.00	(\$14,628,430.00)	\$0.00	\$0.00	\$0.00	(\$14,628,430.00)	0%	\$0.00
Department 901 - Ending Fund Balance Totals		(\$14,628,430.00)	\$0.00	(\$14,628,430.00)	\$0.00	\$0.00	\$0.00	(\$14,628,430.00)	0%	\$0.00
Fund 376 - Transportation SDC Fund Totals		\$15,048,430.00	\$0.00	\$15,048,430.00	\$28,973.79	\$0.00	\$188,045.03	\$14,860,384.97		\$1,000,000.00



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 377 - Storm SDC Fund										
Department 631 - Maintenance										
Division 9511 - Design Engineering										
	EXPENSE									
	Materials & Services									
5419	Other Professional Serv	250,000.00	.00	250,000.00	8,432.20	5,418.20	145,645.06	98,936.74	60	.00
	Materials & Services Totals	\$250,000.00	\$0.00	\$250,000.00	\$8,432.20	\$5,418.20	\$145,645.06	\$98,936.74	60%	\$0.00
	EXPENSE TOTALS	\$250,000.00	\$0.00	\$250,000.00	\$8,432.20	\$5,418.20	\$145,645.06	\$98,936.74	60%	\$0.00
	Division 9511 - Design Engineering Totals	(\$250,000.00)	\$0.00	(\$250,000.00)	(\$8,432.20)	(\$5,418.20)	(\$145,645.06)	(\$98,936.74)	60%	\$0.00
Division 9711 - Operating Transfer Out										
	EXPENSE									
	Transfers Out									
5811										
5811.363	Transfer to Street & Storm Cap Const Fund	67,320.00	.00	67,320.00	2,687.02	.00	45,340.41	21,979.59	67	114,126.00
	5811 - Totals	\$67,320.00	\$0.00	\$67,320.00	\$2,687.02	\$0.00	\$45,340.41	\$21,979.59	67%	\$114,126.00
	Transfers Out Totals	\$67,320.00	\$0.00	\$67,320.00	\$2,687.02	\$0.00	\$45,340.41	\$21,979.59	67%	\$114,126.00
	EXPENSE TOTALS	\$67,320.00	\$0.00	\$67,320.00	\$2,687.02	\$0.00	\$45,340.41	\$21,979.59	67%	\$114,126.00
	Division 9711 - Operating Transfer Out Totals	(\$67,320.00)	\$0.00	(\$67,320.00)	(\$2,687.02)	\$0.00	(\$45,340.41)	(\$21,979.59)	67%	(\$114,126.00)
	Department 631 - Maintenance Totals	(\$317,320.00)	\$0.00	(\$317,320.00)	(\$11,119.22)	(\$5,418.20)	(\$190,985.47)	(\$120,916.33)	62%	(\$114,126.00)
Department 901 - Ending Fund Balance										
Division 9971 - Equity										
	EXPENSE									
	Contingencies and Unappropriated Balances									
5981										
5981.005	Reserve for Future Years	774,470.00	.00	774,470.00	.00	.00	.00	774,470.00	0	.00
	5981 - Totals	\$774,470.00	\$0.00	\$774,470.00	\$0.00	\$0.00	\$0.00	\$774,470.00	0%	\$0.00
	Contingencies and Unappropriated Balances Totals	\$774,470.00	\$0.00	\$774,470.00	\$0.00	\$0.00	\$0.00	\$774,470.00	0%	\$0.00
	EXPENSE TOTALS	\$774,470.00	\$0.00	\$774,470.00	\$0.00	\$0.00	\$0.00	\$774,470.00	0%	\$0.00
	Division 9971 - Equity Totals	(\$774,470.00)	\$0.00	(\$774,470.00)	\$0.00	\$0.00	\$0.00	(\$774,470.00)	0%	\$0.00
	Department 901 - Ending Fund Balance Totals	(\$774,470.00)	\$0.00	(\$774,470.00)	\$0.00	\$0.00	\$0.00	(\$774,470.00)	0%	\$0.00
	Fund 377 - Storm SDC Fund Totals	\$1,091,790.00	\$0.00	\$1,091,790.00	\$11,119.22	\$5,418.20	\$190,985.47	\$895,386.33		\$114,126.00
Fund 465 - Sewer Cap Const Fund										
Department 621 - Sewer										
Division 9511 - Design Engineering										
	EXPENSE									
	Capital Outlay									
5635	Sewer	100,000.00	.00	100,000.00	.00	.00	.00	100,000.00	0	.00
	Capital Outlay Totals	\$100,000.00	\$0.00	\$100,000.00	\$0.00	\$0.00	\$0.00	\$100,000.00	0%	\$0.00
	EXPENSE TOTALS	\$100,000.00	\$0.00	\$100,000.00	\$0.00	\$0.00	\$0.00	\$100,000.00	0%	\$0.00
	Division 9511 - Design Engineering Totals	(\$100,000.00)	\$0.00	(\$100,000.00)	\$0.00	\$0.00	\$0.00	(\$100,000.00)	0%	\$0.00



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Fund 465 - Sewer Cap Const Fund										
Department 621 - Sewer										
Division 9531 - Construction										
	EXPENSE									
	Capital Outlay									
5635	Sewer	2,035,000.00	.00	2,035,000.00	470.13	70,669.16	108,167.51	1,856,163.33	9	3,216,090.66
	Capital Outlay Totals	\$2,035,000.00	\$0.00	\$2,035,000.00	\$470.13	\$70,669.16	\$108,167.51	\$1,856,163.33	9%	\$3,216,090.66
	EXPENSE TOTALS	\$2,035,000.00	\$0.00	\$2,035,000.00	\$470.13	\$70,669.16	\$108,167.51	\$1,856,163.33	9%	\$3,216,090.66
	Division 9531 - Construction Totals	(\$2,035,000.00)	\$0.00	(\$2,035,000.00)	(\$470.13)	(\$70,669.16)	(\$108,167.51)	(\$1,856,163.33)	9%	(\$3,216,090.66)
	Department 621 - Sewer Totals	(\$2,135,000.00)	\$0.00	(\$2,135,000.00)	(\$470.13)	(\$70,669.16)	(\$108,167.51)	(\$1,956,163.33)	8%	(\$3,216,090.66)
	Fund 465 - Sewer Cap Const Fund Totals	\$2,135,000.00	\$0.00	\$2,135,000.00	\$470.13	\$70,669.16	\$108,167.51	\$1,956,163.33		\$3,216,090.66
Fund 466 - Water Cap Const Fund										
Department 611 - Water										
Division 9511 - Design Engineering										
	EXPENSE									
	Capital Outlay									
5634	Water - Capital	50,000.00	.00	50,000.00	.00	.00	.00	50,000.00	0	14,396.38
	Capital Outlay Totals	\$50,000.00	\$0.00	\$50,000.00	\$0.00	\$0.00	\$0.00	\$50,000.00	0%	\$14,396.38
	EXPENSE TOTALS	\$50,000.00	\$0.00	\$50,000.00	\$0.00	\$0.00	\$0.00	\$50,000.00	0%	\$14,396.38
	Division 9511 - Design Engineering Totals	(\$50,000.00)	\$0.00	(\$50,000.00)	\$0.00	\$0.00	\$0.00	(\$50,000.00)	0%	(\$14,396.38)
Division 9521 - Right of Way										
	EXPENSE									
	Capital Outlay									
5611	Land	900,000.00	.00	900,000.00	.00	.00	40,000.00	860,000.00	4	.00
	Capital Outlay Totals	\$900,000.00	\$0.00	\$900,000.00	\$0.00	\$0.00	\$40,000.00	\$860,000.00	4%	\$0.00
	EXPENSE TOTALS	\$900,000.00	\$0.00	\$900,000.00	\$0.00	\$0.00	\$40,000.00	\$860,000.00	4%	\$0.00
	Division 9521 - Right of Way Totals	(\$900,000.00)	\$0.00	(\$900,000.00)	\$0.00	\$0.00	(\$40,000.00)	(\$860,000.00)	4%	\$0.00
Division 9531 - Construction										
	EXPENSE									
	Capital Outlay									
5634	Water - Capital	1,056,800.00	550,000.00	1,606,800.00	179,854.04	(778,391.68)	894,575.42	1,490,616.26	7	2,844,144.26
	Capital Outlay Totals	\$1,056,800.00	\$550,000.00	\$1,606,800.00	\$179,854.04	(\$778,391.68)	\$894,575.42	\$1,490,616.26	7%	\$2,844,144.26
	EXPENSE TOTALS	\$1,056,800.00	\$550,000.00	\$1,606,800.00	\$179,854.04	(\$778,391.68)	\$894,575.42	\$1,490,616.26	7%	\$2,844,144.26
	Division 9531 - Construction Totals	(\$1,056,800.00)	(\$550,000.00)	(\$1,606,800.00)	(\$179,854.04)	\$778,391.68	(\$894,575.42)	(\$1,490,616.26)	7%	(\$2,844,144.26)
	Department 611 - Water Totals	(\$2,006,800.00)	(\$550,000.00)	(\$2,556,800.00)	(\$179,854.04)	\$778,391.68	(\$934,575.42)	(\$2,400,616.26)	6%	(\$2,858,540.64)
	Fund 466 - Water Cap Const Fund Totals	\$2,006,800.00	\$550,000.00	\$2,556,800.00	\$179,854.04	(\$778,391.68)	\$934,575.42	\$2,400,616.26		\$2,858,540.64



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Fund 470 - Water Fund										
Department 611 - Water										
Division 6411 - Water Supply										
EXPENSE										
Personnel Services										
5111	Regular Wages	1,329,090.00	.00	1,329,090.00	92,765.36	.00	1,070,302.32	258,787.68	81	1,168,831.02
5112	Part-Time Wages	21,170.00	.00	21,170.00	3,536.47	.00	13,772.08	7,397.92	65	9,001.58
5121	Overtime	19,260.00	.00	19,260.00	1,176.71	.00	11,728.54	7,531.46	61	16,031.38
5211	OR Workers' Benefit	380.00	.00	380.00	23.89	.00	251.76	128.24	66	298.14
5212	Social Security	105,420.00	.00	105,420.00	7,286.65	.00	80,881.90	24,538.10	77	92,308.50
5213	Med & Dent Ins	308,900.00	.00	308,900.00	23,686.07	.00	237,002.26	71,897.74	77	261,831.23
5214										
5214	Retirement	.00	.00	.00	.00	.00	(1,497.62)	1,497.62	+++	2,927.97
5214.100	PERS - City	247,100.00	.00	247,100.00	16,526.38	.00	187,692.39	59,407.61	76	186,777.63
5214.600	PERS 6%	79,060.00	.00	79,060.00	5,518.34	.00	62,056.24	17,003.76	78	70,778.27
5214.800	DEFERED COMP - CITY	23,800.00	.00	23,800.00	1,606.99	.00	22,299.79	1,500.21	94	21,367.73
5214 - Totals		\$349,960.00	\$0.00	\$349,960.00	\$23,651.71	\$0.00	\$270,550.80	\$79,409.20	77%	\$281,851.60
5215	Long Term Disability Ins	2,190.00	.00	2,190.00	200.27	.00	1,801.38	388.62	82	2,160.81
5216	Unemployment Insurance	17,790.00	.00	17,790.00	1,267.19	.00	14,244.93	3,545.07	80	10,315.85
5217	Life Insurance	1,400.00	.00	1,400.00	129.03	.00	1,159.58	240.42	83	1,392.37
5218	Paid Family Leave Insurance	5,450.00	.00	5,450.00	363.12	.00	4,075.30	1,374.70	75	2,892.81
Personnel Services Totals		\$2,161,010.00	\$0.00	\$2,161,010.00	\$154,086.47	\$0.00	\$1,705,770.85	\$455,239.15	79%	\$1,846,915.29
Materials & Services										
5315	Computer Supplies	500.00	.00	500.00	.00	.00	.00	500.00	0	.00
5319	Office Supplies	1,750.00	.00	1,750.00	34.39	3.93	1,504.66	241.41	86	1,285.21
5323	Fuel	20,000.00	.00	20,000.00	2,054.01	302.36	11,750.67	7,946.97	60	14,421.11
5324	Clothing	4,500.00	.00	4,500.00	622.92	.00	963.28	3,536.72	21	477.31
5326	Safety/Medical	3,000.00	.00	3,000.00	.00	.00	2,155.18	844.82	72	2,085.93
5327	Chemicals	130,000.00	.00	130,000.00	2,303.00	76,549.26	94,214.86	(40,764.12)	131	107,000.42
5328	Lab Supplies	2,500.00	.00	2,500.00	.00	.00	5,031.18	(2,531.18)	201	906.72
5329	Other Supplies	3,200.00	.00	3,200.00	165.25	.00	1,959.16	1,240.84	61	3,060.16
5338	Tools	3,000.00	.00	3,000.00	.00	.00	4,020.73	(1,020.73)	134	1,369.40
5339	Other Maintenance Supplies	2,000.00	.00	2,000.00	293.44	.00	800.94	1,199.06	40	468.78
5379										
5379	Water/Sewer Supplies	20,000.00	.00	20,000.00	3,125.00	1,475.00	40,448.29	(21,923.29)	210	29,072.26
5379.001	Line Repair Supplies	20,000.00	.00	20,000.00	91.46	1,368.50	2,795.78	15,835.72	21	3,483.39
5379.002	Customer Service	20,000.00	.00	20,000.00	.00	3,238.96	13,853.55	2,907.49	85	13,993.21
5379.003	Pump Supplies	4,500.00	.00	4,500.00	.00	.00	3,624.53	875.47	81	831.81
5379.004	Meter Parts	20,000.00	.00	20,000.00	.00	1,050.00	8,277.07	10,672.93	47	13,175.06
5379.005	Protective Equipment	2,500.00	.00	2,500.00	378.98	.00	2,351.08	148.92	94	2,004.67
5379 - Totals		\$87,000.00	\$0.00	\$87,000.00	\$3,595.44	\$7,132.46	\$71,350.30	\$8,517.24	90%	\$62,560.40



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Fund 470 - Water Fund										
Department 611 - Water										
Division 6411 - Water Supply										
EXPENSE										
Materials & Services										
5419	Other Professional Serv	16,000.00	20,000.00	36,000.00	176.65	359.50	19,414.39	16,226.11	55	18,223.60
5419.501	Testing/Lab	20,000.00	.00	20,000.00	.00	162.00	2,414.67	17,423.33	13	16,302.39
5419.707	Educ Outreach	3,500.00	.00	3,500.00	.00	.00	997.50	2,502.50	28	97.30
5419 - Totals		\$39,500.00	\$20,000.00	\$59,500.00	\$176.65	\$521.50	\$22,826.56	\$36,151.94	39%	\$34,623.29
5421	Telephone/Data	10,000.00	.00	10,000.00	1,000.68	26.46	10,149.43	(175.89)	102	11,496.10
5422	Postage	1,000.00	.00	1,000.00	.00	.00	23.00	977.00	2	.00
5445	Work Equipment	1,500.00	.00	1,500.00	.00	.00	99.43	1,400.57	7	671.79
5446	Software Licenses	20,000.00	.00	20,000.00	1,765.17	8,833.77	24,942.67	(13,776.44)	169	25,643.00
5449	Leases - Other	.00	.00	.00	.00	.00	.00	.00	+++	1,916.11
5451	Natural Gas	3,500.00	.00	3,500.00	197.61	.00	2,480.08	1,019.92	71	3,513.19
5453	Electricity	325,000.00	.00	325,000.00	27,728.70	.00	280,982.19	44,017.81	86	324,738.58
5454	Solid Waste Disposal	1,300.00	.00	1,300.00	.00	.00	.00	1,300.00	0	.00
5471	Equipment Repair & Maint	10,500.00	.00	10,500.00	1,377.12	.00	8,201.39	2,298.61	78	4,523.55
5472	Buildings Repairs & Maint	3,000.00	.00	3,000.00	1,318.00	.00	7,745.46	(4,745.46)	258	3,292.72
5475	Vehicle Repair & Maint	5,000.00	.00	5,000.00	1,121.30	.00	10,281.58	(5,281.58)	206	8,236.37
5479	Other Repair & Maint	205,000.00	.00	205,000.00	149.96	(1,747.33)	155,636.07	51,111.26	75	184,740.06
5491	Dues & Subscriptions	2,400.00	.00	2,400.00	.00	.00	2,448.00	(48.00)	102	1,455.00
5492	Registrations/Training	3,500.00	.00	3,500.00	474.90	.00	6,559.73	(3,059.73)	187	3,095.32
5493	Printing/Binding	.00	.00	.00	.00	.00	.00	.00	+++	35.00
5498	Permits/Fees	1,500.00	.00	1,500.00	45.00	.00	740.00	760.00	49	8,705.30
Materials & Services Totals		\$890,150.00	\$20,000.00	\$910,150.00	\$44,423.54	\$91,622.41	\$726,866.55	\$91,661.04	90%	\$810,320.82
Capital Outlay										
5642	Passenger Vehicles	43,000.00	.00	43,000.00	.00	.00	40,763.91	2,236.09	95	.00
Capital Outlay Totals		\$43,000.00	\$0.00	\$43,000.00	\$0.00	\$0.00	\$40,763.91	\$2,236.09	95%	\$0.00
EXPENSE TOTALS		\$3,094,160.00	\$20,000.00	\$3,114,160.00	\$198,510.01	\$91,622.41	\$2,473,401.31	\$549,136.28	82%	\$2,657,236.11
Division 6411 - Water Supply Totals		(\$3,094,160.00)	(\$20,000.00)	(\$3,114,160.00)	(\$198,510.01)	(\$91,622.41)	(\$2,473,401.31)	(\$549,136.28)	82%	(\$2,657,236.11)
Division 6499 - Water Administration										
EXPENSE										
Materials & Services										
5319	Office Supplies	.00	.00	.00	.00	.00	656.43	(656.43)	+++	256.48
5409										
5409.140	Garage Services	20,010.00	.00	20,010.00	.00	.00	9,582.11	10,427.89	48	5,818.48
5409 - Totals		\$20,010.00	\$0.00	\$20,010.00	\$0.00	\$0.00	\$9,582.11	\$10,427.89	48%	\$5,818.48
5414	Accounting/Auditing	5,000.00	.00	5,000.00	.00	.00	6,650.00	(1,650.00)	133	6,262.85
5419	Other Professional Serv	15,000.00	.00	15,000.00	.00	.00	.00	15,000.00	0	.00



Expense Budget Performance Report

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Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 470 - Water Fund										
Department 611 - Water										
Division 6499 - Water Administration										
EXPENSE										
Materials & Services										
5422	Postage	20,000.00	.00	20,000.00	1,959.15	3,142.11	19,523.24	(2,665.35)	113	21,220.35
5428	IT Support	64,910.00	.00	64,910.00	5,409.16	.00	59,500.76	5,409.24	92	59,220.00
5448	Internal Rent	14,580.00	.00	14,580.00	1,215.00	.00	13,365.00	1,215.00	92	12,950.00
5450	General Right of Way Charge	234,340.00	.00	234,340.00	22,617.11	.00	255,519.56	(21,179.56)	109	259,159.58
5460	Property Tax Expense	7,000.00	.00	7,000.00	.00	.00	5,313.42	1,686.58	76	14,525.85
5461	Auto Insurance	7,440.00	.00	7,440.00	620.00	.00	6,820.00	620.00	92	8,109.96
5463	Property/Earthquake Insurance	31,440.00	.00	31,440.00	2,620.00	.00	28,820.00	2,620.00	92	27,930.00
5464	Workers' Comp	13,950.00	.00	13,950.00	1,162.50	.00	12,787.50	1,162.50	92	15,549.96
5465	General Liability Insurance	16,290.00	.00	16,290.00	1,357.50	.00	14,932.50	1,357.50	92	16,790.04
5472	Buildings Repairs & Maint	5,530.00	.00	5,530.00	.00	.00	.00	5,530.00	0	2,238.38
5493	Printing/Binding	16,000.00	.00	16,000.00	929.95	2,178.09	10,103.91	3,718.00	77	11,229.55
5500	Banking Fees & Charges	55,540.00	.00	55,540.00	5,650.02	.00	64,959.97	(9,419.97)	117	57,491.34
Materials & Services Totals		\$527,030.00	\$0.00	\$527,030.00	\$43,540.39	\$5,320.20	\$508,534.40	\$13,175.40	98%	\$518,752.82
Debt Service										
5711	Bond Principal	2,260,000.00	.00	2,260,000.00	.00	.00	2,244,000.00	16,000.00	99	1,442,000.00
5721	Bond Interest	12,000.00	.00	12,000.00	.00	.00	7,513.66	4,486.34	63	87,171.00
Debt Service Totals		\$2,272,000.00	\$0.00	\$2,272,000.00	\$0.00	\$0.00	\$2,251,513.66	\$20,486.34	99%	\$1,529,171.00
EXPENSE TOTALS		\$2,799,030.00	\$0.00	\$2,799,030.00	\$43,540.39	\$5,320.20	\$2,760,048.06	\$33,661.74	99%	\$2,047,923.82
Division 6499 - Water Administration Totals		(\$2,799,030.00)	\$0.00	(\$2,799,030.00)	(\$43,540.39)	(\$5,320.20)	(\$2,760,048.06)	(\$33,661.74)	99%	(\$2,047,923.82)
Division 9711 - Operating Transfer Out										
EXPENSE										
Transfers Out										
5811										
5811.466	Transfer to Water Cap Const	354,000.00	.00	354,000.00	.00	.00	68,513.20	285,486.80	19	1,364,931.77
5811.591	Transfer to Equipment Replace	60,000.00	.00	60,000.00	5,000.00	.00	55,000.00	5,000.00	92	60,000.00
5811.693	Transfer to Reserve for PERS	.00	.00	.00	.00	.00	.00	.00	+++	19,230.00
5811 - Totals		\$414,000.00	\$0.00	\$414,000.00	\$5,000.00	\$0.00	\$123,513.20	\$290,486.80	30%	\$1,444,161.77
Transfers Out Totals		\$414,000.00	\$0.00	\$414,000.00	\$5,000.00	\$0.00	\$123,513.20	\$290,486.80	30%	\$1,444,161.77
EXPENSE TOTALS		\$414,000.00	\$0.00	\$414,000.00	\$5,000.00	\$0.00	\$123,513.20	\$290,486.80	30%	\$1,444,161.77
Division 9711 - Operating Transfer Out Totals		(\$414,000.00)	\$0.00	(\$414,000.00)	(\$5,000.00)	\$0.00	(\$123,513.20)	(\$290,486.80)	30%	(\$1,444,161.77)
Department 611 - Water Totals		(\$6,307,190.00)	(\$20,000.00)	(\$6,327,190.00)	(\$247,050.40)	(\$96,942.61)	(\$5,356,962.57)	(\$873,284.82)	86%	(\$6,149,321.70)



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 470 - Water Fund										
Department	901 - Ending Fund Balance									
Division	9971 - Equity									
	EXPENSE									
<i>Contingencies and Unappropriated Balances</i>										
5921	Contingency	181,060.00	.00	181,060.00	.00	.00	.00	181,060.00	0	.00
5981										
5981.005	Reserve for Future Years	561,800.00	.00	561,800.00	.00	.00	.00	561,800.00	0	.00
	5981 - Totals	\$561,800.00	\$0.00	\$561,800.00	\$0.00	\$0.00	\$0.00	\$561,800.00	0%	\$0.00
	<i>Contingencies and Unappropriated Balances Totals</i>	<i>\$742,860.00</i>	<i>\$0.00</i>	<i>\$742,860.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$742,860.00</i>	<i>0%</i>	<i>\$0.00</i>
	EXPENSE TOTALS	\$742,860.00	\$0.00	\$742,860.00	\$0.00	\$0.00	\$0.00	\$742,860.00	0%	\$0.00
	Division 9971 - Equity Totals	(\$742,860.00)	\$0.00	(\$742,860.00)	\$0.00	\$0.00	\$0.00	(\$742,860.00)	0%	\$0.00
	Department 901 - Ending Fund Balance Totals	(\$742,860.00)	\$0.00	(\$742,860.00)	\$0.00	\$0.00	\$0.00	(\$742,860.00)	0%	\$0.00
	Fund 470 - Water Fund Totals	\$7,050,050.00	\$20,000.00	\$7,070,050.00	\$247,050.40	\$96,942.61	\$5,356,962.57	\$1,616,144.82		\$6,149,321.70
Fund 472 - Sewer Fund										
Department	621 - Sewer									
Division	6511 - WWTP Operation									
	EXPENSE									
<i>Personnel Services</i>										
5111	Regular Wages	1,638,390.00	.00	1,638,390.00	84,151.51	.00	1,177,671.02	460,718.98	72	1,219,666.89
5112	Part-Time Wages	14,070.00	.00	14,070.00	2,000.26	.00	19,246.34	(5,176.34)	137	16,546.09
5121	Overtime	31,700.00	.00	31,700.00	1,075.06	.00	17,510.84	14,189.16	55	34,905.28
5211	OR Workers' Benefit	460.00	.00	460.00	19.67	.00	265.57	194.43	58	306.28
5212	Social Security	129,420.00	.00	129,420.00	6,481.45	.00	89,738.43	39,681.57	69	98,054.80
5213	Med & Dent Ins	395,090.00	.00	395,090.00	19,212.08	.00	217,692.36	177,397.64	55	246,740.00
5214										
5214	Retirement	.00	.00	.00	.00	.00	(1,647.39)	1,647.39	+++	2,927.97
5214.100	PERS - City	305,170.00	.00	305,170.00	13,916.59	.00	194,695.26	110,474.74	64	195,955.49
5214.600	PERS 6%	98,340.00	.00	98,340.00	4,739.69	.00	64,528.71	33,811.29	66	75,009.72
5214.800	DEFERED COMP - CITY	25,920.00	.00	25,920.00	1,489.44	.00	21,324.33	4,595.67	82	23,339.20
	5214 - Totals	\$429,430.00	\$0.00	\$429,430.00	\$20,145.72	\$0.00	\$278,900.91	\$150,529.09	65%	\$297,232.38
5215	Long Term Disability Ins	2,680.00	.00	2,680.00	153.64	.00	1,976.91	703.09	74	2,247.81
5216	Unemployment Insurance	21,870.00	.00	21,870.00	1,133.94	.00	15,787.58	6,082.42	72	11,030.01
5217	Life Insurance	1,760.00	.00	1,760.00	98.70	.00	1,271.58	488.42	72	1,445.80
5218	Paid Family Leave Insurance	6,740.00	.00	6,740.00	325.40	.00	4,580.43	2,159.57	68	3,072.45
	<i>Personnel Services Totals</i>	<i>\$2,671,610.00</i>	<i>\$0.00</i>	<i>\$2,671,610.00</i>	<i>\$134,797.43</i>	<i>\$0.00</i>	<i>\$1,824,641.97</i>	<i>\$846,968.03</i>	<i>68%</i>	<i>\$1,931,247.79</i>
<i>Materials & Services</i>										
5315	Computer Supplies	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	2,672.37
5319	Office Supplies	2,000.00	.00	2,000.00	81.02	3.91	1,168.08	828.01	59	4,773.58
5322	Lubricants	1,200.00	.00	1,200.00	.00	.00	1,498.37	(298.37)	125	.00
5323	Fuel	30,500.00	.00	30,500.00	.00	2,458.08	3,113.81	24,928.11	18	17,357.18



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 472 - Sewer Fund										
Department 621 - Sewer										
Division 6511 - WWTP Operation										
	EXPENSE									
	Materials & Services									
5324	Clothing	4,000.00	.00	4,000.00	.00	.00	276.98	3,723.02	7	261.01
5326	Safety/Medical	7,000.00	.00	7,000.00	837.40	90.45	3,781.44	3,128.11	55	10,897.36
5327	Chemicals	30,000.00	.00	30,000.00	542.45	7,556.88	13,262.49	9,180.63	69	24,704.10
5328	Lab Supplies	24,000.00	.00	24,000.00	1,787.78	1,931.33	14,176.27	7,892.40	67	18,994.13
5329	Other Supplies	2,000.00	.00	2,000.00	121.34	89.97	6,706.74	(4,796.71)	340	16,126.48
5335	Electrical Supplies	14,500.00	.00	14,500.00	.00	.00	5,620.94	8,879.06	39	.00
5336	HVAC	11,000.00	.00	11,000.00	1,374.41	.00	11,074.61	(74.61)	101	16,002.91
5338	Tools	2,000.00	.00	2,000.00	.00	.00	9,658.65	(7,658.65)	483	6,215.45
5352	Protective Clothing	2,500.00	.00	2,500.00	676.95	.00	5,648.83	(3,148.83)	226	1,337.39
5379	Water/Sewer Supplies	.00	.00	.00	3,227.33	1,803.97	11,212.99	(13,016.96)	+++	2,975.55
5384	Trees	12,000.00	.00	12,000.00	.00	.00	.00	12,000.00	0	.00
5411	Engineering & Architect	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	.00
5419										
5419	Other Professional Serv	25,000.00	.00	25,000.00	529.86	1,168.48	24,992.57	(1,161.05)	105	6,603.47
5419.501	Testing/Lab	26,000.00	.00	26,000.00	5,781.00	9,819.71	24,458.29	(8,278.00)	132	36,421.85
5419.707	Educ Outreach	2,500.00	.00	2,500.00	.00	.00	25.00	2,475.00	1	1,282.47
5419 - Totals		\$53,500.00	\$0.00	\$53,500.00	\$6,310.86	\$10,988.19	\$49,475.86	(\$6,964.05)	113%	\$44,307.79
5421	Telephone/Data	16,000.00	.00	16,000.00	1,726.46	88.85	16,597.87	(686.72)	104	16,040.10
5422	Postage	800.00	.00	800.00	29.24	792.33	210.15	(202.48)	125	106.62
5429	Other Communication Serv	5,000.00	.00	5,000.00	.00	.00	853.06	4,146.94	17	299.00
5432	Meals	500.00	.00	500.00	.00	.00	95.51	404.49	19	584.28
5433	Mileage	500.00	.00	500.00	.00	.00	52.26	447.74	10	.00
5439	Travel	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	1,232.74
5443	Office Equipment	3,000.00	.00	3,000.00	.00	.00	.00	3,000.00	0	.00
5446	Software Licenses	10,000.00	.00	10,000.00	2,337.83	10,858.62	27,946.00	(28,804.62)	388	13,400.00
5449	Leases - Other	19,000.00	.00	19,000.00	.00	.00	8,076.30	10,923.70	43	.00
5451	Natural Gas	38,000.00	.00	38,000.00	5,711.19	.00	40,895.96	(2,895.96)	108	47,212.78
5453	Electricity	395,000.00	.00	395,000.00	38,221.01	.00	361,422.03	33,577.97	91	414,667.62
5454	Solid Waste Disposal	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0	1,619.00
5471	Equipment Repair & Maint	125,000.00	.00	125,000.00	.00	3,363.11	85,421.80	36,215.09	71	166,908.29
5472	Buildings Repairs & Maint	15,000.00	.00	15,000.00	779.56	.00	4,171.20	10,828.80	28	13,678.52
5475	Vehicle Repair & Maint	12,000.00	.00	12,000.00	663.78	.00	5,383.43	6,616.57	45	4,703.50
5476	Laundry	19,000.00	.00	19,000.00	657.14	640.38	5,359.62	13,000.00	32	10,350.50
5477	Instrumentation & Calibra	5,000.00	.00	5,000.00	.00	.00	1,650.00	3,350.00	33	2,305.00
5479	Other Repair & Maint	550,000.00	.00	550,000.00	81,423.66	11,175.98	331,091.62	207,732.40	62	492,097.63
5492	Registrations/Training	5,000.00	.00	5,000.00	317.30	.00	1,907.44	3,092.56	38	2,918.65



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 472 - Sewer Fund										
Department 621 - Sewer										
Division 6511 - WWTP Operation										
EXPENSE										
Materials & Services										
5493	Printing/Binding	.00	.00	.00	.00	.00	59.00	(59.00)	+++	630.00
5498	Permits/Fees	35,000.00	.00	35,000.00	1,953.60	.00	38,942.56	(3,942.56)	111	34,718.26
Materials & Services Totals		\$1,460,000.00	\$0.00	\$1,460,000.00	\$148,780.31	\$51,842.05	\$1,066,811.87	\$341,346.08	77%	\$1,390,097.79
Capital Outlay										
5649	Other Equipment	.00	.00	.00	.00	.00	18,591.53	(18,591.53)	+++	.00
Capital Outlay Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$18,591.53	(\$18,591.53)	+++	\$0.00
EXPENSE TOTALS		\$4,131,610.00	\$0.00	\$4,131,610.00	\$283,577.74	\$51,842.05	\$2,910,045.37	\$1,169,722.58	72%	\$3,321,345.58
Division 6511 - WWTP Operation Totals		(\$4,131,610.00)	\$0.00	(\$4,131,610.00)	(\$283,577.74)	(\$51,842.05)	(\$2,910,045.37)	(\$1,169,722.58)	72%	(\$3,321,345.58)
Division 6599 - Sewer Administration										
EXPENSE										
Materials & Services										
5409										
5409.140	Garage Services	20,610.00	.00	20,610.00	.00	.00	2,408.42	18,201.58	12	6,905.20
5409 - Totals		\$20,610.00	\$0.00	\$20,610.00	\$0.00	\$0.00	\$2,408.42	\$18,201.58	12%	\$6,905.20
5414	Accounting/Auditing	16,500.00	.00	16,500.00	.00	.00	21,280.00	(4,780.00)	129	20,161.12
5419										
5419	Other Professional Serv	3,500.00	.00	3,500.00	.00	.00	.00	3,500.00	0	.00
5419.003	US Gauging Station Fees	15,000.00	.00	15,000.00	.00	.00	.00	15,000.00	0	.00
5419 - Totals		\$18,500.00	\$0.00	\$18,500.00	\$0.00	\$0.00	\$0.00	\$18,500.00	0%	\$0.00
5422	Postage	20,000.00	.00	20,000.00	1,341.54	3,142.12	14,575.88	2,282.00	89	16,199.77
5428	IT Support	91,320.00	.00	91,320.00	7,610.00	.00	83,710.00	7,610.00	92	82,320.00
5446	Software Licenses	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	.00
5448	Internal Rent	27,180.00	.00	27,180.00	2,265.00	.00	24,915.00	2,265.00	92	24,150.00
5449	Leases - Other	20,000.00	.00	20,000.00	.00	.00	.00	20,000.00	0	24,228.90
5450	General Right of Way Charge	454,420.00	.00	454,420.00	49,343.69	.00	504,510.39	(50,090.39)	111	515,765.74
5461	Auto Insurance	5,450.00	.00	5,450.00	454.17	.00	4,995.87	454.13	92	6,270.00
5463	Property/Earthquake Insurance	48,720.00	.00	48,720.00	4,060.00	.00	44,660.00	4,060.00	92	49,420.08
5464	Workers' Comp	27,290.00	.00	27,290.00	2,274.17	.00	25,015.87	2,274.13	92	28,929.96
5465	General Liability Insurance	19,870.00	.00	19,870.00	1,655.83	.00	18,214.13	1,655.87	92	21,450.00
5472	Buildings Repairs & Maint	400.00	.00	400.00	.00	.00	.00	400.00	0	.00
5481	Utility Assistance Program	3,000.00	.00	3,000.00	.00	.00	.00	3,000.00	0	.00
5493	Printing/Binding	20,000.00	.00	20,000.00	929.95	2,178.09	10,103.91	7,718.00	61	11,229.55
5500	Banking Fees & Charges	65,480.00	.00	65,480.00	6,390.12	.00	74,171.62	(8,691.62)	113	62,997.94
Materials & Services Totals		\$860,740.00	\$0.00	\$860,740.00	\$76,324.47	\$5,320.21	\$828,561.09	\$26,858.70	97%	\$870,028.26
Debt Service										



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 472 - Sewer Fund										
Department 621 - Sewer										
Division 6599 - Sewer Administration										
EXPENSE										
<i>Debt Service</i>										
5721	Bond Interest	.00	.00	.00	.00	.00	.00	.00	+++	1,095,402.14
<i>Debt Service Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$1,095,402.14
EXPENSE TOTALS		\$860,740.00	\$0.00	\$860,740.00	\$76,324.47	\$5,320.21	\$828,561.09	\$26,858.70	97%	\$1,965,430.40
Division 6599 - Sewer Administration Totals		(\$860,740.00)	\$0.00	(\$860,740.00)	(\$76,324.47)	(\$5,320.21)	(\$828,561.09)	(\$26,858.70)	97%	(\$1,965,430.40)
Division 9711 - Operating Transfer Out										
EXPENSE										
<i>Transfers Out</i>										
5811										
5811.140	Transfer to Street	90,000.00	.00	90,000.00	7,500.00	.00	82,500.00	7,500.00	92	90,000.00
5811.465	Transfer to Sewer Cap Const	2,035,000.00	.00	2,035,000.00	6,753.54	.00	109,604.11	1,925,395.89	5	1,238,165.78
5811.591	Transfer to Equipment Replace	60,000.00	.00	60,000.00	5,000.00	.00	55,000.00	5,000.00	92	60,000.00
5811.693	Transfer to Reserve for PERS	.00	.00	.00	.00	.00	.00	.00	+++	26,180.04
5811 - Totals		\$2,185,000.00	\$0.00	\$2,185,000.00	\$19,253.54	\$0.00	\$247,104.11	\$1,937,895.89	11%	\$1,414,345.82
<i>Transfers Out Totals</i>		\$2,185,000.00	\$0.00	\$2,185,000.00	\$19,253.54	\$0.00	\$247,104.11	\$1,937,895.89	11%	\$1,414,345.82
EXPENSE TOTALS		\$2,185,000.00	\$0.00	\$2,185,000.00	\$19,253.54	\$0.00	\$247,104.11	\$1,937,895.89	11%	\$1,414,345.82
Division 9711 - Operating Transfer Out Totals		(\$2,185,000.00)	\$0.00	(\$2,185,000.00)	(\$19,253.54)	\$0.00	(\$247,104.11)	(\$1,937,895.89)	11%	(\$1,414,345.82)
Department 621 - Sewer Totals										
		(\$7,177,350.00)	\$0.00	(\$7,177,350.00)	(\$379,155.75)	(\$57,162.26)	(\$3,985,710.57)	(\$3,134,477.17)	56%	(\$6,701,121.80)
Department 631 - Maintenance										
Division 6521 - Sewer Line Maint										
EXPENSE										
<i>Personnel Services</i>										
5111	Regular Wages	121,140.00	.00	121,140.00	5,008.90	.00	97,972.08	23,167.92	81	120,037.64
5121	Overtime	.00	.00	.00	63.94	.00	1,605.42	(1,605.42)	+++	1,796.33
5211	OR Workers' Benefit	40.00	.00	40.00	1.55	.00	24.56	15.44	61	32.99
5212	Social Security	9,270.00	.00	9,270.00	375.92	.00	7,436.88	1,833.12	80	9,488.75
5213	Med & Dent Ins	31,650.00	.00	31,650.00	1,221.84	.00	16,273.08	15,376.92	51	19,591.20
5214										
5214.100	PERS - City	20,200.00	.00	20,200.00	845.64	.00	16,505.74	3,694.26	82	18,339.48
5214.600	PERS 6%	7,270.00	.00	7,270.00	304.39	.00	5,941.01	1,328.99	82	7,650.37
5214 - Totals		\$27,470.00	\$0.00	\$27,470.00	\$1,150.03	\$0.00	\$22,446.75	\$5,023.25	82%	\$25,989.85
5215	Long Term Disability Ins	110.00	.00	110.00	10.31	.00	158.15	(48.15)	144	219.80
5216	Unemployment Insurance	1,580.00	.00	1,580.00	65.95	.00	1,294.68	285.32	82	1,067.76
5217	Life Insurance	70.00	.00	70.00	6.68	.00	102.27	(32.27)	146	142.27
5218	Paid Family Leave Insurance	480.00	.00	480.00	19.57	.00	387.57	92.43	81	304.19
<i>Personnel Services Totals</i>		\$191,810.00	\$0.00	\$191,810.00	\$7,924.69	\$0.00	\$147,701.44	\$44,108.56	77%	\$178,670.78



Expense Budget Performance Report

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Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 472 - Sewer Fund										
Department 631 - Maintenance										
Division 6521 - Sewer Line Maint										
EXPENSE										
Materials & Services										
5319	Office Supplies	400.00	.00	400.00	.00	.00	291.16	108.84	73	548.36
5321	Cleaning Supplies	300.00	.00	300.00	.00	.00	.00	300.00	0	2,248.98
5323	Fuel	12,000.00	.00	12,000.00	1,130.79	8,093.21	9,783.84	(5,877.05)	149	4,125.58
5324	Clothing	2,000.00	.00	2,000.00	.00	.00	381.48	1,618.52	19	850.89
5326	Safety/Medical	2,000.00	.00	2,000.00	.00	271.03	5,486.78	(3,757.81)	288	1,619.93
5329	Other Supplies	5,000.00	.00	5,000.00	199.97	.00	1,063.52	3,936.48	21	2,234.86
5338	Tools	2,050.00	.00	2,050.00	.00	.00	3,506.07	(1,456.07)	171	2,523.83
5352	Protective Clothing	1,400.00	.00	1,400.00	.00	.00	651.97	748.03	47	1,481.71
5379	Water/Sewer Supplies	.00	.00	.00	.00	.00	6,175.00	(6,175.00)	+++	838.84
5409										
5409.140	Garage Services	10,000.00	.00	10,000.00	.00	.00	3,615.04	6,384.96	36	.00
5409 - Totals		\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$3,615.04	\$6,384.96	36%	\$0.00
5419	Other Professional Serv	900.00	.00	900.00	122.25	.00	1,011.68	(111.68)	112	934.89
5421	Telephone/Data	1,800.00	.00	1,800.00	42.60	.00	468.17	1,331.83	26	561.12
5422	Postage	.00	.00	.00	29.24	792.30	405.20	(1,197.50)	+++	869.48
5445	Work Equipment	500.00	.00	500.00	.00	.00	.00	500.00	0	195.01
5446	Software Licenses	12,000.00	.00	12,000.00	47.17	.00	2,882.17	9,117.83	24	155.00
5471	Equipment Repair & Maint	15,000.00	.00	15,000.00	4,906.95	.00	4,906.95	10,093.05	33	26,698.74
5475	Vehicle Repair & Maint	4,000.00	.00	4,000.00	168.08	.00	2,784.96	1,215.04	70	6,270.99
5476	Laundry	3,000.00	.00	3,000.00	657.21	639.97	5,360.03	(3,000.00)	200	1,530.52
5479	Other Repair & Maint	50,000.00	500,000.00	550,000.00	1,681.54	21,365.34	488,515.43	40,119.23	93	26,926.32
5492	Registrations/Training	1,500.00	.00	1,500.00	.00	.00	48.42	1,451.58	3	520.50
Materials & Services Totals		\$123,850.00	\$500,000.00	\$623,850.00	\$8,985.80	\$31,161.85	\$537,337.87	\$55,350.28	91%	\$81,135.55
EXPENSE TOTALS		\$315,660.00	\$500,000.00	\$815,660.00	\$16,910.49	\$31,161.85	\$685,039.31	\$99,458.84	88%	\$259,806.33
Division 6521 - Sewer Line Maint Totals		(\$315,660.00)	(\$500,000.00)	(\$815,660.00)	(\$16,910.49)	(\$31,161.85)	(\$685,039.31)	(\$99,458.84)	88%	(\$259,806.33)
Department 631 - Maintenance Totals		(\$315,660.00)	(\$500,000.00)	(\$815,660.00)	(\$16,910.49)	(\$31,161.85)	(\$685,039.31)	(\$99,458.84)	88%	(\$259,806.33)
Department 641 - Surface Water/Collections										
Division 6611 - Surface Water Collection										
EXPENSE										
Personnel Services										
5111	Regular Wages	85,020.00	.00	85,020.00	5,334.78	.00	72,585.95	12,434.05	85	81,160.94
5121	Overtime	.00	.00	.00	63.90	.00	916.81	(916.81)	+++	1,005.31
5211	OR Workers' Benefit	30.00	.00	30.00	1.60	.00	19.85	10.15	66	24.16
5212	Social Security	6,510.00	.00	6,510.00	402.06	.00	5,476.06	1,033.94	84	6,367.73
5213	Med & Dent Ins	26,050.00	.00	26,050.00	1,221.80	.00	13,503.50	12,546.50	52	14,657.07



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 472 - Sewer Fund										
Department 641 - Surface Water/Collections										
Division 6611 - Surface Water Collection										
EXPENSE										
Personnel Services										
5214										
5214.100	PERS - City	14,210.00	.00	14,210.00	902.66	.00	12,244.68	1,965.32	86	12,388.23
5214.600	PERS 6%	5,100.00	.00	5,100.00	324.89	.00	4,407.13	692.87	86	5,166.40
5214.800	DEFERED COMP - CITY	210.00	.00	210.00	16.30	.00	150.45	59.55	72	121.95
5214 - Totals		\$19,520.00	\$0.00	\$19,520.00	\$1,243.85	\$0.00	\$16,802.26	\$2,717.74	86%	\$17,676.58
5215	Long Term Disability Ins	50.00	.00	50.00	10.95	.00	124.77	(74.77)	250	152.47
5216	Unemployment Insurance	1,100.00	.00	1,100.00	70.17	.00	955.40	144.60	87	719.02
5217	Life Insurance	20.00	.00	20.00	7.08	.00	80.64	(60.64)	403	98.68
5218	Paid Family Leave Insurance	340.00	.00	340.00	20.77	.00	283.68	56.32	83	203.08
Personnel Services Totals		\$138,640.00	\$0.00	\$138,640.00	\$8,376.96	\$0.00	\$110,748.92	\$27,891.08	80%	\$122,065.04
Materials & Services										
5323	Fuel	4,500.00	.00	4,500.00	.00	.00	490.26	4,009.74	11	891.14
5326	Safety/Medical	1,200.00	.00	1,200.00	.00	.00	84.00	1,116.00	7	290.00
5329	Other Supplies	2,500.00	.00	2,500.00	.00	.00	4,580.54	(2,080.54)	183	.00
5338	Tools	1,000.00	.00	1,000.00	.00	.00	19.09	980.91	2	.00
5352	Protective Clothing	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	.00
5379	Water/Sewer Supplies	.00	.00	.00	.00	.00	552.39	(552.39)	+++	.00
5419	Other Professional Serv	1,200.00	.00	1,200.00	.00	.00	.00	1,200.00	0	267.38
5421	Telephone/Data	1,500.00	.00	1,500.00	42.60	.00	468.17	1,031.83	31	561.12
5428	IT Support	34,200.00	.00	34,200.00	2,850.00	.00	31,350.00	2,850.00	92	31,080.00
5454	Solid Waste Disposal	600.00	.00	600.00	.00	.00	.00	600.00	0	.00
5471	Equipment Repair & Maint	5,000.00	.00	5,000.00	.00	.00	529.60	4,470.40	11	306.00
5475	Vehicle Repair & Maint	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	3,954.43
5476	Laundry	500.00	.00	500.00	.00	.00	.00	500.00	0	.00
5492	Registrations/Training	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	.00
Materials & Services Totals		\$59,700.00	\$0.00	\$59,700.00	\$2,892.60	\$0.00	\$38,074.05	\$21,625.95	64%	\$37,350.07
EXPENSE TOTALS		\$198,340.00	\$0.00	\$198,340.00	\$11,269.56	\$0.00	\$148,822.97	\$49,517.03	75%	\$159,415.11
Division 6611 - Surface Water Collection Totals		(\$198,340.00)	\$0.00	(\$198,340.00)	(\$11,269.56)	\$0.00	(\$148,822.97)	(\$49,517.03)	75%	(\$159,415.11)
Department 641 - Surface Water/Collections Totals		(\$198,340.00)	\$0.00	(\$198,340.00)	(\$11,269.56)	\$0.00	(\$148,822.97)	(\$49,517.03)	75%	(\$159,415.11)
Department 901 - Ending Fund Balance										
Division 9971 - Equity										
EXPENSE										
Contingencies and Unappropriated Balances										
5921	Contingency	1,000,000.00	.00	1,000,000.00	.00	.00	.00	1,000,000.00	0	.00
5981										



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 472 - Sewer Fund										
Department	901 - Ending Fund Balance									
Division	9971 - Equity									
	EXPENSE									
	<i>Contingencies and Unappropriated Balances</i>									
5981										
5981.005	Reserve for Future Years	16,193,130.00	.00	16,193,130.00	.00	.00	.00	16,193,130.00	0	.00
	5981 - Totals	\$16,193,130.00	\$0.00	\$16,193,130.00	\$0.00	\$0.00	\$0.00	\$16,193,130.00	0%	\$0.00
	<i>Contingencies and Unappropriated Balances Totals</i>	\$17,193,130.00	\$0.00	\$17,193,130.00	\$0.00	\$0.00	\$0.00	\$17,193,130.00	0%	\$0.00
	EXPENSE TOTALS	\$17,193,130.00	\$0.00	\$17,193,130.00	\$0.00	\$0.00	\$0.00	\$17,193,130.00	0%	\$0.00
	Division 9971 - Equity Totals	(\$17,193,130.00)	\$0.00	(\$17,193,130.00)	\$0.00	\$0.00	\$0.00	(\$17,193,130.00)	0%	\$0.00
	Department 901 - Ending Fund Balance Totals	(\$17,193,130.00)	\$0.00	(\$17,193,130.00)	\$0.00	\$0.00	\$0.00	(\$17,193,130.00)	0%	\$0.00
	Fund 472 - Sewer Fund Totals	\$24,884,480.00	\$500,000.00	\$25,384,480.00	\$407,335.80	\$88,324.11	\$4,819,572.85	\$20,476,583.04		\$7,120,343.24
Fund 474 - Water SDC Fund										
Department	611 - Water									
Division	9711 - Operating Transfer Out									
	EXPENSE									
	<i>Transfers Out</i>									
5811										
5811.466	Transfer to Water Cap Const	125,000.00	550,000.00	675,000.00	.00	.00	660,960.02	14,039.98	98	1,475,134.49
	5811 - Totals	\$125,000.00	\$550,000.00	\$675,000.00	\$0.00	\$0.00	\$660,960.02	\$14,039.98	98%	\$1,475,134.49
	<i>Transfers Out Totals</i>	\$125,000.00	\$550,000.00	\$675,000.00	\$0.00	\$0.00	\$660,960.02	\$14,039.98	98%	\$1,475,134.49
	EXPENSE TOTALS	\$125,000.00	\$550,000.00	\$675,000.00	\$0.00	\$0.00	\$660,960.02	\$14,039.98	98%	\$1,475,134.49
	Division 9711 - Operating Transfer Out Totals	(\$125,000.00)	(\$550,000.00)	(\$675,000.00)	\$0.00	\$0.00	(\$660,960.02)	(\$14,039.98)	98%	(\$1,475,134.49)
	Department 611 - Water Totals	(\$125,000.00)	(\$550,000.00)	(\$675,000.00)	\$0.00	\$0.00	(\$660,960.02)	(\$14,039.98)	98%	(\$1,475,134.49)
Department	901 - Ending Fund Balance									
Division	9971 - Equity									
	EXPENSE									
	<i>Contingencies and Unappropriated Balances</i>									
5981										
5981.005	Reserve for Future Years	3,892,400.00	.00	3,892,400.00	.00	.00	.00	3,892,400.00	0	.00
	5981 - Totals	\$3,892,400.00	\$0.00	\$3,892,400.00	\$0.00	\$0.00	\$0.00	\$3,892,400.00	0%	\$0.00
	<i>Contingencies and Unappropriated Balances Totals</i>	\$3,892,400.00	\$0.00	\$3,892,400.00	\$0.00	\$0.00	\$0.00	\$3,892,400.00	0%	\$0.00
	EXPENSE TOTALS	\$3,892,400.00	\$0.00	\$3,892,400.00	\$0.00	\$0.00	\$0.00	\$3,892,400.00	0%	\$0.00
	Division 9971 - Equity Totals	(\$3,892,400.00)	\$0.00	(\$3,892,400.00)	\$0.00	\$0.00	\$0.00	(\$3,892,400.00)	0%	\$0.00
	Department 901 - Ending Fund Balance Totals	(\$3,892,400.00)	\$0.00	(\$3,892,400.00)	\$0.00	\$0.00	\$0.00	(\$3,892,400.00)	0%	\$0.00
	Fund 474 - Water SDC Fund Totals	\$4,017,400.00	\$550,000.00	\$4,567,400.00	\$0.00	\$0.00	\$660,960.02	\$3,906,439.98		\$1,475,134.49



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Fund 475 - Sewer SDC Fund										
Department 621 - Sewer										
Division 9511 - Design Engineering										
	EXPENSE									
	Materials & Services									
5419	Other Professional Serv	300,000.00	.00	300,000.00	.00	143,470.50	83,702.50	72,827.00	76	.00
	Materials & Services Totals	\$300,000.00	\$0.00	\$300,000.00	\$0.00	\$143,470.50	\$83,702.50	\$72,827.00	76%	\$0.00
	EXPENSE TOTALS	\$300,000.00	\$0.00	\$300,000.00	\$0.00	\$143,470.50	\$83,702.50	\$72,827.00	76%	\$0.00
	Division 9511 - Design Engineering Totals	(\$300,000.00)	\$0.00	(\$300,000.00)	\$0.00	(\$143,470.50)	(\$83,702.50)	(\$72,827.00)	76%	\$0.00
Division 9711 - Operating Transfer Out										
	EXPENSE									
	Transfers Out									
5811										
5811.465	Transfer to Sewer Cap Const	100,000.00	.00	100,000.00	.00	.00	(1,437.00)	101,437.00	-1	2,035,035.01
	5811 - Totals	\$100,000.00	\$0.00	\$100,000.00	\$0.00	\$0.00	(\$1,437.00)	\$101,437.00	-1%	\$2,035,035.01
	Transfers Out Totals	\$100,000.00	\$0.00	\$100,000.00	\$0.00	\$0.00	(\$1,437.00)	\$101,437.00	-1%	\$2,035,035.01
	EXPENSE TOTALS	\$100,000.00	\$0.00	\$100,000.00	\$0.00	\$0.00	(\$1,437.00)	\$101,437.00	-1%	\$2,035,035.01
	Division 9711 - Operating Transfer Out Totals	(\$100,000.00)	\$0.00	(\$100,000.00)	\$0.00	\$0.00	\$1,437.00	(\$101,437.00)	-1%	(\$2,035,035.01)
	Department 621 - Sewer Totals	(\$400,000.00)	\$0.00	(\$400,000.00)	\$0.00	(\$143,470.50)	(\$82,265.50)	(\$174,264.00)	56%	(\$2,035,035.01)
Department 901 - Ending Fund Balance										
Division 9971 - Equity										
	EXPENSE									
	Contingencies and Unappropriated Balances									
5981										
5981.005	Reserve for Future Years	1,508,280.00	.00	1,508,280.00	.00	.00	.00	1,508,280.00	0	.00
	5981 - Totals	\$1,508,280.00	\$0.00	\$1,508,280.00	\$0.00	\$0.00	\$0.00	\$1,508,280.00	0%	\$0.00
	Contingencies and Unappropriated Balances Totals	\$1,508,280.00	\$0.00	\$1,508,280.00	\$0.00	\$0.00	\$0.00	\$1,508,280.00	0%	\$0.00
	EXPENSE TOTALS	\$1,508,280.00	\$0.00	\$1,508,280.00	\$0.00	\$0.00	\$0.00	\$1,508,280.00	0%	\$0.00
	Division 9971 - Equity Totals	(\$1,508,280.00)	\$0.00	(\$1,508,280.00)	\$0.00	\$0.00	\$0.00	(\$1,508,280.00)	0%	\$0.00
	Department 901 - Ending Fund Balance Totals	(\$1,508,280.00)	\$0.00	(\$1,508,280.00)	\$0.00	\$0.00	\$0.00	(\$1,508,280.00)	0%	\$0.00
	Fund 475 - Sewer SDC Fund Totals	\$1,908,280.00	\$0.00	\$1,908,280.00	\$0.00	\$143,470.50	\$82,265.50	\$1,682,544.00		\$2,035,035.01
Fund 568 - Information Technology Fund										
Department 152 - IT										
Division 1921 - Information Technology										
	EXPENSE									
	Personnel Services									
5111	Regular Wages	467,650.00	.00	467,650.00	40,487.76	.00	381,497.76	86,152.24	82	373,955.47
5121	Overtime	.00	.00	.00	898.32	.00	3,767.12	(3,767.12)	+++	1,780.34
5211	OR Workers' Benefit	110.00	.00	110.00	9.29	.00	84.18	25.82	77	89.47
5212	Social Security	36,260.00	.00	36,260.00	3,158.51	.00	29,220.83	7,039.17	81	29,862.22
5213	Med & Dent Ins	103,290.00	.00	103,290.00	5,643.86	.00	66,997.41	36,292.59	65	57,235.30



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Fund 568 - Information Technology Fund										
Department 152 - IT										
Division 1921 - Information Technology										
EXPENSE										
<i>Personnel Services</i>										
5214										
5214.100	PERS - City	79,970.00	.00	79,970.00	6,093.53	.00	60,242.13	19,727.87	75	53,669.00
5214.600	PERS 6%	28,070.00	.00	28,070.00	2,179.49	.00	21,527.03	6,542.97	77	22,302.76
5214.800	DEFERED COMP - CITY	7,400.00	.00	7,400.00	569.60	.00	6,536.62	863.38	88	7,367.41
	5214 - Totals	\$115,440.00	\$0.00	\$115,440.00	\$8,842.62	\$0.00	\$88,305.78	\$27,134.22	76%	\$83,339.17
5215	Long Term Disability Ins	580.00	.00	580.00	79.22	.00	627.00	(47.00)	108	741.02
5216	Unemployment Insurance	6,080.00	.00	6,080.00	538.03	.00	5,008.46	1,071.54	82	3,282.69
5217	Life Insurance	370.00	.00	370.00	51.11	.00	404.03	(34.03)	109	477.57
5218	Paid Family Leave Insurance	1,880.00	.00	1,880.00	160.15	.00	1,469.61	410.39	78	906.70
	<i>Personnel Services Totals</i>	\$731,660.00	\$0.00	\$731,660.00	\$59,868.87	\$0.00	\$577,382.18	\$154,277.82	79%	\$551,669.95
<i>Materials & Services</i>										
5315	Computer Supplies	42,000.00	.00	42,000.00	2,145.05	.00	23,945.01	18,054.99	57	39,564.61
5319	Office Supplies	1,000.00	.00	1,000.00	.00	.00	994.03	5.97	99	990.02
5323	Fuel	1,100.00	.00	1,100.00	32.00	.00	707.70	392.30	64	1,121.26
5409										
5409.140	Garage Services	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	545.44
	5409 - Totals	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0%	\$545.44
5414	Accounting/Auditing	500.00	.00	500.00	.00	.00	665.00	(165.00)	133	626.29
5415	Computer	77,000.00	.00	77,000.00	35,186.14	2,504.10	47,269.89	27,226.01	65	70,319.02
5419	Other Professional Serv	100,000.00	.00	100,000.00	1,673.06	17.30	98,254.66	1,728.04	98	112,668.18
5421	Telephone/Data	9,000.00	.00	9,000.00	33,218.79	62.23	38,826.71	(29,888.94)	432	5,554.86
5422	Postage	200.00	.00	200.00	.00	.00	10.14	189.86	5	47.19
5423	Internet	16,000.00	.00	16,000.00	1,283.01	.00	12,837.45	3,162.55	80	15,031.82
5433	Mileage	500.00	.00	500.00	.00	.00	1,000.30	(500.30)	200	228.97
5446	Software Licenses	460,800.00	.00	460,800.00	12,566.29	.00	469,565.30	(8,765.30)	102	436,577.11
5448	Internal Rent	18,430.00	.00	18,430.00	1,535.83	.00	16,894.13	1,535.87	92	15,510.00
5449	Leases - Other	25,000.00	.00	25,000.00	4,901.32	2,231.65	27,176.27	(4,407.92)	118	28,807.30
5461	Auto Insurance	510.00	.00	510.00	42.50	.00	467.50	42.50	92	590.04
5464	Workers' Comp	3,890.00	.00	3,890.00	324.17	.00	3,565.87	324.13	92	3,800.04
5465	General Liability Insurance	10,650.00	.00	10,650.00	887.50	.00	9,762.50	887.50	92	9,819.96
5471	Equipment Repair & Maint	7,000.00	.00	7,000.00	.00	.00	1,402.52	5,597.48	20	5,494.03
5492	Registrations/Training	14,000.00	.00	14,000.00	.00	.00	6,819.97	7,180.03	49	5,000.00
	<i>Materials & Services Totals</i>	\$788,580.00	\$0.00	\$788,580.00	\$93,795.66	\$4,815.28	\$760,164.95	\$23,599.77	97%	\$752,296.14
<i>Capital Outlay</i>										
5641	Office Furniture & Equip	.00	.00	.00	.00	.00	8,956.40	(8,956.40)	+++	.00



Expense Budget Performance Report

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Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 568 - Information Technology Fund										
Department 152 - IT										
Division 1921 - Information Technology										
EXPENSE										
Capital Outlay										
5645										
5645.101	Network	150,000.00	.00	150,000.00	.00	68,046.00	59,985.83	21,968.17	85	169,751.72
5645 - Totals		\$150,000.00	\$0.00	\$150,000.00	\$0.00	\$68,046.00	\$59,985.83	\$21,968.17	85%	\$169,751.72
Capital Outlay Totals		\$150,000.00	\$0.00	\$150,000.00	\$0.00	\$68,046.00	\$68,942.23	\$13,011.77	91%	\$169,751.72
Transfers Out										
5811										
5811.693	Transfer to Reserve for PERS	.00	.00	.00	.00	.00	.00	.00	+++	5,700.00
5811 - Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$5,700.00
Transfers Out Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$5,700.00
EXPENSE TOTALS		\$1,670,240.00	\$0.00	\$1,670,240.00	\$153,664.53	\$72,861.28	\$1,406,489.36	\$190,889.36	89%	\$1,479,417.81
Division 1921 - Information Technology Totals		(\$1,670,240.00)	\$0.00	(\$1,670,240.00)	(\$153,664.53)	(\$72,861.28)	(\$1,406,489.36)	(\$190,889.36)	89%	(\$1,479,417.81)
Department 152 - IT Totals		(\$1,670,240.00)	\$0.00	(\$1,670,240.00)	(\$153,664.53)	(\$72,861.28)	(\$1,406,489.36)	(\$190,889.36)	89%	(\$1,479,417.81)
Department 901 - Ending Fund Balance										
Division 9971 - Equity										
EXPENSE										
Contingencies and Unappropriated Balances										
5921	Contingency	216,550.00	.00	216,550.00	.00	.00	.00	216,550.00	0	.00
5981										
5981.004	Reserve--Equipment	120,000.00	.00	120,000.00	.00	.00	.00	120,000.00	0	.00
5981 - Totals		\$120,000.00	\$0.00	\$120,000.00	\$0.00	\$0.00	\$0.00	\$120,000.00	0%	\$0.00
Contingencies and Unappropriated Balances Totals		\$336,550.00	\$0.00	\$336,550.00	\$0.00	\$0.00	\$0.00	\$336,550.00	0%	\$0.00
EXPENSE TOTALS		\$336,550.00	\$0.00	\$336,550.00	\$0.00	\$0.00	\$0.00	\$336,550.00	0%	\$0.00
Division 9971 - Equity Totals		(\$336,550.00)	\$0.00	(\$336,550.00)	\$0.00	\$0.00	\$0.00	(\$336,550.00)	0%	\$0.00
Department 901 - Ending Fund Balance Totals		(\$336,550.00)	\$0.00	(\$336,550.00)	\$0.00	\$0.00	\$0.00	(\$336,550.00)	0%	\$0.00
Fund 568 - Information Technology Fund Totals		\$2,006,790.00	\$0.00	\$2,006,790.00	\$153,664.53	\$72,861.28	\$1,406,489.36	\$527,439.36		\$1,479,417.81
Fund 581 - Insurance Fund										
Department 131 - City Recorder										
Division 1581 - Risk Management										
EXPENSE										
Personnel Services										
5111	Regular Wages	57,450.00	.00	57,450.00	4,406.21	.00	50,658.27	6,791.73	88	52,942.68
5121	Overtime	.00	.00	.00	1.26	.00	44.49	(44.49)	+++	40.07
5211	OR Workers' Benefit	10.00	.00	10.00	.80	.00	8.49	1.51	85	10.06
5212	Social Security	4,610.00	.00	4,610.00	348.51	.00	3,982.76	627.24	86	4,272.93
5213	Med & Dent Ins	3,430.00	.00	3,430.00	290.28	.00	2,910.28	519.72	85	3,098.15



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 581 - Insurance Fund										
Department 131 - City Recorder										
Division 1581 - Risk Management										
EXPENSE										
Personnel Services										
5214										
5214.100	PERS - City	10,190.00	.00	10,190.00	771.88	.00	8,812.31	1,377.69	86	8,307.60
5214.600	PERS 6%	3,450.00	.00	3,450.00	276.63	.00	3,158.32	291.68	92	3,433.62
5214.800	DEFERED COMP - CITY	2,660.00	.00	2,660.00	204.10	.00	2,044.10	615.90	77	1,847.04
5214 - Totals		\$16,300.00	\$0.00	\$16,300.00	\$1,252.61	\$0.00	\$14,014.73	\$2,285.27	86%	\$13,588.26
5215	Long Term Disability Ins	90.00	.00	90.00	8.60	.00	86.67	3.33	96	96.57
5216	Unemployment Insurance	740.00	.00	740.00	57.31	.00	659.39	80.61	89	461.98
5217	Life Insurance	60.00	.00	60.00	5.54	.00	55.85	4.15	93	62.06
5218	Paid Family Leave Insurance	230.00	.00	230.00	16.66	.00	192.17	37.83	84	133.26
Personnel Services Totals		\$82,920.00	\$0.00	\$82,920.00	\$6,387.78	\$0.00	\$72,613.10	\$10,306.90	88%	\$74,706.02
Materials & Services										
5414	Accounting/Auditing	800.00	.00	800.00	.00	.00	665.00	135.00	83	626.29
5419	Other Professional Serv	100.00	.00	100.00	.00	.00	.00	100.00	0	428.00
5432	Meals	150.00	.00	150.00	.00	.00	72.28	77.72	48	.00
5433	Mileage	250.00	.00	250.00	43.55	.00	237.43	12.57	95	.00
5439	Travel	350.00	.00	350.00	.00	.00	.00	350.00	0	.00
5461	Auto Insurance	93,500.00	.00	93,500.00	.00	.00	113,821.41	(20,321.41)	122	84,792.49
5463	Property/Earthquake Insurance	180,550.00	.00	180,550.00	.00	.00	197,338.90	(16,788.90)	109	156,374.97
5464	Workers' Comp	230,000.00	.00	230,000.00	.00	.00	221,610.62	8,389.38	96	159,737.89
5465	General Liability Insurance	325,000.00	.00	325,000.00	.00	.00	307,503.63	17,496.37	95	277,489.11
5468	Deductible	10,000.00	.00	10,000.00	.00	.00	.00	10,000.00	0	5,000.00
5469	Other Insurance Costs	35,000.00	50,000.00	85,000.00	279.45	.00	23,213.32	61,786.68	27	26,048.06
5491	Dues & Subscriptions	200.00	.00	200.00	.00	.00	565.00	(365.00)	282	170.00
5492	Registrations/Training	1,900.00	.00	1,900.00	.00	.00	245.00	1,655.00	13	816.20
Materials & Services Totals		\$877,800.00	\$50,000.00	\$927,800.00	\$323.00	\$0.00	\$865,272.59	\$62,527.41	93%	\$711,483.01
EXPENSE TOTALS		\$960,720.00	\$50,000.00	\$1,010,720.00	\$6,710.78	\$0.00	\$937,885.69	\$72,834.31	93%	\$786,189.03
Division 1581 - Risk Management Totals		(\$960,720.00)	(\$50,000.00)	(\$1,010,720.00)	(\$6,710.78)	\$0.00	(\$937,885.69)	(\$72,834.31)	93%	(\$786,189.03)
Division 9711 - Operating Transfer Out										
EXPENSE										
Transfers Out										
5811										
5811.693	Transfer to Reserve for PERS	.00	.00	.00	.00	.00	.00	.00	+++	830.04
5811 - Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$830.04
Transfers Out Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$830.04
EXPENSE TOTALS		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$830.04
Division 9711 - Operating Transfer Out Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	(\$830.04)



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 581 - Insurance Fund										
	Department 131 - City Recorder Totals	(\$960,720.00)	(\$50,000.00)	(\$1,010,720.00)	(\$6,710.78)	\$0.00	(\$937,885.69)	(\$72,834.31)	93%	(\$787,019.07)
	Department 901 - Ending Fund Balance									
	Division 9971 - Equity									
	EXPENSE									
	Contingencies and Unappropriated Balances									
5921	Contingency	549,730.00	.00	549,730.00	.00	.00	.00	549,730.00	0	.00
	Contingencies and Unappropriated Balances Totals	\$549,730.00	\$0.00	\$549,730.00	\$0.00	\$0.00	\$0.00	\$549,730.00	0%	\$0.00
	EXPENSE TOTALS	\$549,730.00	\$0.00	\$549,730.00	\$0.00	\$0.00	\$0.00	\$549,730.00	0%	\$0.00
	Division 9971 - Equity Totals	(\$549,730.00)	\$0.00	(\$549,730.00)	\$0.00	\$0.00	\$0.00	(\$549,730.00)	0%	\$0.00
	Department 901 - Ending Fund Balance Totals	(\$549,730.00)	\$0.00	(\$549,730.00)	\$0.00	\$0.00	\$0.00	(\$549,730.00)	0%	\$0.00
	Fund 581 - Insurance Fund Totals	\$1,510,450.00	\$50,000.00	\$1,560,450.00	\$6,710.78	\$0.00	\$937,885.69	\$622,564.31		\$787,019.07
Fund 591 - Equipment Replacement Fund										
	Department 611 - Water									
	Division 9211 - Equipment Purchases									
	EXPENSE									
	Capital Outlay									
5649	Other Equipment	519,600.00	.00	519,600.00	.00	.00	.00	519,600.00	0	30,584.89
	Capital Outlay Totals	\$519,600.00	\$0.00	\$519,600.00	\$0.00	\$0.00	\$0.00	\$519,600.00	0%	\$30,584.89
	EXPENSE TOTALS	\$519,600.00	\$0.00	\$519,600.00	\$0.00	\$0.00	\$0.00	\$519,600.00	0%	\$30,584.89
	Division 9211 - Equipment Purchases Totals	(\$519,600.00)	\$0.00	(\$519,600.00)	\$0.00	\$0.00	\$0.00	(\$519,600.00)	0%	(\$30,584.89)
	Department 611 - Water Totals	(\$519,600.00)	\$0.00	(\$519,600.00)	\$0.00	\$0.00	\$0.00	(\$519,600.00)	0%	(\$30,584.89)
	Department 621 - Sewer									
	Division 9211 - Equipment Purchases									
	EXPENSE									
	Capital Outlay									
5649	Other Equipment	395,810.00	.00	395,810.00	.00	.00	18,285.94	377,524.06	5	103,474.50
	Capital Outlay Totals	\$395,810.00	\$0.00	\$395,810.00	\$0.00	\$0.00	\$18,285.94	\$377,524.06	5%	\$103,474.50
	EXPENSE TOTALS	\$395,810.00	\$0.00	\$395,810.00	\$0.00	\$0.00	\$18,285.94	\$377,524.06	5%	\$103,474.50
	Division 9211 - Equipment Purchases Totals	(\$395,810.00)	\$0.00	(\$395,810.00)	\$0.00	\$0.00	(\$18,285.94)	(\$377,524.06)	5%	(\$103,474.50)
	Department 621 - Sewer Totals	(\$395,810.00)	\$0.00	(\$395,810.00)	\$0.00	\$0.00	(\$18,285.94)	(\$377,524.06)	5%	(\$103,474.50)
	Department 631 - Maintenance									
	Division 9211 - Equipment Purchases									
	EXPENSE									
	Capital Outlay									
5649	Other Equipment	329,110.00	.00	329,110.00	.00	.00	.00	329,110.00	0	28,778.24
	Capital Outlay Totals	\$329,110.00	\$0.00	\$329,110.00	\$0.00	\$0.00	\$0.00	\$329,110.00	0%	\$28,778.24
	EXPENSE TOTALS	\$329,110.00	\$0.00	\$329,110.00	\$0.00	\$0.00	\$0.00	\$329,110.00	0%	\$28,778.24
	Division 9211 - Equipment Purchases Totals	(\$329,110.00)	\$0.00	(\$329,110.00)	\$0.00	\$0.00	\$0.00	(\$329,110.00)	0%	(\$28,778.24)
	Department 631 - Maintenance Totals	(\$329,110.00)	\$0.00	(\$329,110.00)	\$0.00	\$0.00	\$0.00	(\$329,110.00)	0%	(\$28,778.24)



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Fund 591 - Equipment Replacement Fund										
Department 671 - Transit										
Division 9211 - Equipment Purchases										
	EXPENSE									
	Capital Outlay									
5649	Other Equipment	3,730.00	.00	3,730.00	.00	.00	.00	3,730.00	0	.00
	Capital Outlay Totals	\$3,730.00	\$0.00	\$3,730.00	\$0.00	\$0.00	\$0.00	\$3,730.00	0%	\$0.00
	EXPENSE TOTALS	\$3,730.00	\$0.00	\$3,730.00	\$0.00	\$0.00	\$0.00	\$3,730.00	0%	\$0.00
	Division 9211 - Equipment Purchases Totals	(\$3,730.00)	\$0.00	(\$3,730.00)	\$0.00	\$0.00	\$0.00	(\$3,730.00)	0%	\$0.00
	Department 671 - Transit Totals	(\$3,730.00)	\$0.00	(\$3,730.00)	\$0.00	\$0.00	\$0.00	(\$3,730.00)	0%	\$0.00
Department 691 - Public Works Administration										
Division 9211 - Equipment Purchases										
	EXPENSE									
	Capital Outlay									
5649	Other Equipment	26,390.00	.00	26,390.00	.00	.00	.00	26,390.00	0	6,666.08
	Capital Outlay Totals	\$26,390.00	\$0.00	\$26,390.00	\$0.00	\$0.00	\$0.00	\$26,390.00	0%	\$6,666.08
	EXPENSE TOTALS	\$26,390.00	\$0.00	\$26,390.00	\$0.00	\$0.00	\$0.00	\$26,390.00	0%	\$6,666.08
	Division 9211 - Equipment Purchases Totals	(\$26,390.00)	\$0.00	(\$26,390.00)	\$0.00	\$0.00	\$0.00	(\$26,390.00)	0%	(\$6,666.08)
	Department 691 - Public Works Administration Totals	(\$26,390.00)	\$0.00	(\$26,390.00)	\$0.00	\$0.00	\$0.00	(\$26,390.00)	0%	(\$6,666.08)
	Fund 591 - Equipment Replacement Fund Totals	\$1,274,640.00	\$0.00	\$1,274,640.00	\$0.00	\$0.00	\$18,285.94	\$1,256,354.06		\$169,503.71
Fund 693 - Reserve for PERS										
Department 901 - Ending Fund Balance										
Division 9971 - Equity										
	EXPENSE									
	Contingencies and Unappropriated Balances									
5921	Contingency	391,120.00	.00	391,120.00	.00	.00	.00	391,120.00	0	.00
	Contingencies and Unappropriated Balances Totals	\$391,120.00	\$0.00	\$391,120.00	\$0.00	\$0.00	\$0.00	\$391,120.00	0%	\$0.00
	EXPENSE TOTALS	\$391,120.00	\$0.00	\$391,120.00	\$0.00	\$0.00	\$0.00	\$391,120.00	0%	\$0.00
	Division 9971 - Equity Totals	(\$391,120.00)	\$0.00	(\$391,120.00)	\$0.00	\$0.00	\$0.00	(\$391,120.00)	0%	\$0.00
	Department 901 - Ending Fund Balance Totals	(\$391,120.00)	\$0.00	(\$391,120.00)	\$0.00	\$0.00	\$0.00	(\$391,120.00)	0%	\$0.00
	Fund 693 - Reserve for PERS Totals	\$391,120.00	\$0.00	\$391,120.00	\$0.00	\$0.00	\$0.00	\$391,120.00		\$0.00
Fund 695 - Lavelle Black Trust Fund										
Department 211 - Police										
Division 2111 - Patrol										
	EXPENSE									
	Materials & Services									
5329	Other Supplies	2,500.00	.00	2,500.00	450.00	.00	2,080.47	419.53	83	.00
5419	Other Professional Serv	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0	.00
5492	Registrations/Training	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0	.00
	Materials & Services Totals	\$7,500.00	\$0.00	\$7,500.00	\$450.00	\$0.00	\$2,080.47	\$5,419.53	28%	\$0.00
	EXPENSE TOTALS	\$7,500.00	\$0.00	\$7,500.00	\$450.00	\$0.00	\$2,080.47	\$5,419.53	28%	\$0.00



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Fund 695 - Lavelle Black Trust Fund										
Department 211 - Police										
	Division 2111 - Patrol Totals	(\$7,500.00)	\$0.00	(\$7,500.00)	(\$450.00)	\$0.00	(\$2,080.47)	(\$5,419.53)	28%	\$0.00
	Department 211 - Police Totals	(\$7,500.00)	\$0.00	(\$7,500.00)	(\$450.00)	\$0.00	(\$2,080.47)	(\$5,419.53)	28%	\$0.00
Department 901 - Ending Fund Balance										
Division 9971 - Equity										
EXPENSE										
Contingencies and Unappropriated Balances										
5921	Contingency	25,690.00	.00	25,690.00	.00	.00	.00	25,690.00	0	.00
	Contingencies and Unappropriated Balances Totals	\$25,690.00	\$0.00	\$25,690.00	\$0.00	\$0.00	\$0.00	\$25,690.00	0%	\$0.00
	EXPENSE TOTALS	\$25,690.00	\$0.00	\$25,690.00	\$0.00	\$0.00	\$0.00	\$25,690.00	0%	\$0.00
	Division 9971 - Equity Totals	(\$25,690.00)	\$0.00	(\$25,690.00)	\$0.00	\$0.00	\$0.00	(\$25,690.00)	0%	\$0.00
	Department 901 - Ending Fund Balance Totals	(\$25,690.00)	\$0.00	(\$25,690.00)	\$0.00	\$0.00	\$0.00	(\$25,690.00)	0%	\$0.00
	Fund 695 - Lavelle Black Trust Fund Totals	\$33,190.00	\$0.00	\$33,190.00	\$450.00	\$0.00	\$2,080.47	\$31,109.53		\$0.00
Fund 720 - Urban Renewal Fund										
Department 125 - Economic Development										
Division 7200 - URA										
EXPENSE										
Personnel Services										
5111	Regular Wages	192,520.00	.00	192,520.00	14,692.95	.00	169,640.56	22,879.44	88	186,072.04
5121	Overtime	.00	.00	.00	3.49	.00	83.55	(83.55)	+++	159.32
5211	OR Workers' Benefit	30.00	.00	30.00	2.32	.00	25.11	4.89	84	31.61
5212	Social Security	15,330.00	.00	15,330.00	1,137.97	.00	13,075.73	2,254.27	85	14,925.32
5213	Med & Dent Ins	24,930.00	.00	24,930.00	2,086.80	.00	21,291.15	3,638.85	85	26,287.29
5214										
5214	Retirement	.00	.00	.00	.00	.00	.00	.00	+++	2,927.97
5214.100	PERS - City	34,470.00	.00	34,470.00	2,601.96	.00	30,055.64	4,414.36	87	26,096.47
5214.600	PERS 6%	11,560.00	.00	11,560.00	925.17	.00	10,683.23	876.77	92	10,599.59
5214.800	DEFERED COMP - CITY	9,520.00	.00	9,520.00	723.44	.00	8,332.57	1,187.43	88	7,925.38
	5214 - Totals	\$55,550.00	\$0.00	\$55,550.00	\$4,250.57	\$0.00	\$49,071.44	\$6,478.56	88%	\$47,549.41
5215	Long Term Disability Ins	340.00	.00	340.00	29.02	.00	294.64	45.36	87	347.48
5216	Unemployment Insurance	2,510.00	.00	2,510.00	191.08	.00	2,206.88	303.12	88	1,626.09
5217	Life Insurance	220.00	.00	220.00	18.54	.00	187.97	32.03	85	223.37
5218	Paid Family Leave Insurance	770.00	.00	770.00	51.96	.00	605.57	164.43	79	437.71
	Personnel Services Totals	\$292,200.00	\$0.00	\$292,200.00	\$22,464.70	\$0.00	\$256,482.60	\$35,717.40	88%	\$277,659.64
Materials & Services										
5414	Accounting/Auditing	3,000.00	.00	3,000.00	.00	.00	3,990.00	(990.00)	133	3,757.71
5419	Other Professional Serv	125,000.00	.00	125,000.00	4,797.50	7,432.50	74,152.48	43,415.02	65	38,076.87
5428	IT Support	9,450.00	.00	9,450.00	787.50	.00	8,662.50	787.50	92	8,820.00
5448	Internal Rent	1,100.00	.00	1,100.00	91.67	.00	1,008.37	91.63	92	920.00
5520	Grant Program	400,000.00	.00	400,000.00	15,900.00	1,000.00	277,742.00	121,258.00	70	174,302.75



Expense Budget Performance Report

Fiscal Year to Date 05/31/24
Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 720 - Urban Renewal Fund										
Department 125 - Economic Development										
Division 7200 - URA										
	EXPENSE									
	Materials & Services									
5530	Design Services	15,000.00	.00	15,000.00	3,074.25	.00	11,155.45	3,844.55	74	22,283.04
	Materials & Services Totals	\$553,550.00	\$0.00	\$553,550.00	\$24,650.92	\$8,432.50	\$376,710.80	\$168,406.70	70%	\$248,160.37
	Capital Outlay									
5630	Public Art	260,000.00	.00	260,000.00	60,000.00	7,472.00	60,619.05	191,908.95	26	11,009.75
5631	Streets/Alleys/Sidewalks	240,000.00	.00	240,000.00	897.51	.00	965.45	239,034.55	0	800.43
5639	Other Improvements	236,000.00	.00	236,000.00	282.73	80,139.00	119,481.95	36,379.05	85	327,430.42
	Capital Outlay Totals	\$736,000.00	\$0.00	\$736,000.00	\$61,180.24	\$87,611.00	\$181,066.45	\$467,322.55	37%	\$339,240.60
	Debt Service									
5711	Bond Principal	285,000.00	.00	285,000.00	.00	.00	.00	285,000.00	0	277,000.00
5721	Bond Interest	50,750.00	.00	50,750.00	.00	.00	25,373.20	25,376.80	50	58,419.29
	Debt Service Totals	\$335,750.00	\$0.00	\$335,750.00	\$0.00	\$0.00	\$25,373.20	\$310,376.80	8%	\$335,419.29
	EXPENSE TOTALS	\$1,917,500.00	\$0.00	\$1,917,500.00	\$108,295.86	\$96,043.50	\$839,633.05	\$981,823.45	49%	\$1,200,479.90
Division 7200 - URA Totals		(\$1,917,500.00)	\$0.00	(\$1,917,500.00)	(\$108,295.86)	(\$96,043.50)	(\$839,633.05)	(\$981,823.45)	49%	(\$1,200,479.90)
Division 9711 - Operating Transfer Out										
	EXPENSE									
	Transfers Out									
5811										
5811.693	Transfer to Reserve for PERS	.00	.00	.00	.00	.00	.00	.00	+++	2,859.96
	5811 - Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$2,859.96
	Transfers Out Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$2,859.96
	EXPENSE TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$2,859.96
Division 9711 - Operating Transfer Out Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	(\$2,859.96)
Department 125 - Economic Development Totals		(\$1,917,500.00)	\$0.00	(\$1,917,500.00)	(\$108,295.86)	(\$96,043.50)	(\$839,633.05)	(\$981,823.45)	49%	(\$1,203,339.86)
Department 901 - Ending Fund Balance										
Division 9971 - Equity										
	EXPENSE									
	Contingencies and Unappropriated Balances									
5921	Contingency	60,000.00	.00	60,000.00	.00	.00	.00	60,000.00	0	.00
5981										
5981.008	Reserve for URA Debt	333,730.00	.00	333,730.00	.00	.00	.00	333,730.00	0	.00
	5981 - Totals	\$333,730.00	\$0.00	\$333,730.00	\$0.00	\$0.00	\$0.00	\$333,730.00	0%	\$0.00
	Contingencies and Unappropriated Balances Totals	\$393,730.00	\$0.00	\$393,730.00	\$0.00	\$0.00	\$0.00	\$393,730.00	0%	\$0.00
	EXPENSE TOTALS	\$393,730.00	\$0.00	\$393,730.00	\$0.00	\$0.00	\$0.00	\$393,730.00	0%	\$0.00
Division 9971 - Equity Totals		(\$393,730.00)	\$0.00	(\$393,730.00)	\$0.00	\$0.00	\$0.00	(\$393,730.00)	0%	\$0.00
Department 901 - Ending Fund Balance Totals		(\$393,730.00)	\$0.00	(\$393,730.00)	\$0.00	\$0.00	\$0.00	(\$393,730.00)	0%	\$0.00
Fund 720 - Urban Renewal Fund Totals		\$2,311,230.00	\$0.00	\$2,311,230.00	\$108,295.86	\$96,043.50	\$839,633.05	\$1,375,553.45		\$1,203,339.86



Expense Budget Performance Report

Fiscal Year to Date 05/31/24
Include Rollup Account and Rollup to Account

Grand Totals	\$130,286,350.00	\$2,680,000.00	\$132,966,350.00	\$3,047,255.23	\$548,977.11	\$37,848,968.76	\$94,568,404.13	\$63,950,395.98
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Year-to-Date Revenue for All Funds



Revenue All Funds

Fiscal Year to Date 05/31/24
Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 001 - General Fund										
Department 000 - Revenue										
REVENUE										
<i>Fund Balance</i>										
3081	Beginning Fund Balance	10,470,720.00	.00	10,470,720.00	.00	.00	.00	10,470,720.00	0	.00
<i>Fund Balance Totals</i>		\$10,470,720.00	\$0.00	\$10,470,720.00	\$0.00	\$0.00	\$0.00	\$10,470,720.00	0%	\$0.00
<i>Taxes</i>										
3111	Property Tax - Current	11,700,000.00	.00	11,700,000.00	64,700.50	.00	11,057,137.28	642,862.72	95	11,001,216.33
3112	Property Tax - Delinquent	240,000.00	.00	240,000.00	9,815.90	.00	184,502.23	55,497.77	77	194,809.32
3113	Pmt in Lieu of Taxes	.00	.00	.00	.00	.00	64,416.00	(64,416.00)	+++	.00
3133	Hotel/Motel Tax	500,000.00	.00	500,000.00	45,890.80	.00	398,545.56	101,454.44	80	499,423.26
<i>Taxes Totals</i>		\$12,440,000.00	\$0.00	\$12,440,000.00	\$120,407.20	\$0.00	\$11,704,601.07	\$735,398.93	94%	\$11,695,448.91
<i>Licenses and Permits</i>										
3211	Business License	45,000.00	.00	45,000.00	3,797.50	.00	41,637.50	3,362.50	93	48,995.00
3213	RoW Utility License	1,500.00	.00	1,500.00	.00	.00	2,400.00	(900.00)	160	600.00
3219	Other License	3,000.00	.00	3,000.00	135.00	.00	2,988.00	12.00	100	2,875.00
3220	Taxicab Permits	3,100.00	.00	3,100.00	110.00	.00	1,905.00	1,195.00	61	2,205.00
<i>Licenses and Permits Totals</i>		\$52,600.00	\$0.00	\$52,600.00	\$4,042.50	\$0.00	\$48,930.50	\$3,669.50	93%	\$54,675.00
<i>Intergovernmental</i>										
3333	Federal Grants Indirect	.00	450,000.00	450,000.00	.00	.00	.00	450,000.00	0	180,873.00
3341	State Grants	200,000.00	260,000.00	460,000.00	.00	.00	183,482.09	276,517.91	40	12,049.00
3351	Grants	208,000.00	.00	208,000.00	.00	.00	20,326.00	187,674.00	10	800,000.00
3362	State Liquor Proration	460,000.00	.00	460,000.00	42,551.08	.00	396,830.78	63,169.22	86	528,825.10
3363	State Cigarette Tax	22,000.00	.00	22,000.00	1,260.89	.00	14,670.21	7,329.79	67	19,369.54
3364	State Revenue Sharing	400,000.00	.00	400,000.00	71,946.21	.00	285,551.84	114,448.16	71	390,552.10
3367	State Marijuana Tax Distribution - HB 3400 Local Option Tax	25,000.00	.00	25,000.00	.00	.00	29,787.06	(4,787.06)	119	35,703.50
<i>Intergovernmental Totals</i>		\$1,315,000.00	\$710,000.00	\$2,025,000.00	\$115,758.18	\$0.00	\$930,647.98	\$1,094,352.02	46%	\$1,967,372.24
<i>Charges for Goods and Services</i>										
3415	Sale of Documents	200.00	.00	200.00	.00	.00	12,029.25	(11,829.25)	6015	546.65
<i>Charges for Goods and Services Totals</i>		\$200.00	\$0.00	\$200.00	\$0.00	\$0.00	\$12,029.25	(\$11,829.25)	6015%	\$546.65
<i>Franchise Fees</i>										
3226										
3226	RoW Franchise Revenue	210,000.00	.00	210,000.00	.00	.00	.00	210,000.00	0	.00
3226.001	RoW Franchise Revenue - Bullseye Telecom	.00	.00	.00	.00	.00	.00	.00	+++	409.80
3226.002	RoW Franchise Revenue - Consumer Cellular	.00	.00	.00	.00	.00	8,017.87	(8,017.87)	+++	10,584.10
3226.003	RoW Franchise Revenue - Dish Wireless	.00	.00	.00	.00	.00	64.65	(64.65)	+++	231.61
3226.004	RoW Franchise Revenue - Dishnet Wireline	.00	.00	.00	.00	.00	.00	.00	+++	100.00
3226.005	RoW Franchise Revenue - Granite Telecommunications	.00	.00	.00	.00	.00	5,644.13	(5,644.13)	+++	7,719.93
3226.006	RoW Franchise Revenue - LS Networks	.00	.00	.00	.00	.00	1,289.61	(1,289.61)	+++	5,751.35
3226.007	RoW Franchise Revenue - Mitel Cloud Services	.00	.00	.00	.00	.00	35.91	(35.91)	+++	53.18



Revenue Budget Performance Report

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Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 001 - General Fund										
Department 000 - Revenue										
REVENUE										
Franchise Fees										
3226										
3226.008	RoW Franchise Revenue - Working Assets Funding Services	.00	.00	.00	.00	.00	.00	.00	+++	6.87
3226.009	RoW Franchise Revenue - Electric Lightwave	.00	.00	.00	.00	.00	4,806.67	(4,806.67)	+++	7,891.48
3226.010	RoW Franchise Revenue - vCom QuantumShift	.00	.00	.00	.00	.00	951.12	(951.12)	+++	2,006.58
3226.011	RoW Franchise Revenue - Gabb Wireless	.00	.00	.00	.00	.00	21.74	(21.74)	+++	36.67
3226.012	RoW Franchise Revenue - Qwest	.00	.00	.00	.00	.00	12,972.94	(12,972.94)	+++	24,153.37
3226.013	RoW Franchise Revenue - CenturyLink	.00	.00	.00	.00	.00	7,251.65	(7,251.65)	+++	13,936.70
3226.014	RoW Franchise Revenue - Level3	.00	.00	.00	.00	.00	8,780.83	(8,780.83)	+++	11,679.73
3226.015	RoW Franchise Revenue - Windstream	.00	.00	.00	.00	.00	67.33	(67.33)	+++	.39
3226.016	RoW Franchise Revenue - McLeod USA	.00	.00	.00	.00	.00	144.37	(144.37)	+++	234.97
3226.017	RoW Franchise Revenue - RingCentral	.00	.00	.00	.00	.00	374.48	(374.48)	+++	672.02
3226.021	RoW Franchise Revenue - GreatCall	.00	.00	.00	.00	.00	798.37	(798.37)	+++	1,088.84
3226.022	RoW Franchise Revenue - Clear Rate Communications	.00	.00	.00	.00	.00	259.33	(259.33)	+++	354.55
3226.023	RoW Franchise Revenue - Calpine Energy	.00	.00	.00	.00	.00	94,195.35	(94,195.35)	+++	128,209.95
3226.025	RoW Franchise Revenue - Constellation New Energy	.00	.00	.00	.00	.00	18,983.71	(18,983.71)	+++	30,973.57
3226.026	RoW Franchise Revenue - DataVision Telecom	.00	.00	.00	.00	.00	5,201.63	(5,201.63)	+++	7,444.99
3226.028	RoW Franchise Revenue - Spectrotel, Inc.	.00	.00	.00	.00	.00	161.38	(161.38)	+++	210.68
3226.029	RoW Franchise Revenue - MetTel	.00	.00	.00	.00	.00	470.45	(470.45)	+++	765.94
3226.030	RoW Franchise Revenue - Nextiva Inc	.00	.00	.00	.00	.00	306.53	(306.53)	+++	425.06
3226.031	RoW Franchise Revenue - iWireless	.00	.00	.00	.00	.00	75.54	(75.54)	+++	130.25
3226.032	RoW Franchise Revenue - Marconi	.00	.00	.00	.00	.00	52.40	(52.40)	+++	85.78
3226.033	RoW Franchise Revenue - Nuso	.00	.00	.00	.00	.00	29.46	(29.46)	+++	36.57
3226.034	RoW Franchise Revenue - Ooma	.00	.00	.00	179.60	.00	378.95	(378.95)	+++	328.92
3226.035	RoW Franchise Revenue - GC Pivotal	.00	.00	.00	.00	.00	49.48	(49.48)	+++	91.47
3226.036	RoW Franchise Revenue - Comcast	.00	.00	.00	.00	.00	30,380.77	(30,380.77)	+++	21,479.62
3226.037	RoW Franchise Revenue - Zoom Voice Comm	.00	.00	.00	.00	.00	15.50	(15.50)	+++	529.83
3226.038	RoW Franchise Revenue - 8X8 Inc	.00	.00	.00	.00	.00	2,032.37	(2,032.37)	+++	5,319.99
3226.039	RoW Franchise Revenue - Patriot Mobile	.00	.00	.00	.00	.00	142.02	(142.02)	+++	292.10
3226.040	RoW Franchise Revenue - Interface Security Systems	.00	.00	.00	.00	.00	55.94	(55.94)	+++	167.51
3226.041	RoW Franchise Revenue - Mint Mobile	.00	.00	.00	.00	.00	422.99	(422.99)	+++	151.58
3226.042	RoW Franchise Revenue - GreenFly Networks	.00	.00	.00	.00	.00	183.51	(183.51)	+++	992.37
3226.043	RoW Franchise Revenue - ICIM Corporation	.00	.00	.00	.00	.00	24.91	(24.91)	+++	15.87
3226.044	RoW Franchise Revenue - BCN Telecom Inc	.00	.00	.00	.00	.00	5.76	(5.76)	+++	2.72
3226.045	RoW Franchise Revenue - Simple VoIP LLC	.00	.00	.00	.00	.00	91.78	(91.78)	+++	40.77
3226.046	RoW Franchise Revenue - Intelepeer Cloud Comm.	.00	.00	.00	.00	.00	101.52	(101.52)	+++	81.58
3226.047	RoW Franchise Revenue - Plintron	.00	.00	.00	.00	.00	2.12	(2.12)	+++	.00



Revenue Budget Performance Report

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Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 001 - General Fund										
Department 000 - Revenue										
REVENUE										
Franchise Fees										
3226										
3226.048	RoW Franchise Revenue - Momentum Telecom	.00	.00	.00	.00	.00	871.79	(871.79)	+++	.00
3226.049	RoW Franchise Revenue - Star2Star Communications	.00	.00	.00	.00	.00	140.44	(140.44)	+++	.00
3226.050	RoW Franchise Revenue - Combined PC	.00	.00	.00	.00	.00	58.29	(58.29)	+++	.00
3226.051	RoW Franchise Revenue - Garmin Services	.00	.00	.00	.00	.00	11.01	(11.01)	+++	.00
3226 - Totals		\$210,000.00	\$0.00	\$210,000.00	\$179.60	\$0.00	\$205,926.60	\$4,073.40	98%	\$284,689.26
3228										
3228.003	PGE Franchise Fees	700,000.00	.00	700,000.00	.00	.00	831,799.09	(131,799.09)	119	726,291.87
3228.004	NW Natural Franchise Fees	180,000.00	.00	180,000.00	.00	.00	180,551.48	(551.48)	100	231,349.47
3228.006	Republic Services Franchise Fees	360,000.00	.00	360,000.00	.00	.00	261,403.81	98,596.19	73	359,640.55
3228.007	Wave Broadband Franchise Fees	100,000.00	.00	100,000.00	12,360.42	.00	53,659.39	46,340.61	54	92,034.39
3228 - Totals		\$1,340,000.00	\$0.00	\$1,340,000.00	\$12,360.42	\$0.00	\$1,327,413.77	\$12,586.23	99%	\$1,409,316.28
3243										
3243.470	General Right of Way - Water	248,000.00	.00	248,000.00	22,617.11	.00	255,519.56	(7,519.56)	103	259,159.58
3243.472	General Right of Way - Sewer	493,000.00	.00	493,000.00	49,343.69	.00	504,510.39	(11,510.39)	102	515,765.74
3243 - Totals		\$741,000.00	\$0.00	\$741,000.00	\$71,960.80	\$0.00	\$760,029.95	(\$19,029.95)	103%	\$774,925.32
Franchise Fees Totals		\$2,291,000.00	\$0.00	\$2,291,000.00	\$84,500.82	\$0.00	\$2,293,370.32	(\$2,370.32)	100%	\$2,468,930.86
Miscellaneous Revenue										
3611	Interest from Investments	220,000.00	.00	220,000.00	76,542.76	.00	570,745.73	(350,745.73)	259	328,627.40
3617	Change in Fair Value of Investments	.00	.00	.00	3,872.04	.00	117,893.45	(117,893.45)	+++	(3,634.97)
3625	Facilities Rent	2,400.00	.00	2,400.00	.00	.00	.00	2,400.00	0	.00
3641	Annual Access Fee	3,000.00	.00	3,000.00	.00	.00	.00	3,000.00	0	999.24
3691	Sale of Surplus Property	62,000.00	.00	62,000.00	.00	.00	32,000.00	30,000.00	52	44,249.56
3692										
3692.101	Copies--Other	.00	.00	.00	.00	.00	5.30	(5.30)	+++	15.60
3692 - Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5.30	(\$5.30)	+++	\$15.60
3698	Cash Long and Short	.00	.00	.00	(21.84)	.00	6.81	(6.81)	+++	1,552.63
3699	Other Miscellaneous Income	70,000.00	.00	70,000.00	6,169.24	.00	217,710.47	(147,710.47)	311	210,614.19
Miscellaneous Revenue Totals		\$357,400.00	\$0.00	\$357,400.00	\$86,562.20	\$0.00	\$938,361.76	(\$580,961.76)	263%	\$582,423.65
Transfers In										
3971										
3971.136	Transfer from American Rescue Plan Fund	966,000.00	.00	966,000.00	.00	.00	.00	966,000.00	0	409,710.00
3971.376	Transfer From Street SDC	200,000.00	.00	200,000.00	.00	.00	.00	200,000.00	0	.00
3971 - Totals		\$1,166,000.00	\$0.00	\$1,166,000.00	\$0.00	\$0.00	\$0.00	\$1,166,000.00	0%	\$409,710.00
Transfers In Totals		\$1,166,000.00	\$0.00	\$1,166,000.00	\$0.00	\$0.00	\$0.00	\$1,166,000.00	0%	\$409,710.00
REVENUE TOTALS		\$28,092,920.00	\$710,000.00	\$28,802,920.00	\$411,270.90	\$0.00	\$15,927,940.88	\$12,874,979.12	55%	\$17,179,107.31
Department 000 - Revenue Totals		\$28,092,920.00	\$710,000.00	\$28,802,920.00	\$411,270.90	\$0.00	\$15,927,940.88	\$12,874,979.12	55%	\$17,179,107.31



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 001 - General Fund										
Department 101 - Administration										
REVENUE										
<i>Charges for Goods and Services</i>										
3416	Lien Search Revenue	15,150.00	.00	15,150.00	1,260.00	.00	12,001.00	3,149.00	79	9,375.00
<i>Charges for Goods and Services Totals</i>		\$15,150.00	\$0.00	\$15,150.00	\$1,260.00	\$0.00	\$12,001.00	\$3,149.00	79%	\$9,375.00
<i>Fines and Forfeits</i>										
3530	Court Fines from Other Jurisdictions	24,750.00	.00	24,750.00	1,862.90	.00	22,080.51	2,669.49	89	24,855.14
3531	Court Fines	500,000.00	.00	500,000.00	44,169.60	.00	431,904.10	68,095.90	86	454,189.98
<i>Fines and Forfeits Totals</i>		\$524,750.00	\$0.00	\$524,750.00	\$46,032.50	\$0.00	\$453,984.61	\$70,765.39	87%	\$479,045.12
REVENUE TOTALS		\$539,900.00	\$0.00	\$539,900.00	\$47,292.50	\$0.00	\$465,985.61	\$73,914.39	86%	\$488,420.12
Department 101 - Administration Totals		\$539,900.00	\$0.00	\$539,900.00	\$47,292.50	\$0.00	\$465,985.61	\$73,914.39	86%	\$488,420.12
Department 125 - Economic Development										
REVENUE										
<i>Intergovernmental</i>										
3351	Grants	476,950.00	.00	476,950.00	24,000.00	.00	138,375.00	338,575.00	29	113,699.00
<i>Intergovernmental Totals</i>		\$476,950.00	\$0.00	\$476,950.00	\$24,000.00	\$0.00	\$138,375.00	\$338,575.00	29%	\$113,699.00
<i>Miscellaneous Revenue</i>										
3699	Other Miscellaneous Income	10,000.00	.00	10,000.00	.00	.00	7,041.00	2,959.00	70	2,500.00
<i>Miscellaneous Revenue Totals</i>		\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$7,041.00	\$2,959.00	70%	\$2,500.00
REVENUE TOTALS		\$486,950.00	\$0.00	\$486,950.00	\$24,000.00	\$0.00	\$145,416.00	\$341,534.00	30%	\$116,199.00
Department 125 - Economic Development Totals		\$486,950.00	\$0.00	\$486,950.00	\$24,000.00	\$0.00	\$145,416.00	\$341,534.00	30%	\$116,199.00
Department 211 - Police										
REVENUE										
<i>Intergovernmental</i>										
3332	Federal Grants	20,000.00	.00	20,000.00	.00	.00	.00	20,000.00	0	.00
3333	Federal Grants Indirect	.00	.00	.00	.00	.00	10,064.12	(10,064.12)	+++	3,649.09
3341	State Grants	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	.00
<i>Intergovernmental Totals</i>		\$25,000.00	\$0.00	\$25,000.00	\$0.00	\$0.00	\$10,064.12	\$14,935.88	40%	\$3,649.09
<i>Charges for Goods and Services</i>										
3421										
3421	Police Reimbursements	15,000.00	.00	15,000.00	1,478.00	.00	26,620.96	(11,620.96)	177	16,074.46
3421.001	Reimbursements School District	105,000.00	.00	105,000.00	.00	.00	55,887.25	49,112.75	53	109,873.78
3421.013	Reimbursements Marion County	150,000.00	.00	150,000.00	(9,586.52)	.00	59,979.63	90,020.37	40	111,801.36
3421 - Totals		\$270,000.00	\$0.00	\$270,000.00	(\$8,108.52)	\$0.00	\$142,487.84	\$127,512.16	53%	\$237,749.60
<i>Charges for Goods and Services Totals</i>		\$270,000.00	\$0.00	\$270,000.00	(\$8,108.52)	\$0.00	\$142,487.84	\$127,512.16	53%	\$237,749.60
<i>Fines and Forfeits</i>										
3531										
3531.101	Police Training Surcharge	15,000.00	.00	15,000.00	1,810.00	.00	17,496.00	(2,496.00)	117	18,727.32
3531 - Totals		\$15,000.00	\$0.00	\$15,000.00	\$1,810.00	\$0.00	\$17,496.00	(\$2,496.00)	117%	\$18,727.32
3532	Towing Fee	10,000.00	.00	10,000.00	900.00	.00	18,600.00	(8,600.00)	186	14,100.00



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Fund 001 - General Fund										
Department 211 - Police										
REVENUE										
<i>Fines and Forfeits</i>										
3533	Alarm Fee	500.00	.00	500.00	195.00	.00	495.00	5.00	99	(30.00)
<i>Fines and Forfeits Totals</i>		\$25,500.00	\$0.00	\$25,500.00	\$2,905.00	\$0.00	\$36,591.00	(\$11,091.00)	143%	\$32,797.32
<i>Miscellaneous Revenue</i>										
3673	Donations-Police	4,000.00	.00	4,000.00	.00	.00	.00	4,000.00	0	2,500.00
3699	Other Miscellaneous Income	3,500.00	.00	3,500.00	115.00	.00	667.50	2,832.50	19	11,439.50
3881										
3881.001	Reimbursement--Training	3,000.00	.00	3,000.00	.00	.00	.00	3,000.00	0	.00
3881 - Totals		\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00	0%	\$0.00
<i>Miscellaneous Revenue Totals</i>		\$10,500.00	\$0.00	\$10,500.00	\$115.00	\$0.00	\$667.50	\$9,832.50	6%	\$13,939.50
REVENUE TOTALS		\$331,000.00	\$0.00	\$331,000.00	(\$5,088.52)	\$0.00	\$189,810.46	\$141,189.54	57%	\$288,135.51
Department 211 - Police Totals		\$331,000.00	\$0.00	\$331,000.00	(\$5,088.52)	\$0.00	\$189,810.46	\$141,189.54	57%	\$288,135.51
Department 311 - Library										
REVENUE										
<i>Miscellaneous Revenue</i>										
3695	Lost Book Revenue	.00	.00	.00	.00	.00	.00	.00	+++	1,086.62
<i>Miscellaneous Revenue Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$1,086.62
REVENUE TOTALS		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$1,086.62
Department 311 - Library Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$1,086.62
Department 411 - Community Services										
REVENUE										
<i>Intergovernmental</i>										
3341	State Grants	.00	.00	.00	.00	.00	2,000.00	(2,000.00)	+++	.00
3351	Grants	12,000.00	.00	12,000.00	.00	.00	.00	12,000.00	0	31,179.65
3365	Regional Library Services	95,470.00	.00	95,470.00	1,057.82	.00	82,452.79	13,017.21	86	153,175.74
3366	Ready to Read Grant	4,750.00	.00	4,750.00	.00	.00	4,897.00	(147.00)	103	.00
<i>Intergovernmental Totals</i>		\$112,220.00	\$0.00	\$112,220.00	\$1,057.82	\$0.00	\$89,349.79	\$22,870.21	80%	\$184,355.39
<i>Charges for Goods and Services</i>										
3417	Resale of Merchandise	5,500.00	.00	5,500.00	333.00	.00	3,443.25	2,056.75	63	5,139.00
3418	Concession Sales	6,000.00	.00	6,000.00	618.00	.00	6,527.50	(527.50)	109	6,319.25
3471										
3471	Pool Program Revenues	.00	.00	.00	.00	.00	.00	.00	+++	(70.00)
3471.101	Pool Admissions	88,000.00	.00	88,000.00	6,787.50	.00	73,523.78	14,476.22	84	73,224.75
3471.102	Pool Memberships	71,000.00	.00	71,000.00	6,748.05	.00	66,727.71	4,272.29	94	59,437.19
3471.103	Pool Rentals	7,000.00	.00	7,000.00	.00	.00	700.50	6,299.50	10	(3,657.00)
3471.104	Swimming Lessons	18,000.00	.00	18,000.00	310.00	.00	21,077.50	(3,077.50)	117	11,821.75
3471.105	Pool Sponsorships	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	200.00
3471.107	Towels/Misc	3,000.00	.00	3,000.00	.00	.00	.00	3,000.00	0	.00



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Fund 001 - General Fund										
Department 411 - Community Services										
REVENUE										
Charges for Goods and Services										
3471 - Totals		\$188,500.00	\$0.00	\$188,500.00	\$13,845.55	\$0.00	\$162,029.49	\$26,470.51	86%	\$140,956.69
3472	Rural Readers' Fees	1,000.00	.00	1,000.00	.00	.00	300.00	700.00	30	300.00
3473										
3473.101	Youth Sports	12,000.00	.00	12,000.00	2,340.00	.00	12,375.17	(375.17)	103	11,034.95
3473.102	Adult Sports	4,000.00	.00	4,000.00	.00	.00	.00	4,000.00	0	1,879.04
3473.103	Youth Program	2,500.00	.00	2,500.00	.00	.00	(5,349.00)	7,849.00	-214	550.00
3473.105	Adult Program	.00	.00	.00	.00	.00	.00	.00	+++	(702.27)
3473.106	Recreation - Sponsorship Revenue	3,000.00	.00	3,000.00	.00	.00	3,500.00	(500.00)	117	9,000.00
3473.110	Arts & Culture	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	170.00
3473.111	Active Adult	2,000.00	.00	2,000.00	.00	.00	1,105.00	895.00	55	345.97
3473 - Totals		\$25,500.00	\$0.00	\$25,500.00	\$2,340.00	\$0.00	\$11,631.17	\$13,868.83	46%	\$22,277.69
3474										
3474	Event Admission & Vendor Fees	1,000.00	.00	1,000.00	400.00	.00	460.00	540.00	46	2,655.00
3474.099	Fiesta Event Admissions & Vendor Fees	64,000.00	.00	64,000.00	(248.00)	.00	56,097.89	7,902.11	88	41,333.80
3474 - Totals		\$65,000.00	\$0.00	\$65,000.00	\$152.00	\$0.00	\$56,557.89	\$8,442.11	87%	\$43,988.80
3476										
3476	Event Sponsorships	10,000.00	.00	10,000.00	4,500.00	.00	20,650.00	(10,650.00)	206	10,000.00
3476.099	Fiesta Event Sponsorships	65,000.00	.00	65,000.00	12,500.00	.00	66,230.00	(1,230.00)	102	36,863.00
3476 - Totals		\$75,000.00	\$0.00	\$75,000.00	\$17,000.00	\$0.00	\$86,880.00	(\$11,880.00)	116%	\$46,863.00
3491	Rental Income	31,310.00	.00	31,310.00	1,575.00	.00	37,888.00	(6,578.00)	121	37,343.00
Charges for Goods and Services Totals		\$397,810.00	\$0.00	\$397,810.00	\$35,863.55	\$0.00	\$365,257.30	\$32,552.70	92%	\$303,187.43
Fines and Forfeits										
3536	Library Fines	5,000.00	.00	5,000.00	.00	.00	255.10	4,744.90	5	187.57
Fines and Forfeits Totals		\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$255.10	\$4,744.90	5%	\$187.57
Miscellaneous Revenue										
3625	Facilities Rent	4,500.00	.00	4,500.00	2,569.50	.00	20,694.00	(16,194.00)	460	6,542.50
3651	Internal Rent Revenue	85,280.00	.00	85,280.00	7,106.67	.00	78,173.37	7,106.63	92	74,410.00
3672										
3672	Donations-Library	.00	.00	.00	10.00	.00	156.28	(156.28)	+++	660.10
3672.001	Donations-Library - Music in the Park	.00	.00	.00	.00	.00	2,000.00	(2,000.00)	+++	(1,500.00)
3672 - Totals		\$0.00	\$0.00	\$0.00	\$10.00	\$0.00	\$2,156.28	(\$2,156.28)	+++	(\$839.90)
3675	Donations-Museum	.00	.00	.00	.00	.00	.00	.00	+++	4,969.60
3677	Donations-Pool	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	.00
3695	Lost Book Revenue	2,000.00	.00	2,000.00	62.44	.00	1,092.79	907.21	55	3,880.79
3698										
3698.102	Library	.00	.00	.00	18.40	.00	36.40	(36.40)	+++	14.60
3698.103	Aquatics	.00	.00	.00	.04	.00	16.09	(16.09)	+++	(238.75)



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Fund 001 - General Fund										
Department 411 - Community Services										
REVENUE										
Miscellaneous Revenue										
3698										
3698.104	Recreation	.00	.00	.00	4.70	.00	(72.14)	72.14	+++	243.77
3698 - Totals		\$0.00	\$0.00	\$0.00	\$23.14	\$0.00	(\$19.65)	\$19.65	+++	\$19.62
3699										
3699	Other Miscellaneous Income	1,000.00	.00	1,000.00	13.50	.00	13.50	986.50	1	91.87
3699.102	Library	.00	.00	.00	518.90	.00	5,453.09	(5,453.09)	+++	5,516.11
3699.103	Aquatics	.00	.00	.00	.00	.00	.00	.00	+++	70.75
3699.104	Recreation	.00	.00	.00	.00	.00	.00	.00	+++	93.20
3699 - Totals		\$1,000.00	\$0.00	\$1,000.00	\$532.40	\$0.00	\$5,466.59	(\$4,466.59)	547%	\$5,771.93
Miscellaneous Revenue Totals		\$94,780.00	\$0.00	\$94,780.00	\$10,304.15	\$0.00	\$107,563.38	(\$12,783.38)	113%	\$94,754.54
REVENUE TOTALS		\$609,810.00	\$0.00	\$609,810.00	\$47,225.52	\$0.00	\$562,425.57	\$47,384.43	92%	\$582,484.93
Department 411 - Community Services Totals		\$609,810.00	\$0.00	\$609,810.00	\$47,225.52	\$0.00	\$562,425.57	\$47,384.43	92%	\$582,484.93
Department 511 - Planning										
REVENUE										
Licenses and Permits										
3451	T&E Planning Develop Fee	125,000.00	.00	125,000.00	5,360.45	.00	95,292.59	29,707.41	76	98,909.11
3456	Planning Fees	250,000.00	.00	250,000.00	5,235.00	.00	179,013.50	70,986.50	72	294,217.00
Licenses and Permits Totals		\$375,000.00	\$0.00	\$375,000.00	\$10,595.45	\$0.00	\$274,306.09	\$100,693.91	73%	\$393,126.11
REVENUE TOTALS		\$375,000.00	\$0.00	\$375,000.00	\$10,595.45	\$0.00	\$274,306.09	\$100,693.91	73%	\$393,126.11
Department 511 - Planning Totals		\$375,000.00	\$0.00	\$375,000.00	\$10,595.45	\$0.00	\$274,306.09	\$100,693.91	73%	\$393,126.11
Department 651 - Engineering										
REVENUE										
Licenses and Permits										
3221										
3221.111	Demo Permits	.00	.00	.00	150.00	.00	150.00	(150.00)	+++	750.00
3221 - Totals		\$0.00	\$0.00	\$0.00	\$150.00	\$0.00	\$150.00	(\$150.00)	+++	\$750.00
3224	R/W Construction Permits	200,000.00	.00	200,000.00	130,696.98	.00	207,722.06	(7,722.06)	104	341,972.97
3451	T&E Planning Develop Fee	37,950.00	.00	37,950.00	2,681.05	.00	47,705.58	(9,755.58)	126	49,469.39
Licenses and Permits Totals		\$237,950.00	\$0.00	\$237,950.00	\$133,528.03	\$0.00	\$255,577.64	(\$17,627.64)	107%	\$392,192.36
Intergovernmental										
3656	Engineering Internal Project WO Revenue	130,000.00	.00	130,000.00	4,336.34	.00	74,645.72	55,354.28	57	266,982.45
Intergovernmental Totals		\$130,000.00	\$0.00	\$130,000.00	\$4,336.34	\$0.00	\$74,645.72	\$55,354.28	57%	\$266,982.45
REVENUE TOTALS		\$367,950.00	\$0.00	\$367,950.00	\$137,864.37	\$0.00	\$330,223.36	\$37,726.64	90%	\$659,174.81
Department 651 - Engineering Totals		\$367,950.00	\$0.00	\$367,950.00	\$137,864.37	\$0.00	\$330,223.36	\$37,726.64	90%	\$659,174.81
Fund 001 - General Fund Totals		\$30,803,530.00	\$710,000.00	\$31,513,530.00	\$673,160.22	\$0.00	\$17,896,107.97	\$13,617,422.03		\$19,707,734.41



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Fund 110 - Transit Fund										
Department 000 - Revenue										
REVENUE										
<i>Fund Balance</i>										
3081	Beginning Fund Balance	713,500.00	.00	713,500.00	.00	.00	.00	713,500.00	0	.00
<i>Fund Balance Totals</i>		\$713,500.00	\$0.00	\$713,500.00	\$0.00	\$0.00	\$0.00	\$713,500.00	0%	\$0.00
<i>Intergovernmental</i>										
3332	Federal Grants	272,000.00	.00	272,000.00	.00	.00	.00	272,000.00	0	253,987.00
3333										
3333.601	5310 Discretionary Ops	70,300.00	.00	70,300.00	.00	.00	35,275.00	35,025.00	50	85,025.00
3333.603	5311 Formula Operation	167,500.00	.00	167,500.00	.00	.00	153,408.00	14,092.00	92	500,488.00
3333.605	Veh Prev Maint	37,000.00	.00	37,000.00	.00	.00	27,483.00	9,517.00	74	69,255.00
3333 - Totals		\$274,800.00	\$0.00	\$274,800.00	\$0.00	\$0.00	\$216,166.00	\$58,634.00	79%	\$654,768.00
3341										
3341	State Grants	125,000.00	.00	125,000.00	.00	.00	.00	125,000.00	0	138,010.00
3341.601	STF Formula	.00	.00	.00	.00	.00	.00	.00	+++	217,000.00
3341 - Totals		\$125,000.00	\$0.00	\$125,000.00	\$0.00	\$0.00	\$0.00	\$125,000.00	0%	\$355,010.00
3345	Statewide Transit	1,099,000.00	.00	1,099,000.00	.00	.00	281,160.00	817,840.00	26	469,124.00
<i>Intergovernmental Totals</i>		\$1,770,800.00	\$0.00	\$1,770,800.00	\$0.00	\$0.00	\$497,326.00	\$1,273,474.00	28%	\$1,732,889.00
<i>Charges for Goods and Services</i>										
3445	Dial a Ride Daily	.00	.00	.00	(187.00)	.00	.00	.00	+++	24.00
<i>Charges for Goods and Services Totals</i>		\$0.00	\$0.00	\$0.00	(\$187.00)	\$0.00	\$0.00	\$0.00	+++	\$24.00
<i>Miscellaneous Revenue</i>										
3611	Interest from Investments	4,000.00	.00	4,000.00	3,099.31	.00	24,834.59	(20,834.59)	621	10,244.35
3617	Change in Fair Value of Investments	.00	.00	.00	173.75	.00	4,589.39	(4,589.39)	+++	386.08
3676	Donations-Transit	6,000.00	.00	6,000.00	605.00	.00	7,720.75	(1,720.75)	129	9,326.86
3694	Gain/Loss on Sale	.00	.00	.00	.00	.00	.00	.00	+++	(64.38)
<i>Miscellaneous Revenue Totals</i>		\$10,000.00	\$0.00	\$10,000.00	\$3,878.06	\$0.00	\$37,144.73	(\$27,144.73)	371%	\$19,892.91
<i>Transfers In</i>										
3971										
3971.001	Transfer From General Fund	100,000.00	.00	100,000.00	8,333.33	.00	91,666.63	8,333.37	92	150,000.00
3971.136	Transfer from American Rescue Plan Fund	127,000.00	.00	127,000.00	.00	.00	.00	127,000.00	0	65,000.00
3971 - Totals		\$227,000.00	\$0.00	\$227,000.00	\$8,333.33	\$0.00	\$91,666.63	\$135,333.37	40%	\$215,000.00
<i>Transfers In Totals</i>		\$227,000.00	\$0.00	\$227,000.00	\$8,333.33	\$0.00	\$91,666.63	\$135,333.37	40%	\$215,000.00
REVENUE TOTALS		\$2,721,300.00	\$0.00	\$2,721,300.00	\$12,024.39	\$0.00	\$626,137.36	\$2,095,162.64	23%	\$1,967,805.91
Department 000 - Revenue Totals		\$2,721,300.00	\$0.00	\$2,721,300.00	\$12,024.39	\$0.00	\$626,137.36	\$2,095,162.64	23%	\$1,967,805.91
Fund 110 - Transit Fund Totals		\$2,721,300.00	\$0.00	\$2,721,300.00	\$12,024.39	\$0.00	\$626,137.36	\$2,095,162.64		\$1,967,805.91



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Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 123 - Building Inspection Fund										
Department 000 - Revenue										
REVENUE										
<i>Fund Balance</i>										
3081	Beginning Fund Balance	7,474,300.00	.00	7,474,300.00	.00	.00	.00	7,474,300.00	0	.00
<i>Fund Balance Totals</i>		\$7,474,300.00	\$0.00	\$7,474,300.00	\$0.00	\$0.00	\$0.00	\$7,474,300.00	0%	\$0.00
<i>Licenses and Permits</i>										
3221										
3221.101	Building Permits	816,200.00	.00	816,200.00	40,751.16	.00	678,305.86	137,894.14	83	696,951.56
3221.102	Mechanical Permits	60,000.00	.00	60,000.00	6,950.90	.00	83,893.34	(23,893.34)	140	114,935.70
3221.105	Plan Check Fees	867,240.00	100,000.00	967,240.00	97,958.80	.00	737,156.11	230,083.89	76	878,475.21
3221.106	Fire Check Fees	445,940.00	.00	445,940.00	.00	.00	288,038.30	157,901.70	65	278,408.21
3221.109	Plan Check--Mechanical	30,000.00	.00	30,000.00	405.90	.00	30,551.80	(551.80)	102	44,860.10
3221.110	CET Administrative Fee	40,000.00	.00	40,000.00	1,035.21	.00	32,776.66	7,223.34	82	28,738.43
3221.111	Demo Permits	2,000.00	.00	2,000.00	150.00	.00	150.00	1,850.00	8	750.00
3221 - Totals		\$2,261,380.00	\$100,000.00	\$2,361,380.00	\$147,251.97	\$0.00	\$1,850,872.07	\$510,507.93	78%	\$2,043,119.21
<i>Licenses and Permits Totals</i>		\$2,261,380.00	\$100,000.00	\$2,361,380.00	\$147,251.97	\$0.00	\$1,850,872.07	\$510,507.93	78%	\$2,043,119.21
<i>Intergovernmental</i>										
3891										
3891	Construction Excise Tax	1,000,000.00	200,000.00	1,200,000.00	24,844.86	.00	786,639.68	413,360.32	66	690,042.24
3891.159	State Surcharge	160,000.00	.00	160,000.00	5,559.45	.00	84,465.90	75,534.10	53	97,674.09
3891.259	State Manufactured Home Fee	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	.00
3891 - Totals		\$1,161,000.00	\$200,000.00	\$1,361,000.00	\$30,404.31	\$0.00	\$871,105.58	\$489,894.42	64%	\$787,716.33
<i>Intergovernmental Totals</i>		\$1,161,000.00	\$200,000.00	\$1,361,000.00	\$30,404.31	\$0.00	\$871,105.58	\$489,894.42	64%	\$787,716.33
<i>Miscellaneous Revenue</i>										
3611	Interest from Investments	60,000.00	.00	60,000.00	41,577.12	.00	313,214.50	(253,214.50)	522	166,883.28
3617	Change in Fair Value of Investments	.00	.00	.00	2,055.38	.00	63,105.64	(63,105.64)	+++	(770.63)
3699	Other Miscellaneous Income	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	1,143.00
<i>Miscellaneous Revenue Totals</i>		\$61,000.00	\$0.00	\$61,000.00	\$43,632.50	\$0.00	\$376,320.14	(\$315,320.14)	617%	\$167,255.65
REVENUE TOTALS		\$10,957,680.00	\$300,000.00	\$11,257,680.00	\$221,288.78	\$0.00	\$3,098,297.79	\$8,159,382.21	28%	\$2,998,091.19
Department 000 - Revenue Totals		\$10,957,680.00	\$300,000.00	\$11,257,680.00	\$221,288.78	\$0.00	\$3,098,297.79	\$8,159,382.21	28%	\$2,998,091.19
Fund 123 - Building Inspection Fund Totals		\$10,957,680.00	\$300,000.00	\$11,257,680.00	\$221,288.78	\$0.00	\$3,098,297.79	\$8,159,382.21		\$2,998,091.19
Fund 132 - Asset Forfeiture										
Department 000 - Revenue										
REVENUE										
<i>Fund Balance</i>										
3081	Beginning Fund Balance	16,350.00	.00	16,350.00	.00	.00	.00	16,350.00	0	.00
<i>Fund Balance Totals</i>		\$16,350.00	\$0.00	\$16,350.00	\$0.00	\$0.00	\$0.00	\$16,350.00	0%	\$0.00
<i>Miscellaneous Revenue</i>										
3611	Interest from Investments	250.00	.00	250.00	147.82	.00	1,076.43	(826.43)	431	387.91



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 132 - Asset Forfeiture										
Department 000 - Revenue										
REVENUE										
Miscellaneous Revenue										
3617	Change in Fair Value of Investments	.00	.00	.00	7.31	.00	192.08	(192.08)	+++	(2.74)
3692	Confiscated Cash	.00	.00	.00	.00	.00	8,495.52	(8,495.52)	+++	30.50
3693	Sale of Confiscated Prop	.00	.00	.00	.00	.00	1,719.00	(1,719.00)	+++	2,429.15
Miscellaneous Revenue Totals		\$250.00	\$0.00	\$250.00	\$155.13	\$0.00	\$11,483.03	(\$11,233.03)	4593%	\$2,844.82
REVENUE TOTALS		\$16,600.00	\$0.00	\$16,600.00	\$155.13	\$0.00	\$11,483.03	\$5,116.97	69%	\$2,844.82
Department 000 - Revenue Totals		\$16,600.00	\$0.00	\$16,600.00	\$155.13	\$0.00	\$11,483.03	\$5,116.97	69%	\$2,844.82
Fund 132 - Asset Forfeiture Totals		\$16,600.00	\$0.00	\$16,600.00	\$155.13	\$0.00	\$11,483.03	\$5,116.97		\$2,844.82
Fund 136 - American Rescue Plan Fund										
Department 000 - Revenue										
REVENUE										
Fund Balance										
3081	Beginning Fund Balance	2,220,390.00	.00	2,220,390.00	.00	.00	.00	2,220,390.00	0	.00
Fund Balance Totals		\$2,220,390.00	\$0.00	\$2,220,390.00	\$0.00	\$0.00	\$0.00	\$2,220,390.00	0%	\$0.00
Intergovernmental										
3351	Grants	.00	.00	.00	.00	.00	.00	.00	+++	2,917,812.66
Intergovernmental Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$2,917,812.66
Miscellaneous Revenue										
3611	Interest from Investments	30,000.00	.00	30,000.00	.00	.00	25,863.42	4,136.58	86	83,792.48
3617	Change in Fair Value of Investments	.00	.00	.00	.00	.00	12,424.99	(12,424.99)	+++	(63.56)
Miscellaneous Revenue Totals		\$30,000.00	\$0.00	\$30,000.00	\$0.00	\$0.00	\$38,288.41	(\$8,288.41)	128%	\$83,728.92
REVENUE TOTALS		\$2,250,390.00	\$0.00	\$2,250,390.00	\$0.00	\$0.00	\$38,288.41	\$2,212,101.59	2%	\$3,001,541.58
Department 000 - Revenue Totals		\$2,250,390.00	\$0.00	\$2,250,390.00	\$0.00	\$0.00	\$38,288.41	\$2,212,101.59	2%	\$3,001,541.58
Fund 136 - American Rescue Plan Fund Totals		\$2,250,390.00	\$0.00	\$2,250,390.00	\$0.00	\$0.00	\$38,288.41	\$2,212,101.59		\$3,001,541.58
Fund 137 - Housing Rehab Fund										
Department 000 - Revenue										
REVENUE										
Fund Balance										
3081	Beginning Fund Balance	27,890.00	.00	27,890.00	.00	.00	.00	27,890.00	0	.00
Fund Balance Totals		\$27,890.00	\$0.00	\$27,890.00	\$0.00	\$0.00	\$0.00	\$27,890.00	0%	\$0.00
Miscellaneous Revenue										
3611	Interest from Investments	400.00	.00	400.00	231.67	.00	1,668.56	(1,268.56)	417	696.87
3617	Change in Fair Value of Investments	.00	.00	.00	11.52	.00	311.00	(311.00)	+++	3.51
Miscellaneous Revenue Totals		\$400.00	\$0.00	\$400.00	\$243.19	\$0.00	\$1,979.56	(\$1,579.56)	495%	\$700.38
Other Financing Sources										
3824										



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 137 - Housing Rehab Fund										
Department 000 - Revenue										
REVENUE										
<i>Other Financing Sources</i>										
3824										
3824.010	Loan Payback 2010	10,000.00	.00	10,000.00	.00	.00	18,752.12	(8,752.12)	188	.00
3824 - Totals		\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$18,752.12	(\$8,752.12)	188%	\$0.00
<i>Other Financing Sources Totals</i>		<i>\$10,000.00</i>	<i>\$0.00</i>	<i>\$10,000.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$18,752.12</i>	<i>(\$8,752.12)</i>	<i>188%</i>	<i>\$0.00</i>
REVENUE TOTALS		\$38,290.00	\$0.00	\$38,290.00	\$243.19	\$0.00	\$20,731.68	\$17,558.32	54%	\$700.38
Department 000 - Revenue Totals		\$38,290.00	\$0.00	\$38,290.00	\$243.19	\$0.00	\$20,731.68	\$17,558.32	54%	\$700.38
Fund 137 - Housing Rehab Fund Totals		\$38,290.00	\$0.00	\$38,290.00	\$243.19	\$0.00	\$20,731.68	\$17,558.32		\$700.38
Fund 140 - Street Fund										
Department 000 - Revenue										
REVENUE										
<i>Fund Balance</i>										
3081	Beginning Fund Balance	4,369,310.00	.00	4,369,310.00	.00	.00	.00	4,369,310.00	0	.00
<i>Fund Balance Totals</i>		<i>\$4,369,310.00</i>	<i>\$0.00</i>	<i>\$4,369,310.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$4,369,310.00</i>	<i>0%</i>	<i>\$0.00</i>
<i>Taxes</i>										
3171	City Gas Tax	110,000.00	.00	110,000.00	8,889.08	.00	90,567.67	19,432.33	82	118,032.11
<i>Taxes Totals</i>		<i>\$110,000.00</i>	<i>\$0.00</i>	<i>\$110,000.00</i>	<i>\$8,889.08</i>	<i>\$0.00</i>	<i>\$90,567.67</i>	<i>\$19,432.33</i>	<i>82%</i>	<i>\$118,032.11</i>
<i>Licenses and Permits</i>										
3223	Curb Cuts and Bores	400.00	.00	400.00	.00	.00	67.00	333.00	17	67.00
<i>Licenses and Permits Totals</i>		<i>\$400.00</i>	<i>\$0.00</i>	<i>\$400.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$67.00</i>	<i>\$333.00</i>	<i>17%</i>	<i>\$67.00</i>
<i>Intergovernmental</i>										
3333										
3333.001	DoT Fund Exchange	.00	.00	.00	.00	.00	1,714,965.12	(1,714,965.12)	+++	.00
3333 - Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,714,965.12	(\$1,714,965.12)	+++	\$0.00
3361	State Gas Tax	2,075,000.00	.00	2,075,000.00	167,098.15	.00	1,727,297.31	347,702.69	83	2,072,999.83
<i>Intergovernmental Totals</i>		<i>\$2,075,000.00</i>	<i>\$0.00</i>	<i>\$2,075,000.00</i>	<i>\$167,098.15</i>	<i>\$0.00</i>	<i>\$3,442,262.43</i>	<i>(\$1,367,262.43)</i>	<i>166%</i>	<i>\$2,072,999.83</i>
<i>Franchise Fees</i>										
3141	Privilege Tax, PGE	300,000.00	.00	300,000.00	.00	.00	356,743.11	(56,743.11)	119	311,101.79
3142	Privilege Tax, NW Natural	120,000.00	.00	120,000.00	.00	.00	120,367.65	(367.65)	100	154,232.97
<i>Franchise Fees Totals</i>		<i>\$420,000.00</i>	<i>\$0.00</i>	<i>\$420,000.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$477,110.76</i>	<i>(\$57,110.76)</i>	<i>114%</i>	<i>\$465,334.76</i>
<i>Miscellaneous Revenue</i>										
3611	Interest from Investments	75,000.00	.00	75,000.00	35,354.78	.00	223,764.23	(148,764.23)	298	144,654.01
3617	Change in Fair Value of Investments	.00	.00	.00	1,697.55	.00	48,883.25	(48,883.25)	+++	532.61
3654	Garage WO Revenue	25,000.00	.00	25,000.00	.00	.00	49,853.01	(24,853.01)	199	51,596.62
3699	Other Miscellaneous Income	500.00	.00	500.00	.00	.00	602.52	(102.52)	121	879.95
<i>Miscellaneous Revenue Totals</i>		<i>\$100,500.00</i>	<i>\$0.00</i>	<i>\$100,500.00</i>	<i>\$37,052.33</i>	<i>\$0.00</i>	<i>\$323,103.01</i>	<i>(\$222,603.01)</i>	<i>321%</i>	<i>\$197,663.19</i>



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 140 - Street Fund										
Department 000 - Revenue										
REVENUE										
Transfers In										
3971										
3971.472	Transfer From Sewer	90,000.00	.00	90,000.00	7,500.00	.00	82,500.00	7,500.00	92	90,000.00
3971 - Totals		\$90,000.00	\$0.00	\$90,000.00	\$7,500.00	\$0.00	\$82,500.00	\$7,500.00	92%	\$90,000.00
Transfers In Totals		\$90,000.00	\$0.00	\$90,000.00	\$7,500.00	\$0.00	\$82,500.00	\$7,500.00	92%	\$90,000.00
REVENUE TOTALS		\$7,165,210.00	\$0.00	\$7,165,210.00	\$220,539.56	\$0.00	\$4,415,610.87	\$2,749,599.13	62%	\$2,944,096.89
Department 000 - Revenue Totals		\$7,165,210.00	\$0.00	\$7,165,210.00	\$220,539.56	\$0.00	\$4,415,610.87	\$2,749,599.13	62%	\$2,944,096.89
Fund 140 - Street Fund Totals		\$7,165,210.00	\$0.00	\$7,165,210.00	\$220,539.56	\$0.00	\$4,415,610.87	\$2,749,599.13		\$2,944,096.89
Fund 250 - GO Debt Service Fund										
Department 000 - Revenue										
REVENUE										
Fund Balance										
3081	Beginning Fund Balance	8,790.00	.00	8,790.00	.00	.00	.00	8,790.00	0	.00
Fund Balance Totals		\$8,790.00	\$0.00	\$8,790.00	\$0.00	\$0.00	\$0.00	\$8,790.00	0%	\$0.00
Taxes										
3111	Property Tax - Current	616,000.00	.00	616,000.00	3,517.21	.00	601,084.93	14,915.07	98	602,173.54
3112	Property Tax - Delinquent	14,000.00	.00	14,000.00	549.47	.00	10,369.18	3,630.82	74	11,404.96
Taxes Totals		\$630,000.00	\$0.00	\$630,000.00	\$4,066.68	\$0.00	\$611,454.11	\$18,545.89	97%	\$613,578.50
Miscellaneous Revenue										
3611	Interest from Investments	3,310.00	.00	3,310.00	.00	.00	7,094.55	(3,784.55)	214	9,576.50
3617	Change in Fair Value of Investments	.00	.00	.00	.00	.00	2,360.55	(2,360.55)	+++	586.82
Miscellaneous Revenue Totals		\$3,310.00	\$0.00	\$3,310.00	\$0.00	\$0.00	\$9,455.10	(\$6,145.10)	286%	\$10,163.32
REVENUE TOTALS		\$642,100.00	\$0.00	\$642,100.00	\$4,066.68	\$0.00	\$620,909.21	\$21,190.79	97%	\$623,741.82
Department 000 - Revenue Totals		\$642,100.00	\$0.00	\$642,100.00	\$4,066.68	\$0.00	\$620,909.21	\$21,190.79	97%	\$623,741.82
Fund 250 - GO Debt Service Fund Totals		\$642,100.00	\$0.00	\$642,100.00	\$4,066.68	\$0.00	\$620,909.21	\$21,190.79		\$623,741.82
Fund 358 - General Cap Const Fund										
Department 000 - Revenue										
REVENUE										
Fund Balance										
3081	Beginning Fund Balance	148,490.00	.00	148,490.00	.00	.00	.00	148,490.00	0	.00
Fund Balance Totals		\$148,490.00	\$0.00	\$148,490.00	\$0.00	\$0.00	\$0.00	\$148,490.00	0%	\$0.00
Intergovernmental										
3341	State Grants	1,750,000.00	.00	1,750,000.00	.00	.00	.00	1,750,000.00	0	.00
Intergovernmental Totals		\$1,750,000.00	\$0.00	\$1,750,000.00	\$0.00	\$0.00	\$0.00	\$1,750,000.00	0%	\$0.00
Miscellaneous Revenue										
3671	Donations-Parks	.00	.00	.00	.00	.00	.00	.00	+++	1,010,000.00
3699	Other Miscellaneous Income	.00	.00	.00	.00	.00	.00	.00	+++	21,603.86



Revenue Budget Performance Report

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Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 358 - General Cap Const Fund										
Department 000 - Revenue										
REVENUE										
Miscellaneous Revenue Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$1,031,603.86
Transfers In										
3971										
3971.001	Transfer From General Fund	66,470.00	.00	66,470.00	.00	.00	66,470.00	.00	100	515,224.00
3971.136	Transfer from American Rescue Plan Fund	161,250.00	.00	161,250.00	14,360.53	.00	55,055.15	106,194.85	34	.00
3971.364	Transfer From Parks SDC	1,028,750.00	.00	1,028,750.00	29,018.68	.00	49,981.32	978,768.68	5	1,485,954.00
3971.376	Transfer From Street SDC	50,000.00	.00	50,000.00	20,241.59	.00	20,241.59	29,758.41	40	.00
3971 - Totals		\$1,306,470.00	\$0.00	\$1,306,470.00	\$63,620.80	\$0.00	\$191,748.06	\$1,114,721.94	15%	\$2,001,178.00
Transfers In Totals		\$1,306,470.00	\$0.00	\$1,306,470.00	\$63,620.80	\$0.00	\$191,748.06	\$1,114,721.94	15%	\$2,001,178.00
REVENUE TOTALS		\$3,204,960.00	\$0.00	\$3,204,960.00	\$63,620.80	\$0.00	\$191,748.06	\$3,013,211.94	6%	\$3,032,781.86
Department 000 - Revenue Totals		\$3,204,960.00	\$0.00	\$3,204,960.00	\$63,620.80	\$0.00	\$191,748.06	\$3,013,211.94	6%	\$3,032,781.86
Fund 358 - General Cap Const Fund Totals		\$3,204,960.00	\$0.00	\$3,204,960.00	\$63,620.80	\$0.00	\$191,748.06	\$3,013,211.94		\$3,032,781.86
Fund 360 - Special Assessment Fund										
Department 000 - Revenue										
REVENUE										
Fund Balance										
3081	Beginning Fund Balance	39,960.00	.00	39,960.00	.00	.00	.00	39,960.00	0	.00
Fund Balance Totals		\$39,960.00	\$0.00	\$39,960.00	\$0.00	\$0.00	\$0.00	\$39,960.00	0%	\$0.00
Miscellaneous Revenue										
3611	Interest from Investments	500.00	.00	500.00	223.46	.00	1,667.98	(1,167.98)	334	931.72
3614	Special Assessment-Intere	1,600.00	.00	1,600.00	200.00	.00	2,200.00	(600.00)	138	2,400.00
3617	Change in Fair Value of Investments	.00	.00	.00	11.01	.00	339.61	(339.61)	+++	(2.01)
3681	Special Assessment Princi	200.00	.00	200.00	.00	.00	.00	200.00	0	.00
Miscellaneous Revenue Totals		\$2,300.00	\$0.00	\$2,300.00	\$434.47	\$0.00	\$4,207.59	(\$1,907.59)	183%	\$3,329.71
REVENUE TOTALS		\$42,260.00	\$0.00	\$42,260.00	\$434.47	\$0.00	\$4,207.59	\$38,052.41	10%	\$3,329.71
Department 000 - Revenue Totals		\$42,260.00	\$0.00	\$42,260.00	\$434.47	\$0.00	\$4,207.59	\$38,052.41	10%	\$3,329.71
Fund 360 - Special Assessment Fund Totals		\$42,260.00	\$0.00	\$42,260.00	\$434.47	\$0.00	\$4,207.59	\$38,052.41		\$3,329.71
Fund 363 - Street & Storm Cap Const Fund										
Department 000 - Revenue										
REVENUE										
Fund Balance										
3081	Beginning Fund Balance	140,680.00	.00	140,680.00	.00	.00	.00	140,680.00	0	.00
Fund Balance Totals		\$140,680.00	\$0.00	\$140,680.00	\$0.00	\$0.00	\$0.00	\$140,680.00	0%	\$0.00
Intergovernmental										
3333										
3333.001	DoT Fund Exchange	.00	.00	.00	.00	.00	667,833.00	(667,833.00)	+++	.00
3333 - Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$667,833.00	(\$667,833.00)	+++	\$0.00
3341	State Grants	500,000.00	.00	500,000.00	.00	.00	.00	500,000.00	0	.00



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 363 - Street & Storm Cap Const Fund										
Department 000 - Revenue										
REVENUE										
Intergovernmental										
3351	Grants	.00	.00	.00	.00	.00	122,728.50	(122,728.50)	+++	.00
Intergovernmental Totals		\$500,000.00	\$0.00	\$500,000.00	\$0.00	\$0.00	\$790,561.50	(\$290,561.50)	158%	\$0.00
Miscellaneous Revenue										
3611	Interest from Investments	2,000.00	.00	2,000.00	8,691.20	.00	51,050.48	(49,050.48)	2553	5,114.44
3617	Change in Fair Value of Investments	.00	.00	.00	427.92	.00	7,107.06	(7,107.06)	+++	772.50
3678	Developer Contributions	.00	.00	.00	26,000.00	.00	466,311.66	(466,311.66)	+++	214,833.24
Miscellaneous Revenue Totals		\$2,000.00	\$0.00	\$2,000.00	\$35,119.12	\$0.00	\$524,469.20	(\$522,469.20)	26223%	\$220,720.18
Transfers In										
3971										
3971.140	Transfer From Street	.00	.00	.00	.00	.00	.00	.00	+++	1,960,940.48
3971.376	Transfer From Street SDC	170,000.00	.00	170,000.00	8,732.20	.00	167,803.44	2,196.56	99	1,000,000.00
3971.377	Transfer From Storm SDC	67,320.00	.00	67,320.00	2,687.02	.00	45,340.41	21,979.59	67	114,126.00
3971 - Totals		\$237,320.00	\$0.00	\$237,320.00	\$11,419.22	\$0.00	\$213,143.85	\$24,176.15	90%	\$3,075,066.48
Transfers In Totals		\$237,320.00	\$0.00	\$237,320.00	\$11,419.22	\$0.00	\$213,143.85	\$24,176.15	90%	\$3,075,066.48
REVENUE TOTALS		\$880,000.00	\$0.00	\$880,000.00	\$46,538.34	\$0.00	\$1,528,174.55	(\$648,174.55)	174%	\$3,295,786.66
Department 000 - Revenue Totals		\$880,000.00	\$0.00	\$880,000.00	\$46,538.34	\$0.00	\$1,528,174.55	(\$648,174.55)	174%	\$3,295,786.66
Fund 363 - Street & Storm Cap Const Fund Totals		\$880,000.00	\$0.00	\$880,000.00	\$46,538.34	\$0.00	\$1,528,174.55	(\$648,174.55)		\$3,295,786.66
Fund 364 - Parks SDC Fund										
Department 000 - Revenue										
REVENUE										
Fund Balance										
3081	Beginning Fund Balance	4,459,380.00	.00	4,459,380.00	.00	.00	.00	4,459,380.00	0	.00
Fund Balance Totals		\$4,459,380.00	\$0.00	\$4,459,380.00	\$0.00	\$0.00	\$0.00	\$4,459,380.00	0%	\$0.00
Charges for Goods and Services										
3458										
3458.501	Park's SDC's	1,400,000.00	.00	1,400,000.00	46,489.00	.00	2,098,400.00	(698,400.00)	150	1,781,863.00
3458 - Totals		\$1,400,000.00	\$0.00	\$1,400,000.00	\$46,489.00	\$0.00	\$2,098,400.00	(\$698,400.00)	150%	\$1,781,863.00
Charges for Goods and Services Totals		\$1,400,000.00	\$0.00	\$1,400,000.00	\$46,489.00	\$0.00	\$2,098,400.00	(\$698,400.00)	150%	\$1,781,863.00
Miscellaneous Revenue										
3611	Interest from Investments	35,000.00	.00	35,000.00	33,219.52	.00	234,834.71	(199,834.71)	671	102,174.51
3617	Change in Fair Value of Investments	.00	.00	.00	1,634.64	.00	43,600.75	(43,600.75)	+++	(141.02)
Miscellaneous Revenue Totals		\$35,000.00	\$0.00	\$35,000.00	\$34,854.16	\$0.00	\$278,435.46	(\$243,435.46)	796%	\$102,033.49
REVENUE TOTALS		\$5,894,380.00	\$0.00	\$5,894,380.00	\$81,343.16	\$0.00	\$2,376,835.46	\$3,517,544.54	40%	\$1,883,896.49
Department 000 - Revenue Totals		\$5,894,380.00	\$0.00	\$5,894,380.00	\$81,343.16	\$0.00	\$2,376,835.46	\$3,517,544.54	40%	\$1,883,896.49
Fund 364 - Parks SDC Fund Totals		\$5,894,380.00	\$0.00	\$5,894,380.00	\$81,343.16	\$0.00	\$2,376,835.46	\$3,517,544.54		\$1,883,896.49



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 376 - Transportation SDC Fund										
Department 000 - Revenue										
REVENUE										
<i>Fund Balance</i>										
3081	Beginning Fund Balance	12,938,430.00	.00	12,938,430.00	.00	.00	.00	12,938,430.00	0	.00
<i>Fund Balance Totals</i>		\$12,938,430.00	\$0.00	\$12,938,430.00	\$0.00	\$0.00	\$0.00	\$12,938,430.00	0%	\$0.00
<i>Charges for Goods and Services</i>										
3458										
3458.101	Transportation Impact Fees	2,000,000.00	.00	2,000,000.00	56,188.00	.00	1,634,294.65	365,705.35	82	1,988,328.61
3458 - Totals		\$2,000,000.00	\$0.00	\$2,000,000.00	\$56,188.00	\$0.00	\$1,634,294.65	\$365,705.35	82%	\$1,988,328.61
<i>Charges for Goods and Services Totals</i>		\$2,000,000.00	\$0.00	\$2,000,000.00	\$56,188.00	\$0.00	\$1,634,294.65	\$365,705.35	82%	\$1,988,328.61
<i>Miscellaneous Revenue</i>										
3611	Interest from Investments	110,000.00	.00	110,000.00	78,131.96	.00	579,699.56	(469,699.56)	527	303,453.32
3617	Change in Fair Value of Investments	.00	.00	.00	3,853.26	.00	115,454.29	(115,454.29)	+++	(1,513.80)
<i>Miscellaneous Revenue Totals</i>		\$110,000.00	\$0.00	\$110,000.00	\$81,985.22	\$0.00	\$695,153.85	(\$585,153.85)	632%	\$301,939.52
REVENUE TOTALS		\$15,048,430.00	\$0.00	\$15,048,430.00	\$138,173.22	\$0.00	\$2,329,448.50	\$12,718,981.50	15%	\$2,290,268.13
Department 000 - Revenue Totals		\$15,048,430.00	\$0.00	\$15,048,430.00	\$138,173.22	\$0.00	\$2,329,448.50	\$12,718,981.50	15%	\$2,290,268.13
Fund 376 - Transportation SDC Fund Totals		\$15,048,430.00	\$0.00	\$15,048,430.00	\$138,173.22	\$0.00	\$2,329,448.50	\$12,718,981.50		\$2,290,268.13
Fund 377 - Storm SDC Fund										
Department 000 - Revenue										
REVENUE										
<i>Fund Balance</i>										
3081	Beginning Fund Balance	1,021,790.00	.00	1,021,790.00	.00	.00	.00	1,021,790.00	0	.00
<i>Fund Balance Totals</i>		\$1,021,790.00	\$0.00	\$1,021,790.00	\$0.00	\$0.00	\$0.00	\$1,021,790.00	0%	\$0.00
<i>Charges for Goods and Services</i>										
3458										
3458.201	Storm SDC's	60,000.00	.00	60,000.00	1,452.66	.00	54,515.26	5,484.74	91	105,664.27
3458 - Totals		\$60,000.00	\$0.00	\$60,000.00	\$1,452.66	\$0.00	\$54,515.26	\$5,484.74	91%	\$105,664.27
<i>Charges for Goods and Services Totals</i>		\$60,000.00	\$0.00	\$60,000.00	\$1,452.66	\$0.00	\$54,515.26	\$5,484.74	91%	\$105,664.27
<i>Miscellaneous Revenue</i>										
3611	Interest from Investments	10,000.00	.00	10,000.00	5,155.95	.00	42,877.73	(32,877.73)	429	26,450.24
3617	Change in Fair Value of Investments	.00	.00	.00	260.67	.00	9,061.58	(9,061.58)	+++	(48.78)
<i>Miscellaneous Revenue Totals</i>		\$10,000.00	\$0.00	\$10,000.00	\$5,416.62	\$0.00	\$51,939.31	(\$41,939.31)	519%	\$26,401.46
REVENUE TOTALS		\$1,091,790.00	\$0.00	\$1,091,790.00	\$6,869.28	\$0.00	\$106,454.57	\$985,335.43	10%	\$132,065.73
Department 000 - Revenue Totals		\$1,091,790.00	\$0.00	\$1,091,790.00	\$6,869.28	\$0.00	\$106,454.57	\$985,335.43	10%	\$132,065.73
Fund 377 - Storm SDC Fund Totals		\$1,091,790.00	\$0.00	\$1,091,790.00	\$6,869.28	\$0.00	\$106,454.57	\$985,335.43		\$132,065.73



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 465 - Sewer Cap Const Fund										
Department 000 - Revenue										
REVENUE										
Transfers In										
3971										
3971.472	Transfer From Sewer	2,035,000.00	.00	2,035,000.00	6,753.54	.00	109,604.11	1,925,395.89	5	1,238,165.78
3971.475	Transfer From Sewer SDC	100,000.00	.00	100,000.00	.00	.00	(1,437.00)	101,437.00	-1	2,035,035.01
3971 - Totals		\$2,135,000.00	\$0.00	\$2,135,000.00	\$6,753.54	\$0.00	\$108,167.11	\$2,026,832.89	5%	\$3,273,200.79
Transfers In Totals		\$2,135,000.00	\$0.00	\$2,135,000.00	\$6,753.54	\$0.00	\$108,167.11	\$2,026,832.89	5%	\$3,273,200.79
REVENUE TOTALS		\$2,135,000.00	\$0.00	\$2,135,000.00	\$6,753.54	\$0.00	\$108,167.11	\$2,026,832.89	5%	\$3,273,200.79
Department 000 - Revenue Totals		\$2,135,000.00	\$0.00	\$2,135,000.00	\$6,753.54	\$0.00	\$108,167.11	\$2,026,832.89	5%	\$3,273,200.79
Fund 465 - Sewer Cap Const Fund Totals		\$2,135,000.00	\$0.00	\$2,135,000.00	\$6,753.54	\$0.00	\$108,167.11	\$2,026,832.89		\$3,273,200.79
Fund 466 - Water Cap Const Fund										
Department 000 - Revenue										
REVENUE										
Fund Balance										
3081	Beginning Fund Balance	719,800.00	.00	719,800.00	.00	.00	.00	719,800.00	0	.00
Fund Balance Totals		\$719,800.00	\$0.00	\$719,800.00	\$0.00	\$0.00	\$0.00	\$719,800.00	0%	\$0.00
Miscellaneous Revenue										
3611	Interest from Investments	8,000.00	.00	8,000.00	.00	.00	9,831.84	(1,831.84)	123	6,920.07
3617	Change in Fair Value of Investments	.00	.00	.00	.00	.00	1,287.19	(1,287.19)	+++	445.39
3691	Sale of Surplus Property	800,000.00	.00	800,000.00	.00	.00	.00	800,000.00	0	.00
3699	Other Miscellaneous Income	.00	.00	.00	.00	.00	.00	.00	+++	1,458.00
Miscellaneous Revenue Totals		\$808,000.00	\$0.00	\$808,000.00	\$0.00	\$0.00	\$11,119.03	\$796,880.97	1%	\$8,823.46
Transfers In										
3971										
3971.470	Transfer From Water	354,000.00	.00	354,000.00	.00	.00	68,513.20	285,486.80	19	1,364,931.77
3971.474	Transfer From Water SDC	125,000.00	550,000.00	675,000.00	.00	.00	660,960.02	14,039.98	98	1,475,134.49
3971 - Totals		\$479,000.00	\$550,000.00	\$1,029,000.00	\$0.00	\$0.00	\$729,473.22	\$299,526.78	71%	\$2,840,066.26
Transfers In Totals		\$479,000.00	\$550,000.00	\$1,029,000.00	\$0.00	\$0.00	\$729,473.22	\$299,526.78	71%	\$2,840,066.26
REVENUE TOTALS		\$2,006,800.00	\$550,000.00	\$2,556,800.00	\$0.00	\$0.00	\$740,592.25	\$1,816,207.75	29%	\$2,848,889.72
Department 000 - Revenue Totals		\$2,006,800.00	\$550,000.00	\$2,556,800.00	\$0.00	\$0.00	\$740,592.25	\$1,816,207.75	29%	\$2,848,889.72
Fund 466 - Water Cap Const Fund Totals		\$2,006,800.00	\$550,000.00	\$2,556,800.00	\$0.00	\$0.00	\$740,592.25	\$1,816,207.75		\$2,848,889.72
Fund 470 - Water Fund										
Department 000 - Revenue										
REVENUE										
Fund Balance										
3081	Beginning Fund Balance	1,834,600.00	.00	1,834,600.00	.00	.00	.00	1,834,600.00	0	.00
Fund Balance Totals		\$1,834,600.00	\$0.00	\$1,834,600.00	\$0.00	\$0.00	\$0.00	\$1,834,600.00	0%	\$0.00



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 470 - Water Fund										
Department 000 - Revenue										
REVENUE										
<i>Charges for Goods and Services</i>										
3434										
3434.101	Water Sales Revenue	4,926,750.00	20,000.00	4,946,750.00	417,849.18	.00	4,739,641.74	207,108.26	96	4,871,497.10
3434.102	New Services	75,000.00	.00	75,000.00	17,044.25	.00	72,604.34	2,395.66	97	78,341.48
3434.103	Re-connection Fees	20,000.00	.00	20,000.00	1,220.00	.00	19,260.00	740.00	96	21,155.00
3434.104	Vacations	2,200.00	.00	2,200.00	70.00	.00	2,590.00	(390.00)	118	2,380.00
3434.106	NSF Check Fee	1,000.00	.00	1,000.00	140.00	.00	1,435.00	(435.00)	144	1,305.00
3434.108	Bulk Water Sales	2,000.00	.00	2,000.00	3,042.90	.00	86,455.72	(84,455.72)	4323	7,003.94
3434.111	Collections	500.00	.00	500.00	.00	.00	915.68	(415.68)	183	.00
3434.112	Late Fees	70,000.00	.00	70,000.00	5,175.00	.00	67,415.00	2,585.00	96	76,294.77
3434 - Totals		\$5,097,450.00	\$20,000.00	\$5,117,450.00	\$444,541.33	\$0.00	\$4,990,317.48	\$127,132.52	98%	\$5,057,977.29
<i>Charges for Goods and Services Totals</i>		\$5,097,450.00	\$20,000.00	\$5,117,450.00	\$444,541.33	\$0.00	\$4,990,317.48	\$127,132.52	98%	\$5,057,977.29
<i>Miscellaneous Revenue</i>										
3611	Interest from Investments	50,000.00	.00	50,000.00	9,432.26	.00	64,132.19	(14,132.19)	128	66,334.74
3617	Change in Fair Value of Investments	.00	.00	.00	437.70	.00	15,203.47	(15,203.47)	+++	(55.88)
3625	Facilities Rent	60,000.00	.00	60,000.00	2,183.97	.00	64,107.15	(4,107.15)	107	60,051.28
3691	Sale of Surplus Property	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	.00
3699	Other Miscellaneous Income	6,000.00	.00	6,000.00	.00	.00	1,662.83	4,337.17	28	7,038.95
<i>Miscellaneous Revenue Totals</i>		\$118,000.00	\$0.00	\$118,000.00	\$12,053.93	\$0.00	\$145,105.64	(\$27,105.64)	123%	\$133,369.09
REVENUE TOTALS		\$7,050,050.00	\$20,000.00	\$7,070,050.00	\$456,595.26	\$0.00	\$5,135,423.12	\$1,934,626.88	73%	\$5,191,346.38
Department 000 - Revenue Totals		\$7,050,050.00	\$20,000.00	\$7,070,050.00	\$456,595.26	\$0.00	\$5,135,423.12	\$1,934,626.88	73%	\$5,191,346.38
Fund 470 - Water Fund Totals		\$7,050,050.00	\$20,000.00	\$7,070,050.00	\$456,595.26	\$0.00	\$5,135,423.12	\$1,934,626.88		\$5,191,346.38
Fund 472 - Sewer Fund										
Department 000 - Revenue										
REVENUE										
<i>Fund Balance</i>										
3081	Beginning Fund Balance	15,161,480.00	500,000.00	15,661,480.00	.00	.00	.00	15,661,480.00	0	.00
<i>Fund Balance Totals</i>		\$15,161,480.00	\$500,000.00	\$15,661,480.00	\$0.00	\$0.00	\$0.00	\$15,661,480.00	0%	\$0.00
<i>Charges for Goods and Services</i>										
3434										
3434.112	Late Fees	77,000.00	.00	77,000.00	6,615.00	.00	68,855.00	8,145.00	89	76,294.76
3434 - Totals		\$77,000.00	\$0.00	\$77,000.00	\$6,615.00	\$0.00	\$68,855.00	\$8,145.00	89%	\$76,294.76
3435										
3435.101	Sewer System Revenue	9,350,000.00	.00	9,350,000.00	895,963.74	.00	9,215,434.97	134,565.03	99	9,800,131.55
3435.103	Septage Dumping	100,000.00	.00	100,000.00	13,790.40	.00	143,913.74	(43,913.74)	144	130,288.72
3435.111	Collections	500.00	.00	500.00	.00	.00	915.73	(415.73)	183	.00
3435 - Totals		\$9,450,500.00	\$0.00	\$9,450,500.00	\$909,754.14	\$0.00	\$9,360,264.44	\$90,235.56	99%	\$9,930,420.27
<i>Charges for Goods and Services Totals</i>		\$9,527,500.00	\$0.00	\$9,527,500.00	\$916,369.14	\$0.00	\$9,429,119.44	\$98,380.56	99%	\$10,006,715.03



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 472 - Sewer Fund										
Department 000 - Revenue										
REVENUE										
Fines and Forfeits										
3535	Sewer Discharge Fines	.00	.00	.00	.00	.00	100.00	(100.00)	+++	.00
Fines and Forfeits Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	(\$100.00)	+++	\$0.00
Miscellaneous Revenue										
3611	Interest from Investments	190,000.00	.00	190,000.00	108,614.16	.00	762,616.19	(572,616.19)	401	353,296.00
3617	Change in Fair Value of Investments	.00	.00	.00	5,306.87	.00	148,701.79	(148,701.79)	+++	(6,428.61)
3699										
3699	Other Miscellaneous Income	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	75.00
3699.472	PGE Energy Partner Program (WWTP)	4,000.00	.00	4,000.00	.00	.00	7,591.34	(3,591.34)	190	5,646.83
3699 - Totals		\$5,500.00	\$0.00	\$5,500.00	\$0.00	\$0.00	\$7,591.34	(\$2,091.34)	138%	\$5,721.83
Miscellaneous Revenue Totals		\$195,500.00	\$0.00	\$195,500.00	\$113,921.03	\$0.00	\$918,909.32	(\$723,409.32)	470%	\$352,589.22
REVENUE TOTALS		\$24,884,480.00	\$500,000.00	\$25,384,480.00	\$1,030,290.17	\$0.00	\$10,348,128.76	\$15,036,351.24	41%	\$10,359,304.25
Department 000 - Revenue Totals		\$24,884,480.00	\$500,000.00	\$25,384,480.00	\$1,030,290.17	\$0.00	\$10,348,128.76	\$15,036,351.24	41%	\$10,359,304.25
Fund 472 - Sewer Fund Totals		\$24,884,480.00	\$500,000.00	\$25,384,480.00	\$1,030,290.17	\$0.00	\$10,348,128.76	\$15,036,351.24		\$10,359,304.25
Fund 474 - Water SDC Fund										
Department 000 - Revenue										
REVENUE										
Fund Balance										
3081	Beginning Fund Balance	2,967,400.00	550,000.00	3,517,400.00	.00	.00	.00	3,517,400.00	0	.00
Fund Balance Totals		\$2,967,400.00	\$550,000.00	\$3,517,400.00	\$0.00	\$0.00	\$0.00	\$3,517,400.00	0%	\$0.00
Charges for Goods and Services										
3458										
3458.301	Water SDC's	1,000,000.00	.00	1,000,000.00	59,159.00	.00	795,406.60	204,593.40	80	756,403.95
3458 - Totals		\$1,000,000.00	\$0.00	\$1,000,000.00	\$59,159.00	\$0.00	\$795,406.60	\$204,593.40	80%	\$756,403.95
Charges for Goods and Services Totals		\$1,000,000.00	\$0.00	\$1,000,000.00	\$59,159.00	\$0.00	\$795,406.60	\$204,593.40	80%	\$756,403.95
Miscellaneous Revenue										
3611	Interest from Investments	50,000.00	.00	50,000.00	20,824.08	.00	161,275.48	(111,275.48)	323	107,801.77
3617	Change in Fair Value of Investments	.00	.00	.00	1,016.45	.00	34,691.18	(34,691.18)	+++	401.85
Miscellaneous Revenue Totals		\$50,000.00	\$0.00	\$50,000.00	\$21,840.53	\$0.00	\$195,966.66	(\$145,966.66)	392%	\$108,203.62
REVENUE TOTALS		\$4,017,400.00	\$550,000.00	\$4,567,400.00	\$80,999.53	\$0.00	\$991,373.26	\$3,576,026.74	22%	\$864,607.57
Department 000 - Revenue Totals		\$4,017,400.00	\$550,000.00	\$4,567,400.00	\$80,999.53	\$0.00	\$991,373.26	\$3,576,026.74	22%	\$864,607.57
Fund 474 - Water SDC Fund Totals		\$4,017,400.00	\$550,000.00	\$4,567,400.00	\$80,999.53	\$0.00	\$991,373.26	\$3,576,026.74		\$864,607.57
Fund 475 - Sewer SDC Fund										
Department 000 - Revenue										
REVENUE										
Fund Balance										
3081	Beginning Fund Balance	558,280.00	.00	558,280.00	.00	.00	.00	558,280.00	0	.00
Fund Balance Totals		\$558,280.00	\$0.00	\$558,280.00	\$0.00	\$0.00	\$0.00	\$558,280.00	0%	\$0.00



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Fund 475 - Sewer SDC Fund										
Department 000 - Revenue										
REVENUE										
Charges for Goods and Services										
3458										
3458.401	Sewer SDC's	1,300,000.00	.00	1,300,000.00	35,724.00	.00	1,417,548.40	(117,548.40)	109	1,329,366.24
3458 - Totals		\$1,300,000.00	\$0.00	\$1,300,000.00	\$35,724.00	\$0.00	\$1,417,548.40	(\$117,548.40)	109%	\$1,329,366.24
Charges for Goods and Services Totals		\$1,300,000.00	\$0.00	\$1,300,000.00	\$35,724.00	\$0.00	\$1,417,548.40	(\$117,548.40)	109%	\$1,329,366.24
Miscellaneous Revenue										
3611	Interest from Investments	50,000.00	.00	50,000.00	21,329.06	.00	152,376.92	(102,376.92)	305	80,592.39
3617	Change in Fair Value of Investments	.00	.00	.00	1,048.44	.00	28,999.66	(28,999.66)	+++	1,823.87
Miscellaneous Revenue Totals		\$50,000.00	\$0.00	\$50,000.00	\$22,377.50	\$0.00	\$181,376.58	(\$131,376.58)	363%	\$82,416.26
REVENUE TOTALS		\$1,908,280.00	\$0.00	\$1,908,280.00	\$58,101.50	\$0.00	\$1,598,924.98	\$309,355.02	84%	\$1,411,782.50
Department 000 - Revenue Totals		\$1,908,280.00	\$0.00	\$1,908,280.00	\$58,101.50	\$0.00	\$1,598,924.98	\$309,355.02	84%	\$1,411,782.50
Fund 475 - Sewer SDC Fund Totals		\$1,908,280.00	\$0.00	\$1,908,280.00	\$58,101.50	\$0.00	\$1,598,924.98	\$309,355.02		\$1,411,782.50
Fund 568 - Information Technology Fund										
Department 000 - Revenue										
REVENUE										
Fund Balance										
3081	Beginning Fund Balance	464,000.00	.00	464,000.00	.00	.00	.00	464,000.00	0	.00
Fund Balance Totals		\$464,000.00	\$0.00	\$464,000.00	\$0.00	\$0.00	\$0.00	\$464,000.00	0%	\$0.00
Charges for Goods and Services										
3421										
3421.002	Reimbursements Hubbard	.00	.00	.00	.00	.00	.00	.00	+++	1,572.50
3421.003	Reimbursements Mt Angel	4,000.00	.00	4,000.00	.00	.00	4,483.75	(483.75)	112	4,018.75
3421.004	Reimbursements Silverton	28,000.00	.00	28,000.00	(9,286.25)	.00	7,650.00	20,350.00	27	30,438.00
3421.005	Reimbursements Aurora FD	1,000.00	.00	1,000.00	.00	.00	531.25	468.75	53	1,168.75
3421.006	Reimbursements Monitor FD	500.00	.00	500.00	.00	.00	.00	500.00	0	63.75
3421.007	Reimbursements Mt Angel FD	2,000.00	.00	2,000.00	.00	.00	2,571.25	(571.25)	129	(1,673.75)
3421.008	Reimbursement METCOM (Norcom)	60,000.00	.00	60,000.00	(13,822.55)	.00	32,178.73	27,821.27	54	68,729.18
3421.009	Reimbursement Gervais	2,000.00	.00	2,000.00	.00	.00	5,482.50	(3,482.50)	274	3,688.75
3421.010	Reimbursement Woodburn Fire Dist	.00	.00	.00	.00	.00	2,528.75	(2,528.75)	+++	1,931.25
3421.018	Reimbursements Monitor Fire District	.00	.00	.00	.00	.00	510.00	(510.00)	+++	21.25
3421.019	Reimbursements Hubbard Fire Department	.00	.00	.00	.00	.00	276.25	(276.25)	+++	.00
3421.020	Reimbursements Silver Falls Library	.00	.00	.00	.00	.00	21.25	(21.25)	+++	191.25
3421 - Totals		\$97,500.00	\$0.00	\$97,500.00	(\$23,108.80)	\$0.00	\$56,233.73	\$41,266.27	58%	\$110,149.68
3422										
3422.002	Rec Mgmt (RMS) Hubbard	14,320.00	.00	14,320.00	.00	.00	10,740.00	3,580.00	75	13,300.00
3422.003	Rec Mgmt (RMS) Mt Angel	14,650.00	.00	14,650.00	.00	.00	10,987.50	3,662.50	75	13,700.00
3422.004	Rec Mgmt (RMS) Silverton	42,510.00	.00	42,510.00	.00	.00	31,882.50	10,627.50	75	40,000.00
3422.007	Rec Mgmt (RMS) Mt Angel FD	1,220.00	.00	1,220.00	.00	.00	915.00	305.00	75	1,100.00



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Fund 568 - Information Technology Fund										
Department 000 - Revenue										
REVENUE										
<i>Charges for Goods and Services</i>										
3422										
3422.011	Rec Mgmt (RMS) Stayton PD	14,190.00	.00	14,190.00	.00	.00	10,642.50	3,547.50	75	13,100.00
3422.012	Rec Mgmt (RMS) Turner PD	3,780.00	.00	3,780.00	.00	.00	2,835.00	945.00	75	3,500.00
3422.017	Rec Mgmt (RMS) Aumsville PD	4,060.00	.00	4,060.00	.00	.00	3,045.00	1,015.00	75	3,800.00
3422 - Totals		\$94,730.00	\$0.00	\$94,730.00	\$0.00	\$0.00	\$71,047.50	\$23,682.50	75%	\$88,500.00
<i>Charges for Goods and Services Totals</i>		\$192,230.00	\$0.00	\$192,230.00	(\$23,108.80)	\$0.00	\$127,281.23	\$64,948.77	66%	\$198,649.68
<i>Miscellaneous Revenue</i>										
3611	Interest from Investments	5,000.00	.00	5,000.00	1,787.53	.00	8,984.51	(3,984.51)	180	6,877.00
3617	Change in Fair Value of Investments	.00	.00	.00	83.31	.00	2,319.87	(2,319.87)	+++	(32.64)
3652										
3652.001	IT Revenue - General Fund	1,025,220.00	.00	1,025,220.00	85,435.00	.00	939,785.00	85,435.00	92	893,949.96
3652.110	IT Revenue - Transit	32,850.00	.00	32,850.00	2,737.50	.00	30,112.50	2,737.50	92	26,040.00
3652.123	IT Revenue - Building Inspection	42,300.00	.00	42,300.00	3,525.00	.00	38,775.00	3,525.00	92	31,500.00
3652.140	IT Revenue - Street	45,110.00	.00	45,110.00	3,759.16	.00	41,350.76	3,759.24	92	28,140.00
3652.470	IT Revenue - Water	64,910.00	.00	64,910.00	5,409.16	.00	59,500.76	5,409.24	92	59,220.00
3652.472	IT Revenue - Sewer	125,520.00	.00	125,520.00	10,460.00	.00	115,060.00	10,460.00	92	113,400.00
3652.720	IT Revenue - Urban Renewal	9,450.00	.00	9,450.00	787.50	.00	8,662.50	787.50	92	8,820.00
3652 - Totals		\$1,345,360.00	\$0.00	\$1,345,360.00	\$112,113.32	\$0.00	\$1,233,246.52	\$112,113.48	92%	\$1,161,069.96
3699	Other Miscellaneous Income	200.00	.00	200.00	.00	.00	4,914.37	(4,714.37)	2457	106.00
<i>Miscellaneous Revenue Totals</i>		\$1,350,560.00	\$0.00	\$1,350,560.00	\$113,984.16	\$0.00	\$1,249,465.27	\$101,094.73	93%	\$1,168,020.32
REVENUE TOTALS		\$2,006,790.00	\$0.00	\$2,006,790.00	\$90,875.36	\$0.00	\$1,376,746.50	\$630,043.50	69%	\$1,366,670.00
Department 000 - Revenue Totals		\$2,006,790.00	\$0.00	\$2,006,790.00	\$90,875.36	\$0.00	\$1,376,746.50	\$630,043.50	69%	\$1,366,670.00
Fund 568 - Information Technology Fund Totals		\$2,006,790.00	\$0.00	\$2,006,790.00	\$90,875.36	\$0.00	\$1,376,746.50	\$630,043.50		\$1,366,670.00
Fund 581 - Insurance Fund										
Department 000 - Revenue										
REVENUE										
<i>Fund Balance</i>										
3081	Beginning Fund Balance	753,400.00	50,000.00	803,400.00	.00	.00	.00	803,400.00	0	.00
<i>Fund Balance Totals</i>		\$753,400.00	\$50,000.00	\$803,400.00	\$0.00	\$0.00	\$0.00	\$803,400.00	0%	\$0.00
<i>Miscellaneous Revenue</i>										
3611	Interest from Investments	5,000.00	.00	5,000.00	2,815.64	.00	13,077.86	(8,077.86)	262	13,625.87
3617	Change in Fair Value of Investments	.00	.00	.00	125.46	.00	4,346.49	(4,346.49)	+++	(159.82)
3658										
3658.101	General Liability	521,050.00	.00	521,050.00	43,420.83	.00	477,629.13	43,420.87	92	523,090.08
3658.104	Workers Comp	230,000.00	.00	230,000.00	19,166.67	.00	210,833.37	19,166.63	92	249,999.96
3658 - Totals		\$751,050.00	\$0.00	\$751,050.00	\$62,587.50	\$0.00	\$688,462.50	\$62,587.50	92%	\$773,090.04



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 581 - Insurance Fund										
Department 000 - Revenue										
REVENUE										
Miscellaneous Revenue										
3699	Other Miscellaneous Income	1,000.00	.00	1,000.00	.00	.00	25.00	975.00	2	2,559.54
Miscellaneous Revenue Totals		\$757,050.00	\$0.00	\$757,050.00	\$65,528.60	\$0.00	\$705,911.85	\$51,138.15	93%	\$789,115.63
REVENUE TOTALS		\$1,510,450.00	\$50,000.00	\$1,560,450.00	\$65,528.60	\$0.00	\$705,911.85	\$854,538.15	45%	\$789,115.63
Department 000 - Revenue Totals		\$1,510,450.00	\$50,000.00	\$1,560,450.00	\$65,528.60	\$0.00	\$705,911.85	\$854,538.15	45%	\$789,115.63
Fund 581 - Insurance Fund Totals		\$1,510,450.00	\$50,000.00	\$1,560,450.00	\$65,528.60	\$0.00	\$705,911.85	\$854,538.15		\$789,115.63
Fund 591 - Equipment Replacement Fund										
Department 000 - Revenue										
REVENUE										
Fund Balance										
3081	Beginning Fund Balance	1,086,640.00	.00	1,086,640.00	.00	.00	.00	1,086,640.00	0	.00
Fund Balance Totals		\$1,086,640.00	\$0.00	\$1,086,640.00	\$0.00	\$0.00	\$0.00	\$1,086,640.00	0%	\$0.00
Miscellaneous Revenue										
3611	Interest from Investments	8,000.00	.00	8,000.00	5,798.64	.00	42,059.91	(34,059.91)	526	23,590.60
3617	Change in Fair Value of Investments	.00	.00	.00	285.49	.00	8,484.72	(8,484.72)	+++	153.03
Miscellaneous Revenue Totals		\$8,000.00	\$0.00	\$8,000.00	\$6,084.13	\$0.00	\$50,544.63	(\$42,544.63)	632%	\$23,743.63
Transfers In										
3971										
3971.140	Transfer From Street	60,000.00	.00	60,000.00	5,000.00	.00	55,000.00	5,000.00	92	60,000.00
3971.470	Transfer From Water	60,000.00	.00	60,000.00	5,000.00	.00	55,000.00	5,000.00	92	60,000.00
3971.472	Transfer From Sewer	60,000.00	.00	60,000.00	5,000.00	.00	55,000.00	5,000.00	92	60,000.00
3971 - Totals		\$180,000.00	\$0.00	\$180,000.00	\$15,000.00	\$0.00	\$165,000.00	\$15,000.00	92%	\$180,000.00
Transfers In Totals		\$180,000.00	\$0.00	\$180,000.00	\$15,000.00	\$0.00	\$165,000.00	\$15,000.00	92%	\$180,000.00
REVENUE TOTALS		\$1,274,640.00	\$0.00	\$1,274,640.00	\$21,084.13	\$0.00	\$215,544.63	\$1,059,095.37	17%	\$203,743.63
Department 000 - Revenue Totals		\$1,274,640.00	\$0.00	\$1,274,640.00	\$21,084.13	\$0.00	\$215,544.63	\$1,059,095.37	17%	\$203,743.63
Fund 591 - Equipment Replacement Fund Totals		\$1,274,640.00	\$0.00	\$1,274,640.00	\$21,084.13	\$0.00	\$215,544.63	\$1,059,095.37		\$203,743.63
Fund 693 - Reserve for PERS										
Department 000 - Revenue										
REVENUE										
Fund Balance										
3081	Beginning Fund Balance	391,120.00	.00	391,120.00	.00	.00	.00	391,120.00	0	.00
Fund Balance Totals		\$391,120.00	\$0.00	\$391,120.00	\$0.00	\$0.00	\$0.00	\$391,120.00	0%	\$0.00
Transfers In										
3971										
3971.001	Transfer From General Fund	.00	.00	.00	.00	.00	.00	.00	+++	123,740.04
3971.110	Transfer From Transit	.00	.00	.00	.00	.00	.00	.00	+++	8,799.96
3971.123	Transfer From Building	.00	.00	.00	.00	.00	.00	.00	+++	8,840.04



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Fund 693 - Reserve for PERS										
Department 000 - Revenue										
REVENUE										
<i>Transfers In</i>										
3971										
3971.140	Transfer From Street	.00	.00	.00	.00	.00	.00	.00	+++	11,820.00
3971.470	Transfer From Water	.00	.00	.00	.00	.00	.00	.00	+++	19,230.00
3971.472	Transfer From Sewer	.00	.00	.00	.00	.00	.00	.00	+++	26,180.04
3971.568	Transfer from Information Technology	.00	.00	.00	.00	.00	.00	.00	+++	5,700.00
3971.581	Transfer From Insurance	.00	.00	.00	.00	.00	.00	.00	+++	830.04
3971.720	Transfer from Urban Renewal	.00	.00	.00	.00	.00	.00	.00	+++	2,859.96
3971 - Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$208,000.08
<i>Transfers In Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$208,000.08
REVENUE TOTALS		\$391,120.00	\$0.00	\$391,120.00	\$0.00	\$0.00	\$0.00	\$391,120.00	0%	\$208,000.08
Department 000 - Revenue Totals		\$391,120.00	\$0.00	\$391,120.00	\$0.00	\$0.00	\$0.00	\$391,120.00	0%	\$208,000.08
Fund 693 - Reserve for PERS Totals		\$391,120.00	\$0.00	\$391,120.00	\$0.00	\$0.00	\$0.00	\$391,120.00		\$208,000.08
Fund 695 - Lavelle Black Trust Fund										
Department 000 - Revenue										
REVENUE										
<i>Fund Balance</i>										
3081	Beginning Fund Balance	32,690.00	.00	32,690.00	.00	.00	.00	32,690.00	0	.00
<i>Fund Balance Totals</i>		\$32,690.00	\$0.00	\$32,690.00	\$0.00	\$0.00	\$0.00	\$32,690.00	0%	\$0.00
<i>Miscellaneous Revenue</i>										
3611	Interest from Investments	500.00	.00	500.00	179.97	.00	1,406.51	(906.51)	281	798.86
3617	Change in Fair Value of Investments	.00	.00	.00	8.96	.00	286.56	(286.56)	+++	.52
3673	Donations-Police	.00	.00	.00	.00	.00	2,167.00	(2,167.00)	+++	.00
<i>Miscellaneous Revenue Totals</i>		\$500.00	\$0.00	\$500.00	\$188.93	\$0.00	\$3,860.07	(\$3,360.07)	772%	\$799.38
REVENUE TOTALS		\$33,190.00	\$0.00	\$33,190.00	\$188.93	\$0.00	\$3,860.07	\$29,329.93	12%	\$799.38
Department 000 - Revenue Totals		\$33,190.00	\$0.00	\$33,190.00	\$188.93	\$0.00	\$3,860.07	\$29,329.93	12%	\$799.38
Fund 695 - Lavelle Black Trust Fund Totals		\$33,190.00	\$0.00	\$33,190.00	\$188.93	\$0.00	\$3,860.07	\$29,329.93		\$799.38
Fund 720 - Urban Renewal Fund										
Department 000 - Revenue										
REVENUE										
<i>Fund Balance</i>										
3081	Beginning Fund Balance	1,187,230.00	.00	1,187,230.00	.00	.00	.00	1,187,230.00	0	.00
<i>Fund Balance Totals</i>		\$1,187,230.00	\$0.00	\$1,187,230.00	\$0.00	\$0.00	\$0.00	\$1,187,230.00	0%	\$0.00
<i>Taxes</i>										
3111	Property Tax - Current	1,088,000.00	.00	1,088,000.00	6,320.85	.00	1,080,184.35	7,815.65	99	912,532.50
3112	Property Tax - Delinquent	16,000.00	.00	16,000.00	800.83	.00	15,026.67	973.33	94	15,485.59
<i>Taxes Totals</i>		\$1,104,000.00	\$0.00	\$1,104,000.00	\$7,121.68	\$0.00	\$1,095,211.02	\$8,788.98	99%	\$928,018.09



Revenue Budget Performance Report

Fiscal Year to Date 05/31/24

Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 720 - Urban Renewal Fund										
Department 000 - Revenue										
REVENUE										
<i>Intergovernmental</i>										
3341	State Grants	.00	.00	.00	.00	.00	.00	.00	+++	103,720.20
<i>Intergovernmental Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$103,720.20
<i>Miscellaneous Revenue</i>										
3611	Interest from Investments	20,000.00	.00	20,000.00	7,460.53	.00	52,493.28	(32,493.28)	262	38,783.14
3617	Change in Fair Value of Investments	.00	.00	.00	390.60	.00	11,792.44	(11,792.44)	+++	681.59
<i>Miscellaneous Revenue Totals</i>		\$20,000.00	\$0.00	\$20,000.00	\$7,851.13	\$0.00	\$64,285.72	(\$44,285.72)	321%	\$39,464.73
REVENUE TOTALS		\$2,311,230.00	\$0.00	\$2,311,230.00	\$14,972.81	\$0.00	\$1,159,496.74	\$1,151,733.26	50%	\$1,071,203.02
Department 000 - Revenue Totals		\$2,311,230.00	\$0.00	\$2,311,230.00	\$14,972.81	\$0.00	\$1,159,496.74	\$1,151,733.26	50%	\$1,071,203.02
Fund 720 - Urban Renewal Fund Totals		\$2,311,230.00	\$0.00	\$2,311,230.00	\$14,972.81	\$0.00	\$1,159,496.74	\$1,151,733.26		\$1,071,203.02
Grand Totals		\$130,286,350.00	\$2,680,000.00	\$132,966,350.00	\$3,293,847.05	\$0.00	\$55,648,604.32	\$77,317,745.68		\$69,473,348.53

Accounts Payable Report

Payment Register

From Payment Date: 5/1/2024 - To Payment Date: 5/31/2024

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
AP-A/P - Accounts Payable									
<u>Check</u>									
152857	05/02/2024	Reconciled		05/14/2024	Utility Management	BUDGE, JOSEPH & REBECCA	\$29.83	\$29.83	\$0.00
152858	05/02/2024	Open			Utility Management	CORTEZ, CATALINA	\$38.01		
152859	05/02/2024	Reconciled		05/16/2024	Utility Management	GOSTEVSKYH, DEONISEI	\$33.12	\$33.12	\$0.00
152860	05/02/2024	Reconciled		05/13/2024	Utility Management	LENNAR NW LLC	\$32.97	\$32.97	\$0.00
152861	05/02/2024	Reconciled		05/13/2024	Utility Management	LENNAR NW LLC	\$11.56	\$11.56	\$0.00
152862	05/02/2024	Voided	Wrong Vendor	05/20/2024	Utility Management	MCA ARCHITECTS PC	\$150.00		
152863	05/02/2024	Reconciled		05/07/2024	Utility Management	WOODBURN BUSINESS CENTER	\$600.00	\$600.00	\$0.00
152864	05/02/2024	Reconciled		05/07/2024	Accounts Payable	911 SUPPLY	\$3,850.73	\$3,850.73	\$0.00
152865	05/02/2024	Reconciled		05/06/2024	Accounts Payable	A & A PEST CONTROL INC	\$108.00	\$108.00	\$0.00
152866	05/02/2024	Reconciled		05/06/2024	Accounts Payable	ACTION DRAIN & ROOTER	\$197.75	\$197.75	\$0.00
152867	05/02/2024	Reconciled		05/16/2024	Accounts Payable	SERVICE INC	\$325.00	\$325.00	\$0.00
152868	05/02/2024	Reconciled		05/06/2024	Accounts Payable	ACTIVE MEDIA INC	\$1,250.00	\$1,250.00	\$0.00
152869	05/02/2024	Reconciled		05/07/2024	Accounts Payable	ADDIELOISE INC. dba CITY WIDE			
152870	05/02/2024	Reconciled		05/06/2024	Accounts Payable	FACILITY SOLUTIONS	\$2,500.00	\$2,500.00	\$0.00
152871	05/02/2024	Reconciled		05/06/2024	Accounts Payable	AGRIBIS NW, PC	\$654.91	\$654.91	\$0.00
152872	05/02/2024	Reconciled		05/06/2024	Accounts Payable	AL'S GARDEN CENTER	\$876.76	\$876.76	\$0.00
152873	05/02/2024	Reconciled		05/09/2024	Accounts Payable	AMAZON CAPITAL SERVICES, INC	\$705.00	\$705.00	\$0.00
152874	05/02/2024	Reconciled		05/09/2024	Accounts Payable	ASHLAND BROTHERS	\$386.00	\$386.00	\$0.00
152875	05/02/2024	Reconciled		05/07/2024	Accounts Payable	LANDSCAPES IN	\$3,750.00	\$3,750.00	\$0.00
152876	05/02/2024	Reconciled		05/13/2024	Accounts Payable	BATTERIES NORTHWEST	\$115.00	\$115.00	\$0.00
152877	05/02/2024	Reconciled		05/08/2024	Accounts Payable	BOYS & GIRLS CLUB OF SALEM	\$12,019.45	\$12,019.45	\$0.00
152878	05/02/2024	Reconciled		05/07/2024	Accounts Payable	CAPITOL CITY DOOR	\$613.27	\$613.27	\$0.00
152879	05/02/2024	Reconciled		05/08/2024	Accounts Payable	CDW GOVERNMENT INC	\$1,440.00	\$1,440.00	\$0.00
152880	05/02/2024	Reconciled		05/06/2024	Accounts Payable	CENTURYLINK	\$839.47	\$839.47	\$0.00
152881	05/02/2024	Reconciled		05/06/2024	Accounts Payable	CHRISTIAN A. ZAVALA dba	\$2,450.66	\$2,450.66	\$0.00
152882	05/02/2024	Reconciled		05/06/2024	Accounts Payable	MILLENNIAL REACH AGENCY	\$2,459.44	\$2,459.44	\$0.00
152883	05/02/2024	Reconciled		05/07/2024	Accounts Payable	CINTAS CORPORATION - 463	\$8,432.20	\$8,432.20	\$0.00
152884	05/02/2024	Reconciled		05/20/2024	Accounts Payable	CIT BANK NA	\$4,600.00	\$4,600.00	\$0.00
152885	05/02/2024	Reconciled		05/06/2024	Accounts Payable	CONSOLIDATED SUPPLY CO	\$2,472.84	\$2,472.84	\$0.00
152886	05/02/2024	Reconciled		05/06/2024	Accounts Payable	CONSOR NORTH AMERICA, INC.			
152887	05/02/2024	Reconciled		05/07/2024	Accounts Payable	CORE & MAIN LP	\$760.00	\$760.00	\$0.00
152888	05/02/2024	Reconciled		05/08/2024	Accounts Payable	CREATIVE BUS SALES INC dba	\$4,710.81	\$4,710.81	\$0.00
152889	05/02/2024	Reconciled		05/07/2024	Accounts Payable	MODEL 1 COMMERCIAL VEHI,	\$3,074.25	\$3,074.25	\$0.00
152890	05/02/2024	Reconciled		05/10/2024	Accounts Payable	MODEL 1 COMMERCIAL ,	\$601.84	\$601.84	\$0.00
						VEHICLES, INC	\$68.08	\$68.08	\$0.00
						DANIEL E. WILGUS dba WILGUS	\$148.31	\$148.31	\$0.00
						LLC			
						DAVISON AUTO PARTS, INC.			
						DECA ARCHITECTURE INC			
						EDWARDS EQUIPMENT CO INC			
						EVIDENT INC			
						FEDERAL EXPRESS CORP			

Payment Register

From Payment Date: 5/1/2024 - To Payment Date: 5/31/2024

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
152891	05/02/2024	Reconciled		05/07/2024	Accounts Payable	FERGUSON ENTERPRISES INC	\$2,168.08	\$2,168.08	\$0.00
152892	05/02/2024	Reconciled		05/08/2024	Accounts Payable	FRIENDS OF THE LIBRARY	\$829.39	\$829.39	\$0.00
152893	05/02/2024	Reconciled		05/06/2024	Accounts Payable	GARTEN SERVICES INC	\$200.00	\$200.00	\$0.00
152894	05/02/2024	Reconciled		05/02/2024	Accounts Payable	GREGG, MEL	\$79.99	\$79.99	\$0.00
152895	05/02/2024	Reconciled		05/02/2024	Accounts Payable	GRIFFIN, IAN	\$800.00	\$800.00	\$0.00
152896	05/02/2024	Reconciled		05/13/2024	Accounts Payable	HACH CHEMICAL CO	\$212.42	\$212.42	\$0.00
152897	05/02/2024	Reconciled		05/03/2024	Accounts Payable	HANSEN, TYLER	\$229.18	\$229.18	\$0.00
152898	05/02/2024	Reconciled		05/09/2024	Accounts Payable	HILLTOP REFRIGERATION INC	\$1,790.26	\$1,790.26	\$0.00
152899	05/02/2024	Reconciled		05/08/2024	Accounts Payable	HILLYER'S MID CITY FORD	\$364.54	\$364.54	\$0.00
152900	05/02/2024	Reconciled		05/06/2024	Accounts Payable	HOFFMAN PRESSURE WASHING	\$285.00	\$285.00	\$0.00
152901	05/02/2024	Reconciled		05/07/2024	Accounts Payable	HYDRO-TEMP MECHANICAL INC	\$660.00	\$660.00	\$0.00
152902	05/02/2024	Reconciled		05/06/2024	Accounts Payable	IDEXX DISTRIBUTION CORP	\$1,147.23	\$1,147.23	\$0.00
152903	05/02/2024	Reconciled		05/07/2024	Accounts Payable	INDUSTRIAL WELDING SUPPLY	\$5.00	\$5.00	\$0.00
152904	05/02/2024	Reconciled		05/06/2024	Accounts Payable	JUBITZ CORPORATION	\$4,515.58	\$4,515.58	\$0.00
152905	05/02/2024	Reconciled		05/07/2024	Accounts Payable	KIMBALL MIDWEST	\$137.60	\$137.60	\$0.00
152906	05/02/2024	Reconciled		05/06/2024	Accounts Payable	KONE INC 4156	\$247.61	\$247.61	\$0.00
152907	05/02/2024	Reconciled		05/07/2024	Accounts Payable	KPA SERVICES LLC	\$235.87	\$235.87	\$0.00
152908	05/02/2024	Reconciled		05/08/2024	Accounts Payable	LANDA NORTHWEST INC DBA LANDA SERVICE CENTER	\$109.40	\$109.40	\$0.00
152909	05/02/2024	Reconciled		05/07/2024	Accounts Payable	LES SCHWAB TIRE CENTER	\$596.88	\$596.88	\$0.00
152910	05/02/2024	Reconciled		05/14/2024	Accounts Payable	METCOM	\$44,758.85	\$44,758.85	\$0.00
152911	05/02/2024	Reconciled		05/07/2024	Accounts Payable	METRO PRESORT	\$1,333.97	\$1,333.97	\$0.00
152912	05/02/2024	Reconciled		05/10/2024	Accounts Payable	MIDWEST TAPE, LLC	\$95.96	\$95.96	\$0.00
152913	05/02/2024	Reconciled		05/09/2024	Accounts Payable	MONITORING NW LLC	\$102.00	\$102.00	\$0.00
152914	05/02/2024	Reconciled		05/06/2024	Accounts Payable	NATALYS CONSTRUCTION LLC	\$3,350.00	\$3,350.00	\$0.00
152915	05/02/2024	Reconciled		05/08/2024	Accounts Payable	NICHOLAS TAYLOR dba TAYLORD LAWN CARE	\$850.00	\$850.00	\$0.00
152916	05/02/2024	Reconciled		05/08/2024	Accounts Payable	O'REILLY FIRST CALL AUTO PARTS	\$13.73	\$13.73	\$0.00
152917	05/02/2024	Reconciled		05/13/2024	Accounts Payable	OREGON BUREAU OF LABOR AND INDUSTRIES	\$250.00	\$250.00	\$0.00
152918	05/02/2024	Reconciled		05/06/2024	Accounts Payable	OREGON ASSOCIATION OF CLEAN WATER AGENCIES	\$1,080.00	\$1,080.00	\$0.00
152919	05/02/2024	Reconciled		05/10/2024	Accounts Payable	OREGON FESTIVAL & EVENTS ASSOC	\$200.00	\$200.00	\$0.00
152920	05/02/2024	Reconciled		05/09/2024	Accounts Payable	OREGON PORTABLE TOILETS LLC	\$210.00	\$210.00	\$0.00
152921	05/02/2024	Reconciled		05/06/2024	Accounts Payable	PAMPLIN MEDIA GROUP	\$65.00	\$65.00	\$0.00
152922	05/02/2024	Reconciled		06/03/2024	Accounts Payable	PEREZ 1 PEST CONTROL INC	\$475.00	\$475.00	\$0.00
152923	05/02/2024	Reconciled		05/08/2024	Accounts Payable	PERFORMANCE SYSTEMS INTEGRATION LLC	\$2,463.16	\$2,463.16	\$0.00
152924	05/02/2024	Reconciled		05/06/2024	Accounts Payable	PETERSON MACHINERY	\$1,008.01	\$1,008.01	\$0.00
152925	05/02/2024	Reconciled		05/06/2024	Accounts Payable	PETROCARD	\$3,506.75	\$3,506.75	\$0.00
152926	05/02/2024	Reconciled		05/07/2024	Accounts Payable	PHENOVA INC	\$1,316.00	\$1,316.00	\$0.00
152927	05/02/2024	Reconciled		05/13/2024	Accounts Payable	PORTLAND GENERAL ELECTRIC	\$89,985.93	\$89,985.93	\$0.00
152928	05/02/2024	Reconciled		05/09/2024	Accounts Payable	PREMIER HYDRAULIC SERVICES, INC	\$671.36	\$671.36	\$0.00
152929	05/02/2024	Reconciled		05/02/2024	Accounts Payable	R&R GENERAL CONTRACTORS, INC	\$8,734.88	\$8,734.88	\$0.00
152930	05/02/2024	Reconciled		05/10/2024	Accounts Payable	RAPIDWRISTBANDS.COM	\$380.00	\$380.00	\$0.00
152931	05/02/2024	Reconciled		05/16/2024	Accounts Payable	RICHARD ALBECK DBA SUPPLY SOLUTIONS LLC, RICHARD, ALBECK DBA SUPPLY SO	\$588.72	\$588.72	\$0.00

Payment Register

From Payment Date: 5/1/2024 - To Payment Date: 5/31/2024

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
152932	05/02/2024	Reconciled		05/06/2024	Accounts Payable	RMT EQUIPMENT	\$978.80	\$978.80	\$0.00
152933	05/02/2024	Reconciled		05/09/2024	Accounts Payable	ROTARY CLUB OF WOODBURN	\$740.00	\$740.00	\$0.00
152934	05/02/2024	Reconciled		05/14/2024	Accounts Payable	SCHULTZ, GERALYN	\$467.66	\$467.66	\$0.00
152935	05/02/2024	Reconciled		05/10/2024	Accounts Payable	SERVICE GRAPHICS LLC	\$250.00	\$250.00	\$0.00
152936	05/02/2024	Reconciled		05/09/2024	Accounts Payable	SIERRA SPRINGS	\$187.36	\$187.36	\$0.00
152937	05/02/2024	Reconciled		05/07/2024	Accounts Payable	SNAP-ON CREDIT LLC	\$62.41	\$62.41	\$0.00
152938	05/02/2024	Reconciled		05/06/2024	Accounts Payable	SOLUTIONS YES, LLC	\$1,652.16	\$1,652.16	\$0.00
152939	05/02/2024	Reconciled		05/07/2024	Accounts Payable	STRICTLY BUSINESS-ONLINE LLC	\$4,400.00	\$4,400.00	\$0.00
152940	05/02/2024	Reconciled		05/09/2024	Accounts Payable	TOVUTI, INC.	\$399.00	\$399.00	\$0.00
152941	05/02/2024	Reconciled		05/06/2024	Accounts Payable	TYLER TECHNOLOGIES INC	\$1,086.83	\$1,086.83	\$0.00
152942	05/02/2024	Reconciled		05/09/2024	Accounts Payable	US BANCORP ASSET MNGMNT dba PFM ASSET MNGMNT	\$4,301.57	\$4,301.57	\$0.00
152943	05/02/2024	Reconciled		05/10/2024	Accounts Payable	US BANK EQUIPMENT FINANCE	\$194.84	\$194.84	\$0.00
152944	05/02/2024	Reconciled		05/13/2024	Accounts Payable	VALLEY PACIFIC FLORAL	\$300.70	\$300.70	\$0.00
152945	05/02/2024	Reconciled		05/10/2024	Accounts Payable	VIZOCOM ICT LLC	\$77.00	\$77.00	\$0.00
152946	05/02/2024	Reconciled		05/06/2024	Accounts Payable	WILBUR ELLIS CO	\$330.03	\$330.03	\$0.00
152947	05/02/2024	Reconciled		05/06/2024	Accounts Payable	WOODBURN FIRE DISTRICT	\$60,000.00	\$60,000.00	\$0.00
152948	05/02/2024	Open			Accounts Payable	WOODBURN SCHOOL DIST 103C	\$1,470.00		
152949	05/02/2024	Reconciled		05/07/2024	Accounts Payable	WURDINGER MANUFACTURING, INC	\$115.66	\$115.66	\$0.00
152950	05/02/2024	Reconciled		05/06/2024	Accounts Payable	YES GRAPHICS PRINTING CO. INC.	\$754.00	\$754.00	\$0.00
152951	05/02/2024	Reconciled		05/06/2024	Accounts Payable	ZUMAR INDUSTRIES INC	\$287.16	\$287.16	\$0.00
152952	05/02/2024	Open			Accounts Payable	CHAVERO CHAVEZ, ANGELINA	\$90.00		
152953	05/02/2024	Reconciled		05/06/2024	Accounts Payable	J & S HVAC LLC	\$118.52	\$118.52	\$0.00
152954	05/02/2024	Reconciled		05/08/2024	Accounts Payable	VILLASTRIGO , FRANCISCO	\$185.00	\$185.00	\$0.00
152955	05/02/2024	Voided/Reissued	Destroyed	05/20/2024	Accounts Payable	WOODBURN HIGH SCHOOL MARIACHI	\$150.00		
152956	05/16/2024	Reconciled		05/20/2024	Accounts Payable	911 SUPPLY	\$368.10	\$368.10	\$0.00
152957	05/16/2024	Reconciled		05/20/2024	Accounts Payable	A & A PEST CONTROL INC	\$108.00	\$108.00	\$0.00
152958	05/16/2024	Reconciled		05/20/2024	Accounts Payable	ACRANET CBS BRANCH	\$27.00	\$27.00	\$0.00
152959	05/16/2024	Reconciled		05/24/2024	Accounts Payable	ACTIVE MEDIA INC	\$3,945.70	\$3,945.70	\$0.00
152960	05/16/2024	Reconciled		05/23/2024	Accounts Payable	ADT SECURITY SERVICES	\$37.99	\$37.99	\$0.00
152961	05/16/2024	Reconciled		05/21/2024	Accounts Payable	AL'S GARDEN CENTER	\$504.96	\$504.96	\$0.00
152962	05/16/2024	Reconciled		05/20/2024	Accounts Payable	AMAZON CAPITAL SERVICES, INC	\$342.80	\$342.80	\$0.00
152963	05/16/2024	Reconciled		05/21/2024	Accounts Payable	AMERICAN RED CROSS & ITS CONSTITUENT CHAPTERS AND	\$34.20	\$34.20	\$0.00
152964	05/16/2024	Reconciled		05/17/2024	Accounts Payable	ANA PERFECTO	\$256.17	\$256.17	\$0.00
152965	05/16/2024	Reconciled		05/30/2024	Accounts Payable	APEX LABORATORIES LLC	\$360.00	\$360.00	\$0.00
152966	05/16/2024	Reconciled		05/16/2024	Accounts Payable	ARROYO, HILDA	\$254.83	\$254.83	\$0.00
152967	05/16/2024	Reconciled		05/30/2024	Accounts Payable	BANK OF COMMERCE & TRUST COMPANY	\$12,193.00	\$12,193.00	\$0.00
152968	05/16/2024	Reconciled		05/21/2024	Accounts Payable	BIOMETRICS4ALL, INC.	\$16,753.00	\$16,753.00	\$0.00
152969	05/16/2024	Reconciled		05/23/2024	Accounts Payable	BRIDGE TOWER OPCO, LLC	\$601.12	\$601.12	\$0.00
152970	05/16/2024	Reconciled		05/24/2024	Accounts Payable	BURKOVSKAYA, LOLA	\$130.00	\$130.00	\$0.00
152971	05/16/2024	Reconciled		05/21/2024	Accounts Payable	CDW GOVERNMENT INC	\$5,267.52	\$5,267.52	\$0.00
152972	05/16/2024	Reconciled		05/24/2024	Accounts Payable	CFM STRATEGIC COMMUNICATIONS, INC dba CFM	\$5,000.00	\$5,000.00	\$0.00
152973	05/16/2024	Reconciled		05/22/2024	Accounts Payable	ADVOCATE CHEMEKETA COMMUNITY	\$98.50	\$98.50	\$0.00
152974	05/16/2024	Reconciled		05/24/2024	Accounts Payable	COLLEGE CHMIELOWSKI, RENATA	\$59.96	\$59.96	\$0.00

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152975	05/16/2024	Reconciled		05/22/2024	Accounts Payable	CINTAS CORPORATION - 463	\$1,617.25	\$1,617.25	\$0.00
152976	05/16/2024	Reconciled		05/23/2024	Accounts Payable	CITY OF WOODBURN	\$3,085.30	\$3,085.30	\$0.00
152977	05/16/2024	Reconciled		05/20/2024	Accounts Payable	CLAIR COMPANY, INC	\$5,161.19	\$5,161.19	\$0.00
152978	05/16/2024	Reconciled		05/20/2024	Accounts Payable	CORE & MAIN LP	\$1,650.00	\$1,650.00	\$0.00
152979	05/16/2024	Reconciled		05/21/2024	Accounts Payable	CRAFCO, INC.	\$1,860.00	\$1,860.00	\$0.00
152980	05/16/2024	Reconciled		05/29/2024	Accounts Payable	CRIMINAL INFORMATION SERV INC	\$122.25	\$122.25	\$0.00
152981	05/16/2024	Reconciled		06/14/2024	Accounts Payable	CROWLEY & SON SECURITY SYSTEMS	\$240.00	\$240.00	\$0.00
152982	05/16/2024	Voided/Reissued	Lost/Stolen	05/28/2024	Accounts Payable	DAGOBERTO GARCIA-MENDEZ	\$163.73		
152983	05/16/2024	Reconciled		05/20/2024	Accounts Payable	DANIEL E. WILGUS dba WILGUS LLC	\$129.00	\$129.00	\$0.00
152984	05/16/2024	Reconciled		05/21/2024	Accounts Payable	DATAVISION COMMUNICATIONS	\$1,444.38	\$1,444.38	\$0.00
152985	05/16/2024	Reconciled		05/22/2024	Accounts Payable	DELPHIA CONSULTING, LLC	\$836.10	\$836.10	\$0.00
152986	05/16/2024	Reconciled		05/20/2024	Accounts Payable	ELAINE HOWARD dba ELAINE HOWARD CONSULTING LLC	\$2,022.50	\$2,022.50	\$0.00
152987	05/16/2024	Reconciled		05/21/2024	Accounts Payable	ERNST IRRIGATION	\$65,305.50	\$65,305.50	\$0.00
152988	05/16/2024	Reconciled		05/24/2024	Accounts Payable	FAZIO BROS SAND CO INC	\$1,611.59	\$1,611.59	\$0.00
152989	05/16/2024	Reconciled		05/22/2024	Accounts Payable	FEDERAL EXPRESS CORP	\$99.26	\$99.26	\$0.00
152990	05/16/2024	Reconciled		05/21/2024	Accounts Payable	FERGUSON ENTERPRISES INC	\$1,530.35	\$1,530.35	\$0.00
152991	05/16/2024	Reconciled		05/24/2024	Accounts Payable	GALE/CENGAGE LEARNING	\$181.78	\$181.78	\$0.00
152992	05/16/2024	Reconciled		05/16/2024	Accounts Payable	GASCA-HERNANDEZ, SALVADOR	\$15,900.00	\$15,900.00	\$0.00
152993	05/16/2024	Reconciled		05/28/2024	Accounts Payable	GEOFFREY CARPENTER	\$250.00	\$250.00	\$0.00
152994	05/16/2024	Reconciled		05/21/2024	Accounts Payable	GRAINGER INC	\$535.24	\$535.24	\$0.00
152995	05/16/2024	Reconciled		05/23/2024	Accounts Payable	GRANITE TELECOMMUNICATIONS, LLC	\$2,201.89	\$2,201.89	\$0.00
152996	05/16/2024	Open			Accounts Payable	GRAYMERSON INC. dba FASTSIGNS SALEM	\$58.11		
152997	05/16/2024	Reconciled		05/20/2024	Accounts Payable	HACH CHEMICAL CO	\$271.00	\$271.00	\$0.00
152998	05/16/2024	Reconciled		05/20/2024	Accounts Payable	HARRANG LONG P.C.	\$888.30	\$888.30	\$0.00
152999	05/16/2024	Reconciled		05/21/2024	Accounts Payable	HD SUPPLY, INC dba USABUEBOOK	\$369.55	\$369.55	\$0.00
153000	05/16/2024	Reconciled		05/20/2024	Accounts Payable	HILLTOP REFRIGERATION INC	\$933.16	\$933.16	\$0.00
153001	05/16/2024	Reconciled		05/22/2024	Accounts Payable	HILLYER'S MID CITY FORD	\$712.94	\$712.94	\$0.00
153002	05/16/2024	Reconciled		05/21/2024	Accounts Payable	INDUSTRIAL WELDING SUPPLY	\$5.00	\$5.00	\$0.00
153003	05/16/2024	Reconciled		05/20/2024	Accounts Payable	INGRAM LIBRARY SERVICES	\$1,385.43	\$1,385.43	\$0.00
153004	05/16/2024	Reconciled		05/20/2024	Accounts Payable	JUBITZ CORPORATION	\$8,262.28	\$8,262.28	\$0.00
153005	05/16/2024	Reconciled		05/16/2024	Accounts Payable	KILLMER, CHRIS	\$183.87	\$183.87	\$0.00
153006	05/16/2024	Reconciled		05/20/2024	Accounts Payable	KIMBERLY STANCHFIELD dba KNOWLEDGE IN MOBILITY, LL	\$900.00	\$900.00	\$0.00
153007	05/16/2024	Reconciled		05/20/2024	Accounts Payable	KITTELSON & ASSOC INC	\$8,068.75	\$8,068.75	\$0.00
153008	05/16/2024	Reconciled		05/20/2024	Accounts Payable	KONE INC 4156	\$633.66	\$633.66	\$0.00
153009	05/16/2024	Reconciled		05/20/2024	Accounts Payable	LANGUAGE LINE SERVICES INC	\$2,463.45	\$2,463.45	\$0.00
153010	05/16/2024	Open			Accounts Payable	LEASING SPECIALISTS LLC	\$400.00		
153011	05/16/2024	Reconciled		05/20/2024	Accounts Payable	LEGACY MEDICAL GROUP	\$540.00	\$540.00	\$0.00
153012	05/16/2024	Reconciled		05/21/2024	Accounts Payable	LES SCHWAB TIRE CENTER	\$235.32	\$235.32	\$0.00
153013	05/16/2024	Reconciled		05/21/2024	Accounts Payable	LOOMIS	\$343.60	\$343.60	\$0.00
153014	05/16/2024	Reconciled		05/21/2024	Accounts Payable	MARED INDUSTRIES INC dba DETROIT INDUSTRIAL TOOL	\$293.44	\$293.44	\$0.00
153015	05/16/2024	Reconciled		05/23/2024	Accounts Payable	MARION COUNTY FINANCE	\$5,689.66	\$5,689.66	\$0.00
153016	05/16/2024	Reconciled		05/22/2024	Accounts Payable	MARION COUNTY TREASURY DEPT	\$130.00	\$130.00	\$0.00

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153017	05/16/2024	Open			Accounts Payable	MAXIMINO H VALLEJO	\$228.73		
153018	05/16/2024	Reconciled		05/20/2024	Accounts Payable	MCCLASKEY, BILLY	\$139.90	\$139.90	\$0.00
153019	05/16/2024	Open			Accounts Payable	MCKENZIE GRANUM	\$179.33		
153020	05/16/2024	Reconciled		05/21/2024	Accounts Payable	METRO PRESORT	\$3,114.02	\$3,114.02	\$0.00
153021	05/16/2024	Reconciled		05/22/2024	Accounts Payable	MIDWEST TAPE, LLC	\$102.70	\$102.70	\$0.00
153022	05/16/2024	Reconciled		05/24/2024	Accounts Payable	MITCHELL, JOSHUA	\$250.00	\$250.00	\$0.00
153023	05/16/2024	Reconciled		05/20/2024	Accounts Payable	MOREL INK HOLDINGS	\$701.46	\$701.46	\$0.00
153024	05/16/2024	Open			Accounts Payable	MULTIVERSE INTERPRETING INC	\$328.00		
153025	05/16/2024	Reconciled		05/20/2024	Accounts Payable	NATALYS CONSTRUCTION LLC	\$6,180.00	\$6,180.00	\$0.00
153026	05/16/2024	Reconciled		05/21/2024	Accounts Payable	NET ASSETS CORPORATION	\$675.00	\$675.00	\$0.00
153027	05/16/2024	Reconciled		05/21/2024	Accounts Payable	NORTHWEST NATURAL GAS	\$13,303.99	\$13,303.99	\$0.00
153028	05/16/2024	Reconciled		05/22/2024	Accounts Payable	OFFICE DEPOT	\$1,483.41	\$1,483.41	\$0.00
153029	05/16/2024	Reconciled		05/21/2024	Accounts Payable	ONE CALL CONCEPTS INC	\$366.80	\$366.80	\$0.00
153030	05/16/2024	Reconciled		05/21/2024	Accounts Payable	OR DEPT OF ENVIRONMENTAL QUALITY	\$873.60	\$873.60	\$0.00
153031	05/16/2024	Reconciled		05/21/2024	Accounts Payable	OR DEPT OF MOTOR VEHICLE	\$15.00	\$15.00	\$0.00
153032	05/16/2024	Reconciled		05/22/2024	Accounts Payable	OR DEPT OF REVENUE	\$17,713.16	\$17,713.16	\$0.00
153033	05/16/2024	Reconciled		05/22/2024	Accounts Payable	OR DEPT OF TRANSPORTATION	\$945.28	\$945.28	\$0.00
153034	05/16/2024	Reconciled		05/23/2024	Accounts Payable	OREGON PORTABLE TOILETS LLC	\$200.00	\$200.00	\$0.00
153035	05/16/2024	Reconciled		06/03/2024	Accounts Payable	OSCAR LUNDEEN INC	\$55.25	\$55.25	\$0.00
153036	05/16/2024	Reconciled		05/20/2024	Accounts Payable	PACIFIC SPORTS TURF INC	\$7,295.00	\$7,295.00	\$0.00
153037	05/16/2024	Reconciled		05/21/2024	Accounts Payable	PENSKE COMMERCIAL VEHICLES US, LLC dba PREMIER TRU	\$4,906.95	\$4,906.95	\$0.00
153038	05/16/2024	Reconciled		06/03/2024	Accounts Payable	PEREZ 1 PEST CONTROL INC	\$950.00	\$950.00	\$0.00
153039	05/16/2024	Reconciled		05/22/2024	Accounts Payable	PETROCARD	\$3,524.65	\$3,524.65	\$0.00
153040	05/16/2024	Reconciled		05/23/2024	Accounts Payable	POCKET PRESS, LLC	\$531.48	\$531.48	\$0.00
153041	05/16/2024	Reconciled		05/24/2024	Accounts Payable	PORTLAND GENERAL ELECTRIC	\$24,641.62	\$24,641.62	\$0.00
153042	05/16/2024	Reconciled		05/22/2024	Accounts Payable	PORTLAND GENERAL ELECTRIC	\$4,505.36	\$4,505.36	\$0.00
153043	05/16/2024	Reconciled		05/23/2024	Accounts Payable	POSITIVE PROMOTIONS	\$1,057.08	\$1,057.08	\$0.00
153044	05/16/2024	Reconciled		05/21/2024	Accounts Payable	PRAXIS POLITICAL LLC	\$3,950.00	\$3,950.00	\$0.00
153045	05/16/2024	Reconciled		05/23/2024	Accounts Payable	PROFESSIONAL INTERPRETERS, INC	\$62.50	\$62.50	\$0.00
153046	05/16/2024	Reconciled		05/29/2024	Accounts Payable	QUADIENT FINANCE USA, INC.	\$490.60	\$490.60	\$0.00
153047	05/16/2024	Reconciled		05/23/2024	Accounts Payable	REDFLEX TRAFFIC SYSTEMS INC	\$12,342.00	\$12,342.00	\$0.00
153048	05/16/2024	Reconciled		05/21/2024	Accounts Payable	RINGCENTRAL, INC.	\$32,763.83	\$32,763.83	\$0.00
153049	05/16/2024	Reconciled		05/31/2024	Accounts Payable	ROESER, DAREN	\$105.00	\$105.00	\$0.00
153050	05/16/2024	Reconciled		05/20/2024	Accounts Payable	ROSE CITY PHILANTHROPY	\$7,000.00	\$7,000.00	\$0.00
153051	05/16/2024	Reconciled		05/22/2024	Accounts Payable	ROW CONSULTANTS LLC	\$26,713.50	\$26,713.50	\$0.00
153052	05/16/2024	Reconciled		05/20/2024	Accounts Payable	SOUTHLAND INDUSTRIES	\$3,075.00	\$3,075.00	\$0.00
153053	05/16/2024	Reconciled		05/21/2024	Accounts Payable	STEELE ELECTRIC LLC	\$2,096.70	\$2,096.70	\$0.00
153054	05/16/2024	Reconciled		05/21/2024	Accounts Payable	T-MOBILE USA INC	\$315.00	\$315.00	\$0.00
153055	05/16/2024	Reconciled		05/20/2024	Accounts Payable	TECHNOLOGY INTEGRATION GROUP	\$4,781.58	\$4,781.58	\$0.00
153056	05/16/2024	Reconciled		05/20/2024	Accounts Payable	TERESA MORALES	\$400.00	\$400.00	\$0.00
153057	05/16/2024	Reconciled		05/20/2024	Accounts Payable	THE POOL & SPA HOUSE	\$322.30	\$322.30	\$0.00
153058	05/16/2024	Reconciled		05/28/2024	Accounts Payable	THOMSON REUTERS-WEST PAYMENT CENTER	\$949.46	\$949.46	\$0.00
153059	05/16/2024	Reconciled		05/20/2024	Accounts Payable	TIMECLOCK PLUS, LLC	\$472.00	\$472.00	\$0.00
153060	05/16/2024	Reconciled		05/24/2024	Accounts Payable	TIMMONS GROUP, INC.	\$5,726.65	\$5,726.65	\$0.00
153061	05/16/2024	Reconciled		05/24/2024	Accounts Payable	TRUGREEN COMMERCIAL	\$1,298.06	\$1,298.06	\$0.00

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153062	05/16/2024	Reconciled		05/20/2024	Accounts Payable	URZUA, MARICELA	\$928.86	\$928.86	\$0.00
153063	05/16/2024	Reconciled		05/23/2024	Accounts Payable	VERIZON WIRELESS	\$7,781.87	\$7,781.87	\$0.00
153064	05/16/2024	Reconciled		05/21/2024	Accounts Payable	VICTORY CLEANING SERVICES LLC	\$3,300.00	\$3,300.00	\$0.00
153065	05/16/2024	Reconciled		05/20/2024	Accounts Payable	VWR INTERNATIONAL INC	\$14,751.78	\$14,751.78	\$0.00
153066	05/16/2024	Reconciled		05/20/2024	Accounts Payable	WATERSHED LLC	\$316.68	\$316.68	\$0.00
153067	05/16/2024	Reconciled		05/21/2024	Accounts Payable	WAVE BROADBAND	\$300.83	\$300.83	\$0.00
153068	05/16/2024	Reconciled		05/21/2024	Accounts Payable	WAXIE SANITARY SUPPLY	\$1,373.53	\$1,373.53	\$0.00
153069	05/16/2024	Reconciled		05/20/2024	Accounts Payable	WILBUR ELLIS CO	\$581.81	\$581.81	\$0.00
153070	05/16/2024	Reconciled		05/20/2024	Accounts Payable	WOODBURN AMBULANCE SERV INC	\$225.00	\$225.00	\$0.00
153071	05/16/2024	Reconciled		05/31/2024	Accounts Payable	WOODBURN SCHOOL DIST 103C	\$19,847.29	\$19,847.29	\$0.00
153072	05/16/2024	Reconciled		05/29/2024	Accounts Payable	WOODBURN VETERINARY CLINIC PC	\$1,832.51	\$1,832.51	\$0.00
153073	05/16/2024	Reconciled		05/20/2024	Accounts Payable	YES GRAPHICS PRINTING CO. INC.	\$307.00	\$307.00	\$0.00
153074	05/16/2024	Reconciled		05/20/2024	Accounts Payable	ZUMAR INDUSTRIES INC	\$5,863.63	\$5,863.63	\$0.00
153075	05/16/2024	Open			Accounts Payable	ANDERSON, SHARON	\$44.00		
153076	05/16/2024	Reconciled		05/21/2024	Accounts Payable	DONUT DAYS	\$50.00	\$50.00	\$0.00
153077	05/16/2024	Reconciled		05/20/2024	Accounts Payable	FORD, JASON , JAMES	\$64.00	\$64.00	\$0.00
153078	05/16/2024	Reconciled		05/20/2024	Accounts Payable	HELMKAMP, ALYSSA	\$200.00	\$200.00	\$0.00
153079	05/16/2024	Reconciled		05/20/2024	Accounts Payable	JOHNSON , KATE , JANE	\$64.00	\$64.00	\$0.00
153080	05/16/2024	Reconciled		05/20/2024	Accounts Payable	ORTEGA, DENNIS & LORELL	\$500.00	\$500.00	\$0.00
153081	05/16/2024	Reconciled		05/20/2024	Accounts Payable	SALINAS, FELIPE	\$150.00	\$150.00	\$0.00
153082	05/16/2024	Reconciled		05/21/2024	Accounts Payable	TK ORCHARDS INC	\$64.00	\$64.00	\$0.00
153083	05/16/2024	Reconciled		05/24/2024	Accounts Payable	TOMKO, MATTHEW , ANTHONY	\$130.00	\$130.00	\$0.00
153084	05/16/2024	Reconciled		05/21/2024	Accounts Payable	VALENZUELA , FRANCISCO , JAVIER	\$100.00	\$100.00	\$0.00
153085	05/16/2024	Reconciled		05/24/2024	Accounts Payable	WB SPRAGUE LANE LLC	\$6,808.00	\$6,808.00	\$0.00
153086	05/16/2024	Reconciled		05/22/2024	Accounts Payable	WOODBURN VILLAS	\$47.41	\$47.41	\$0.00
153087	05/16/2024	Reconciled		05/21/2024	Accounts Payable	YOCHIM, VICKI	\$500.00	\$500.00	\$0.00
153088	05/16/2024	Reconciled		05/28/2024	Accounts Payable	ZOLLNER, CATHERINE , JEAN	\$137.00	\$137.00	\$0.00
153089	05/20/2024	Reconciled		05/30/2024	Accounts Payable	WOODBURN HIGH SCHOOL MARIACHI	\$150.00	\$150.00	\$0.00
153090	05/28/2024	Reconciled		06/03/2024	Accounts Payable	DAGOBERTO GARCIA-MENDEZ	\$163.73	\$163.73	\$0.00
153091	05/30/2024	Reconciled		06/03/2024	Accounts Payable	911 SUPPLY	\$3,459.59	\$3,459.59	\$0.00
153092	05/30/2024	Reconciled		06/03/2024	Accounts Payable	A & A PEST CONTROL INC	\$108.00	\$108.00	\$0.00
153093	05/30/2024	Reconciled		06/03/2024	Accounts Payable	AMAZON CAPITAL SERVICES, INC	\$563.74	\$563.74	\$0.00
153094	05/30/2024	Reconciled		06/04/2024	Accounts Payable	APEX LABORATORIES LLC	\$457.00	\$457.00	\$0.00
153095	05/30/2024	Reconciled		06/03/2024	Accounts Payable	ASHLAND BROTHERS LANDSCAPES IN	\$705.00	\$705.00	\$0.00
153096	05/30/2024	Reconciled		06/05/2024	Accounts Payable	BAKER & BAKER INC	\$172.00	\$172.00	\$0.00
153097	05/30/2024	Reconciled		06/04/2024	Accounts Payable	BIO-MED TESTING SERVICE	\$220.00	\$220.00	\$0.00
153098	05/30/2024	Reconciled		06/07/2024	Accounts Payable	BOYS & GIRLS CLUB OF SALEM	\$3,750.00	\$3,750.00	\$0.00
153099	05/30/2024	Reconciled		06/03/2024	Accounts Payable	CASCADE COLUMBIA DIST CO	\$2,303.00	\$2,303.00	\$0.00
153100	05/30/2024	Reconciled		06/05/2024	Accounts Payable	CDW GOVERNMENT INC	\$26,034.04	\$26,034.04	\$0.00
153101	05/30/2024	Reconciled		06/04/2024	Accounts Payable	CENTURYLINK	\$613.27	\$613.27	\$0.00
153102	05/30/2024	Reconciled		06/07/2024	Accounts Payable	CINTAS CORPORATION - 463	\$483.31	\$483.31	\$0.00
153103	05/30/2024	Reconciled		06/03/2024	Accounts Payable	CIT BANK NA	\$2,450.66	\$2,450.66	\$0.00
153104	05/30/2024	Reconciled		06/06/2024	Accounts Payable	CITY OF WOODBURN	\$230.23	\$230.23	\$0.00
153105	05/30/2024	Reconciled		06/04/2024	Accounts Payable	COLUMBIA CASCADE COMPANY	\$1,980.00	\$1,980.00	\$0.00

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153106	05/30/2024	Reconciled		06/04/2024	Accounts Payable	CONSOR NORTH AMERICA, INC.	\$3,233.07	\$3,233.07	\$0.00
153107	05/30/2024	Reconciled		06/03/2024	Accounts Payable	DAGOBERTO GARCIA-MENDEZ	\$561.75	\$561.75	\$0.00
153108	05/30/2024	Reconciled		06/03/2024	Accounts Payable	DASH MEDICAL GLOVES, INC	\$523.81	\$523.81	\$0.00
153109	05/30/2024	Reconciled		06/04/2024	Accounts Payable	DECA ARCHITECTURE INC	\$4,993.58	\$4,993.58	\$0.00
153110	05/30/2024	Reconciled		06/06/2024	Accounts Payable	DELL MARKETING LP	\$8,402.35	\$8,402.35	\$0.00
153111	05/30/2024	Reconciled		06/11/2024	Accounts Payable	DKS ASSOCIATES	\$127.50	\$127.50	\$0.00
153112	05/30/2024	Reconciled		06/04/2024	Accounts Payable	EASYVISTA, INC	\$1,220.00	\$1,220.00	\$0.00
153113	05/30/2024	Reconciled		06/03/2024	Accounts Payable	ENGELMAN ELECTRIC INC	\$145.00	\$145.00	\$0.00
153114	05/30/2024	Reconciled		06/04/2024	Accounts Payable	EUROFINS FRONTIER GLOBAL SCIENCES	\$3,402.00	\$3,402.00	\$0.00
153115	05/30/2024	Reconciled		06/04/2024	Accounts Payable	FEDERAL EXPRESS CORP	\$20.68	\$20.68	\$0.00
153116	05/30/2024	Reconciled		06/03/2024	Accounts Payable	GALE/CENGAGE LEARNING	\$65.58	\$65.58	\$0.00
153117	05/30/2024	Reconciled		06/14/2024	Accounts Payable	GARI ROOFING AND CONSTRUCTION LLC	\$2,775.00	\$2,775.00	\$0.00
153118	05/30/2024	Reconciled		06/03/2024	Accounts Payable	GRAINGER INC	\$161.34	\$161.34	\$0.00
153119	05/30/2024	Reconciled		06/03/2024	Accounts Payable	HYDRO-TEMP MECHANICAL INC	\$2,078.00	\$2,078.00	\$0.00
153120	05/30/2024	Reconciled		06/04/2024	Accounts Payable	JUBITZ CORPORATION	\$2,374.97	\$2,374.97	\$0.00
153121	05/30/2024	Reconciled		06/04/2024	Accounts Payable	KPA SERVICES LLC	\$235.87	\$235.87	\$0.00
153122	05/30/2024	Reconciled		06/06/2024	Accounts Payable	MARION COUNTY CLERK	\$237.00	\$237.00	\$0.00
153123	05/30/2024	Reconciled		06/04/2024	Accounts Payable	METRO PRESORT	\$95.00	\$95.00	\$0.00
153124	05/30/2024	Open			Accounts Payable	MID-WILLAMETTE UTILITY CORD CO	\$52.00		
153125	05/30/2024	Open			Accounts Payable	MULTIVERSE INTERPRETING INC	\$328.00		
153126	05/30/2024	Reconciled		05/30/2024	Accounts Payable	NATALYS CONSTRUCTION LLC	\$2,800.00	\$2,800.00	\$0.00
153127	05/30/2024	Reconciled		06/05/2024	Accounts Payable	NICHOLAS TAYLOR dba TAYLORD LAWN CARE	\$850.00	\$850.00	\$0.00
153128	05/30/2024	Reconciled		06/05/2024	Accounts Payable	OFFICE DEPOT	\$703.81	\$703.81	\$0.00
153129	05/30/2024	Open			Accounts Payable	OSCAR LUNDEEN INC	\$204.00		
153130	05/30/2024	Reconciled		06/03/2024	Accounts Payable	PETROCARD	\$3,542.99	\$3,542.99	\$0.00
153131	05/30/2024	Reconciled		06/03/2024	Accounts Payable	PHENOVA INC	\$96.00	\$96.00	\$0.00
153132	05/30/2024	Reconciled		06/03/2024	Accounts Payable	PIERSON, HEATHER	\$453.41	\$453.41	\$0.00
153133	05/30/2024	Reconciled		06/03/2024	Accounts Payable	PROFESSIONAL INTERPRETERS, INC	\$125.00	\$125.00	\$0.00
153134	05/30/2024	Reconciled		06/05/2024	Accounts Payable	QUADIENT LEASING USA, INC.	\$411.90	\$411.90	\$0.00
153135	05/30/2024	Reconciled		06/10/2024	Accounts Payable	QUALITY FUEL TRAILER AND TANK INC.	\$37,916.00	\$37,916.00	\$0.00
153136	05/30/2024	Reconciled		06/03/2024	Accounts Payable	R.L. REIMERS COMPANY	\$167,158.85	\$167,158.85	\$0.00
153137	05/30/2024	Reconciled		06/04/2024	Accounts Payable	SIERRA SPRINGS	\$63.45	\$63.45	\$0.00
153138	05/30/2024	Reconciled		06/03/2024	Accounts Payable	SIRCHIE FINGER PRINT LABS	\$98.24	\$98.24	\$0.00
153139	05/30/2024	Reconciled		06/04/2024	Accounts Payable	SNAP-ON CREDIT LLC	\$62.41	\$62.41	\$0.00
153140	05/30/2024	Reconciled		06/03/2024	Accounts Payable	SOUTHLAND INDUSTRIES	\$2,572.00	\$2,572.00	\$0.00
153141	05/30/2024	Reconciled		06/03/2024	Accounts Payable	THOMSON REUTERS-WEST PAYMENT CENTER	\$339.00	\$339.00	\$0.00
153142	05/30/2024	Reconciled		06/06/2024	Accounts Payable	URZUA, MARICELA	\$353.54	\$353.54	\$0.00
153143	05/30/2024	Reconciled		06/07/2024	Accounts Payable	US BANK EQUIPMENT FINANCE	\$194.84	\$194.84	\$0.00
153144	05/30/2024	Reconciled		06/03/2024	Accounts Payable	VLADIMIR MAKSIMOV dba VM GLASS & MIRRORS LLC	\$4,800.00	\$4,800.00	\$0.00
153145	05/30/2024	Reconciled		06/03/2024	Accounts Payable	WAXIE SANITARY SUPPLY	\$610.22	\$610.22	\$0.00
153146	05/30/2024	Reconciled		06/03/2024	Accounts Payable	WILLIAM E ADAMS MAI	\$4,000.00	\$4,000.00	\$0.00
153147	05/30/2024	Reconciled		06/03/2024	Accounts Payable	YES GRAPHICS PRINTING CO. INC.	\$797.00	\$797.00	\$0.00
153148	05/30/2024	Open			Accounts Payable	HUBHOUND INVESTIGATIONS, INC.	\$23.00		

Payment Register

From Payment Date: 5/1/2024 - To Payment Date: 5/31/2024

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
153149	05/30/2024	Reconciled		06/04/2024	Accounts Payable	HAWKINS DELAFIELD & WOOD LLP	\$364.00	\$364.00	\$0.00
Type Check Totals:							\$1,066,831.87	\$1,062,924.96	\$0.00
EFT									
2160	05/29/2024	Reconciled		05/31/2024	Accounts Payable	US BANK	\$1,999.47	\$1,999.47	\$0.00
2161	05/29/2024	Reconciled		05/31/2024	Accounts Payable	US BANK	\$1,069.99	\$1,069.99	\$0.00
2162	05/29/2024	Reconciled		05/31/2024	Accounts Payable	US BANK	\$31.99	\$31.99	\$0.00
2163	05/29/2024	Reconciled		05/31/2024	Accounts Payable	US BANK	\$271.44	\$271.44	\$0.00
2164	05/29/2024	Reconciled		05/31/2024	Accounts Payable	US BANK	\$35.00	\$35.00	\$0.00
2165	05/29/2024	Reconciled		05/31/2024	Accounts Payable	US BANK	\$44.94	\$44.94	\$0.00
2166	05/29/2024	Reconciled		05/31/2024	Accounts Payable	US BANK	\$35.00	\$35.00	\$0.00
2167	05/29/2024	Reconciled		05/31/2024	Accounts Payable	US BANK	\$652.67	\$652.67	\$0.00
2168	05/29/2024	Reconciled		05/31/2024	Accounts Payable	US BANK	\$1,770.92	\$1,770.92	\$0.00
2169	05/29/2024	Reconciled		05/31/2024	Accounts Payable	US BANK	\$347.65	\$347.65	\$0.00
2170	05/29/2024	Reconciled		05/31/2024	Accounts Payable	US BANK	\$2,736.60	\$2,736.60	\$0.00
2171	05/29/2024	Reconciled		05/31/2024	Accounts Payable	US BANK	\$111.00	\$111.00	\$0.00
2172	05/29/2024	Reconciled		05/31/2024	Accounts Payable	US BANK	\$31.00	\$31.00	\$0.00
2173	05/29/2024	Reconciled		05/31/2024	Accounts Payable	US BANK	\$2,396.84	\$2,396.84	\$0.00
2174	05/29/2024	Reconciled		05/31/2024	Accounts Payable	US BANK	\$2,468.04	\$2,468.04	\$0.00
2175	05/29/2024	Reconciled		05/31/2024	Accounts Payable	US BANK	\$1,085.84	\$1,085.84	\$0.00
2176	05/29/2024	Reconciled		05/31/2024	Accounts Payable	US BANK	\$1,300.17	\$1,300.17	\$0.00
2177	05/29/2024	Reconciled		05/31/2024	Accounts Payable	US BANK	\$144.30	\$144.30	\$0.00
2178	05/29/2024	Reconciled		05/31/2024	Accounts Payable	US BANK	\$3,215.73	\$3,215.73	\$0.00
2179	05/29/2024	Reconciled		05/31/2024	Accounts Payable	US BANK	\$1,703.38	\$1,703.38	\$0.00
2180	05/29/2024	Reconciled		05/31/2024	Accounts Payable	US BANK	\$3,252.70	\$3,252.70	\$0.00
2181	05/29/2024	Reconciled		05/31/2024	Accounts Payable	US BANK	\$599.76	\$599.76	\$0.00
2182	05/29/2024	Reconciled		05/31/2024	Accounts Payable	US BANK	\$2,000.64	\$2,000.64	\$0.00
2183	05/29/2024	Reconciled		05/31/2024	Accounts Payable	US BANK	\$218.88	\$218.88	\$0.00
2184	05/29/2024	Reconciled		05/31/2024	Accounts Payable	US BANK	\$5,444.52	\$5,444.52	\$0.00
2185	05/29/2024	Reconciled		05/31/2024	Accounts Payable	US BANK	\$674.69	\$674.69	\$0.00
2186	05/29/2024	Reconciled		05/31/2024	Accounts Payable	US BANK	\$90.12	\$90.12	\$0.00
2187	05/29/2024	Reconciled		05/31/2024	Accounts Payable	US BANK	\$10,398.61	\$10,398.61	\$0.00

Payment Register

From Payment Date: 5/1/2024 - To Payment Date: 5/31/2024

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
2188	05/29/2024	Reconciled		05/31/2024	Accounts Payable	US BANK	\$1,252.15	\$1,252.15	\$0.00
Type EFT Totals:					29 Transactions		\$45,384.04	\$45,384.04	\$0.00
AP-A/P - Accounts Payable Totals									

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	13	\$3,443.18	\$0.00
	Reconciled	277	\$1,062,924.96	\$1,062,924.96
	Voided	3	\$463.73	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	293	\$1,066,831.87	\$1,062,924.96

EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	0	\$0.00	\$0.00
	Reconciled	29	\$45,384.04	\$45,384.04
	Voided	0	\$0.00	\$0.00
	Total	29	\$45,384.04	\$45,384.04

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	13	\$3,443.18	\$0.00
	Reconciled	306	\$1,108,309.00	\$1,108,309.00
	Voided	3	\$463.73	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	322	\$1,112,215.91	\$1,108,309.00

Grand Totals:

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	13	\$3,443.18	\$0.00
	Reconciled	277	\$1,062,924.96	\$1,062,924.96
	Voided	3	\$463.73	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	293	\$1,066,831.87	\$1,062,924.96

EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	0	\$0.00	\$0.00
	Reconciled	29	\$45,384.04	\$45,384.04
	Voided	0	\$0.00	\$0.00
	Total	29	\$45,384.04	\$45,384.04

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	13	\$3,443.18	\$0.00
	Reconciled	306	\$1,108,309.00	\$1,108,309.00
	Voided	3	\$463.73	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	322	\$1,112,215.91	\$1,108,309.00

Cash and Investment Reconciliation Report

City of Woodburn
CASH & INVESTMENT RECONCILIATION May 31, 2024
(rounded to \$1,000's)

	Bank Accounts	LGIP	PFMAM Investment Portfolio	USB Retainage Escrow	Total
Statement Balance 4/30/2024	\$ 1,752,000	\$ 43,611,000	\$ 50,832,000	\$ 5,000	\$ 96,200,000
Change in Market Value & Gain/(Loss) on Maturity/Sale	\$ -	\$ -	\$ 23,000	\$ -	\$ 23,000
Deposits/Security Purchases	\$ 3,229,000	\$ 378,000	\$ 1,000,000	\$ 21,000	\$ 4,628,000
Interest	\$ -	\$ 193,000	\$ 267,000	\$ -	\$ 460,000
Withdrawals/Disbursements/Maturities	\$ (3,744,000)	\$ -	\$ (1,296,000)	\$ -	\$ (5,040,000)
Statement Balance 5/31/2024	\$ 1,237,000	\$ 44,182,000	\$ 50,826,000	\$ 26,000	\$ 96,271,000
Deposits in Transit	\$ 423,000				\$ 423,000
Outstanding Checks - A/P & Payroll	\$ (343,000)				\$ (343,000)
					-
General Ledger Balance 5/31/2024	\$ 1,317,000	\$ 44,182,000	\$ 50,826,000	\$ 26,000	\$ 96,351,000

CASH & INVESTMENT CLASSIFICATION

Unrestricted	\$ 38,370,000
Restricted	
Capital Construction	\$ 2,279,000
System Development Charges	\$ 31,836,000
Debt Reserve	\$ -
Other Restrictions	\$ 16,710,000
URA	\$ 1,433,000
SMR Reserve	\$ 5,687,000
Held in Trust	\$ 36,000
	<u>\$ 96,351,000</u>

INVESTMENT REPORTING (in compliance with City policy)

	Average Rate		5/31/2024 Balance
LGIP	5.20%	\$ 44,182,000	\$ 44,182,000
PFMAM Investment Portfolio	4.76%	\$ 50,826,000	\$ 50,826,000
		<u>\$ 44,182,000</u>	<u>\$ 50,826,000</u>
			<u>\$ 95,034,000</u>

Redflex Traffic Systems Report - N. Pacific Highway and Mt. Hood Avenue

Red Light Enforcement

	Mar 2024	Apr 2024	May 2024	Mar-May 24 (Combined)
Total Processed Incidents	290	291	343	924
Obstructions*	34	35	33	102
Police Rejections*	126	142	158	426
Registration Issues*	13	21	19	53
Process Rejections*	56	14	28	98
Total Rejections	229	212	238	679
Approved Violations/Notices Printed	61	79	105	245

Speed Enforcement (46 mph+)

	Mar 2024	Apr 2024	May 2024	Mar-May 24 (Combined)
Total Processed Incidents	408	358	421	1,187
Obstructions*	9	10	8	27
Police Rejections*	95	78	110	283
Registration Issues*	26	15	22	63
Process Rejections*	16	22	32	70
Total Rejections	146	125	172	443
Approved Violations/Notices Printed	262	233	249	744

REJECTIONS KEY

Obstructions: Driver, vehicle or license plate obstructed.

Police Rejections: Driver not R/O, Face Obstructed, Gender Mismatched, Incorrect DMV, Invalid Offense, Police Discretion, Safe Turn on Red, Sun Glare.

Registration Issues: Extended Vehicle, Out of Country Plates, Paper Plates, Wrong or No DMV.

Process Rejections: Camera Malfunction, Plate Burn Out, Rear Plate Camera Blurry, Poor Driver Images, Too Old

June 24, 2024

TO: Honorable Mayor and City Council

FROM: Jim Row, Assistant City Administrator
Renata Wakeley, Special Projects Director

SUBJECT: **Accept the Energy Efficiency and Conservation Block Grant (EECBG) to Support EV Charging Network**

RECOMMENDATION:

Accept the Energy Efficiency and Conservation Block Grant (EECBG) grant for \$100,000 from Oregon Department of Energy (ODOE) to support installation of an estimated five (5) to six (6) dual port public Electric Vehicle (EV) charging stations throughout the community and authorize the City Administrator to sign the agreement and serve as the authorized signatory for related EECBG contract documents.

BACKGROUND:

In April 2024, the City Council authorized the Mayor to sign an Authorized Applicant Assurance Letter related to the City's proposed Energy Efficiency and Conservation Block Grant (EECBG) application to support installation of an estimated five (5) to six (6) dual port public Electric Vehicle (EV) charging stations throughout the community.

This specific EECBG program through ODOE was limited to Oregon municipalities with an estimated population under 35,000 persons to:

- Reduce fossil fuel emissions in a manner that is environmentally sustainable & maximizes benefits to communities.
- Reduce a community's total energy use.
- Improve energy efficiency in transportation, buildings, and other sectors.
- Build a clean and equitable energy economy that prioritizes disadvantaged communities and promotes equity and inclusion in the workforce opportunities and development activities.

The City submitted the grant application in April and we received the notice of intent to award in May.

DISCUSSION:

Electric vehicles have progressed significantly over the years and are becoming more popular among the general public as they have been shown to have reduced operation and maintenance costs, relative to diesel or gasoline fueled vehicles, and can offer direct federal and state incentives to purchasers.

Public Works staff conducted a preliminary review of our electric service grid to determine the viability of installation of EV charging stations at city parks and public parking lots. The ODOE EECBG grant program prioritizes community/partner involvement in project development and operations, including but not limited to surveys of the local community, attendance or participation at public meetings, and community ideas and recommendations incorporated into project plans. Staff included a small administrative fee to assist with outreach and feedback from residents, community partners, and service providers in order to identify priority locations with the greatest demand and service capacity within the city.

All funds must be expended by May 30, 2026.

FINANCIAL IMPACT:

The maximum grant for this EECBG program was \$100,000 and the City submitted for the full amount with a City match of \$6,000 in-kind staff support. We have continued to engage with PGE and electricians and still believe all work can be completed with the grant award budget.

Due to the quick turnaround on this application and funding award, the City may need to complete a supplemental budget to account for the grant award in the FY24/25 budget, if accepted.

Staff will be required to complete quarterly performance reports, as established by ODOE, during the grant period.

STATE OF OREGON DEPARTMENT OF ENERGY
GRANT AGREEMENT
(Energy Efficiency and Conservation Block Grant Program)

This Agreement is between the State of Oregon, acting by and through its Department of Energy, hereinafter referred to as “Agency,” and City of Woodburn, Oregon, hereinafter referred to as “Recipient.” Agency and Recipient may be referred to individually as a “Party” or collectively as the “Parties.”

I. PURPOSE AND AUTHORITY

A. Agency is the recipient of a grant from the U.S. Department of Energy:

Federal Funding Agency (abbreviation):	DOE
CFDA:	81.128
Federal Grant Number:	DE-SE0000377
Federal Grant Name:	Energy Efficiency and Conservation Block Grant Program
Date of Award:	December 01, 2023
Total amount of Federal Grant Award:	\$1,941,990

B. Agency enters this grant agreement under this award to reimburse Recipient for expenses not to exceed \$100,000 for implementing a project to provide electric vehicle charging stations, where Agency is carrying out the purpose of the federal award pursuant to its authority contained in ORS 469.030(2).

II. TERM OF AGREEMENT

This agreement takes effect on the date of the last signature below (“Effective Date”) and unless terminated or extended, this grant agreement expires on June 8, 2024 (“Expiration Date”). The period from the Effective Date to May 30, 2026 is referred to as the “Performance Period.” Agency will make no payment for any services performed or expenses incurred outside of the Performance Period.

III. AGREEMENT DOCUMENTS

This agreement consists of the following documents, which are listed in descending order of precedence: this Agreement less all exhibits, Exhibit A (Project Description and Budget), Exhibit B (Federal Compliance Terms), Exhibit C (US Department of Energy Special Terms and Conditions DE-SE0000377), Exhibit D (insurance), and Exhibit E (Administrative Summary) attached hereto and by this referenced made a part hereof.

IV. RECIPIENT’S OBLIGATIONS

A. **Implement Project.** The Recipient will:

1. implement the Project, as described in Exhibit A, and comply with all applicable conditions, including those stated in Exhibits B and C.
2. request a formal amendment to the project if needed. Certain changes to the Project may only be made via formal amendment to this Agreement, as identified in section IV. G. Any prior approvals are to be sought from Agency and not from the Federal Funding Agency.
3. assume sole liability for Recipient’s breach of the conditions of the grant, and shall, upon Recipient’s breach of grant conditions that causes or requires the State of Oregon to return funds to the U.S. Department of Energy, hold harmless and indemnify the State of Oregon for an amount equal to the funds which the State of Oregon is required to pay to the U.S. Department of Energy.

B. Performance and Financial Reporting

1. Weekly:

- a. Davis-Bacon Certified Payroll – All laborers and mechanics employed by the Recipient, contractors or subcontractors in the performance of construction, alteration, or repair work in excess of \$2000 on an award funded directly by or assisted in whole or in part by funds made available under this award shall be paid wages at rates not less than those prevailing on similar projects in the locality, as determined by the Secretary of Labor in accordance with subchapter IV of chapter 31 of title 40, United States Code commonly referred to as the “Davis-Bacon Act” (DBA). If project requires it, Recipient is responsible for maintaining an accurate record of hours worked and wages paid, including fringe benefit contributions, and submit certified payrolls on a weekly basis to the Agency through the DOE-provided DBA software application. Submission is required within 7 days of each pay period as part of its compliance with the Davis-Bacon Act, unless a waiver is granted to a particular contractor or subcontractor because it is unable or limited in its ability to use of access. The recipient should indicate if they will seek a waiver.

2. Quarterly:

- a. NEPA Reporting - All activities involving ground disturbance require quarterly NEPA log submittals. Template NEPA logs can be found at www.energy.gov/node/4816816. Log must be submitted to the Agency no later than the 15th of the month following the quarterly reporting period January 1-March 31, April 1-June 30, July 1-September 30, and October 1-December 31, including final reporting period/award closeout.
- b. Performance Reporting – Recipient is required to submit a Performance Report for the project. This report summarizes the entirety of work performed by the Recipient and contractors. The Performance Report includes activity status, milestones, financial metrics, process metrics, and qualitative descriptions. The Recipient will use these to track goals and overall progress. Financial metrics will consist of the outlays for each period. Qualitative descriptions will be for Recipients to add notes for the Agency or add any supplemental information not conveyed through the process metrics. Performance Report must be submitted to the Agency no later than the 15th of the month following the quarterly reporting period January 1-March 31, April 1-June 30, July 1-September 30, and October 1-December 31.

3. Annual:

- a. Good Jobs Report - The report focuses on good jobs provided to employees through program funds. Recipient must submit report annually, no later than the 15th of the month following the end of the federal fiscal year October 1-September 30, including final reporting period/award closeout.
- b. Historic Preservation Report - Activities utilizing the Historic Preservation Programmatic Agreements must submit an annual Historic Preservation report. Recipient must submit report annually, no later than September 1 of each year.
- c. Annual Independent Audit - As required by 2 CFR 200 Subpart F, non-federal entities that expend \$750,000 or more during the non-federal entity's fiscal year in federal awards must have a single or program-specific audit conducted. The Recipient must comply with the annual independent audit requirements in 2 CFR

200.500 through .521 for institutions of higher education, nonprofit organizations, and state and local governments (Single audit), and 2 CFR 910.500 through .521 for for-profit entities (Compliance audit).

The annual independent audits must be paid for by the Recipient. To minimize expense, the Recipient may have a Compliance audit in conjunction with its annual audit of financial statements. The financial statement audit is **not** a substitute for the Compliance audit. If the audit (Single audit or Compliance audit, depending on Recipient entity type) has not been performed or completed prior to the closeout of the award, DOE may impose one or more of the actions outlined in 2 CFR 200.339, Remedies for Noncompliance.

Recipient must submit audit annually, within the earlier of 30 days after receipt of the auditor's report(s) or 9 months after the end of the audit period (recipient's fiscal year-end).

4. Award Closeout:

- a. Tangible Personal Property Report – Recipient must submit a final inventory of and request disposition instructions for any federally-owned property and/or property or equipment acquired with project funds with an acquisition cost above \$5,000. This final inventory must be submitted to the Agency within 30 days after expiration or termination of the award.

If disposition occurs at any time other than award closeout, the Recipient shall notify the Agency.

Only the DOE Contracting Officer has authority to approve disposition requests and issue disposition instructions to the Agency.

5. Special Reporting:

- a. DOE Conflict of Interest Form – Every Investigator must submit a disclosure of significant financial interest prior to participating in a project, and then annually, or within 30 days of discovering or acquiring a new significant financial interest, or new hire who will be supporting the federal award, per [DOE's Interim Conflict of Interest Policy](#). Within 180 days of the date of the Award, Recipient must be in full compliance with the other requirements set forth in DOE's interim Conflict of Interest Policy.
- b. Buy American Certification of Compliance – Per the [DOE Buy America Financial Assistance Letter](#), Recipient must provide certifications (or equivalent documentation) to Agency for proof of compliance that the articles, materials, and supplies that are consumed in, incorporated into, affixed to, or otherwise used in the infrastructure project, not covered by a waiver or exemption, are produced in the United States. The certification must be provided by the suppliers or manufacturers of iron, steel, manufactured products and construction materials. Recipient must submit to the Agency as needed/acquired.
- c. Federal Funding Accountability and Transparency Act (FFATA) – Recipient must provide the Agency with a report of the total compensation for each of the five most highly compensated executives for the preceding completed fiscal year if:
 - i. the total Federal funding authorized to date under this award is \$30,000 or more;

ii. in the preceding fiscal year, Recipient received;

- 80 percent or more of your annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and
- \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and

iii. The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/execomp.htm>.)

Recipient must provide the Agency with this information by the 15th of the month following the month in which this award is made.

d. Uniform Commercial Code (UCC) Financing Statements - If a for-profit Recipient desires to purchase a piece of equipment for their project, and the per-unit dollar value of said equipment is \$5,000 or more, and the federal share of the financial assistance agreement is more than \$1M, the Recipient must submit a UCC financing statement. This statement is due to the Agency within 5 days of the event.

A UCC financing statement provides public notice that the federal government has an undivided reversionary interest in the equipment, and as such the equipment cannot be sold or used as collateral for a loan (encumbered).

The for-profit recipient or subrecipient must file the UCC financing statement(s) with the Secretary of State where the equipment will be physically located and must pay any associated costs for such filings.

The initial UCC financing statement may also be referred to as a UCC1. For additional pieces of equipment not specified in the award budget, TBD equipment, or equipment needed in future budget periods, the recipient can file an amendment to the original UCC1 financing statement, by submitting the UCC3 financing statement amendment.

Each UCC financing statement or amendment is to be filed with the appropriate Secretary of State office, where the equipment will be physically located.

Note: All costs associated with filing UCC financing statements, UCC financing statement amendments, and UCC financing statement terminations, are allowable and allocable costs which can be charged to the federal award.

At a minimum, the recipient must have stated in their UCC financing statement in block 4. (collateral) the following:

- "Title to all equipment (not real property) purchased with federal funds under this financial assistance agreement is conditional pursuant to the terms of 2 CFR 910.360, and the federal government retains an undivided

reversionary interest in the equipment at the federal cost-share proportion specified in the award terms and conditions.”

- Federal Award Identification Number (e.g., DE-SE0000377)

6. Any other reporting requirements subsequently determined by DOE.

C. Grant Reimbursement Requests

1. **Basis of Payment.** This is a reimbursable grant program. Recipient must submit the final request for reimbursement to Agency within thirty (30) calendar days of termination of this Agreement and is due no later than May 30, 2026.

2. **Request for Reimbursement.**

- a. Recipient may request disbursement of the grant funds for up to a six-month period, but no more than once per month.
- b. To request reimbursement, Recipient must submit a signed request for reimbursement showing current and cumulative costs by budget category (i.e. Salaries, Fringe Benefits (OPE), Travel, non-expendable equipment (greater than \$5,000 per item), Supplies (less than \$5,000 per item), Contract Services, Construction, Indirect Costs, (if contained in the budget depicted in Exhibit A), and the total of current and cumulative match.
- c. This request for reimbursement must include the following (or a substantially similar) certification: “By signing this request for reimbursement, I certify to the best of my knowledge and belief that the information is correct, that all expenditures were made in accordance with the award conditions, and that the amount due, indicated for the current period, has not been previously requested.”

D. **Unauthorized use of grant funds.** Recipient will only be reimbursed for allowable costs necessary for implementing the project, including allowable costs in the form of payments to subrecipients and subcontractors, under the terms of this Agreement including all its Exhibits.

E. **Dual Payment.** The Recipient may not be compensated for or receive any other form of dual payment for the costs reimbursed by Agency for the Project described in Exhibit A from any agency of the State of Oregon, the United States of America, or any other party.

F. **Obtain Written Amendment prior to making changes.** No waiver, consent, modification or change of terms of this agreement shall bind either party unless in writing and signed by both Agency and Recipient. Such waiver, consent, modification or change, if made, shall be effective only in the specific instance and for the specific purpose given.

1. **When Amendment Needed.** Recipient must request an amendment to this agreement prior to any of the following changes:
 - a. If the federal award received by Agency is more than \$100,000, when the recipient determines that the budgeted amount within any budget category is going to change by an amount that exceeds 10% of the total grant funds.
 - b. If recipient revises the scope or objectives of the Project (as identified in Exhibit A);
 - c. If Recipient needs additional time to complete the project beyond the Term of Agreement or Period of Performance identified in Section II of this Agreement;

- d. If Recipient changes key persons in cases where specific persons are identified in Exhibit A of this Agreement;
- e. If the Recipient intends to purchase equipment with a per unit value of \$5,000 or more, and the costs have not been identified in Exhibit A;
- f. If the Recipient wants to subgrant or contract out services to a third party to perform activities which are central to the purpose of the work to be performed under this Agreement, where not already identified in Exhibit A.

2. Amendment Process.

- a. Any and all requests to Agency for Amendment(s) to this agreement must:
 - i. be in writing addressed to Agency's Contract Administrator;
 - ii. be made to Agency as early as possible because these types of changes may require prior approval of U.S. Department of Energy before the change can be implemented;
 - iii. be made to Agency at least 60 days prior to the expiration of the agreement; and
 - iv. state the reasons for the need to amend the agreement.
- b. Upon receipt of any request for amendment to this Agreement, Agency will review the request and
 - i. If in agreement with the request, and if necessary, seek approval from U.S. Department of Energy promptly, and inform Recipient of U.S. Department of Energy's decision, including the date of U.S. Department of Energy approval, as soon as possible.
 - ii. If an amendment is approved, prepare a written amendment for signature by Agency and Recipient.
 - iii. If an amendment is denied, submit a written notice to Recipient that the Amendment request is denied.

G. Maintain Records. Recipient shall create and maintain fiscal records in accordance with generally accepted accounting principles and in sufficient detail to permit Agency, the Oregon Secretary of State's Office, the federal awarding agency and their authorized representatives to verify how grant funds were used.

- 1. Expenditures. All grant revenues and expenditures shall be documented in such a way as to readily identify and distinguish revenue and expenditures specific to this agreement from other federal and non-federal funding sources.
- 2. Funds Received. Recipient shall assume liability for all funds received pursuant to this agreement and shall assume responsibility for repayment to Agency of any expenditures not authorized by this agreement.
- 3. Recipient shall retain all records (whether in electronic or hard copy form) created or maintained pertinent to this agreement (fiscal, program, and administrative) for a period of at least six (6) years from the date Recipient submits its project completion report.

4. Records related to any real property or equipment purchased under this Agreement shall be maintained for a period of six years starting from the date of disposition, replacement or transfer of the real property or equipment.
- H. Provide access to records.** Recipient will provide access to Agency, the Federal Awarding Agency, the Comptroller General of the United States, the Secretary of State's Office of the State of Oregon and their duly authorized representatives to the books, documents, papers and records (whether in electronic or hard copy form) of Recipient that are directly related to this agreement, the Project or the Grant Funds provided hereunder, for the purpose of monitoring compliance with this agreement, making audits, examinations, excerpts, and transcripts.
- I. Audits.** Subrecipient is responsible to comply with audit requirements and standards under 2 CFR Part 200 as amended by 2 CFR Part 910.
- J. Closeout.** Agency will close-out this award under this Agreement when it determines that all applicable administrative actions and all required work of this Agreement have been completed by the Recipient. Recipient must:
1. Submit no later than 30 calendar days after the end date of the period of performance, all financial, performance and other reports as required by the terms and conditions of this Agreement.
 2. Liquidate all obligations incurred under this Agreement within 30 days after the end date of this Agreement.
 3. Make prompt payments to its subcontractors, if any, for allowable costs under this Agreement.
 4. Must promptly refund any balances of unobligated cash that Agency paid in advance or paid and that are not authorized to be retained by the Recipient for use in other projects.
 5. Must make a settlement for any upward or downward adjustments to the award share costs after closeout reports are received.
 6. Must account for any real and personal property, if any, acquired from this Agreement.
 7. Complete all closeout actions no later than one year after receipt and acceptance of all required final reports.

V. AGENCY'S OBLIGATION

Provide funds. Agency agrees to pay Recipient the total sum not to exceed \$100,000 ("Grant Funds") to reimburse Recipient for the allowable costs of implementing the Project as described in Exhibit A upon the following conditions:

- A.** Agency has received sufficient funding, appropriations and expenditure authorizations to allow Agency, in the exercise of its reasonable administrative discretion, to make the disbursement.
- B.** Agency has determined that Recipient has satisfied applicable grant conditions.
- C.** Agency will pay Recipient no later than thirty calendar days (30) days following receipt and approval of Recipient's request for reimbursement.
- D.** Agency will not pay for any project work performed before the beginning date or after the expiration date of the Performance Period identified in Section II.
- E.** Agency is not obligated to pay the Recipient if the Final Project Report and/or the Final Grant Reimbursement Request Form are delivered to Agency more than thirty calendar days (30) days after the expiration of the Performance Period.
- F.** Agency will pay Recipient an approved federally recognized indirect cost rate negotiated between the Recipient and the federal government, or if no such rate exists, either a rate negotiated

between Agency and Recipient or a de minimis indirect cost rate as defined in 2 C.F.R. § 200.414.

VI. STANDARD CONDITIONS

- A. Notice.** All notices required or allowed to be given by this Agreement shall be by first-class mail, facsimile, or e-mail and addressed to the Administrative and Project Manager contact of each organization as listed in Exhibit E.
- B. Circumstances outside of Parties' Control.** Neither Agency nor the Recipient will be held responsible for delay or failure to perform when such act or delay or failure is due to fire, flood, epidemic, strikes, acts of God or the public enemy, legal acts of public authorities, or delays or defaults caused by public carriers, which cannot be reasonably foreseen or provided against.
- C. Contribution.**

If any third party makes any claim or brings any action, suit or proceeding alleging a tort as now or hereafter defined in ORS 30.260 ("Third Party Claim") against a party (the "Notified Party") with respect to which the other party ("Other Party") may have liability, the Notified Party must promptly notify the Other Party in writing of the Third Party Claim and deliver to the Other Party a copy of the claim, process, and all legal pleadings with respect to the Third Party Claim. Either party is entitled to participate in the defense of a Third Party Claim, and to defend a Third Party Claim with counsel of its own choosing. Receipt by the Other Party of the notice and copies required in this paragraph and meaningful opportunity for the Other Party to participate in the investigation, defense and settlement of the Third Party Claim with counsel of its own choosing are conditions precedent to the Other Party's liability with respect to the Third Party Claim.

With respect to a Third Party Claim for which the Agency is jointly liable with the Recipient (or would be if joined in the Third Party Claim), Agency shall contribute to the amount of expenses (including attorneys' fees), judgments, fines and amounts paid in settlement actually and reasonably incurred and paid or payable by Recipient in such proportion as is appropriate to reflect the relative fault of Agency on the one hand and of Recipient on the other hand in connection with the events which resulted in such expenses, judgments, fines or settlement amounts, as well as any other relevant equitable considerations. The relative fault of Agency on the one hand and of Recipient on the other hand shall be determined by reference to, among other things, the parties' relative intent, knowledge, access to information and opportunity to correct or prevent the circumstances resulting in such expenses, judgments, fines or settlement amounts. Agency's contribution amount in any instance is capped to the same extent it would have been capped under Oregon law if Agency had sole liability in the proceeding.

With respect to a Third Party Claim for which Recipient is jointly liable with Agency (or would be if joined in the Third Party Claim), Recipient shall contribute to the amount of expenses (including attorneys' fees), judgments, fines and amounts paid in settlement actually and reasonably incurred and paid or payable by Agency in such proportion as is appropriate to reflect the relative fault of Recipient on the one hand and of Agency on the other hand in connection with the events which resulted in such expenses, judgments, fines or settlement amounts, as well as any other relevant equitable considerations. The relative fault of Recipient on the one hand and of Agency on the other hand shall be determined by reference to, among other things, the parties' relative intent, knowledge, access to information and opportunity to correct or prevent the circumstances resulting in such expenses, judgments, fines or settlement amounts. Recipient's contribution amount in any instance is capped to the same extent it would have been capped under Oregon law if it had sole liability in the proceeding.

- D. State Tort Claims Act.** Recipient is responsible for the acts, omissions, or negligence of its own officers, employees, agents, or subcontractors. Agency is responsible to the extent permitted by the Oregon Tort Claims Act (ORS 30.260-30.300) only for the acts, omissions, or negligence of its own officers, employees or agents. Recipient and its officers, employees, agents, subcontractors, or volunteers are not considered “officers, employees, or agents” of the State of Oregon as those terms are used in ORS 30.265.
- E. Insurance.** Recipient shall maintain insurance as set forth in Exhibit D. Recipient shall furnish to Agency a Certificate of Insurance for the coverage and limits set forth in Exhibit D which is to be in force and applicable to the Project for the duration of the Agreement.
- F. Dispute Resolution and Consent to Jurisdiction.**
1. If a dispute should arise out of this Agreement, the Parties may attempt in good faith to resolve the dispute short of litigation. This may be done through communication between the Parties at any management level, including at a level higher than persons directly responsible for administration of the Agreement or the Parties may agree to utilize a jointly selected mediator or arbitrator (for non-binding arbitration), or both.
 2. However, if a dispute is not resolved short of litigation, the Parties agree this Agreement is governed by and construed in accordance with the laws of the State of Oregon without regard to principles of conflicts of law. Any claim, action, suit, or proceeding (collectively “Claim”) between Agency or any other agency or department of the State of Oregon, or both, and Recipient that arises from or relates to this Agreement must be brought and conducted solely and exclusively within the Circuit Court of Marion County for the State of Oregon; provided, however, if a Claim must be brought in a federal forum, then it will be brought and conducted solely and exclusively within the United States District Court for the District of Oregon. In no event may this section be construed as a waiver by the State of Oregon of any form of defense or immunity, whether sovereign immunity, governmental immunity, immunity based on the eleventh amendment to the Constitution of the United States, or otherwise, to or from any Claim or from the jurisdiction of any court. GRANTEE, BY EXECUTION OF THIS GRANT, HEREBY CONSENTS TO THE PERSONAL JURISDICTION OF SUCH COURTS.

G. Termination and Default

1. **For Convenience.** Either party may terminate this Agreement at any time prior to the expiration date of this Agreement upon 15 days of written notice to the other party. Upon termination under this paragraph by Recipient, Recipient shall repay Agency all amounts disbursed by Agency to Recipient under this Agreement. Upon termination by Agency under this paragraph, Agency will not be obligated to make payments for any work not completed by Recipient as of the date of the Notice of Termination.
2. **Agency Termination.** Agency may terminate this Agreement:
 - a. Immediately upon written notice to Recipient, if Agency does not obtain sufficient funding and expenditure authorizations to allow Agency to meet its payment obligations under this Agreement.
 - b. Immediately if Recipient commits any material breach or default of any covenant, warranty, obligation, or other provision under this Agreement or

fails to perform under this Agreement within the applicable time specified under this Agreement provided such breach or default is not cured within 30 days after receiving notice of such breach or default.

- c. Immediately upon written notice to Recipient if state or federal laws, regulations, or guidelines are modified, changed, or interpreted in such a way that Agency does not have the authority to provide Grant Funds for the Project or no longer has the authority to provide the Grant Funds from the funding source it had planned to use.

- 3. **Remedies.** In the event a Party commits any material breach or default of any covenant, warranty, obligation, or other provision of this Agreement, the other Party may, at its option, pursue any or all of the remedies available to it under this Agreement and at law or in equity, including, without limitation:

- a. Withhold all monies due under the Agreement;
- b. Exercise a setoff against any amounts due under this Agreement;
- c. Wholly or partly suspend or terminate this Agreement;
- d. Institute the dispute resolution process as outlined in Section VI.F. of this Agreement; and
- e. Take other remedies that may be legally available.

These remedies are cumulative to the extent the remedies are not inconsistent, and the non-defaulting Party may pursue any remedy or remedies singly, collectively, successively or in any order whatsoever.

- 4. **Recipient's Obligation upon submittal or receipt of notice of termination.**

- a. Within 30 days of submittal or receipt of a notice of termination of this agreement, the Recipient must submit a final project report for work completed prior to termination.
- b. In the event that Recipient has materially failed to comply with this Agreement and such non-compliance has resulted in the Federal Funding Agency terminating Agency's grant or causes or requires Agency to return funds to the Federal Funding Agency, Recipient will return to Agency an amount equal to the funds which Agency is not reimbursed for or is required to return to Federal Funding Agency.

- 5. **Agency's Obligations upon termination.** Upon termination of this Agreement and receipt of Recipient's final request for reimbursement, and subject to the limitations of this section, Agency will reimburse Recipient for actual and allowable costs incurred under this Agreement prior to the termination date.

- H. **No Third-Party Beneficiaries.** Agency and Recipient are the only Parties to this Agreement and are the only Parties entitled to enforce its terms. Nothing in this Agreement gives, is intended to give, or shall be construed to give or provide any benefit or right, whether directly, indirectly or otherwise, to third persons unless such third persons are individually identified by name herein and expressly described as intended beneficiaries of the terms of this Agreement.

I. Non-appropriation. Agency's obligation to pay any amounts, perform any activities or provide any items under this Agreement is conditioned upon Agency receiving funding, appropriations, limitations, allotments, or other expenditure authority sufficient to allow Agency, in the exercise of its reasonable administrative discretion, to meet its obligations under the Agreement. Nothing in this Agreement may be construed as permitting any violation of Article XI, section 7 of the Oregon Constitution or any other law limiting the activities, liabilities or monetary obligations of Agency.

J. Subgrants, Subcontracts and Assignment.

1. Recipient may not enter into any subgrant or subcontract, not already identified in Exhibit A, or assign or transfer any of its interest in this Agreement without Agency's prior written consent. Subawards and subcontracts with known parties identified in Exhibit A are deemed to be approved.
2. Any subgrant or subcontract entered into under this agreement shall contain terms and conditions substantially similar to this Agreement, including Federal provisions contained in Exhibits B and C.
3. Any contract entered into under this agreement:
 - a. Shall be awarded in accordance with 2 C.F.R. §200.317 to §200.326 Procurement Standards.
 - b. Shall contain the applicable terms and conditions of Exhibits B and C.
 - c. If the contract is not to a unit of local government as defined in ORS 190.003, the contract shall require the contractor to indemnify, defend, save and hold harmless the State of Oregon and its officers, employees, and agents ("indemnitee") from and against any and all claims, actions, liabilities, damages, losses, or expenses arising from a tort (as now or hereafter defined in in ORS 30.260), caused, or alleged to be caused, in whole or in part, by the negligent or willful acts or omissions of Recipient's contractor or any of the officers, agents, employees, or subcontractors of the contractor ("claims"). It is the specific intention of the parties that the Indemnitee shall, in all instances, except for claims arising solely from the negligent or willful acts or omissions of the Indemnitee, be indemnified by the contractor from and against any and all Claims.
4. Recipient must require its first-tier contractor(s) (i.e. a contractor with which the Recipient directly enters a contract) that are not units of local governments as defined in ORS 190.003, if any, to (i) obtain insurance specified under Exhibit C of this Agreement, (ii) maintain the insurance in full force throughout the duration of the contract. The insurance must be provided by insurance companies or entities that are authorized to transact the business of insurance and issue coverage in the State of Oregon and that are acceptable to Agency. Recipient shall not authorize contractors to begin work under the contract until the insurance is in full force. Thereafter, the Recipient shall monitor continued compliance with the insurance requirements on an annual or more frequent basis. Recipient shall incorporate appropriate provisions in the contracts permitting it to enforce contractor compliance with the insurance requirements and shall take all reasonable steps to enforce compliance. In no event shall recipients permit a contractor to work under a contract when the Recipient is aware that the contractor is not in compliance with the insurance requirements.

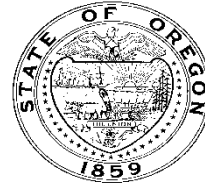
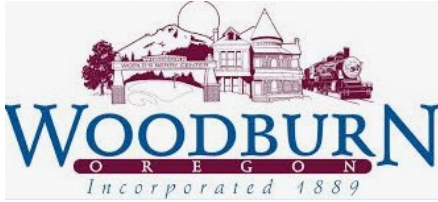
K. Compliance with Applicable Law. Recipient agrees to comply with all federal, state and local laws, regulations, executive orders and ordinances applicable to this Agreement or to Recipient's

obligations under this Agreement, as those laws, regulations and ordinances may be adopted or amended from time to time and as identified in Exhibit B.

- L. Integration.** This agreement, including all Exhibits, constitutes the entire agreement between the parties on the subject matter hereof. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this agreement. The failure of either party to enforce any provision of this agreement shall not constitute a waiver by that party of that or any other provision.
- M. Counterparts.** This Agreement may be executed in several counterparts, all of which when taken together constitute one agreement binding on Recipient and Agency, notwithstanding that all parties are not signatories to the same counterpart. Each copy of this Agreement so executed constitutes an original.
- N. Severability.** The Parties agree if any term or provision of this Agreement is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions will not be affected, and the rights and obligations of the Parties will be construed and enforced as if the Agreement did not contain the particular term or provision held to be invalid.
- O. Conflict of Interest.** Grantee by signature to this Agreement declares and certifies the award of this Grant and the Project activities to be funded by this Grant, create no potential or actual conflict of interest, as defined by ORS Chapter 244, for a director, officer, or employee of Grantee.
- P. Construction.** The Parties agree and acknowledge that the rule of construction that ambiguities in a written agreement are to be construed against the party preparing or drafting the agreement shall not be applicable to the interpretation of this Agreement.

The Recipient, by signature of its authorized official, hereby acknowledges that he/she has read this Agreement, understands it, agrees to be bound by its terms and conditions (including all references to other documents) and is authorized by the authorized official to execute this Agreement on the authorized official's behalf. Failure to comply with this Agreement and with applicable State and Federal rules and guidelines may result in the withholding of reimbursement, the termination or suspension of the Agreement, denial of future grants, and damages to Agency.

Signatures on next page.



STATE OF OREGON
Acting by and through its
OREGON DEPARTMENT OF ENERGY
("Agency")

City of Woodburn

Signature

Printed Name/Title

Date: _____

Signature

Alan Zelenka, Assistant Director

Date: _____

Signature

Danae Hammitt, Designated Procurement Officer

Date: _____

Signature

Janine Benner, Director

Date: _____

Legal Sufficiency Approval: Not required for individual Performance Agreements; template approved by DOJ on 2/29/24

EXHIBIT A

FEDERAL AWARD IDENTIFICATION (TO INCLUDE PROJECT DESCRIPTION AND BUDGET)

Federal Award Information (as required by 2 CFR 200.332)		Response
Subrecipient's name	(Program Lead to enter, based on Subrecipient application)	City of Woodburn
Subrecipient's unique entity identifier (UEI)	(Program Lead to enter, based on Subrecipient application)	XFXCFLYQ8DP6
Federal Award Identification Number (FAIN)	(Enter FAIN)	DE-GD0000377
Federal award date of award to the recipient by the Federal agency	(Enter Recipient Award Date)	December 1, 2023
Subaward period of performance start and end date	(Program Lead to enter, based on Section II of Agreement)	June 8, 2024 to May 30, 2026
Subaward budget period start and end date	(Program Lead to enter, based on Section II of Agreement)	June 8, 2024 to May 30, 2026
Amount of federal funds obligated by this action by the pass-through entity to the subrecipient	(Program Lead to enter, based on Section I., subsection B. of Agreement, can expand to include budget per federal category)	\$100,000
Total amount of federal funds obligated to the subrecipient by the pass-through entity including the current financial obligation	(Program Lead to enter, may be the same as above, but may increase based on subsequent rounds of funding)	\$100,000
Total amount of the federal award committed to the subrecipient by the pass-through entity	(Program Lead to enter, may be the same as above, but may increase based on subsequent rounds of funding)	\$100,000
Federal award project description, as required to be responsive to the Federal Funding Accountability and Transparency Act (FFATA)	(Program Lead to enter)	Recipient will use funding for EECBG Blueprint #4B – EV Charging. Reduce fossil fuel emissions in a manner that maximizes benefit to disadvantage community members and promotes equity and inclusion by making EV charging more accessible to the general public and specifically those in a diversity of housing types and locations in Woodburn.
Name of federal awarding agency, name of pass-through entity, and contact information for awarding official of the pass-through entity.	(Enter federal contact information)	Jason Nguyen Phone: 202-450-0524 U.S. Department of Energy Golden Field Office 15013 Denver West Parkway Golden, CO 80401
Assistance Listing number and Title; the contributing agency	(Enter federal award information)	81.128

must identify the dollar amount made available under each federal award and the Assistance Listing number at time of disbursement		Energy Efficiency and Conservation Block Grant Program (EECBG)
Identification of whether the award is research and development (R&D)		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Subrecipient indirect cost rate for the Federal award (including if the de minimis rate is charged) per § 200.414	(Program Lead to enter, based on Subrecipient application)	N/A

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EXHIBIT B

FEDERAL COMPLIANCE TERMS

I. Project Title: Energy Efficiency and Conservation Block Grant – Blueprint #4B EV Charging

II. Agency Project Specific Compliance Requirements:

Recipient must comply, and include such requirement in any contractual agreement with all subrecipients and subcontractors associated with this Agreement, with the applicable special provisions and conditions of U.S. Department of Energy Assistance Agreement grant award number DE-SE0000377 (“Assistance Agreement”), which is attached to the Agreement as Exhibit C.

III. Federal Terms and Conditions:

Without limiting the general requirement of Section VI.K of the Agreement, or Section II of this Exhibit, Recipient is responsible to comply with the following Federal Terms and Conditions, as applicable. Recipient must include and incorporate the provisions described below in all contracts and subgrants that may use, in whole or in part, the funds provided by this Agreement.

A. 2 C.F.R. part 200 as amended by 2 C.F.R. part 910.

B. If the Recipient (including any of its subrecipients and contractors) anticipates involving foreign nationals in the performance of this award, the Recipient must provide Agency with specific information about each foreign national to ensure compliance with the requirements for foreign national participation and access approvals. The volume and type of information required may depend on various factors associated with the award.

Approval for foreign nationals in Principal Investigator/Co-Principal Investigator roles, from countries of risk (i.e., China, Iran, North Korea, and Russia), and from countries identified on the U.S. Department of State’s list of State Sponsors of Terrorism (<https://www.state.gov/state-sponsors-of-terrorism/>) must be obtained from the U.S. Department of Energy (“DOE”) before they can participate in the performance of any work under this award.

A “foreign national” is defined as any person who is not a United States citizen by birth or naturalization. DOE may elect to deny a foreign national’s participation in the award. Likewise, DOE may elect to deny a foreign national’s access to DOE sites, information, technologies, equipment, programs, or personnel.

C. Nondisclosure and Confidentiality Agreements Assurances

1. By entering into this agreement, the Recipient attests that it **does not and will not** require its employees or contractors to sign internal nondisclosure or confidentiality agreements or statements prohibiting or otherwise restricting its employees or contractors from lawfully reporting waste, fraud, or abuse to a designated investigative or law enforcement representative of a Federal department or agency authorized to receive such information.

2. The Recipient further attests that it **does not and will not** use any Federal funds to implement or enforce any nondisclosure and/or confidentiality policy, form, or agreement it uses unless it contains the following provisions:

a. *“These provisions are consistent with and do not supersede, conflict with, or otherwise alter the employee obligations, rights, or liabilities created by existing statute or Executive order relating to (1) classified information, (2) communications to Congress, (3) the reporting to an Inspector General of a violation of any law, rule, or regulation, or mismanagement, a gross waste of funds, an abuse of authority, or a substantial and specific danger to public health or safety, or (4) any other*

whistleblower protection. The definitions, requirements, obligations, rights, sanctions, and liabilities created by controlling Executive orders and statutory provisions are incorporated into this agreement and are controlling.”

- b. The limitation above shall not contravene requirements applicable to Standard Form 312, Form 4414, or any other form issued by a Federal department or agency governing the nondisclosure of classified information.
- c. Notwithstanding provision listed in paragraph (a), a nondisclosure or confidentiality policy form or agreement that is to be executed by a person connected with the conduct of an intelligence or intelligence-related activity, other than an employee or officer of the United States Government, may contain provisions appropriate to the particular activity for which such document is to be used. Such form or agreement shall, at a minimum, require that the person will not disclose any classified information received in the course of such activity unless specifically authorized to do so by the United States Government. Such nondisclosure or confidentiality forms shall also make it clear that they do not bar disclosures to Congress, or to an authorized official of an executive agency or the Department of Justice, that are essential to reporting a substantial violation of law.

D. Interim Conflict of Interest Requirements for Financial Assistance

The DOE interim Conflict of Interest Policy for Financial Assistance (COI Policy) can be found at <https://www.energy.gov/management/department-energy-interim-conflict-interest-policy-requirements-financialassistance>. This policy is applicable to all non-Federal entities applying for, or that receive, DOE funding by means of a financial assistance award (e.g., a grant, cooperative agreement, or technology investment agreement) and, through the implementation of this policy by the entity, to each Investigator who is planning to participate in, or is participating in, the project funded wholly or in part under this Award. The term “Investigator” means the PI and any other person, regardless of title or position, who is responsible for the purpose, design, conduct, or reporting of a project funded by DOE or proposed for funding by DOE. Further, the Recipient must identify all financial conflicts of interests (FCOI), i.e., managed and unmanaged/ unmanageable, in its initial and ongoing FCOI reports.

Prior to award, the Recipient was required to: 1) ensure all Investigators on this Award completed their significant financial disclosures; 2) review the disclosures; 3) determine whether a FCOI exists; and 4) provide Agency with an initial FCOI report that includes all FCOIs (i.e., managed and unmanaged/unmanageable). Within 180 days of the date of the Award, the Recipient must be in full compliance with the other requirements set forth in DOE’s interim COI Policy.

E. Buy American Requirement for Infrastructure Projects

1. Definitions

- a. “Components” are defined as the articles, materials, or supplies incorporated directly into the end manufactured product(s).
- b. “Construction Materials” are an article, material, or supply—other than an item primarily of iron or steel; a manufactured product; cement and cementitious materials; aggregates such as stone, sand, or gravel; or aggregate binding agents or additives—that is used in an infrastructure project and is or consists primarily of non-ferrous metals, plastic and polymer-based products (including polyvinylchloride, composite building materials, and polymers used in fiber optic cables), glass (including optic glass), lumber, drywall, coatings (paints and stains), optical fiber, clay brick; composite building materials; or engineered wood products.

- c. “Domestic Content Procurement Preference Requirement” means a requirement that no amounts made available through a program for federal financial assistance may be obligated for an infrastructure project unless—

- (A) all iron and steel used in the project are produced in the United States;

- (B) the manufactured products used in the project are produced in the United States; or

- (C) the construction materials used in the project are produced in the United States.

Also referred to as the Buy America Requirement

- d. “Infrastructure” includes, at a minimum, the structures, facilities, and equipment located in the United States, for: roads, highways, and bridges; public transportation; dams, ports, harbors, and other maritime facilities; intercity passenger and freight railroads; freight and intermodal facilities; airports; water systems, including drinking water and wastewater systems; electrical transmission facilities and systems; utilities; broadband infrastructure; and buildings and real property; and generation, transportation, and distribution of energy - including electric vehicle (EV) charging. The term “infrastructure” should be interpreted broadly, and the definition provided above should be considered as illustrative and not exhaustive.
- e. “Manufactured Products” are items used for an infrastructure project made up of components that are not primarily of iron or steel; construction materials; cement and cementitious materials’ aggregates such as stone, sand, or gravel; or aggregate binding agents or additives.
- f. “Primarily of iron or steel” means greater than 50% iron or steel, measured by cost.
- g. “Project” means the construction, alteration, maintenance, or repair of infrastructure in the United States.
- h. “Public” The Buy America Requirement does not apply to non-public infrastructure. For purposes of this guidance, infrastructure should be considered “public” if it is: (1) publicly owned or (2) privately owned but utilized primarily for a public purpose. Infrastructure should be considered to be “utilized primarily for a public purpose” if it is privately operated on behalf of the public or is a place of public accommodation.

2. Buy America Requirement

None of the funds provided under this award (federal share or recipient cost-share) may be used for a project for infrastructure unless:

- a. All iron and steel used in the project is produced in the United States—this means all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States;
- b. All manufactured products used in the project are produced in the United States—this means the manufactured product was manufactured in the United States; and the cost of the components of the manufactured product that are mined, produced, or manufactured in the United States is greater than 55 percent of the total cost of all components of the manufactured product, unless another standard for determining the minimum amount of domestic content of the manufactured product has been established under applicable law or regulation; and

- c. All construction materials are manufactured in the United States—this means that all manufacturing processes for the construction material occurred in the United States.

The Buy America Requirement only applies to articles, materials, and supplies that are consumed in, incorporated into, or permanently affixed to an infrastructure project. As such, it does not apply to tools, equipment, and supplies, such as temporary scaffolding, brought into the construction site and removed at or before the completion of the infrastructure project. Nor does a Buy America Requirement apply to equipment and furnishings, such as movable chairs, desks, and portable computer equipment, that are used at or within the finished infrastructure project but are not an integral part of the structure or permanently affixed to the infrastructure project.

Recipients are responsible for administering their award in accordance with the terms and conditions, including the Buy America Requirement. The recipient must ensure that the Buy America Requirement flows down to all subawards and that the subawardees and subrecipients comply with the Buy America Requirement. The Buy America Requirement term and condition must be included all sub-awards, contracts, subcontracts, and purchase orders for work performed under the infrastructure project.

3. Certification of Compliance

The Recipient must certify or provide equivalent documentation for proof of compliance that a good faith effort was made to solicit bids for domestic products used in the infrastructure project under this Award.

The Recipient must also maintain certifications or equivalent documentation for proof of compliance that those articles, materials, and supplies that are consumed in, incorporated into, affixed to, or otherwise used in the infrastructure project, not covered by a waiver or exemption, are produced in the United States. The certification or proof of compliance must be provided by the suppliers or manufacturers of the iron, steel, manufactured products and construction materials and flow up from all subawardees, contractors and vendors to the Recipient. The Recipient must submit these certifications to the Agency, who must keep these certifications with the award/project files and be able to produce them upon request from DOE, auditors or Office of Inspector General.

4. Waivers

When necessary, the Recipient may apply for, and DOE may grant, a waiver from the Buy America Requirement. Requests to waive the application of the Buy America Requirement must be in writing to the Contracting Officer. Waiver requests are subject to review by DOE and the Office of Management and Budget, as well as a public comment period of no less than 15 calendar days.

Waivers must be based on one of the following justifications:

- a. Public Interest- Applying the Buy America Requirement would be inconsistent with the public interest;
- b. Non-Availability- The types of iron, steel, manufactured products, or construction materials are not produced in the United States in sufficient and reasonably available quantities or of a satisfactory quality; or
- c. Unreasonable Cost- The inclusion of iron, steel, manufactured products, or construction materials produced in the United States will increase the cost of the overall project by more than 25 percent.

Requests to waive the Buy America Requirement must include the following:

- Waiver type (Public Interest, Non-Availability, or Unreasonable Cost);

- Recipient name and Unique Entity Identifier (UEI);
- Award information (Federal Award Identification Number, Assistance Listing number);
- A brief description of the project, its location, and the specific infrastructure involved;
- Total estimated project cost, with estimated federal share and recipient cost share breakdowns;
- Total estimated infrastructure costs, with estimated federal share and recipient cost share breakdowns;
- List and description of iron or steel item(s), manufactured goods, and/or construction material(s) the recipient seeks to waive from the Buy America Preference, including name, cost, quantity(ies), country(ies) of origin, and relevant Product Service Codes (PSC) and North American Industry Classification System (NAICS) codes for each;
- A detailed justification as to how the non-domestic item(s) is/are essential the project;
- A certification that the recipient made a good faith effort to solicit bids for domestic products supported by terms included in requests for proposals, contracts, and non-proprietary communications with potential suppliers;
- A justification statement—based on one of the applicable justifications outlined above—as to why the listed items cannot be procured domestically, including the due diligence performed (e.g., market research, industry outreach, cost analysis, cost-benefit analysis) by the recipient to attempt to avoid the need for a waiver. This justification may cite, if applicable, the absence of any Buy America-compliant bids received for domestic products in response to a solicitation; and
- Anticipated impact to the project if no waiver is issued.

The Recipient should consider using the following principles as minimum requirements contained in their waiver request:

- Time-limited: Consider a waiver constrained principally by a length of time, rather than by the specific project/award to which it applies. Waivers of this type may be appropriate, for example, when an item that is “non-available” is widely used in the project. When requesting such a waiver, the Recipient should identify a reasonable, definite time frame (e.g., no more than one to two years) designed so that the waiver is reviewed to ensure the condition for the waiver (“non-availability”) has not changed (e.g., domestic supplies have become more available).
- Targeted: Waiver requests should apply only to the item(s), product(s), or material(s) or category(ies) of item(s), product(s), or material(s) as necessary and justified. Waivers should not be overly broad as this will undermine domestic preference policies.
- Conditional: The Recipient may request a waiver with specific conditions that support the policies of IIJA/BABA and Executive Order 14017.

DOE may request, and the Recipient must provide, additional information for consideration of this waiver. DOE may reject or grant waivers in whole or in part depending on its review, analysis, and/or feedback from OMB or the public. DOE's final determination regarding approval or rejection of the waiver request may not be appealed. Waiver requests may take up to 90 calendar days to process.

F. Publications

The recipient is required to include the following acknowledgement in publications arising out of, or relating to, work performed under this Award, whether copyrighted or not:

- *Acknowledgment:* “This material is based upon work supported by the U.S. Department of Energy’s Office of State and Community Energy Programs (SCEP) under the Energy Efficiency and Conservation Block Grant Program (EECBG) Award Number DE-SE0000377.”
- *Full Legal Disclaimer:* “This report was prepared as an account of work sponsored by an agency of the United States Government. Neither the United States Government nor any agency thereof, nor any of their employees, makes any warranty, express or implied, or assumes any legal liability or responsibility for the accuracy, completeness, or usefulness of any information, apparatus, product, or process disclosed, or represents that its use would not infringe privately owned rights. Reference herein to any specific commercial product, process, or service by trade name, trademark, manufacturer, or otherwise does not necessarily constitute or imply its endorsement, recommendation, or favoring by the United States Government or any agency thereof. The views and opinions of authors expressed herein do not necessarily state or reflect those of the United States Government or any agency thereof.”

Abridged Legal Disclaimer: “The views expressed herein do not necessarily represent the views of the U.S. Department of Energy or the United States Government.”

Recipients should make every effort to include the full Legal Disclaimer. However, in the event that recipients are constrained by formatting and/or page limitations set by the publisher, the abridged Legal Disclaimer is an acceptable alternative.

G. Insolvency, Bankruptcy, or Receivership

1. Recipient shall immediately notify Agency of the occurrence of any of the following events: (i) you or your parent's filing of a voluntary case seeking liquidation or reorganization under the Bankruptcy Act; (ii) your consent to the institution of an involuntary case under the Bankruptcy Act against you or your parent; (iii) the filing of any similar proceeding for or against you or your parent, or its consent to, the dissolution, winding-up or readjustment of your debts, appointment of a receiver, conservator, trustee, or other officer with similar powers over you, under any other applicable state or federal law; or (iv) your insolvency due to your inability to pay your debts generally as they become due.
2. Such notification shall be in writing and shall: (i) specifically set out the details of the occurrence of an event referenced in paragraph a; (ii) provide the facts surrounding that event; and (iii) provide the impact such event will have on the project being funded by this award.
3. Upon the occurrence of any of the four events described in the first paragraph, Agency reserves the right to conduct a review of your award to determine your compliance with the required elements of the award (including such items as cost share, progress towards technical project objectives, and submission of required reports). If the Agency review determines that there are significant deficiencies or concerns with your performance under the award, Agency reserves the right to impose additional requirements, as needed, including (i) change your payment method; or (ii) institute payment controls.
4. Failure of Recipient to comply with this term may be considered a material noncompliance of this financial assistance award by Agency.

H. Under Appendix II to 2 C.F.R. part 200 – Recipient is subject to the following provisions, as applicable.

For purposes of these provision, the following definitions apply:

“Contract” means this Agreement or any contract or subgrant funded by this Agreement.

“Contractor” and “Subrecipient” and “Non-Federal entity” mean Recipient or Recipient’s contractors or subgrantees, if any.

1. Contracts for more than the simplified acquisition threshold, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.
2. All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be affected and the basis for settlement.
3. Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of “federally assisted construction contract” in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 CFR part 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.”
4. Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland “Anti-Kickback” Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.
5. Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under

working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

6. Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of "funding agreement" under 37 CFR § 401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.
7. Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended - Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).
8. Debarment and Suspension (Executive Orders 12549 and 12689) - A contract award (see 2 CFR 180.220) must not be made to parties listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.
9. Byrd Anti-Lobbying Amendment (31 U.S.C. 1352) - Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.
10. Intellectual Property Provisions. Recipient's intellectual property rights are subject to 2 C.F.R. 200.315 (e.g. institution of higher education or nonprofit organization) or 2 C.F.R. 910.362 (e.g. for-profit), depending on which of those provisions apply to Recipient.
11. See 2 C.F.R. §200.323. Procurement of recovered materials.
12. See 2 C.F.R. § 200.216. Prohibition on certain telecommunications and video surveillance services or equipment.
13. See 2 C.F.R. § 200.322. Domestic preferences for procurements.

EXHIBIT C
U S Department of Energy Special Terms and Conditions DE-SE0000377

Oregon Department of Energy (“Recipient”), which is identified in Block 5 of the Assistance Agreement, and the Office of State and Community Energy Programs (“SCEP”), and Energy Efficiency and Conservation Block Grant Program (“EECBG”), an office within the United States Department of Energy (“DOE”), enter into this Award, referenced above, to achieve the project objectives and the technical milestones and deliverables stated in Attachment 1 to this Award.

This Award consists of the following documents, including all terms and conditions therein:

	Assistance Agreement
	Special Terms and Conditions
Attachment 1	Activity File
Attachment 2	Federal Assistance Reporting Checklist and Instructions
Attachment 3	Budget Information SF-424A
Attachment 4	Intellectual Property Provisions
Attachment 5	Energy Efficiency and Conservation Strategy
Attachment 6	NEPA Determination

The following are incorporated into this Award by reference:

- DOE Assistance Regulations, 2 CFR part 200 as amended by 2 CFR part 910 at <http://www.eCFR.gov>.
- National Policy Requirements (November 12, 2020) at <http://www.nsf.gov/awards/managing/rtc.jsp>.
- The Recipient’s application/proposal as approved by SCEP.
- Public Law 117-58, also known as the Bipartisan Infrastructure Law (BIL).

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EXHIBIT C

U S Department of Energy Special Terms and Conditions DE-SE0000377

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Subpart A. General Provisions

Term 1. Legal Authority and Effect

A DOE financial assistance award is valid only if it is in writing and is signed, either in writing or electronically, by a DOE Contracting Officer.

The Recipient may accept or reject the Award. A request to draw down DOE funds or acknowledgement of award documents by the Recipient's authorized representative through electronic systems used by DOE, specifically FedConnect, constitutes the Recipient's acceptance of the terms and conditions of this Award. Acknowledgement via FedConnect by the Recipient's authorized representative constitutes the Recipient's electronic signature.

Term 2. Flow Down Requirement

The Recipient agrees to apply the terms and conditions of this Award, as applicable, including the Intellectual Property Provisions, to all subrecipients (and subcontractors, as appropriate), as required by 2 CFR 200.101, and to require their strict compliance therewith. Further, the Recipient must apply the Award terms as required by 2 CFR 200.327 to all subrecipients (and subcontractors, as appropriate), and to require their strict compliance therewith.

Term 3. Compliance with Federal, State, and Municipal Law

The Recipient is required to comply with applicable Federal, state, and local laws and regulations for all work performed under this Award. The Recipient is required to obtain all necessary Federal, state, and local permits, authorizations, and approvals for all work performed under this Award.

Term 4. Inconsistency with Federal Law

Any apparent inconsistency between Federal statutes and regulations and the terms and conditions contained in this Award must be referred to the DOE Award Administrator for guidance.

Term 5. Federal Stewardship

SCEP will exercise normal Federal stewardship in overseeing the project activities performed under this Award. Stewardship activities include, but are not limited to, conducting site visits; reviewing performance and financial reports; providing technical assistance and/or temporary intervention in unusual circumstances to address deficiencies that develop during the project; assuring compliance with terms and conditions; and reviewing technical performance after project completion to ensure that the project objectives have been accomplished.

Term 6. NEPA Requirements

DOE must comply with the National Environmental Policy Act (NEPA) prior to authorizing the use of Federal funds. Based on all information provided by the Recipient, SCEP has made a NEPA determination by issuing a categorical exclusion (CX) for all activities listed in the Annual and Master File approved by the Contracting Officer and the DOE NEPA Determination. The Recipient is thereby authorized to use Federal funds for the defined project activities, subject the Recipient's compliance with the conditions stated below and except where such activity is subject to a restriction set forth elsewhere in this Award.

Condition(s):

1. This NEPA Determination only applies to activities funded by the Administrative and Legal Requirements Document (ALRD) for the EECBG Program Formula Infrastructure Investment and Jobs Act (EECBG Formula - IJIA) which are awarded to non-tribal recipients proposing projects with potential ground disturbing activities within states that have a DOE executed Historic Preservation Programmatic Agreement.
2. Activities not listed under "Blueprints and additional activities" within this NEPA determination are subject to additional NEPA review and approval by DOE. For activities requiring additional NEPA review, Recipients must complete the environmental questionnaire (EQ-1) found at <https://www.eere-pmc.energy.gov/NEPA.aspx> and receive notification from DOE that the NEPA review has been completed and approved by the Contracting Officer prior to initiating the project or activities.
3. Activities proposed on tribal lands or tribal properties would be restricted to homes/buildings less than forty-five (45) years old and without ground disturbance. Recipients must contact their DOE Project Officer for a Historic Preservation Worksheet to request a review of activities that are listed below on tribal homes/buildings forty- five (45) years and older and/or ground disturbing activities. The DOE NEPA team must review the Historic Preservation Worksheet and notify the Recipient's DOE Project Officer before activities listed on the Historic Preservation Worksheet may begin.
4. This authorization does not include activities where the following elements exist: extraordinary circumstances; cumulative impacts or connected actions that may lead to significant effects on the human environment; or any inconsistency with the "integral elements" (as contained in 10 CFR Part 1021, Appendix B) as they relate to a particular project.
5. The Recipient must identify and promptly notify DOE of extraordinary circumstances, cumulative impacts of connected actions that may lead to significant effects on the human environment, or any inconsistency with the "integral elements" (as contained in 10 CFR Part 1021, Appendix B) as they relate to project activities.
6. Recipients must have a DOE executed Historic Preservation Programmatic Agreement and adhere to the terms and restrictions of its DOE executed Historic Preservation Programmatic Agreement. DOE executed Historic Preservation Programmatic Agreements are available at <https://www.energy.gov/node/812599>.
7. Recipients are responsible for reviewing the online NEPA and Historic preservation training at www.energy.gov/node/4816816 and contacting EECBG.NEPA@ee.doe.gov with any EECBG NEPA or historic preservation questions.
8. Recipients are required to submit an annual Historic Preservation Report in the Performance and Accountability for Grants in Energy system (PAGE) at <https://www.page.energy.gov/default.aspx>.
9. Recipients are required to submit quarterly reports in the form of a NEPA Log. Sample NEPA Logs can be found at: www.energy.gov/node/4816816. NEPA Logs must be submitted to EECBG.NEPA@ee.doe.gov and your DOE Project Officer.
10. Most activities listed under "Blueprints and additional activities" within this NEPA determination are more restrictive than the Categorical Exclusion. The

restrictions included in the “Blueprints and additional activities” must be followed.

11. This authorization excludes any activities that are otherwise subject to a restriction set forth elsewhere in the Award.

This authorization is specific to the project activities and locations as described in the Annual and Master File approved by the Contracting Officer and the DOE NEPA Determination.

If the Recipient later intends to add to or modify the activities or locations as described in the approved Annual and Master File and the DOE NEPA Determination, those new activities/locations or modified activities/locations are subject to additional NEPA review and are not authorized for Federal funding until the Contracting Officer provides written authorization on those additions or modifications. Should the Recipient elect to undertake activities or change locations prior to written authorization from the Contracting Officer, the Recipient does so at risk of not receiving Federal funding for those activities, and such costs may not be recognized as allowable cost share.

Term 7. Notice Regarding the Purchase of American-Made Equipment and Products – Sense of Congress

It is the sense of the Congress that, to the greatest extent practicable, all equipment and products purchased with funds made available under this Award should be American-made.

Term 8. Reporting Requirements

The reporting requirements for this Award are identified on the Federal Assistance Reporting Checklist, attached to this Award. Failure to comply with these reporting requirements is considered a material noncompliance with the terms of the Award. Noncompliance may result in withholding of future payments, suspension, or termination of the current award, and withholding of future awards. A willful failure to perform, a history of failure to perform, or unsatisfactory performance of this and/or other financial assistance awards, may also result in a debarment action to preclude future awards by Federal agencies.

Term 9. Lobbying

By accepting funds under this Award, the Recipient agrees that none of the funds obligated on the Award shall be expended, directly or indirectly, to influence congressional action on any legislation or appropriation matters pending before Congress, other than to communicate to Members of Congress as described in 18 U.S.C. § 1913. This restriction is in addition to those prescribed elsewhere in statute and regulation.

Term 10. Publications

The Recipient is required to include the following acknowledgement in publications arising out of, or relating to, work performed under this Award, whether copyrighted or not:

- *Acknowledgment:* “This material is based upon work supported by the U.S. Department of Energy’s Office of State and Community Energy Programs (SCEP) under the Energy Efficiency and Conservation Block Grant Program (EECBG) Award Number DE- SE0000377.”
- *Full Legal Disclaimer:* “This report was prepared as an account of work sponsored by an agency of the United States Government. Neither the United States

Government nor any agency thereof, nor any of their employees, makes any warranty, express or implied, or assumes any legal liability or responsibility for the accuracy, completeness, or usefulness of any information, apparatus, product, or process disclosed, or represents that its use would not infringe privately owned rights. Reference herein to any specific commercial product, process, or service by trade name, trademark, manufacturer, or otherwise does not necessarily constitute or imply its endorsement, recommendation, or favoring by the United States Government or any agency thereof. The views and opinions of authors expressed herein do not necessarily state or reflect those of the United States Government or any agency thereof.”

Abridged Legal Disclaimer: “The views expressed herein do not necessarily represent the views of the U.S. Department of Energy or the United States Government.”

Recipients should make every effort to include the full Legal Disclaimer. However, in the event that recipients are constrained by formatting and/or page limitations set by the publisher, the abridged Legal Disclaimer is an acceptable alternative.

Term 11. No-Cost Extension

As provided in 2 CFR 200.308, the Recipient must provide the Contracting Officer with notice in advance if it intends to utilize a one-time, no-cost extension of this Award. The notification must include the supporting reasons and the revised period of performance. The Recipient must submit this notification in writing to the Contracting Officer and DOE Technology Manager/ Project Officer at least 30 days before the end of the current budget period.

Any no-cost extension will not alter the project scope, milestones, deliverables, or budget of this Award.

Term 12. Property Standards

The complete text of the Property Standards can be found at 2 CFR 200.310 through 200.316. Also see 2 CFR 910.360 for additional requirements for real property and equipment for For-Profit recipients.

Term 13. Insurance Coverage

See 2 CFR 200.310 for insurance requirements for real property and equipment acquired or improved with Federal funds. Also see 2 CFR 910.360(d) for additional requirements for real property and equipment for For-Profit recipients.

Term 14. Real Property

Subject to the conditions set forth in 2 CFR 200.311, title to real property acquired or improved under a Federal award will conditionally vest upon acquisition in the non-Federal entity. The non-Federal entity cannot encumber this property and must follow the requirements of 2 CFR 200.311 before disposing of the property.

Except as otherwise provided by Federal statutes or by the Federal awarding agency, real property will be used for the originally authorized purpose as long as needed for that purpose. When real property is no longer needed for the originally authorized purpose, the non-Federal entity must obtain disposition instructions from DOE or pass-through entity. The instructions

must provide for one of the following alternatives: (1) retain title after compensating DOE as described in 2 CFR 200.311(c)(1); (2) Sell the property and compensate DOE as specified in 2 CFR 200.311(c)(2); or (3) transfer title to DOE or to a third party designated/approved by DOE as specified in 2 CFR 200.311(c)(3).

See 2 CFR 200.311 for additional requirements pertaining to real property acquired or improved under a Federal award. Also see 2 CFR 910.360 for additional requirements for real property for For-Profit recipients.

Term 15. Equipment

Subject to the conditions provided in 2 CFR 200.313, title to equipment (property) acquired under a Federal award will conditionally vest upon acquisition with the non-Federal entity. The non-Federal entity cannot encumber this property and must follow the requirements of 2 CFR 200.313 before disposing of the property.

A state must use equipment acquired under a Federal award by the state in accordance with state laws and procedures.

Equipment must be used by the non-Federal entity in the program or project for which it was acquired as long as it is needed, whether or not the project or program continues to be supported by the Federal award. When no longer needed for the originally authorized purpose, the equipment may be used by programs supported by DOE in the priority order specified in 2 CFR 200.313(c)(1)(i) and (ii).

Management requirements, including inventory and control systems, for equipment are provided in 2 CFR 200.313(d).

When equipment acquired under a Federal award is no longer needed, the non-Federal entity must obtain disposition instructions from DOE or pass-through entity.

Disposition will be made as follows: (1) items of equipment with a current fair market value of \$5,000 or less may be retained, sold, or otherwise disposed of with no further obligation to DOE; (2) Non-Federal entity may retain title or sell the equipment after compensating DOE as described in 2 CFR 200.313(e)(2); or (3) transfer title to DOE or to an eligible third party as specified in 2 CFR 200.313(e)(3).

See 2 CFR 200.313 for additional requirements pertaining to equipment acquired under a Federal award. Also see 2 CFR 910.360 for additional requirements for equipment for For-Profit recipients. See also 2 CFR 200.439 Equipment and other capital expenditures.

Term 16. Supplies

See 2 CFR 200.314 for requirements pertaining to supplies acquired under a Federal award. See also 2 CFR 200.453 Materials and supplies costs, including costs of computing devices.

Term 17. Property Trust Relationship

Real property, equipment, and intangible property, that are acquired or improved with a Federal award must be held in trust by the non-Federal entity as trustee for the beneficiaries of the project or program under which the property was acquired or improved. See 2 CFR

200.316 for additional requirements pertaining to real property, equipment, and intangible property acquired or improved under a Federal award.

Term 18. Record Retention

Consistent with 2 CFR 200.334 through 200.338, the Recipient is required to retain records relating to this Award.

Term 19. Audits

A. Government-Initiated Audits

The Recipient must provide any information, documents, site access, or other assistance requested by SCEP, DOE or Federal auditing agencies (e.g., DOE Inspector General, Government Accountability Office) for the purpose of audits and investigations. Such assistance may include, but is not limited to, reasonable access to the Recipient's records relating to this Award.

Consistent with 2 CFR part 200 as amended by 2 CFR part 910, DOE may audit the Recipient's financial records or administrative records relating to this Award at any time. Government-initiated audits are generally paid for by DOE.

DOE may conduct a final audit at the end of the project period (or the termination of the Award, if applicable). Upon completion of the audit, the Recipient is required to refund to DOE any payments for costs that were determined to be unallowable. If the audit has not been performed or completed prior to the closeout of the award, DOE retains the right to recover an appropriate amount after fully considering the recommendations on disallowed costs resulting from the final audit.

DOE will provide reasonable advance notice of audits and will minimize interference with ongoing work, to the maximum extent practicable.

B. Annual Independent Audits (Single Audit or Compliance Audit)

The Recipient must comply with the annual independent audit requirements in 2 CFR 200.500 through .521 for institutions of higher education, nonprofit organizations, and state and local governments (Single audit), and 2 CFR 910.500 through .521 for for-profit entities (Compliance audit).

The annual independent audits are separate from Government-initiated audits discussed in part A. of this Term and must be paid for by the Recipient. To minimize expense, the Recipient may have a Compliance audit in conjunction with its annual audit of financial statements. The financial statement audit is **not** a substitute for the Compliance audit. If the audit (Single audit or Compliance audit, depending on Recipient entity type) has not been performed or completed prior to the closeout of the award, DOE may impose one or more of the actions outlined in 2 CFR 200.339, Remedies for Noncompliance.

Term 20. Indemnity

The Recipient shall indemnify DOE and its officers, agents, or employees for any and all liability, including litigation expenses and attorneys' fees, arising from suits, actions, or claims of any character for death, bodily injury, or loss of or damage to property or to the

environment, resulting from the project, except to the extent that such liability results from the direct fault or negligence of DOE officers, agents or employees, or to the extent such liability may be covered by applicable allowable costs provisions.

Term 21. Foreign National Participation

If the Recipient (including any of its subrecipients and contractors) anticipates involving foreign nationals in the performance of the Award, the Recipient must, upon DOE's request, provide DOE with specific information about each foreign national to ensure compliance with the requirements for participation and access approval. The volume and type of information required may depend on various factors associated with the Award. The DOE Contracting Officer will notify the Recipient if this information is required.

DOE may elect to deny a foreign national's participation in the Award. Likewise, DOE may elect to deny a foreign national's access to a DOE sites, information, technologies, equipment, programs or personnel.

Term 22. Post-Award Due Diligence Reviews

During the life of the Award, DOE may conduct ongoing due diligence reviews, through Government resources, to identify potential risks of undue foreign influence. In the event, a risk is identified, DOE may require risk mitigation measures, including but not limited to, requiring an individual or entity not participate in the Award.

Subpart B. Financial Provisions

Term 23. Maximum Obligation

The maximum obligation of DOE for this Award is the total "Funds Obligated" stated in Block 13 of the Assistance Agreement to this Award.

Term 24. Refund Obligation

The Recipient must refund any excess payments received from SCEP, including any costs determined unallowable by the Contracting Officer. Upon the end of the project period (or the termination of the Award, if applicable), the Recipient must refund to SCEP the difference between (1) the total payments received from SCEP, and (2) the Federal share of the costs incurred. Refund obligations under this Term do not supersede the annual reconciliation or true up process if specified under the Indirect Cost Term.

Term 25. Allowable Costs

SCEP determines the allowability of costs through reference to 2 CFR part 200 as amended by 2 CFR part 910. All project costs must be allowable, allocable, and reasonable. The Recipient must document and maintain records of all project costs, including, but not limited to, the costs paid by Federal funds, costs claimed by its subrecipients and project costs that the Recipient claims as cost sharing, including in-kind contributions. The Recipient is responsible for maintaining records adequate to demonstrate that costs claimed have been incurred, are reasonable, allowable and allocable, and comply with the cost principles. Upon request, the Recipient is required to provide such records to SCEP. Such records are subject to audit.

Failure to provide SCEP adequate supporting documentation may result in a determination by the Contracting Officer that those costs are unallowable.

The Recipient is required to obtain the prior written approval of the Contracting Officer for any foreign travel costs.

Term 26. Indirect Costs

A. Indirect Cost Allocation:

The Recipient does not have an approved or current Negotiated Indirect Cost Rate Agreement (NICRA) and has submitted an indirect rate proposal as approval for indirect costs to be invoiced to the DOE under segregated billing rates. The approved indirect cost billing rate is 46.11% and shall be allocated to the base of Direct Labor, plus accompanying Fringe Costs. An updated rate proposal is required if the Recipient requests to bill the DOE higher billing rates than those listed herein.

B. Fringe Cost Allocation:

Fringe benefit costs have been allocated to this award under a segregated fringe billing rate. The fringe costs were found to be reasonable, allocable, and allowable as reflected in the budget. Fringe elements apply to both direct and indirect labor. Under a segregated cost pool, the fringe billing rate shall be treated as an indirect cost expenditure and must be reconciled annually.

C. Subrecipient Indirect Costs (If Applicable):

The Recipient must ensure its subrecipient's indirect costs are appropriately managed, have been found to be allowable, and comply with the requirements of this Award and 2 CFR Part 200 as amended by 2 CFR Part 910.

D. Indirect Cost Stipulations:

i. Modification to Indirect Cost Billing Rates

SCEP will not modify this Award solely to provide additional funds to cover increases in the Recipient's indirect cost billing rate(s). Adjustments to the indirect cost billing rates must be approved by the Recipient's Cognizant Agency or Cognizant Federal Agency Official.

The Recipient must provide a copy of an updated NICRA or indirect rate proposal to the DOE Award Administrator in order to increase indirect cost billing rates. If the Contracting Officer provides prior written approval, the Recipient may incur an increase in the indirect cost billing rates.

Reimbursement will be limited by the budgeted dollar amount for indirect costs for each budget period as shown in Attachment 3 to this Award.

ii. Annual Cost Reconciliation

In accordance with Appendices III-VII of 2 CFR Part 200 or 48 CFR Part 42.7, governing for-profit organizations, the indirect cost billing rates shall be reconciled or trued up (actual incurred costs) on an annual basis via the annual incurred cost proposal within six months after the Recipient's fiscal year end.

iii. Adjustments to Indirect Cost Billing Rates

Following an official audit or adequacy review of the incurred cost proposal, one of the following shall apply:

1. If the Recipient's actual and final annual indirect cost billing rate(s) reflect that Recipient invoiced at higher billing rates than actually incurred, the Recipient must refund the Government the over-recovered amounts.
2. If the Recipient's actual and final annual indirect cost billing rate(s) reflect that the Recipient invoiced at lower billing rates than actually incurred, the Recipient may not be reimbursed for increases in its indirect cost rate, which resulted in an under-recovery. Increased indirect cost billing rates cannot be retroactively applied to the DOE award.

iv. Award Closeout

The closeout of the DOE award does not affect (1) the right of the DOE to disallow costs and recover funds on the basis of a later audit or other review; (2) the requirement for the Recipient to return any funds due as a result of later refunds, corrections or other transactions including final indirect cost billing rate adjustments; and (3) the ability of the DOE to make financial adjustments to a previously closed award resolving indirect cost payments and making final payments.

Term 27. Decontamination and/or Decommissioning (D&D) Costs Notwithstanding any other provisions of this Award, the Government shall not be responsible for or have any obligation to the Recipient for (1) Decontamination and/or Decommissioning (D&D) of any of the Recipient's facilities, or (2) any costs which may be incurred by the Recipient in connection with the D&D of any of its facilities due to the performance of the work under this Award, whether said work was performed prior to or subsequent to the effective date of the Award.

Term 28. Use of Program Income

If the Recipient earns program income during the project period as a result of this Award, the Recipient must add the program income to the funds committed to the Award and used to further eligible project objectives.

Term 29. Payment Procedures

A. Method of Payment

Payment will be made by reimbursement through the Department of Treasury's ASAP system.

B. Requesting Reimbursement

Requests for reimbursements must be made through the ASAP system.

C. Adjusting Payment Requests for Available Cash

The Recipient must disburse any funds that are available from repayments to and interest earned on a revolving fund, program income, rebates, refunds, contract settlements, audit recoveries, credits, discounts, and interest earned on any of those funds before requesting additional cash payments from SCEP.

D. Payments

All payments are made by electronic funds transfer to the bank account identified on the Bank Information Form that the Recipient filed with the U.S. Department of Treasury.

E. Unauthorized Drawdown of Federal Funds

For each budget period, the Recipient may not spend more than the Federal share authorized to that particular budget period, without specific written approval from the Contracting Officer. The Recipient must immediately refund SCEP any amounts spent or drawn down in excess of the authorized amount for a budget period. The Recipient and subrecipients shall promptly, but at least quarterly, remit to DOE interest earned on advances drawn in excess of disbursement needs, and shall comply with the procedure for remitting interest earned to the Federal government per 2 CFR 200.305, as applicable.

Term 30. Budget Changes

A. Budget Changes Generally

The Contracting Officer has reviewed and approved the SF-424A in Attachment 3 to this Award.

Any increase in the total project cost, whether DOE share or Cost Share, which is stated as “Total” in Block 12 to the Assistance Agreement of this Award, must be approved in advance and in writing by the Contracting Officer.

Any change that alters the project scope, milestones or deliverables requires prior written approval of the Contracting Officer. SCEP may deny reimbursement for any failure to comply with the requirements in this term.

B. Transfers of Funds Among Direct Cost Categories

The Recipient is required to obtain the prior written approval of the Contracting Officer for any transfer of funds among direct cost categories where the cumulative amount of such transfers exceeds or is expected to exceed 10 percent of the total project cost, which is stated as “Total” in Block 12 to the Assistance Agreement of this Award.

The Recipient is required to notify the DOE Technology Manager/Project Officer of any transfer of funds among direct cost categories where the cumulative amount of such transfers is equal to or below 10 percent of the total project cost, which is stated as “Total” in Block 12 to the Assistance Agreement of this Award.

C. Transfer of Funds Between Direct and Indirect Cost Categories

The Recipient is required to obtain the prior written approval of the Contracting Officer for any transfer of funds between direct and indirect cost categories. If the Recipient’s actual allowable indirect costs are less than those budgeted in Attachment 3 to this Award, the Recipient may use the difference to pay additional

allowable direct costs during the project period so long as the total difference is less than 10% of total project costs and the difference is reflected in actual requests for reimbursement to DOE.

Subpart C. Miscellaneous Provisions

Term 31. Environmental, Safety and Health Performance of Work at DOE Facilities

With respect to the performance of any portion of the work under this Award which is performed at a DOE -owned or controlled site, the Recipient agrees to comply with all State and Federal Environmental, Safety and Health (ES&H) regulations and with all other ES&H requirements of the operator of such site.

Prior to the performance on any work at a DOE-owned or controlled site, the Recipient shall contact the site facility manager for information on DOE and site-specific ES&H requirements.

The Recipient is required apply this provision to its subrecipients and contractors.

Term 32. System for Award Management and Universal Identifier Requirements

A. Requirement for Registration in the System for Award Management (SAM) Unless the Recipient is exempted from this requirement under 2 CFR 25.110, the Recipient must maintain the currency of its information in SAM until the Recipient submits the final financial report required under this Award or receive the final payment, whichever is later. This requires that the Recipient reviews and updates the information at least annually after the initial registration, and more frequently if required by changes in its information or another award term.

B. Unique Entity Identifier (UEI)

SAM automatically assigns a UEI to all active SAM.gov registered entities. Entities no longer have to go to a third-party website to obtain their identifier. This information is displayed on SAM.gov.

If the Recipient is authorized to make subawards under this Award, the Recipient:

- i. Must notify potential subrecipients that no entity (see definition in paragraph C of this award term) may receive a subaward from the Recipient unless the entity has provided its UEI number to the Recipient.
- ii. May not make a subaward to an entity unless the entity has provided its UEI number to the Recipient.

C. Definitions

For purposes of this award term:

- i. System for Award Management (SAM) means the Federal repository into which an entity must provide information required for the conduct of business as a recipient. Additional information about registration procedures may be found at the SAM Internet site (currently at

<https://www.sam.gov>).

- ii. Unique Entity Identifier (UEI) is the 12-character, alpha-numeric identifier that will be assigned by SAM.gov upon registration.
- iii. Entity, as it is used in this award term, means all of the following, as defined at 2 CFR Part 25, subpart C:
 - 1. A Governmental organization, which is a State, local government, or Indian Tribe.
 - 2. A foreign public entity.
 - 3. A domestic or foreign nonprofit organization.
 - 4. A domestic or foreign for-profit organization.
 - 5. A Federal agency, but only as a subrecipient under an award or subaward to a non-Federal entity.
- iv. Subaward:
 - 1. This term means a legal instrument to provide support for the performance of any portion of the substantive project or program for which the Recipient received this Award and that the Recipient awards to an eligible subrecipient.
 - 2. The term does not include the Recipient's procurement of property and services needed to carry out the project or program (for further explanation, see 2 CFR 200.501 Audit requirements, (f) *Subrecipients and Contractors* and/or 2 CFR 910.501 Audit requirements, (f) *Subrecipients and Contractors*).
 - 3. A subaward may be provided through any legal agreement, including an agreement that the Recipient considers a contract.
- v. Subrecipient means an entity that:
 - 1. Receives a subaward from the Recipient under this Award; and
 - 2. Is accountable to the Recipient for the use of the Federal funds provided by the subaward.

Term 33. Nondisclosure and Confidentiality Agreements Assurances

- A. By entering into this agreement, the Recipient attests that it **does not and will not** require its employees or contractors to sign internal nondisclosure or confidentiality agreements or statements prohibiting or otherwise restricting its employees or contractors from lawfully reporting waste, fraud, or abuse to a designated investigative or law enforcement representative of a Federal department or agency authorized to receive such information.
- B. The Recipient further attests that it **does not and will not** use any Federal funds to implement or enforce any nondisclosure and/or confidentiality policy, form,

or agreement it uses unless it contains the following provisions:

- i. *“These provisions are consistent with and do not supersede, conflict with, or otherwise alter the employee obligations, rights, or liabilities created by existing statute or Executive order relating to (1) classified information, (2) communications to Congress, (3) the reporting to an Inspector General of a violation of any law, rule, or regulation, or mismanagement, a gross waste of funds, an abuse of authority, or a substantial and specific danger to public health or safety, or (4) any other whistleblower protection. The definitions, requirements, obligations, rights, sanctions, and liabilities created by controlling Executive orders and statutory provisions are incorporated into this agreement and are controlling.”*
- ii. The limitation above shall not contravene requirements applicable to Standard Form 312, Form 4414, or any other form issued by a Federal department or agency governing the nondisclosure of classified information.
- iii. Notwithstanding provision listed in paragraph (a), a nondisclosure or confidentiality policy form or agreement that is to be executed by a person connected with the conduct of an intelligence or intelligence-related activity, other than an employee or officer of the United States Government, may contain provisions appropriate to the particular activity for which such document is to be used. Such form or agreement shall, at a minimum, require that the person will not disclose any classified information received in the course of such activity unless specifically authorized to do so by the United States Government. Such nondisclosure or confidentiality forms shall also make it clear that they do not bar disclosures to Congress, or to an authorized official of an executive agency or the Department of Justice, that are essential to reporting a substantial violation of law.

Term 34. Subrecipient Change Notification

Except for subrecipients specifically proposed as part of the Recipient’s Application for award, the Recipient must notify the Contracting Officer and Project Manager in writing 30 days prior to the execution of new or modified subrecipient agreements, including naming any To Be Determined subrecipients. This notification does not constitute a waiver of the prior approval requirements outlined in 2 CFR part 200 as amended by 2 CFR part 910, nor does it relieve the Recipient from its obligation to comply with applicable Federal statutes, regulations, and executive orders.

In order to satisfy this notification requirement, the Recipient documentation must, as a minimum, include the following:

- A description of the research to be performed, the service to be provided, or the equipment to be purchased.
- Cost share commitment letter if the subrecipient is providing cost share to the Award.
- An assurance that the process undertaken by the Recipient to solicit the subrecipient complies with their written procurement procedures as outlined in 2 CFR 200.317

through 200.327.

- An assurance that no planned, actual or apparent conflict of interest exists between the Recipient and the selected subrecipient and that the Recipient's written standards of conduct were followed.¹
- A completed Environmental Questionnaire, if applicable.
- An assurance that the subrecipient is not a debarred or suspended entity.
- An assurance that all required award provisions will be flowed down in the resulting subrecipient agreement.

¹ It is DOE's position that the existence of a "covered relationship" as defined in 5 CFR 2635.502(a)&(b) between a member of the Recipient's owners or senior management and a member of a subrecipient's owners or senior management creates at a minimum an apparent conflict of interest that would require the Recipient to notify the Contracting Officer and provide detailed information and justification (including, for example, mitigation measures) as to why the subrecipient agreement does not create an actual conflict of interest. The Recipient must also notify the Contracting Officer of any new subrecipient agreement with: (1) an entity that is owned or otherwise controlled by the Recipient; or (2) an entity that is owned or otherwise controlled by another entity that also owns or otherwise controls the Recipient, as it is DOE's position that these situations also create at a minimum an apparent conflict of interest.

The Recipient is responsible for making a final determination to award or modify subrecipient agreements under this agreement, but the Recipient may not proceed with the subrecipient agreement until the Contracting Officer determines, and provides the Recipient written notification, that the information provided is adequate.

Should the Recipient not receive a written notification of adequacy from the Contracting Officer within 30 days of the submission of the subrecipient documentation stipulated above, the Recipient may proceed to award or modify the proposed subrecipient agreement.

Term 35. Conference Spending

The Recipient shall not expend any funds on a conference not directly and programmatically related to the purpose for which the grant was awarded that would defray the cost to the United States Government of a conference held by any Executive branch department, agency, board, commission, or office for which the cost to the United States Government would otherwise exceed \$20,000, thereby circumventing the required notification by the head of any such Executive Branch department, agency, board, commission, or office to the Inspector General (or senior ethics official for any entity without an Inspector General), of the date, location, and number of employees attending such conference.

Term 36. Recipient Integrity and Performance Matters

A. General Reporting Requirement

If the total value of your currently active Financial Assistance awards, grants, and procurement contracts from all Federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this Federal award, then you as the recipient during that period of time must maintain the currency of information reported to the System for Award Management (SAM) that is made available in the designated integrity and performance system (currently the Federal Awardee Performance and Integrity Information System (FAPIIS)) about civil, criminal, or administrative proceedings described in paragraph 2 of this term. This is a statutory requirement under section 872 of Public Law 110-417, as amended

(41 U.S.C. 2313). As required by section 3010 of Public Law 111-212, all information posted in the designated integrity and performance system on or after April 15, 2011, except past performance reviews required for Federal procurement contracts, will be publicly available.

B. Proceedings About Which You Must Report

Submit the information required about each proceeding that:

- i. Is in connection with the award or performance of a Financial Assistance, cooperative agreement, or procurement contract from the Federal Government;
- ii. Reached its final disposition during the most recent five-year period; and
- iii. Is one of the following:
 1. A criminal proceeding that resulted in a conviction, as defined in paragraph E of this award term and condition;
 2. A civil proceeding that resulted in a finding of fault and liability and payment of a monetary fine, penalty, reimbursement, restitution, or damages of \$5,000 or more;
 3. An administrative proceeding, as defined in paragraph E of this term, that resulted in a finding of fault and liability and your payment of either a monetary fine or penalty of \$5,000 or more or reimbursement, restitution, or damages in excess of \$100,000; or
 4. Any other criminal, civil, or administrative proceeding if:
 - a. It could have led to an outcome described in paragraph B.iii.1, 2, or 3 of this term;
 - b. It had a different disposition arrived at by consent or compromise with an acknowledgment of fault on your part; and
 - c. The requirement in this term to disclose information about the proceeding does not conflict with applicable laws and regulations.

C. Reporting Procedures

Enter in the SAM Entity Management area the information that SAM requires about each proceeding described in paragraph B of this term. You do not need to submit the information a second time under assistance awards that you received if you already provided the information through SAM because you were required to do so under Federal procurement contracts that you were awarded.

D. Reporting Frequency

During any period of time when you are subject to the requirement in paragraph A of this term, you must report proceedings information through SAM for the most recent five-year period, either to report new information about any proceeding(s) that you have not reported previously or affirm that there is no new information to report. Recipients that have Federal contract, Financial Assistance awards, (including cooperative agreement awards) with a cumulative total value greater than

\$10,000,000, must disclose semiannually any information about the criminal, civil, and administrative proceedings.

E. Definitions

For purposes of this term:

- i. Administrative proceeding means a non-judicial process that is adjudicatory in nature in order to make a determination of fault or liability (e.g., Securities and Exchange Commission Administrative proceedings, Civilian Board of Contract Appeals proceedings, and Armed Services Board of Contract Appeals proceedings). This includes proceedings at the Federal and State level but only in connection with performance of a Federal contract or Financial Assistance awards. It does not include audits, site visits, corrective plans, or inspection of deliverables.
- ii. Conviction means a judgment or conviction of a criminal offense by any court of competent jurisdiction, whether entered upon a verdict or a plea, and includes a conviction entered upon a plea of *nolo contendere*.
- iii. Total value of currently active Financial Assistance awards, cooperative agreements and procurement contracts includes—
 1. Only the Federal share of the funding under any Federal award with a recipient cost share or match; and
 2. The value of all expected funding increments under a Federal award and options, even if not yet exercised.

Term 37. Export Control

The United States government regulates the transfer of information, commodities, technology, and software considered to be strategically important to the U.S. to protect national security, foreign policy, and economic interests without imposing undue regulatory burdens on legitimate international trade. There is a network of Federal agencies and regulations that govern exports that are collectively referred to as “Export Controls.” The Recipient is responsible for ensuring compliance with all applicable United States Export Control laws and regulations relating to any work performed under a resulting award.

The Recipient must immediately report to DOE any export control violations related to the project funded under this award, at the recipient or subrecipient level, and provide the corrective action(s) to prevent future violations.

Term 38. Interim Conflict of Interest Policy for Financial Assistance

The DOE interim Conflict of Interest Policy for Financial Assistance (COI Policy) can be found at <https://www.energy.gov/management/departments-energy-interim-conflict-interest-policy-requirements-financial-assistance>. This policy is applicable to all non-Federal entities applying for, or that receive, DOE funding by means of a financial assistance award (e.g., a grant, cooperative agreement, or technology investment agreement) and, through the implementation of this policy by the entity, to each Investigator who is planning to participate in, or is participating in, the project funded wholly or in part under this Award. The term “Investigator” means the PI and any other person, regardless of title or position, who is responsible for the purpose, design, conduct, or reporting of a project funded by DOE or proposed for funding by DOE. The Recipient must flow down the requirements of the interim COI Policy to any subrecipient non-Federal entities, with the exception of DOE National Laboratories. Further, the Recipient must identify all financial conflicts of interests

(FCOI), i.e., managed and unmanaged/ unmanageable, in its initial and ongoing FCOI reports.

Prior to award, the Recipient was required to: 1) ensure all Investigators on this Award completed their significant financial disclosures; 2) review the disclosures; 3) determine whether a FCOI exists; 4) develop and implement a management plan for FCOIs; and 5) provide DOE with an initial FCOI report that includes all FCOIs (i.e., managed and unmanaged/unmanageable). Within 180 days of the date of the Award, the Recipient must be in full compliance with the other requirements set forth in DOE's interim COI Policy.

Term 39. Organizational Conflict of Interest

Organizational conflicts of interest are those where, because of relationships with a parent company, affiliate, or subsidiary organization, the Recipient is unable or appears to be unable to be impartial in conducting procurement action involving a related organization (2 CFR 200.318(c)(2)).

The Recipient must disclose in writing any potential or actual organizational conflict of interest to the DOE Contracting Officer. The Recipient must provide the disclosure prior to engaging in a procurement or transaction using project funds with a parent, affiliate, or subsidiary organization that is not a state, local government, or Indian tribe. For a list of the information that must be included the disclosure, see Section VI. of the DOE interim Conflict of Interest Policy for Financial Assistance at <https://www.energy.gov/management/department-energy-interim-conflict-interest-policy-requirements-financial-assistance>.

If the effects of the potential or actual organizational conflict of interest cannot be avoided, neutralized, or mitigated, the Recipient must procure goods and services from other sources when using project funds. Otherwise, DOE may terminate the Award in accordance with 2 CFR

200.340 unless continued performance is determined to be in the best interest of the Federal government.

The Recipient must flow down the requirements of the interim COI Policy to any subrecipient non-Federal entities, with the exception of DOE National Laboratories. The Recipient is responsible for ensuring subrecipient compliance with this term.

If the Recipient has a parent, affiliate, or subsidiary organization that is not a state, local government, or Indian tribe, the Recipient must maintain written standards of conduct covering organizational conflicts of interest.

Term 40. Prohibition on Certain Telecommunications and Video Surveillance Services or Equipment

As set forth in 2 CFR 200.216, recipients and subrecipients are prohibited from obligating or expending project funds (Federal and non-Federal funds) to:

(1) Procure or obtain;

Extend or renew a contract to procure or obtain; or Enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that uses covered telecommunications equipment or services as substantial or essential component of any system, or as critical technology as part of any system. As described in Public Law 115-232, section 889, covered telecommunications equipment is telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities).

(i) For the purpose of public safety, security of government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities).

(ii) Telecommunications or video surveillance services provided by such entities or using such equipment.

(iii) Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of the National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country.

See Public Law 115-232, section 889 for additional information.

Term 41. Human Subjects Research

Research involving human subjects, biospecimens, or identifiable private information conducted with Department of Energy (DOE) funding is subject to the requirements of DOE Order 443.1C, *Protection of Human Research Subjects*, 45 CFR Part 46, *Protection of Human Subjects (subpart A which is referred to as the "Common Rule")*, and 10 CFR Part 745, *Protection of Human Subjects*.

Federal regulation and the DOE Order require review by an Institutional Review Board (IRB) of all proposed human subjects research projects. The IRB is an interdisciplinary ethics board responsible for ensuring that the proposed research is sound and justifies the use of human subjects or their data; the potential risks to human subjects have been minimized; participation is voluntary; and clear and accurate information about the study, the benefits and risks of participating, and how individuals' data/specimens will be protected/used, is provided to potential participants for their use in determining whether or not to participate.

The Recipient shall provide the Federal Wide Assurance number identified in item 1 below and the certification identified in item 2 below to DOE prior to initiation of any project that will involve interactions with humans in some way (e.g., through surveys); analysis of their identifiable data (e.g., demographic data and energy use over time); asking individuals to test devices, products, or materials developed through research; and/or testing of commercially

available devices in buildings/homes in which humans will be present. *Note:* This list of examples is illustrative and not all inclusive.

No DOE funded research activity involving human subjects, biospecimens, or identifiable private information shall be conducted without:

- 1) A registration and a Federal Wide Assurance of compliance accepted by the Office of Human Research Protection (OHRP) in the Department of Health and Human Services; and
- 2) Certification that the research has been reviewed and approved by an Institutional Review Board (IRB) provided for in the assurance. IRB review may be accomplished by the awardee's institutional IRB; by the Central DOE IRB; or if collaborating with one of the DOE national laboratories, by the DOE national laboratory IRB.

The Recipient is responsible for ensuring all subrecipients comply and for reporting information on the project annually to the DOE Human Subjects Research Database (HSRD) at <https://science.osti.gov/HumanSubjects/Human-Subjects-Database/home>. *Note:* If a DOE IRB is used, no end of year reporting will be needed.

Additional information on the DOE Human Subjects Research Program can be found at: <https://science.osti.gov/ber/human-subjects>

Term 42. Fraud, Waste and Abuse

The mission of the DOE Office of Inspector General (OIG) is to strengthen the integrity, economy and efficiency of DOE's programs and operations including deterring and detecting fraud, waste, abuse and mismanagement. The OIG accomplishes this mission primarily through investigations, audits, and inspections of Department of Energy activities to include grants, cooperative agreements, loans, and contracts. The OIG maintains a Hotline for reporting allegations of fraud, waste, abuse, or mismanagement. To report such allegations, please visit <https://www.energy.gov/ig/ig-hotline>.

Additionally, the Recipient must be cognizant of the requirements of 2 CFR § 200.113 Mandatory disclosures, which states:

The non-Federal entity or applicant for a Federal award must disclose, in a timely manner, in writing to the Federal awarding agency or pass-through entity all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Non-Federal entities that have received a Federal award including the term and condition outlined in appendix XII of 2 CFR Part 200 are required to report certain civil,

criminal, or administrative proceedings to SAM (currently FAPIIS). Failure to make required disclosures can result in any of the remedies described in § 200.339. (See also 2 CFR part 180, 31 U.S.C. 3321, and 41 U.S.C. 2313.)

Subpart D. Bipartisan Infrastructure Law (BIL)-specific requirements

Term 43. Reporting, Tracking and Segregation of Incurred Costs

BIL funds can be used in conjunction with other funding, as necessary to complete projects, but tracking and reporting must be separate to meet the reporting requirements of the BIL and related Office of Management and Budget (OMB) Guidance. The Recipient must keep separate records for BIL funds and must ensure those records comply with the requirements of the BIL. Funding provided through the BIL that is supplemental to an existing grant or cooperative agreement is one-time funding.

Term 44. Davis-Bacon Requirements

This award is funded under Division D of the Bipartisan Infrastructure Law (BIL). All laborers and mechanics employed by the recipient, subrecipients, contractors or subcontractors in the performance of construction, alteration, or repair work in excess of \$2000 on an award funded directly by or assisted in whole or in part by funds made available under this award shall be paid wages at rates not less than those prevailing on similar projects in the locality, as determined by the Secretary of Labor in accordance with subchapter IV of chapter 31 of title 40, United States Code commonly referred to as the “Davis-Bacon Act” (DBA).

Recipients shall provide written assurance acknowledging the DBA requirements for the award or project and confirming that all of the laborers and mechanics performing construction, alteration, or repair, through funding under the award are paid or will be paid wages at rates not less than those prevailing on projects of a character similar in the locality as determined by Subchapter IV of Chapter 31 of Title 40, United States Code (Davis-Bacon Act).

The Recipient must comply with all of the Davis-Bacon Act requirements, including but not limited to:

- (1) ensuring that the wage determination(s) and appropriate Davis-Bacon clauses and requirements are flowed down to and incorporated into any applicable subcontracts or subrecipient awards.
- (2) being responsible for compliance by any subcontractor or subrecipient with the Davis-Bacon labor standards.
- (3) receiving and reviewing certified weekly payrolls submitted by all subcontractors and subrecipients for accuracy and to identify potential compliance issues.
- (4) maintaining original certified weekly payrolls for 3 years after the completion of the project and must make those payrolls available to the DOE or the Department of Labor upon request, as required by 29 CFR 5.6(a)(2).
- (5) conducting payroll and job-site reviews for construction work, including interviews with employees, with such frequency as may be necessary to assure compliance by its subcontractors and subrecipients and as requested or directed by the DOE.
- (6) cooperating with any authorized representative of the Department of

Labor in their inspection of records, interviews with employees, and other actions undertaken as part of a Department of Labor investigation.

(7) posting in a prominent and accessible place the wage determination(s) and Department of Labor Publication: WH-1321, Notice to Employees Working on Federal or Federally Assisted Construction Projects.

(8) notifying the Contracting Officer of all labor standards issues, including all complaints regarding incorrect payment of prevailing wages and/or fringe benefits, received from the recipient, subrecipient, contractor, or subcontractor employees; significant labor standards violations, as defined in 29 CFR 5.7; disputes concerning labor standards pursuant to 29 CFR parts 4, 6, and 8 and as defined in FAR 52.222-14; disputed labor standards determinations; Department of Labor investigations; or legal or judicial proceedings related to the labor standards under this Contract, a subcontract, or subrecipient award.

(9) preparing and submitting to the Contracting Officer, the Office of Management and Budget Control Number 1910-5165, Davis Bacon Semi-Annual Labor Compliance Report, by April 21 and October 21 of each year. Form submittal will be administered through the iBenefits system (<https://doeibenefits2.energy.gov>) or its successor system.

The Recipient must undergo Davis-Bacon Act compliance training and must maintain competency in Davis-Bacon Act compliance. The Contracting Officer will notify the Recipient of any DOE sponsored Davis-Bacon Act compliance trainings. The Department of Labor offers free Prevailing Wage Seminars several times a year that meet this requirement, at <https://www.dol.gov/agencies/whd/government-contracts/construction/seminars/events>.

The Department of Energy has contracted with, a third-party DBA electronic payroll compliance software application. The Recipient must ensure the timely electronic submission of weekly certified payrolls as part of its compliance with the Davis-Bacon Act unless a waiver is granted to a particular contractor or subcontractor because they are unable or limited in their ability to use or access the software.

Davis Bacon Act Electronic Certified Payroll Submission Waiver

A waiver must be granted before the award starts. The applicant does not have the right to appeal SCEP's decision concerning a waiver request.

For additional guidance on how to comply with the Davis-Bacon provisions and clauses, see <https://www.dol.gov/agencies/whd/government-contracts/construction> and <https://www.dol.gov/agencies/whd/government-contracts/protections-for-workers-in-construction>.

Term 45. Buy American Requirement for Infrastructure Projects **A. Definitions**

Components are defined as the articles, materials, or supplies incorporated directly into the end manufactured product(s).

Construction Materials are an article, material, or supply—other than an item primarily of iron or steel; a manufactured product; cement and cementitious materials; aggregates such as stone, sand, or gravel; or aggregate binding agents or additives—that is used in an infrastructure project and is or consists primarily of non-ferrous metals, plastic and polymer-based products (including polyvinylchloride, composite building materials, and polymers used in fiber optic cables), glass (including optic glass), lumber, drywall, coatings (paints and stains), optical fiber, clay brick; composite building materials; or engine wood products.

Domestic Content Procurement Preference Requirement- means a requirement that no amounts made available through a program for federal financial assistance may be obligated for an infrastructure project unless—

(A) all iron and steel used in the project are produced in the United States;

(B) the manufactured products used in the project are produced in the United States; or

(C) the construction materials used in the project are produced in the United States.

Also referred to as the **Buy America Requirement**.

Infrastructure includes, at a minimum, the structures, facilities, and equipment located in the United States, for: roads, highways, and bridges; public transportation; dams, ports, harbors, and other maritime facilities; intercity passenger and freight railroads; freight and intermodal facilities; airports; water systems, including drinking water and wastewater systems; electrical transmission facilities and systems; utilities; broadband infrastructure; and buildings and real

property; and generation, transportation, and distribution of energy - including electric vehicle (EV) charging.

The term “infrastructure” should be interpreted broadly, and the definition provided above should be considered as illustrative and not exhaustive.

Manufactured Products are items used for an infrastructure project made up of components that are not primarily of iron or steel; construction materials; cement and cementitious materials’

aggregates such as stone, sand, or gravel; or aggregate binding agents or additives.

Primarily of iron or steel means greater than 50% iron or steel, measured by cost.

Project- means the construction, alteration, maintenance, or repair of infrastructure in the United States.

Public- The Buy America Requirement does not apply to non-public infrastructure. For purposes of this guidance, infrastructure should be considered “public” if it is: (1) publicly owned or (2) privately owned but utilized primarily for a public purpose. Infrastructure should be considered to be “utilized primarily for a public purpose” if it is privately operated on behalf of the public or is a place of public accommodation.

B. Buy America Requirement

None of the funds provided under this award (federal share or recipient cost-share) may be used for a project for infrastructure unless:

1. All iron and steel used in the project is produced in the United States—this means all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States;
2. All manufactured products used in the project are produced in the United States—this means the manufactured product was manufactured in the United States; and the cost of the components of the manufactured product that are mined, produced, or manufactured in the United States is greater than 55 percent of the total cost of all components of the manufactured product, unless another standard for determining the minimum amount of domestic content of the manufactured product has been established under applicable law or regulation; and
3. All construction materials are manufactured in the United States—this means that all manufacturing processes for the construction material occurred in the United States.

The Buy America Requirement only applies to articles, materials, and supplies that are consumed in, incorporated into, or permanently affixed to an infrastructure project. As such, it does not apply to tools, equipment, and supplies, such as temporary scaffolding, brought into the construction site and removed at or before the completion of the infrastructure project. Nor does a Buy America Requirement apply to equipment and furnishings, such as movable chairs, desks, and portable computer equipment, that are used at or within the finished infrastructure project but are not an integral part of the structure or permanently affixed to the infrastructure project.

Recipients are responsible for administering their award in accordance with the terms and conditions, including the Buy America Requirement. The recipient must ensure that the Buy America Requirement flows down to all subawards and that the subawardees and subrecipients comply with the Buy America Requirement. The Buy America Requirement term and condition must be included all sub-awards, contracts, subcontracts, and purchase orders for work performed under the infrastructure project.

C. Certification of Compliance

The Recipient must certify or provide equivalent documentation for proof of compliance that a good faith effort was made to solicit bids for domestic products used in the infrastructure project under this Award.

The Recipient must also maintain certifications or equivalent documentation for proof of compliance that those articles, materials, and supplies that are consumed in, incorporated into, affixed to, or otherwise used in the infrastructure project, not covered by a waiver or exemption, are produced in the United States. The certification or proof of compliance must be provided by the suppliers or manufacturers of the iron, steel, manufactured products and construction materials and flow up from all subawardees, contractors and vendors to the Recipient. The Recipient must keep these certifications with the award/project files and be able to produce them upon request from DOE, auditors or Office of Inspector General.

D. Waivers

When necessary, the Recipient may apply for, and DOE may grant, a waiver from the Buy America Requirement. Requests to waive the application of the Buy America Requirement must be in writing to the Contracting Officer. Waiver requests are subject to review by DOE and the Office of Management and Budget, as well as a public comment period of no less than 15 calendar days.

Waivers must be based on one of the following justifications:

1. Public Interest- Applying the Buy America Requirement would be inconsistent with the public interest;
2. Non-Availability- The types of iron, steel, manufactured products, or construction materials are not produced in the United States in sufficient and reasonably available quantities or of a satisfactory quality; or
3. Unreasonable Cost- The inclusion of iron, steel, manufactured products, or construction materials produced in the United States will increase the cost of the overall project by more than 25 percent.

Requests to waive the Buy America Requirement must include the following:

- Waiver type (Public Interest, Non-Availability, or Unreasonable Cost);
- Recipient name and Unique Entity Identifier (UEI);
- Award information (Federal Award Identification Number, Assistance Listing number);
- A brief description of the project, its location, and the specific infrastructure involved;
- Total estimated project cost, with estimated federal share and recipient cost share breakdowns;
- Total estimated infrastructure costs, with estimated federal share and recipient cost share breakdowns;
- List and description of iron or steel item(s), manufactured goods, and/or construction material(s) the recipient seeks to waive from the Buy America Preference, including name, cost, quantity(ies), country(ies) of origin, and relevant Product Service Codes (PSC) and North American Industry Classification System (NAICS) codes for each;
- A detailed justification as to how the non-domestic item(s) is/are essential the project;
- A certification that the recipient made a good faith effort to solicit bids for domestic products supported by terms included in requests for proposals, contracts, and non-proprietary communications with potential suppliers;
- A justification statement—based on one of the applicable justifications outlined above—as to why the listed items cannot be procured domestically, including the due diligence performed (e.g., market research, industry outreach, cost analysis, cost-benefit analysis) by the recipient to attempt to avoid the need for a waiver. This justification may cite, if applicable, the absence of any Buy America-compliant bids received for domestic products in response to a solicitation; and
- Anticipated impact to the project if no waiver is issued.

The Recipient should consider using the following principles as minimum requirements contained in their waiver request:

- Time-limited: Consider a waiver constrained principally by a length of time, rather than by the specific project/award to which it applies. Waivers of this type may be appropriate, for example, when an item that is “non-available” is widely used in the project. When requesting such a waiver, the Recipient should identify a reasonable, definite time frame (e.g., no more than one to two years) designed so that the waiver is

- reviewed to ensure the condition for the waiver (“non-availability”) has not changed (e.g., domestic supplies have become more available).
- Targeted: Waiver requests should apply only to the item(s), product(s), or material(s) or category(ies) of item(s), product(s), or material(s) as necessary and justified. Waivers should not be overly broad as this will undermine domestic preference policies.
- Conditional: The Recipient may request a waiver with specific conditions that support the policies of IIJA/BABA and Executive Order 14017

DOE may request, and the Recipient must provide, additional information for consideration of this waiver. DOE may reject or grant waivers in whole or in part depending on its review, analysis, and/or feedback from OMB or the public. DOE's final determination regarding approval or rejection of the waiver request may not be appealed.

Waiver requests may take up to 90 calendar days to process.

Term 46. Affirmative Action and Pay Transparency Requirements

All federally assisted construction contracts exceeding \$10,000 annually will be subject to the requirements of Executive Order 11246:

(1) Recipients, subrecipients, and contractors are prohibited from discriminating in employment decisions on the basis of race, color, religion, sex, sexual orientation, gender identity or national origin.

(2) Recipients and Contractors are required to take affirmative action to ensure that equal opportunity is provided in all aspects of their employment. This includes flowing down the appropriate language to all subrecipients, contractors and subcontractors.

(3) Recipients, subrecipients, contractors and subcontractors are prohibited from taking adverse employment actions against applicants and employees for asking about, discussing, or sharing information about their pay or, under certain circumstances, the pay of their co-workers.

The Department of Labor's (DOL) Office of Federal Contractor Compliance Programs (OFCCP) uses a neutral process to schedule contractors for compliance evaluations. OFCCP's Technical Assistance Guide² should be consulted to gain an understanding of the requirements and possible actions the recipients, subrecipients, contractors and subcontractors must take.

Term 47. Potentially Duplicative Funding Notice

If the Recipient or subrecipients have or receive any other award of federal funds for activities that potentially overlap with the activities funded under this Award, the Recipient must promptly notify DOE in writing of the potential overlap and state whether project funds (i.e., recipient cost share and federal funds) from any of those other federal awards have been, are being, or are to be used (in whole or in part) for one or more of the identical cost items under this Award. If there are identical cost items, the Recipient must promptly notify the DOE

² See OFCCP's Technical Assistance Guide at: <https://www.dol.gov/sites/dolgov/files/ofccp/Construction/files/ConstructionTAG.pdf?msclkid=9e397d68c4b111ec9d8e6fecb6c710ec>

Also see the National Policy Assurances <http://www.nsf.gov/awards/managing/rtc.jsp>

Contracting Officer in writing of the potential duplication and eliminate any inappropriate duplication of funding.

Term 48. Transparency of Foreign Connections

During the term of the Award, the Recipient must notify the DOE Contracting Officer within fifteen (15) business days of learning of the following circumstances in relation to the Recipient or subrecipients:

1. The existence of any joint venture or subsidiary that is based in, funded by, or has a foreign affiliation with any foreign country of risk;
2. Any current or pending contractual or financial obligation or other agreement specific to a business arrangement, or joint venture-like arrangement with an enterprise owned by a country of risk or foreign entity based in a country of risk;
3. Any current or pending change in ownership structure of the Recipient or subrecipients that increases foreign ownership related to a country of risk;
4. Any current or pending venture capital or institutional investment by an entity that has a general partner or individual holding a leadership role in such entity who has a foreign affiliation with any foreign country of risk;
5. Any current or pending technology licensing or intellectual property sales to a foreign country of risk; and
6. Any current or pending foreign business entity, offshore entity, or entity outside the United States related to the Recipient or subrecipient.

Term 49. Foreign Collaboration Considerations

- a. Consideration of new collaborations with foreign organizations and governments. The Recipient must provide DOE with advanced written notification of any potential collaboration with foreign entities, organizations or governments in connection with its DOE-funded award scope. The Recipient must await further

guidance from DOE prior to contacting the proposed foreign entity, organization or government regarding the potential collaboration or negotiating the terms of any potential agreement.

- b. Existing collaborations with foreign entities, organizations and governments. The Recipient must provide DOE with a written list of all existing foreign collaborations in which has entered in connection with its DOE-funded award scope.

Description of collaborations that should be reported: In general, a collaboration will involve some provision of a thing of value to, or from, the Recipient. A thing of value includes but may not be limited to all resources made available to, or from, the recipient in support of and/or related to the Award, regardless of whether or not they have monetary value. Things of value also may include in-kind contributions (such as office/laboratory space, data, equipment, supplies, employees, students). In-kind contributions not intended for direct use on the Award but resulting in provision of a thing of value from or to the Award must also be reported. Collaborations do not include routine workshops, conferences, use of the Recipient's services and facilities by foreign investigators resulting from its standard published process for evaluating requests for access, or the routine use of foreign facilities by awardee staff in accordance with the Recipient's standard policies and procedures.

END OF EXHIBIT C

EXHIBIT D

INSURANCE REQUIREMENTS

(May vary depending on specific Project Description.)

INSURANCE REQUIREMENTS

Recipient shall obtain at Recipient's expense the insurance specified in this Exhibit prior to performing under this Agreement. Recipient shall maintain such insurance it in full force and at its own expense throughout the duration of this Agreement, as required by any extended reporting period, and all warranty periods that apply. Recipient shall obtain the following insurance from insurance companies or entities that are authorized to transact the business of insurance and issue coverage in the State of Oregon and that are acceptable to Agency. All coverage must be primary and non-contributory with any other insurance and self-insurance with the exception of Professional Liability and Workers' Compensation. Recipient shall pay for all deductibles, self-insured retention, and self-insurance, if any.

If Recipient maintains broader coverage and/or higher limits than the Agency requires or limits shown in this insurance requirement exhibit, Agency shall be entitled to the broader coverage and/or higher limits maintained by Recipient.

WORKERS' COMPENSATION AND EMPLOYERS' LIABILITY

All employers, including Recipient, that employ subject workers, as defined in ORS 656.027, shall comply with ORS 656.017, and provide Workers' Compensation Insurance coverage for those workers, unless they meet the requirement for an exemption under ORS 656.126(2). If Recipient is a subject employer, as defined in ORS 656.023, Recipient shall also obtain Employers' Liability Insurance coverage with limits not less than \$1,000,000 each accident.

If Recipient is an employer subject to any other state's workers' compensation law, Recipient shall provide Workers' Compensation Insurance coverage for its employees as required by applicable workers' compensation laws including Employers' Liability Insurance coverage with limits not less than \$1,000,000.

As applicable, Recipient shall obtain coverage to discharge all responsibilities and liabilities that arise out of or relate to the Jones Act with limits of no less than \$5,000,000 and/or the Longshoremen's and Harbor Workers' Compensation Act.

Recipient shall require and ensure that each of its subcontractors complies with these requirements.

COMMERCIAL GENERAL LIABILITY

Recipient shall provide Commercial General Liability Insurance covering bodily injury and property damage written on an ISO CG 00 01 10 01 (or equivalent). This insurance must include personal and advertising injury liability, products and completed operations, contractual liability coverage for the indemnity provided under this Agreement and must have no limitation of coverage to designated premises, project, or operation. Coverage shall be written on an occurrence basis in an amount of not less than \$2,000,000 per occurrence and not less than \$2,000,000 annual aggregate.

AUTOMOBILE LIABILITY

Recipient shall provide Automobile Liability Insurance covering Recipient's business use including coverage for all owned, non-owned, or hired vehicles with a combined single limit of not less than \$1,000,000 for bodily injury and property damage. This coverage may be written in combination with the

Commercial General Liability Insurance (with separate limits for Commercial General Liability and Automobile Liability).

RECIPIENT'S PROFESSIONAL LIABILITY

Recipient shall provide Professional Liability insurance covering any damages caused by an error, omission or any negligent acts related to the work, including design services, to be provided under this Agreement by the Recipient and Recipient's subcontractors, agents, officers, or employees in an amount not less than \$1,000,000 per claim and not less than \$2,000,000 annual aggregate. If coverage is provided on a claims made basis, the retroactive date of the policy must be prior to the inception of the work and an extended reporting period equal to the statute of ultimate repose must be included in the Professional Liability insurance coverage.

EXCESS/UMBRELLA INSURANCE

Excess/Umbrella insurance coverage in the sum of \$2,000,000 shall be provided and will apply over all liability policies, without exception, including but not limited to Commercial General Liability, Automobile Liability, and Employers' Liability coverage. The amounts of insurance for the insurance required under this Contract, including this Excess/Umbrella insurance requirement, may be met by the Recipient obtaining coverage for the limits specified under each type of required insurance or by any combination of underlying, Excess and Umbrella limits so long as the total amount of insurance is not less than the limits specified for each type of required insurance added to the limit for this Excess/Umbrella insurance requirement.

If Excess/Umbrella insurance is used to meet the minimum insurance requirement, the Certificate of Insurance must include a list of all policies that fall under the Excess/Umbrella insurance.

WAIVER OF SUBROGATION

Recipient grants to Agency a waiver of any right to subrogation that the Recipient or its insurers may acquire against the Agency by virtue of the payment of any loss under any Workers' Compensation, Commercial General Liability, Automobile Liability and Excess/Umbrella insurance required under this Agreement. Recipient agrees to obtain from their insurer(s) any endorsements necessary to affect this waiver of subrogation.

ADDITIONAL INSURED

All liability insurance, except for Workers' Compensation and Professional Liability and Directors and Officers Liability (if applicable), required under this Agreement must include the State of Oregon, its officers, employees, and agents as Additional Insureds, including additional insured status with respect to liability arising out of ongoing operations and completed operations, but only with respect to Recipient's activities to be performed under this Agreement. Coverage must be primary and non-contributory with any other insurance and self-insurance.

For Commercial General Liability, the Additional Insured endorsement with respect to liability arising out of Recipient's ongoing operations must be on or at least as broad as ISO Form CG 20 10 07 04 or equivalent and the Additional Insured endorsement with respect to completed operations must be on or at least as broad as ISO form CG 20 37 07 04 or equivalent.

CONTINUOUS CLAIMS MADE COVERAGE:

If any of the required liability insurance provided is on a claims made basis and does not include an extended reporting period of at least 24 months, then Recipient shall maintain continuous claims made liability coverage, provided the effective date of the continuous claims made coverage is on or before the effective date of the Agreement, for a minimum of 24 months following the later of:

- (i) Recipient's completion and Agency's acceptance of all Services/Work required under the Agreement, or
- (ii) Agency or Recipient termination of this Contract, or
- (iii) The expiration of all warranty periods provided under this Agreement.

CERTIFICATE(S) AND PROOF OF INSURANCE

Recipient shall provide to Agency Certificate(s) of Insurance for all required insurance before delivering any Goods and performing any Services/Work required under this Agreement. The Certificate(s) of Insurance must include all required endorsements or copies of the applicable policy language affecting coverage required by this Agreement. The Certificate(s) of Insurance must list the State of Oregon, its officers, employees, and agents as a Certificate holder and as an endorsed Additional Insured. The Certificate(s) of Insurance must also verify a waiver of subrogation provision in favor of the Agency is included in the Workers' Compensation, Commercial General Liability, Automobile Liability, and Excess/Umbrella policies. If a Recipient Pollution Liability coverage requirement includes an Asbestos Liability and/or Lead Liability endorsement(s), copies of the endorsement(s) must be provided with the Certificate(s) of Insurance. If the Recipient is transporting any hazardous material under this Agreement, copies of endorsements CA 99 48 or equivalent and MCS-90 (if applicable) must be included. If Excess/Umbrella insurance is used to meet the minimum insurance requirement, the Certificate of Insurance must include a list of all policies that fall under the Excess/Umbrella insurance. As proof of insurance Agency has the right to request copies of insurance policies and endorsements relating to the insurance requirements in this Agreement.

NOTICE OF CHANGE OR CANCELLATION

The Recipient or its insurer must provide at least 30 days' written notice to Agency before cancellation of, material change to, potential exhaustion of aggregate limits of, or non-renewal of the required insurance coverage(s).

INSURANCE REQUIREMENT REVIEW

Recipient agrees to periodic review of insurance requirements by Agency under this agreement and to provide updated requirements as mutually agreed upon by Recipient and Agency.

STATE ACCEPTANCE

All insurance providers are subject to Agency acceptance. If requested by Agency, Recipient shall provide complete copies of insurance policies, endorsements, self-insurance documents and related insurance documents to Agency's representatives responsible for verification of the insurance coverages required under this Exhibit.

END OF EXHIBIT D

**EXHIBIT E
ADMINISTRATIVE SUMMARY**

RECIPIENT'S CONTACT INFORMATION:

Project Manager:

Address:

Telephone:

Email:

Contracts Officer:

Address:

Telephone:

Email:

AGENCY'S CONTACT INFORMATION:

Project Manager: Roger Kainu

Address: 550 Capitol Street N.E. Salem, Oregon
97301

Telephone: 503-580-7469

Email: Roger.Kainu@Energy.Oregon.Gov

Contracts Officer: P. Gail Sullivan

Address: 550 Capitol St. NE Salem, OR
97301

Telephone: 971-240-1657

Fax:

Email: gail.sullivan@energy.oregon.gov

Accounts Payable: Mike Grady

Address: 550 Capitol St. NE Salem, OR
97301

Telephone: 503-400-1439

Fax:

Email: Michael.grady@energy.oregon.gov

June 24, 2024

TO: Honorable Mayor and City Council through City Administrator

FROM: Renata Wakeley, Special Projects Director
Jesse Cuomo, Community Services Director

SUBJECT: **Subrecipient Agreement with DevNW and Intergovernmental Agreement (IGA) with Cities of Gervais and Hubbard- Participation in Support CDBG COVID-19 Funding for Rental Assistance**

RECOMMENDATION:

Authorize the City Administrator to execute an Intergovernmental Agreement (IGA) between the City of Woodburn and the Cities of Gervais and Hubbard, partnering on a Community Development Block Grant for COVID-19 Emergency Rental Assistance (#RA2401), and enter into a contract with DevNW for administration and project management of the new CDBG grant.

BACKGROUND:

The Oregon State Community Development Block Grant (CDBG) program, administered by the Oregon Business Development Department (Business Oregon), receives an annual allocation of federal funds from the US Department of Housing and Urban Development (HUD). In addition, Business Oregon received an estimated \$2,323,265 in CDBG-CV funding in 2024 to be used for response to the economic impact of the COVID-19 pandemic by providing assistance to low and moderate income households impacted.

Under the notice of funding availability, Emergency Rental Assistance for Eligible Household must meet the following criteria:

- Household with a LMI income ($\leq 80\%$ area median income) based on applicable CDBG income limits;
- Household with a documented financial need due to the impact of COVID-19;
- Household residing in the program's service area (city limits of Woodburn, Gervais, or Hubbard);
- Household is not able to access other payment assistance for same costs (no duplication of benefit); and

Agenda Item Review: City Administrator X City Attorney X Finance X

- In this round of funding, CDBG-CV eligible assistance was expanded to include rent, utility, and/or mortgage assistance.

DISCUSSION:

The City Council held a public hearing in January 2024 to authorize submission of a new CDBG \$450,000 grant, similar to previous CDBG-CV awards received by the City, in partnership with the Cities of Gervais and Hubbard.

When multiple jurisdictions apply for a single grant, all participating jurisdictions must sign an IGA that clearly defines and outlines the following criteria: (i) the lead applicant; (ii) the participating city jurisdictions; (iii) the eligible non-profit organization that will be carrying out the emergency rental assistance program on behalf of the lead applicant; and (iv) a clear description of the area to be served with the requested grant.

Within the attached IGA, the applicable criteria is identified as follows:

- Lead Applicant: The City of Woodburn
- Participating Cities: The City of Gervais and the City of Hubbard
- Non-Profit Subgrantee that will Administer the Rental Assistance Program: DevNW
- Area to be Served: Households within the Jurisdictional boundaries of the Cities of Woodburn, Gervais, and Hubbard.

FINANCIAL IMPACT:

There was no financial matching requirement for the award of grant funds. However, in order to meet the anticipated staffing costs to DevNW in order to provide said services, the City needed to provide a \$5,000 match. As the lead applicant, City staff will also be responsible for administration and reporting obligations on behalf of the partnering jurisdictions.

Attached:

- 1) Intergovernmental Agreement – Participation in Support of an Application for CDBG COVID-19 Funding for Rental Assistance
- 2) DevNW contract

**INTERGOVERNMENTAL AGREEMENT
FOR
PARTICIPATION IN SUPPORT OF AN APPLICATION FOR CDBG FUNDING FOR COVID-19 MORTGAGE,
RENT, AND UTILITY ASSISTANCE**

THIS IGA for Participation in Support of an Application for CDBG Funding for COVID-19 Mortgage, Rent, and Utility Assistance is entered into as of the last date of signature below, by and between the City of Woodburn ("Woodburn") and the City of Gervais ("Gervais") and the City of Hubbard ("Hubbard") (collectively the "Parties"), and pursuant to ORS 190.010.

BACKGROUND

- A. Business Oregon has announced the availability of Community Development Block Grant ("CDBG") funding for Mortgage, Rent, and Utility Assistance for the purpose of responding to the economic impact of the COVID-19 pandemic.
- B. The City of Woodburn desires to be the lead applicant for the CDBG funding on behalf of the sponsoring cities of Gervais and Hubbard.
- C. The grant contract with Business Oregon, if awarded, will specify in detail how the CDBG funds will be allocated amongst low and moderate ("LMI") income families that have been economically impacted by the COVID-19 pandemic within each of the three cities.

The Parties agree as follows:

AGREEMENT

1. Joint Sponsorship of CDBG Application. The Parties agree to jointly sponsor a COVID-19 Mortgage, Rent, and Utility Assistance program provided through a Community Development Block Grant, administered by the Oregon Business Development Department.
 - 1.1. Grant Application. Woodburn shall designate and provide staff to complete grant writing, information and data collection, and the preparation of supporting documents for the grant application. The City shall ensure grant application completeness and submit the grant application in a timely manner.
 - 1.2. Grant Acceptance & Administration. Woodburn shall assume full responsibility for CDBG funding and act as the recipient for the award to the extent required by Business Oregon; this shall also include acting as the responsible party for the grant administration, environmental review, and federal labor standards compliance, to the extent applicable.
 - 1.3. Responsibility of Sponsors. Gervais and Hubbard shall fully collaborate with Woodburn designated staff during the entire CDBG application and award process, including compiling all needed documents, and providing data, financial information, and all other pertinent information requested from Woodburn.
2. Rental Assistance Grant Activity. The purpose of the proposed CDBG is to provide direct Mortgage, Rent, and Utility Assistance to LMI families that have been economically impacted by the

COVID-19 pandemic. CDBG funds will only be available to those individuals/households that meet the CDBG LMI and COVID-impacted criteria and live within the boundaries of the City of Woodburn, City of Gervais, or the City of Hubbard.

3. Sub-grant Agreement. Woodburn as the Applicant will enter into a sub-grant agreement with Dev NW, a non-profit organization with experience in providing rent, mortgage, and utility relief assistance, and managing and distributing CDBG funds as described above.

4. Program Documents & Marketing. Should the Parties be awarded CDBG funds for a rent relief program, Woodburn, in coordination with the Sub-grantee shall prepare intake and applications form that will be utilized for the program. All externally facing documents shall be reviewed and approved by all parties prior to use. All externally facing documents will also be available in English, Spanish, and Russian languages.

Woodburn, in coordination with the Sub-grantee shall also be primarily responsible for creating and executing a marketing plan for the program. The Parties acknowledge that they each will have a role in marketing the program to individuals and families within their own jurisdictions, but that overall the intent is for there to be cooperation and unity in outreach efforts and communication.

5. Mutual Agreements and Understandings.

5.1. Incurred Costs/Expenses. The Parties agree to assume their own financial responsibilities for expenses incurred in carrying out responsibilities as outlined in Sections 1-4 above; this includes those incurred for grant writing, employee wages and expenses, and equipment needed to complete necessary grant work or comply with grant award conditions.

5.2. Publicity and Use of Proprietary Marks. Each party shall obtain prior written approval from the other parties prior to using the other party's trademarks, trade names, logos, or images (collectively, "Proprietary Marks") in connection with carrying out projects or activities under this IGA. This applies to all uses regardless of whether on the web, in print, or in any other media. Once approved, similar uses in the same context and format will not require additional approval. In the event this agreement expires or terminates for any reason, each party shall immediately discontinue using the other party's Proprietary Marks.

5.3 Compliance with Applicable Laws. The Parties agree that each shall comply with all federal, state, and local laws and ordinances applicable to the work to be done under this IGA.

5.4. Nondiscrimination. The Parties agree to comply with all applicable requirements of federal and state civil rights and rehabilitation statutes, rules, regulations in the performance of this IGA.

6. Relationship of the Parties. Nothing in this IGA is intended, or is to be deemed to create a partnership or joint venture between the Parties. Gervais and Hubbard shall at no time hold themselves out as subsidiaries of Woodburn. Further, nothing contained herein shall be deemed or construed by the Parties, nor by any third parties, as creating a relationship between Woodburn and any officers, employees, volunteers, suppliers, contractors, or subcontractors of Gervais or Hubbard to carry out any activities under this IGA.

7. Authority. Each party represents and warrants that it has the full right and power to enter into this IGA and that it is fully ready, willing, and able to perform all its obligations hereunder.
8. Primary Contacts. The Parties shall designate and identify a primary contact person to work with the other parties on any provisions of this IGA and any future obligations pursuant to a CDBG Award.
9. Term & Termination. This IGA shall be effective upon execution and shall continue in full force and effect for a period of twelve (12) months. This IGA may be terminated by any party provided written notice is given to the other parties at least thirty (30) days prior to the termination date. Upon the receipt of notice of termination, the Parties shall commence negotiations as to the equitable disposition of any remaining CDBG funding made available by the award and any outstanding fees and revenues.
10. Miscellaneous.
- 10.1. Assignment. The obligations and duties contemplated by this IGA are specific to the Parties involved. No party may assign the rights and responsibilities contemplated by this IGA to any other individual or entity.
- 10.2. No Third Party Beneficiaries. No provisions of this IGA are intended or will be construed to confer upon or give to any person or entity other than the signatories to this IGA any rights, remedies or other benefits under or by reason of this IGA.
- 10.3. Indemnification. Each party shall, to the extent it may under the Constitution and laws of Oregon, indemnify the other against all claims, demands, suits, actions, losses, damages liabilities, costs and expenses of any kind or nature arising directly out of a parties' intentional, reckless, or negligent acts, errors, or omissions in carrying out any activity under this IGA.
- 10.4. Notices. Any notice under this IGA must be in writing and will be effective when actually delivered in person or three (3) days after being deposited in the U.S. mail, registered or certified, postage prepaid and addressed to the party at the address stated in this IGA or such other address as either party may designate by written notice to the other. Mailing addresses for the parties are as follows:
- (a) The City of Woodburn. City Administrator, City of Woodburn, 270 Montgomery Street, Woodburn, Oregon 97071.
- (b) The City of Gervais. _____
- (c) The City of Hubbard. _____
- 10.5. Oregon Law. To the extent applicable, this IGA is governed by and construed in accordance with the laws of the State of Oregon.
- 10.6. Merger Clause; Waiver. This IGA constitutes the entire agreement between the Parties on the subject matter hereof. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this IGA. No waiver, consent, modification or

change of terms of this IGA shall bind either party unless in writing and signed by both parties. Such waiver, consent, modification or change, if made, shall be effective only in the specific instance and for the specific purpose given. The failure of any party to enforce any provision of this IGA shall not constitute a waiver by that party of that or any other provision.

The Parties have executed this IGA effective as of the last date of signature specified below.

CITY OF WOODBURN,
an Oregon municipal corporation

Scott Derickson, City Administrator

Date

CITY OF GERVAIS,
an Oregon municipal corporation

By: _____
Title: _____

Date

CITY OF HUBBARD,
an Oregon municipal corporation

By: _____
Title: _____

Date

CDBG-CV COVID-19 MORTGAGE, RENT, AND UTILITY ASSISTANCE SUB-GRANT AGREEMENT

THIS CDBG-CV Mortgage, Rent, and Utility Assistance Sub-Grant Agreement ("Agreement") is entered into as of the last date of signature below ("Effective Date"), by and between the City of Woodburn, an Oregon municipal corporation ("City") and Corvallis Neighborhood Housing Services, Inc., dba DevNW, an Oregon nonprofit organization ("Subgrantee") (collectively the "Parties").

BACKGROUND

- A. The City received a Community Development Block Grant ("CDBG") from the State of Oregon ("State") for purposes of providing mortgage, rent, and utility assistance to low and moderate income ("LMI") households that have been affected by the impact of the COVID-19 pandemic.
- B. This grant program is utilizing: Federal funding from the Community Development Block Grant program CARES Act (CDBG-CV) of which amount of \$2,323,265 has been allocated to this program in whole.
- C. The City applied for \$450,000 in CDBG funding on behalf of itself and two other non-entitlement communities, the City of Hubbard and the City of Gervais.
- D. The City's grant contract with the State will be subject to Title I of the Housing and Community Development Act of 1974, 42 U.S.C. §§5301-5321 ("the Act"), 24 CFR §570 Subpart I (570.480-.497) ("the Regulations"), ORS Chapter 285a, and OAR 123-080-0000 et seq., and the current Method of Distribution ("MOD") and Grant Management Handbook ("GMH").
- E. Subgrantee has been identified and selected by the City because it is a qualified nonprofit organization that serves the needs of the LMI community in the non-entitlement areas that the grant award would cover, and has experience administering emergency rental and utility assistance and programs, and has demonstrated that it has adequate capacity to administer the program.
- F. Through this Agreement, the City engages the Subgrantee to provide grant administration and program management services for the grant contract and to carry-out the grant activities in accordance with the CDBG program requirements.

Therefore, the Parties agree as follows:

AGREEMENT

1. Eligible Activities. Subgrantee shall set up, administer, and operate an emergency mortgage, rent, and utility assistance program in accordance with the CDBG-CV Emergency Housing Related Assistance Guide and Chapter 16 of the 2023 CDBG Method of Distribution, COVID-19.

1.1. Eligible Households. Subgrantee shall only issue rental assistance to eligible households that meet ALL of the following criteria: (i) Household with a LMI income (\leq 80% area median income) based on applicable CDBG income limits; (ii) Household with a documented financial need due to the impact of COVID-19; (iii) Household residing in the program's service area (i.e. within the jurisdictional boundaries of the Cities of Woodburn, Hubbard, or Gervais); and (iv) Household is not able to access other payment assistance for the same costs and period of time

(i.e. no duplication of benefit), nor has accessed 6 months or more of CDBG mortgage, rent, or utility assistance previously.

1.2. Mortgage, Rent, and/or Utility Assistance. Under this Agreement, Subgrantee shall administer and issue emergency mortgage, rent, and/or utility assistance payments to assist LMI families struggling with COVID-19 economic impacts, and to ultimately help stabilize the community at large. Mortgage, Rent, and Utility assistance includes providing direct payment to the Eligible Household's landlord for up to six (6) months' worth of rent that is in arrears to prevent eviction. Ineligible types of assistance include: (i) payment made directly to tenant, friend or family member of the tenant; (ii) any payment beyond six months in total; (iii) utility payments (unless included in rent); (iv) hotel vouchers/payments (v) security deposits; (vi) payments to non-LMI households; and (vii) payments for space in RV parks.

1.3. Rent Reasonableness. Maximum emergency rental assistance payment amounts are set locally based on rent reasonable study, fund availability, actual need and financial circumstances. On the basis of the rent reasonableness study attached hereto and incorporated herein by reference as Exhibit A, the maximum monthly rent amount (i.e. the fair market rent for the areas) that can be paid as part of this program will be the "Fair Market Rent" amount listed based on the number of bedrooms in the rental unit.

1.4. Documented COVID-19 Hardship. Households must be able to document hardship due to COVID-19, i.e. loss of job or reduction in hours, quarantined or family member quarantined. Possible documentation may include, but is not limited to notice of lay off, unemployment deposits, doctor's notice identifying COVID-19 likelihood, etc.

1.5. Preventing Duplication of Benefit. HUD guidance states "the duplication of benefit occurs when federal financial assistance is provided to a person and the person has (or would receive, by acting reasonably) financial assistance for the same costs from any other source and the total amount received exceeds the total need for those costs." As administrator of the program, Subgrantee shall establish and maintain adequate procedures to prevent any duplication of benefits, including requiring that applicants sign an agreement that they are not receiving emergency CDBG ~~rental~~ assistance funds from another source for the same period of time, nor has accessed 6 months or more of CDBG mortgage, rent, and utility assistance previously.

To analyze duplication of benefits, Subgrantee should complete the following steps:

- a) Assess need: Determine the amount of need (total cost);
- b) Determine Assistance: Determine the amount of assistance that has or will be provided from all sources to pay for the cost;
- c) Calculate Unmet Need: Determine the amount of assistance already provided compared to the need to determine the maximum CDBG award; and
- d) Document Analysis: Document calculation and maintain adequate documentation justifying determination of maximum award.

1.6. Income Qualifications. CDBG funded public services must benefit LMI persons, based on the person's household income from all persons residing in the home (i.e., family, friends, roommates), household size, and the CDBG income limits (80% or below). Subgrantee shall use the following process in determining whether a household meets the LMI criteria: Projecting the household's prevailing rate of income at the time the assistance is provided (6 months into the

future), and maintaining documentation of this determination. Increases in expenses is not a factor in determining income eligibility.

1.7. Timing of Assistance. CDBG-CV funds can only cover eligible costs incurred as of May 24, 2024 and later (for grant administration and program management line items). All grant funds shall be expended through eligible rent assistant distributions no later than May 24, 2025.

1.8. Federal Restrictions on Funds. CDBG CARES Act funds are to be used to target those services addressing the impacts from the COVID-19 emergency, including emergency rental payments; and have these federal restrictions: (i) Direct payments to a household are NOT CDBG eligible. Payments are to be paid to a third party on behalf of the qualifying household; (ii) Payments are for no more than six consecutive months within a 12 month period; (iii) Payments are intended to prevent eviction (verify pending eviction status with Landlord); (iv) Payments cannot be a duplication of benefit; and (v) Payments with CDBG COVID-19 funds must address impacts resulting from the COVID-19 emergency.

1.9. Applications & Screening. Subgrantee shall use a local intake form and system to screen applicants to determine the Household's eligibility. A sample intake and verification form is attached hereto and incorporated herein by reference as Exhibit B. This form shall also be translated into both Spanish and Russian for program use.

1.10. Program Marketing. The Rental Assistance Program must be marketed to the identified service area ensuring communities of color, or those households disproportionately affected by COVID-19, are engaged in the marketing effort. This shall include developing marketing materials in other languages (e.g. Spanish and Russian) to ensure an understanding and awareness of the rental assistance program and its requirements.

2. Emergency Rental Payment Records. Subgrantee shall maintain a file on each assisted household that includes the following:

- a) Application for assistance form that includes the essential CDBG COVID-19 eligibility criteria, certified by the applicant.
- b) LMI verification documents (such as unemployment benefit, pay stubs), household size, and the income level (e.g. 30%, 50%, 80% AMI).
- c) Documentation of loss of income due to COVID-19.
- d) Proof that loss of housing is at risk and the need for emergency payment (such as late payment or eviction notice).
- e) Documentation of current lease agreement and that the household was not behind on rent prior to April 1, 2020 (reimbursement expenses prior to April 1, 2020 are ineligible).
- f) Ethnicity/race demographics for federal reports.
- g) Grantee certified environmental exemption from public services.
- h) Copy of the rent reasonable study used to determine local fair market rate.
- i) No duplication of benefit documentation.

Applicant tenant information collected must remain confidential, used only to meet federal and state record keeping requirements, and withheld as applicable from disclosure.

3. Grant Funds & Administration Costs. The City shall compensate Subgrantee for program administration costs it incurs for work related to carrying out the mortgage, rent, and utility assistance

activities and working directly with LMI clients; such as: developing application procedures, screening applicants, verifying eligibility, monitoring, and providing other direct service to clients. The City shall pay the Subgrantee a percentage of the program administration fee based upon benchmarks as set forth below:

Benchmark	Percentage of fee budgeted	Amount
Program and marketing materials developed and advertising started/distributed throughout communities.	50%	\$32,500
Expenditure of 75% of the funds available for the rental assistance and CDBG project closeout	50%	\$32,500
Total	100%	\$65,000

The Subgrantee shall submit monthly progress reports to the City in the form, content and frequency as required by the City. Such reports shall include timesheet information with the number of staff/volunteer hours expended on the program and the percent or amount of grant funds expended in the prior month.

4. Responsibilities of the City. The City retains responsibility for all the federal CDBG compliance requirements assigned through its grant agreement with the State; including the following:

- 4.1. Monitor & Oversee Subgrantee. With regard to activities carried out by Subgrantee under the grant contract and with regard to any program funds, the City shall:
- Provide monitoring and oversight as required by the Act, the Regulations, the current MOD and GMH, and the applicable grant agreement;
 - Ensure that Subgrantee complies with the Act and Regulations, the current MOD and GMH and the terms of this subgrant agreement;
 - To the extent allowed under Section 6 of this Agreement (Suspension and Termination), recover on behalf of the State any liabilities that may arise as the result of the breach of the grant contract by Subgrantee;
 - Hold monthly meetings with Subgrantee to monitor program requirements and ensure that all program activities comply with the Acts and Regulations. Participants will review applications and other program documentation to ensure that program requirements are being met in a timely manner;
 - Identify City personnel to work with Subgrantee on a regular basis to ensure that all program requirements are being met in a timely manner; and
 - Other miscellaneous items such as, but not limited to, the return of the executed grant contract to the State, conducting additional public hearings and submitting the affidavit of publication and final hearing minutes, and completing the project completion report to the State etc, in accordance with the current GMH.

4.2. Comply with Fair Housing Requirements. The City shall provide to the State a copy of an adopted Fair Housing resolution, with evidence (affidavit of publication) that such resolution has been published and documentation that the local jurisdiction distributed fair housing posters and brochures within six months of the initial drawdown of funds under the Grant Contract.

- 4.3. §504 Self Evaluation Checklist. The City shall provide to the State a copy of the self-evaluation checklist required by §504 of the Rehabilitation Act, and if applicable a nondiscrimination policy and grievance procedures. The City shall provide to the State evidence that the notice of nondiscrimination was published (affidavit of publication).
- 4.4. Excessive Force Policy. The City shall provide to the State a copy of the excessive force policy adopted by the Jurisdiction, with the submission of the signed grant contract.
- 4.5. Environmental. The City shall provide to the State a copy of the environmental exemption for grant administration/program management and other non-construction activities prior to entering into this Sub-Grant Agreement.
- 4.6. Section 3 Requirements. The City shall prepare and adopt a Business-Oregon reviewed Section 3 plan, and submit the adopted plan to the State prior to the first draw for funds.
- 4.7. Limited English Proficiency Language Access Plan ("LAP"). The City shall prepare and adopt a Business-Oregon reviewed LAP and provide a copy of the adopted plan to the State prior to the first draw of funds and ensure that the Subgrantee complies with the City's LAP.
5. Responsibilities of the Subgrantee. In addition to the Eligible Activities Outlined in Section 2 & 3 above, the Subgrantee shall have the following general responsibilities:
- 5.1. Minimum Requirements of Mortgage, Rent, and Utility Assistance Program. Subgrantee shall (i) be the owner of all program policies, processes, and procedures; (ii) ensure that all funding disbursements are made to eligible households that meet the CDBG LMI criteria; (iii) carry out program activities with its own staff or will contract for professional staff; (iv) retain control of CDBG funds, manage the bank accounts and disbursements through its Finance Department/Secretary/Treasurer, even if it has no employed staff; (v) maintain control, responsibility, oversight, and management of the CDBG funds; and (vi) comply with all grant contract requirements and the current MOD and GMH.
- 5.2. Cooperation with City. Subgrantee shall meet with the City monthly to ensure that all requirements in the MOD and current GMH are being followed for the program. Participants will review applications and other program documentation to ensure that program requirements are being met in a timely manner. Subgrantee shall also work closely with the City personnel who shall be appointed to ensure compliance with program requirements on a regular basis.
- 5.3. Grant Administration. Subgrantee shall undertake the following grant administration duties: (i) assist the City in meeting any grant draw-down requirements; (ii) provide data to the City for any annual report submissions or other requirements contained in the MOD or GMH; (iii) monitor project progress against the grant scope of work and budget and report back to the City; (iv) participate in State monitoring visits and respond to monitoring findings and concerns (if applicable); and (v) prepare a project completion report and assist an auditor with required grant information.
- 5.4. Recognition of Fund Sources. Work under this Agreement will be funded, in whole or in part, with federal grant funds from the Oregon Community Development Block Grant program. Therefore, the Subgrantee shall insure recognition of the role of the City and the federal and State of Oregon Community Development Block funding in providing services through the

Agreement. All activities, facilities, and items utilized pursuant to this Agreement shall be prominently labeled as to funding source. In addition, the Subgrantee will include a reference to the support provided herein in all publications made possible with funds made available under this Agreement.

5.5. Reasonable Accommodation Policy. As federally required, the Subgrantee shall have a reasonable accommodation policy for applicants.

5.6. Repayment of Funds. Subgrantee shall repay to the City any portion of grant funds should the State require repayment as a result of noncompliance of all the above, but not limited to the above, responsibilities.

6. Suspension or Termination of Agreement.

6.1. Mutual Termination. The Parties may jointly agree to terminate this Agreement, upon such terms and conditions as they mutually agree to. If this Agreement is terminated before the grant agreement between the City and State is administratively closed, Subgrantee shall be compensated for services rendered and expenses incurred and shall relinquish control of all funds related to such Grant and the City must ensure that the funds are used as originally intended in the Grant Contract or returned to the State.

6.2. Default & Termination.

6.2.1. Written Notice and Opportunity to Cure. If either party substantially fails to comply with any material term of this Agreement, or with any of the rules, regulations or provisions referred to herein, the other party shall give written notice of such noncompliance to the party allegedly in default. The notice shall state the specific manner in which the party has failed to comply with this Agreement or rules, and shall give that party no less than 30 days, or such longer time as may be reasonably necessary under the circumstances, in which to remedy such breach. If such noncompliance is not corrected within the time provided, the party not in default may suspend or terminate this Agreement, in whole or in part.

6.2.2. Suspension of Payments. If there is evidence of fraud or misappropriation of funds, and if the City has provided the written notice required by subparagraph 6.2.1, the City may withhold any further compensation to Subgrantee, until such time as the Subgrantee is in compliance with this Agreement.

6.3. Remedies.

a) If there is a material breach by Subgrantee and the Subgrantee still retains grant funds, the Subgrantee must return all remaining funds to the City, which must ensure that such funds are used as originally intended. The City has the following options which it may pursue in its discretion: (i) The City can require Subgrantee to relinquish control of such assets to the City, which will hold them temporarily until the City expeditiously transfers them to another eligible non-profit; (ii) The City can require Subgrantee to relinquish control of such assets directly to another eligible subgrantee; (iii) The City can require Subgrantee to relinquish control of such assets directly to the City and then the City will return all the assets to the State; or (iv) In addition to exercising any of its options as set forth above, the City shall be entitled

to recover from the Subgrantee any sums that may become due as a result of a breach of this Agreement by Subgrantee.

- b) In the event of termination by the City, Subgrantee may pursue any remedy allowed in law or equity. Subgrantee shall be compensated for any services satisfactorily performed.

7. Close-Outs. Subgrantee's grant obligations to the City shall not end until the State determines that the project can be administratively closed.

8. Condition of Services. Subgrantee shall administer the program in a competent manner by staff/volunteers who have been trained in the program's eligibility requirements, the screening criteria, and reporting procedures. Subgrantee represents that it is qualified and has the necessary skills and experience to furnish the services and carry out the activities described in this Agreement. Subgrantee shall be responsible for employing or engaging all persons necessary to perform the services under this Agreement and shall abide by all applicable State and Federal laws regarding employing or engaging said persons, including but not limited to, tax reporting, anti-discrimination, minimum wage, and worker's compensation laws.

9. Publicity and Use of Proprietary Marks. Each party shall obtain prior written approval from the other party prior to using the other party's trademarks, trade names, logos, or images (collectively, "Proprietary Marks") in connection with carrying out projects or activities under this Agreement. This applies to all uses regardless of whether on the web, in print, or in any other media. Once approved, similar uses in the same context and format will not require additional approval. In the event this agreement expires or terminates for any reason, each party shall immediately discontinue using the other party's Proprietary Marks.

10. Records. Each party shall retain all its records relating to this Agreement and projects/activities carried out under this Agreement for a period of six years following expiration or termination of this Agreement or completion of the grant close-out.

11. Non-Discrimination. In performing and providing services under this Agreement, Subgrantee is prohibited from discriminating against applicants on the basis of race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, military status, or other classes protected under Oregon or federal statutes.

12. Religious Organization. The Subgrantee agrees that funds provided under this contract will not be utilized for religious activities, to promote religious interests, or for the benefit of a religious organization in accordance with the Federal regulations specified in 24 CFR 570.200(j).

13. Relationship of the Parties. Nothing in this Agreement is intended, or is to be deemed to create a partnership or joint venture between the Parties. Subgrantee shall at no time hold itself out as a subsidiary or affiliate of the City. Further, nothing contained herein shall be deemed or construed by the Parties, nor by any third parties, as creating a relationship between the City and any officers, employees, volunteers, suppliers, contractors, or subcontractors used by Subgrantee to carry out any activities under this Agreement.

14. Authority. Each party represents and warrants that it has the full right and power to enter into this Agreement and that it is fully ready, willing, and able to perform all its obligations hereunder.

15. Primary Contacts. Both Parties shall designate and identify a point person to work with the other party on any provisions of this Agreement and the future mortgage assistance program. The City's Special Projects Director will serve as the City's point of contact until or unless another individual is designated.

16. Non-Profit Status. Through the duration of this Agreement, Subgrantee agrees that it shall maintain its status as a 501(c)(3) nonprofit entity.

17. Indemnification. Each party shall, to the extent it may under the Constitution and laws of Oregon, indemnify the other against all claims, demands, suits, actions, losses, damages liabilities, costs and expenses of any kind or nature arising directly out of a parties' intentional, reckless, or negligent acts, errors, or omissions in carrying out any activity under this Agreement.

18. Insurance. The Subgrantee shall maintain at all times comprehensive liability insurance and property damage insurance covering its activities and operations under this Agreement, and naming the City, its officers, agents and employees as additional insured. Such insurance shall be in the forms and amounts not less than set forth in ORS 30.270. The City shall be furnished a certificate of insurance providing at least thirty days written notice if the insurance coverage is canceled or reduced.

19. Limitation of Liability. The City shall not be liable for injury, damage, or loss suffered by Subgrantee, its agents or employees, in carrying out activities pursuant to this Agreement, not caused by the negligent or intentional acts of the City, its agents, employees, or contractors.

20. Miscellaneous.

20.1 Assignment. The obligations and duties contemplated by this Agreement are specific to the Parties involved. Neither party may assign the rights and responsibilities contemplated by this Agreement to any other individual or entity.

20.2 No Third Party Beneficiaries. No provisions of this Agreement are intended or will be construed to confer upon or give to any person or entity other than the signatories to this Agreement any rights, remedies or other benefits under or by reason of this Agreement.

20.3 Notices. Any notice under this Agreement must be in writing and will be effective when actually delivered in person or three (3) days after being deposited in the U.S. mail, registered or certified, postage prepaid and addressed to the party at the address stated in this Agreement or such other address as either party may designate by written notice to the other. Mailing addresses for the parties are as follows:

- a) The City. City Administrator, City of Woodburn, 270 Montgomery Street, Woodburn, Oregon 97071.
- b) Corvallis Neighborhood Housing Services, Inc., dba Dev NW., 212 Main Street, Springfield, OR 97477

18.4. Oregon Law. To the extent applicable, this Agreement is governed by and construed in accordance with the laws of the State of Oregon.

18.5. Merger Clause; Waiver. This Agreement constitutes the entire agreement between the Parties on the subject matter hereof. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this Agreement. No waiver, consent, modification or change of terms of this Agreement shall bind either party unless in writing and signed by both parties. Such waiver, consent, modification or change, if made, shall be effective only in the specific instance and for the specific purpose given. The failure of the City to enforce any provision of this Agreement shall not constitute a waiver by the City of that of any other provision.

The Parties have executed this Agreement effective as of the last date of signature specified below.

CITY OF WOODBURN,
an Oregon municipal corporation

SUBGRANTEE
Corvallis Neighborhood Housing Services, Inc.,
dba DevNW, an Oregon nonprofit corporation

Scott Derickson, City Administrator

Emily Reiman, CEO

Date

Date

EXHIBIT A
OREGON HOUSING AND COMMUNITY SERVICES 2024 INCOME LIMITS – MARION COUNTY

FY2024 Income Limit Area	Median Family Income	FY2024 Income Limit Category	Persons In Family							
			1	2	3	4	5	6	7	8
Salem, OR MSA	\$91,300	Low (80%) Income Limits	\$51,150	\$58,450	\$65,750	\$73,050	\$78,900	\$84,750	\$90,600	\$96,450

NOTE: Marion County is part of the Salem, OR MSA so all information presented here applies to all of the Salem, OR MSA. The Salem, OR MSA contains the following areas: Marion County, OR and Polk County, OR.

EXHIBIT B
SCREENING APPLICATION & VERIFICATION FORM

EXHIBIT C- REQUIRED FEDERAL CDBG CLAUSES

1. **Source of Funds**

“Work under this contract will be funded with federal grant funds from the Oregon Community Development Block Grant program.”

2. **Conflict of Interest**

No employee, agent, consultant, officer, elected official or appointed official of the city or county grant recipient or any of its sub-recipients (sub-grantees) receiving CDBG funds who exercise or have exercised any functions or responsibilities with respect to CDBG activities who are in a position to participate in a decision making process or gain inside information with regard to such activities, may obtain a financial interest or benefit from the activity or have an interest or benefit from the activity or have an interest in any contract, subcontract or agreement with respect thereto, or the proceeds there under, either for themselves or those with whom that have family or business ties, during their tenure or for one year thereafter, in accordance with 24 CFR Part 570.489(h).

3. **Minority, Women and Emerging Small Business (Instruction: Include if contract is \$10,000 or more)**

Before the final payment to Contractor is made, Contractor shall submit Exhibit 5B “Minority, Women and Emerging Small Business Activity Report”.

4. **Prohibition on the Use of Federal Funds for Lobbying**

As evidenced by execution of this contract, Contractor certifies, to the best of their knowledge and belief that:

CERTIFICATION REGARDING LOBBYING

The undersigned certifies, to the best of his or her knowledge and belief, that:

A. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan or cooperative agreement.

B. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, “Disclosure Form to Report Lobbying,” in accordance with its instructions.

C. The undersigned shall require that the language of this certification be included in the award documents for all sub awards at all tiers (including subcontracts, sub grants, and contracts under grants, loans, and cooperative agreements) and that all sub recipients shall certify and disclose accordingly. Community Development Block Grant Management Handbook – 2024 Page 2 of 2

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Signed (Contractor)

Title/Firm

Date



Agenda Item

June 24, 2024

To: Honorable Mayor and City Council through City Administrator

From: Chris Kerr, Community Development Director *CK*,
Dan Handel, Planner

Subject: **Public Hearing for a Legislative Amendment to the Woodburn Development Ordinance Regarding Food Cart Regulations (LA 24-02)**

RECOMMENDATION:

Conduct a public hearing and make a motion to tentatively approve Legislative Amendment LA 24-02, directing staff to prepare an ordinance for consideration at the July 22, 2024, City Council meeting.

BACKGROUND:

On August 28, 2023, the City Council passed Resolution No. 2218 initiating a broad scope of legislative amendments to the WDO. Included in the scope of amendments are regulations for food carts.

The Planning Commission held work sessions on March 14th, April 11th, and April 25th to discuss food carts, food cart pods, and how to regulate them. At their May 23rd meeting, the Planning Commission held a public hearing and unanimously recommended approval of the attached WDO amendment package.

The City Council held a work session on June 10th to discuss the recommended amendments.

DISCUSSION:

Throughout the rulemaking process, the Planning Commission heard from food cart operators, pod managers, and members of the public. Based on the feedback received, the Commission drafted regulations that prioritize food cart facilities that are safe, clean, attractive, and accessible. Commissioners were also intentional about wanting to lower the bar of entry for commercial and industrial

Agenda Item Review: City Administrator ___x___ City Attorney ___x___

property owners to develop food cart pods, thereby expanding opportunities for existing food carts to find permanent locations.

Proposed amendments are included in a ~~striketrough-and-~~underline format (Attachment 102) and can be summarized as:

- Allowing food cart pods in all commercial and industrial zoning districts, and requiring most food carts to be located within a pod;
- Outlining development review criteria for food cart pods (parking, landscaping, seating areas, etc.);
- Requiring all food carts within a pod be connected to municipal water and sewer,
- Prohibiting propane tanks and power generators in food cart pods;
- Requiring street improvements for food cart pods similar to what would be required for a single-family dwelling;
- Specifying a review process for food cart pods; and
- Clarifying when food carts are eligible to apply for a Special Event Permit.

Staff supports the proposed amendments.

FINANCIAL IMPACT:

There is no financial impact identified with the recommended action.

ATTACHMENTS:

Exhibit A. City Council Staff Report
Attachment 101: Analyses & Findings
Attachment 102: WDO Amendments



Staff Report

Project Name: Legislative Amendment (LA) 24-02: Food Cart Pods

File Number: LA 24-02

Initial Hearing Date: May 23, 2024

Second Hearing Date: June 24, 2024

Date of Report: June 18, 2024

Staff Reviewer: Dan Handel, Planner

Staff Recommendation: Approval

Issue before the City Council

Legislative Amendment (LA) 24-02 for adoption of an amendment to the Woodburn Development Ordinance (WDO). Proposed amendments focus on regulations for food carts and food cart pods.

Executive Summary

Proposed amendments prioritize food cart facilities that are safe, clean, attractive, and accessible, while also not being too costly for property owners to pursue. The proposed amendments can be summarized as:

- Allowing food cart pods in all commercial and industrial zoning districts, and requiring most food carts to be located within a pod;
- Outlining development review criteria for food cart pods (parking, landscaping, seating areas, etc.);
- Requiring all food carts within a pod be connected to municipal water and sewer;

- Requiring street improvements for food cart pods similar to what would be required for a single-family dwelling;
- Specifying a review process for food cart pods; and
- Clarifying when food carts are eligible to apply for a Special Event Permit.

Proposed amendments apply only to a fraction of the hundreds of pages of the WDO and are attached in a ~~strike~~through-and-underline format (Attachment 102).

Background

On August 28, 2023, the City Council passed Resolution No. 2218 initiating a broad scope of legislative amendments to the WDO. Included in that scope are regulations for food carts.

The Planning Commission held work sessions on March 14th, April 11th, and April 25th to discuss food carts, food cart pods, and how to regulate them. At their May 23rd meeting, the Planning Commission held a public hearing and unanimously recommended approval of the attached WDO amendment package.

The City Council held a work session on June 10th to discuss the recommended amendments.

Purpose

The proposed WDO amendments serve to address trends seen at the local, state, and national levels related to food carts, and will update the zoning code to allow food cart pods in Woodburn.

The City's current regulations for food carts don't align with market trends that we see nationwide. Food carts used to be a small niche in the overall restaurant market; they would be mobile, traveling to large employers during meal breaks or vending at special events (festivals, farmers markets, etc.), or they would locate more permanently in the densely populated downtown cores of large cities like Portland. More recently, food carts have become a popular alternative to brick-and-mortar restaurants for both chefs and patrons. It is now much more common to find a group of carts (a "pod") congregate throughout commercial areas in cities of all sizes. The proposed WDO amendments are intended to better align Woodburn with these trends by allowing food cart pods in all commercial and industrial zones.

Currently, the existing City rules allow food carts only in industrial zones and with minimal design/development standards. Cart operators consistently inquire about setting up in commercial zones where there is more visibility and higher traffic, and as a result they end up utilizing temporary special event permits to locate in these locations for up to 60 days. These special event permits create enforcement challenges for staff, and ultimately the operators are not able to stay permanently and grow their business. In the proposed amendments, the

Planning Commission intentionally included commercial areas as allowable locations for food cart pods as a way to expand opportunities for cart operators to find permanent locations.

At the state level, the Oregon Health Authority (OHA) is the rulemaking body for food carts. In February of 2020, OHA adopted new rules for food carts so that counties could strengthen their enforcement of public health regulations. Specifically, these rules require water and wastewater tanks be integral to (contained within) the cart, otherwise the cart must hook up to municipal water and sewer lines. Implementation of these rules began in 2023 after a 3-year grace period however OHA and local public health agencies have been willing to work with food cart operators on compliance schedules if they've indicated they need more time. The proposed WDO amendments are intended to guide local food carts into compliance with these OHA rules by requiring municipal utility connections.

Testimony

Throughout the rulemaking process, staff and the Planning Commission heard from food cart operators, pod managers, and members of the public, all of whom provided valuable feedback and guidance. Specific individuals are listed below:

- Roy Long (1233 Riverbend Rd NW, Salem, OR 97304): Owner and developer of Checkpoint 221, a recently opened food cart pod in West Salem.
- John Stromquist (1590 Willamette Falls Dr, West Linn, OR 97068): Owner and developer of Willamette Garage, a food cart pod on the site of an old gas station in West Linn.
- Dalia Lopez (415 Oak St, Woodburn, OR 97071): A Woodburn resident who contacted staff to share support for the proposal.
- Lilia Bahena (264 SE 33rd Ave, Hillsboro, OR 97123): An individual interested in opening a food cart pod in Woodburn.
- Reynaldo Regino (17891 SW Tualatin Valley Hwy, Aloha, OR 97005): Owner/Operator of the Los Tacos Juan food truck that operates in the Sunshine Market parking lot along Settlemier Ave. Mr. Regino attended the Planning Commission public hearing but did not speak.
- Oscar Regino (695 N Settlemier Ave, Woodburn, OR 97071): Owner/Operator of the Los Tacos Juan food truck that operates in the Sunshine Market parking lot along Settlemier Ave. Mr. Regino testified at the Planning Commission public hearing to share support for the proposal.
- Margaret Coffey (845 Fairwood Crescent Dr, Woodburn, OR 97071): A Woodburn resident who testified at the Planning Commission public hearing to share support for the proposal.
- Theresa Smith (2603 Hazelnut Dr, Woodburn, OR 97071): A Woodburn resident who contacted staff to share support for the proposal.

Recommendation

Approval: Staff recommends the Council make a motion to tentatively approve Legislative Amendment LA 24-02, adopting the amendments to the Woodburn Development Ordinance outlined in Exhibit A based on the Analyses and Findings in the staff report, and direct staff to prepare an ordinance for consideration at the next City Council meeting.

Attachment List

- 101. Analyses & Findings
- 102. WDO Amendments

Analyses & Findings

Conformance with the Woodburn Development Ordinance

4.01 Decision-Making Procedures

4.01.02 Assignment of Decision-Makers:

The following City entity or official shall decide the following types of decisions:

E. Type V Decisions (Legislative): Type V decisions involve legislative actions where the City Council enacts or amends the City's land use regulations, comprehensive plan, Official Zoning Map or some component of these documents. Type V decisions may only be initiated by the City Council. The Planning Commission holds an initial public hearing on the proposal before making a recommendation to the City Council. The City Council then holds a final public hearing and renders a decision. Public notice is provided for all public hearings (Section 4.01.14). The City Council's decision is the City's final decision and is appealable to LUBA within 21 days after it becomes final.

4.01.09 Initiation of a Legislative Proposal

- A.** The City Council may initiate the consideration of a legislative decision by resolution.
- B.** Actions initiated by the Council shall be referred to the Planning Commission for a public hearing and recommendation to the Council.
- C.** The City Council shall hold the final public hearing on a proposed legislative decision.

The Planning Commission hearing was held on May 23, 2024, and the Commission unanimously recommended a package of amendments for City Council consideration. The City Council hearing is scheduled for June 24, 2024.

On April 5, 2024, staff sent a Post-Acknowledgement Plan Amendment (PAPA) notice to the Department of Land Conversation and Development (DLCD) in compliance with OAR 660-018-0020.

The City notified affected government agencies in conformance with WDO 4.01.14.D. on May 3, 2024, and published notice of both the Planning Commission and City Council hearings in the *Woodburn Independent* newspaper on May 15, 2024. Later for the City Council hearing, the City notified affected government agencies and interested parties in conformance with WDO 4.01.14.D. on June 4, 2024, and published notice of the City Council hearing in the *Woodburn Independent* newspaper on June 12 & 19, 2024.

✓ The provisions are met.

Conformance with ORS 227.186

Notice to property owners of hearing on certain zone change; form of notice; ...

(2) All legislative acts relating to comprehensive plans, land use planning or zoning adopted by a city shall be by ordinance.

Pending a decision from the City Council following its public hearing, the Council would be able to direct staff to return with an ordinance for adoption at a subsequent Council meeting.

(3) ... at least 20 days but not more than 40 days before the date of the first hearing on an ordinance that proposes to amend an existing comprehensive plan or any element thereof, or to adopt a new comprehensive plan, a city shall cause a written individual notice of a land use change to be mailed to each owner whose property would have to be rezoned in order to comply with the amended or new comprehensive plan if the ordinance becomes effective.

(4) At least 20 days but not more than 40 days before the date of the first hearing on an ordinance that proposes to rezone property, a city shall cause a written individual notice of a land use change to be mailed to the owner of each lot or parcel of property that the ordinance proposes to rezone. ...

(5) An additional individual notice of land use change required by subsection (3) or (4) of this section shall be approved by the city and shall describe in detail how the proposed ordinance would affect the use of the property. The notice shall: . . .

(6) At least 30 days prior to the adoption or amendment of a comprehensive plan or land use regulation by a city pursuant to a requirement of periodic review of the comprehensive plan under ORS 197.628, 197.633 and 197.636, the city shall cause a written individual notice of the land use change to be mailed to the owner of each lot or parcel that will be rezoned as a result of the adoption or enactment. ...

(7) Notice provided under this section may be included with the tax statement required under ORS 311.250.

(8) Notwithstanding subsection (7) of this section, a city may provide notice of a hearing at any time provided notice is mailed by first class mail or bulk mail to all persons for whom notice is required under subsections (3) and (4) of this section.

(9) For purposes of this section, property is rezoned when the city...

This legislative amendment does not propose any changes to the Woodburn Comprehensive Plan nor any rezoning of property.

Because the City is not changing the base zoning classification of property, in other words neither rezoning nor making a zone change, Sections (3), (4) and (5) above are not applicable. Because the proposed amendment is not pursuant to a requirement of periodic review, Sections (6) & (7) & (8) are not applicable.

(10) The provisions of this section do not apply to legislative acts of the governing body of the city resulting from action of the Legislative Assembly or the Land Conservation and Development Commission for which notice is provided under ORS 197.047 or resulting from an order of a court of competent jurisdiction.

The proposed legislative amendment does not result from actions of the Legislative Assembly or the Land Conservation and Development Commission (LCDC). ORS 197.047 is not applicable. As a result, the City of Woodburn is not required for LA 24-02 to do a "Measure 56" notice, the

phrase referring to Ballot Measure 56 (1998) that the legislature codified in ORS 227.186, which the legislature later revised via Senate Bill 516 (2003).

✓ The provisions are met.

Woodburn Development Ordinance

WDO

Adopted by Ordinance 2313 on April 9, 2002

Acknowledged December 22, 2006

Amended by Ordinance 2423 on July 28, 2007

Amended by Ordinance 2446 on September 8, 2008

Amended by Ordinance 2465 on March 24, 2010

Amended by Ordinance 2473 on December 13, 2010

Amended by Ordinance 2480 on September 26, 2011

Amended by Ordinance 2492 on September 10, 2012

Amended by Ordinance 2509 on August 12, 2013

Amended by Ordinance 2510 on September 23, 2013

Amended by Ordinance 2520 on July 28, 2014

Amended by Ordinance 2526 on February 9, 2015

Amended by Ordinance 2538 on September 26, 2016

Amended by Ordinance 2541 on November 14, 2016

Amended by Ordinance 2544 on January 9, 2017

Amended by Ordinance 2561 on July 9, 2018

Amended by Ordinance 2562 on September 10, 2018

Amended by Ordinance 2573 on June 24, 2019

Amended by Ordinance 2579 on April 13, 2020

Amended by Ordinance 2602 on May 9, 2022 (LA 21-01)

Amended by Ordinance 2603 effective June 30, 2022 (LA 21-02)

Amended by Ordinance 2621 on February 26, 2024 (LA 21-03)

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1.02 Definitions

Note: Terms not defined in this Section have the meaning set forth in the New Oxford American Dictionary, 2010 edition (see Section 4.02.06.B.6.)

Abutting: Touching on the edge or on the line, including at a corner. It shall include the terms adjacent, adjoining and contiguous.

Access: The place, means or way by which pedestrians or vehicles have ingress and egress to and/or from a lot or use.

Accessory Building, Structure or Use: A detached building, structure or use which is incidental and subordinate to, and supports the primary use on, the same premises.

Accommodations:

- **Bed and Breakfast Inn:** A single-family dwelling with at least one room offered to the general public for lodging on an overnight or weekly basis, with a meal provided.
- **Hotel:** A building in which rooms are offered to the general public for lodging on an overnight or weekly basis, where the primary entrance is through a lobby or foyer with internal circulation to the rooms.
- **Living Unit:** A room or suite of rooms, providing living and sleeping facilities for one or more persons where either cooking or eating and/or sanitation facilities are shared. In a rooming and boarding house, each bed rented for compensation is a "Living Unit." Note: Living unit is not synonymous with "dwelling unit."
- **Motel:** a group of attached or detached buildings, in which more than five rooms are offered to the general public for lodging on an overnight or weekly basis, where the rooms have direct access to the outside without the necessity of passing through the main lobby of a building.
- **Rooming and Boarding House:** A residential building or portion thereof with guest rooms, providing lodging or lodging and meals, for three or more persons for compensation.

ADA: The acronym refers to the federal Americans with Disabilities Act (1992) and in the context of WDO standards means compliance with contemporary federal provisions with which developers are bound to comply as standards and compliance with any contemporary supplemental state of Oregon provisions with which developers are bound to comply as standards.

Adjacent: Near, close or bordering but not necessarily contiguous with; adjoining but separated by a right-of-way.

Administrative Body: The City Council, Planning Commission, Design Review Board, or staff member having the jurisdiction to hear and decide proceedings on land use actions.

Alley: A public right-of-way not more than 20 feet wide and not less than 10 feet in width that provides vehicular access to property instead of or in addition to a public street, that intersects with a public street, and that can serve as a utility corridor. Distinct from "Shared Rear Lane".

- Single-Family Dwelling: A detached building constructed on a single lot, containing one dwelling unit designed exclusively for occupancy by one family.
- Triplex: Three (3) attached dwelling units on a lot.
- Accessory Dwelling Unit (ADU) – An interior, attached, or detached residential structure that is used in connection with, or that is accessory to, a single-family dwelling.

Note: Where it appears in the WDO, reference to dwelling or dwellings "other than multiple-family" excludes ADU unless a specific provision specifies otherwise.

Employees: All persons, including proprietors, performing work on a premises. For calculating required off-street parking, it shall be the number present during the largest shift or peak season.

Family: An individual or two or more persons related by blood, marriage, legal adoption or guardianship, or a group of not more than five persons (excluding servants) who need not be related by blood or marriage, living together in a dwelling unit. "Family" shall include two or more handicapped persons as defined in the Fair Housing Amendments Act of 1988 living as a single housekeeping unit.

Final Action and Final Decision: The City's final decision on a permit application for which there is either no appeal to another decision-maker within the City, or, if there is the possibility of a local appeal, an appeal was not timely perfected in accordance with the Woodburn Development Ordinance.

Food Cart: A vehicle, trailer, wagon, or similar facility that is self-propelled or can be pushed or pulled down a sidewalk or street, and is primarily used for the sale of food and/or beverages directly to the consumer.

Food Cart Pod: A site containing permanent spaces for three or more food carts and associated amenities (seating areas, restrooms, etc.) under common management on private property.

Frontage: That portion of a lot which abuts a public street.

Garage: A building, or portion of a building, which is completely enclosed and designed for the storage or parking of a vehicle.

Grade: Adjacent ground elevation is the lowest point of elevation of the finished surface of the ground, paving or sidewalk within the area between the building and property line or, when the property line is more than 5 feet from the building, between the building and a line 5 feet from the building.

Greenway: For purpose of applying greenway standards, the Mill Creek Greenway as the Mill Creek Greenway Plan (2006-2007 and as amended) identifies.

Greenway trail: The mainline bicycle/pedestrian facility within a greenway, as distinct from spurs and supplemental paths and trails.

Gross Floor Area (GFA): The sum of the gross horizontal areas of the several floors of a building, measured from the exterior faces of the exterior wall or from the centerline of walls separating two buildings, but not including:

1. Attic and basement space providing headroom of less than seven feet;
2. Uncovered steps or fire escapes;
3. Private garages, carports, or porches;

1. In the case of an interior lot, a line separating the lot from the street.
 2. In the case of a corner lot, a line separating the lot from the street from the architectural front of the existing or contemplated primary building.
 3. In the case of a flag lot resembling Figure 1.02D example Lot 3, the lot line which is most nearly parallel to the street that provides access to the interior lot, or resembling example Lot 4 by not having a pole, then the lot line most nearly parallel to the access easement and that is closest to the easement.
- **Rear Lot Line:**
 1. In the case of an irregular, triangular, diamond, or trapezoidal shaped lot which is narrowest at the rear and has a distance between the side lot lines at the rear of less than ten feet, the rear line for setback purposes shall be an assumed line within the lot ten feet in length, parallel to, and at the maximum distance from, the front lot line; or
 2. In any other case, the lot line opposite and most distant from the front lot line.
 - **Side Lot Line:** Any lot line, which is not a front or rear lot line.

Lot Width: The horizontal distance between the side lot lines, measured at right angles to the lot depth at a point midway between the front and rear lot lines.

Manufactured Dwelling Park: Any place where four or more manufactured dwellings are located within 500 feet of one another on a lot, tract or parcel of land under the same ownership, the primary purpose of which is to rent or lease or use facilities or to offer space free in connection with securing the trade or patronage of such person. The term does not include a lot or lots located within a subdivision being rented or leased for occupancy by no more than one manufactured dwelling per lot, if the subdivision was approved pursuant to ORS Chapter 92.

- **Park Space:** Any area or portion of a manufactured dwelling park, which is designated or used for the placement of one manufactured dwelling and appurtenant facilities.

Middle Housing: Duplexes, triplexes, quadplexes, cottage clusters, and townhouses as defined in ORS 197.758(1)(a) & (b) and OAR 660-046-0020. The WDO remains applicable if and where it adds definition, description, provisions, requirements, or standards that do not conflict with statute or administrative rule.

Mini-Storage Warehouse: An area within an enclosed building or structure used for the storage of personal property for compensation.

Mobile Food Services: ~~A traveling food cart that operates at various destinations along a route. A vehicle, trailer, or wagon used for the preparation and/or sale of food and/or beverages.~~

MUTCD: The acronym refers to the *Manual on Uniform Traffic Control Devices* published by the United States Department of Transportation (U.S. DOT) Federal Highway Administration (FHWA) and in the context of WDO standards means compliance with contemporary federal provisions with which developers are bound to comply as standards and compliance with any contemporary supplemental state of Oregon provisions with which developers are bound to comply as standards.

NACTO: The acronym refers to the National Association of City Transportation Officials, which publishes the *Urban Street Design Guide*.

2.03 Commercial Zones

- A. The City of Woodburn is divided into the following commercial zones:
1. The Downtown Development and Conservation (DDC) zone is the community's retail core, providing for unique retail and convenient shopping
 2. The Commercial General (CG) zone is the community's primary commercial area, providing for businesses requiring extensive land intensive outdoor storage and display of merchandise, equipment, or inventory.
 3. The Commercial Office (CO) zone is intended primarily for office type development, with limited retail activity.
 4. The Mixed Use Village (MUV) is intended to promote efficient use of land that promotes employment and housing through pedestrian-oriented development.
 5. The Neighborhood Nodal Commercial (NNC) zone is intended to meet the shopping needs of nearby residents in a compact commercial setting
- B. Approval Types (Table 2.03A)
1. Accessory Uses (A) are allowed outright, subject to the general standards of this Ordinance.
 2. Conditional Uses (CU) may be allowed, subject to the general development standards of this Ordinance and conditions of Conditional Use approval.
 3. Permitted Uses (P) are allowed outright, subject to the general development standards of this Ordinance.
 4. Special Permitted Uses (S) are allowed outright, subject to the general development standards and the special development standards of Section 2.07.
 5. Specific Conditional Uses (SCU) may be allowed, subject to the general development standards of this Ordinance, the specific standards of Section 2.08, and conditions of Conditional Use approval.

Uses Allowed in Commercial Zones Table 2.03A							
Use			Zone				
Accessory Uses (A) Conditional Uses (CU) Permitted Uses (P) Special Permitted Uses (S) Specific Conditional Uses (SCU)			DDC	CG	CO	MUV	NNC
A	Civic Uses						
1	Public administration, aquatic facilities, fire protection, government and public utility buildings and storage yards		P	P	P	P	P

Uses Allowed in Commercial Zones Table 2.03A						
Use		Zone				
Accessory Uses (A) Conditional Uses (CU) Permitted Uses (P) Special Permitted Uses (S) Specific Conditional Uses (SCU)		DDC	CG	CO	MUV	NNC
2	Public and private schools, house of worship, civic and social organizations	P	P	P	P	P
3	Rights-of-way, easements and improvements for streets, water, sanitary sewer, gas, oil, electric and communication lines, stormwater facilities and pump stations.	P	P	P	P	P
B	Commercial Retail and Services					
1	Ambulance service	CU ³	CU ³	CU	CU ³	
2	Automotive maintenance and gasoline stations, including repair services	CU	CU ³		P ⁶	
3	Bakeries, delicatessens, grocery and convenience stores	P ⁷	P		P	P
4	Bowling, skating, movie and performing arts theaters	P	P		P	
5	Building material and garden equipment	P ⁵	P ⁵		P ⁵	P ⁵
6	Business services	P	P	P	P	
7	Computer, commercial, electric motor, precision equipment, industrial and home goods repair.	P ⁴	P ¹	P ⁴	P ⁴	
8	Contractors: a. Flooring and roofing b. Equipment and machinery c. Glass and glazing d. Masonry, drywall, insulation and tile contractors e. Other types of contractors		P ⁴	P ⁴	P ⁶	
9	Craft industries: a. Apparel manufacturing b. Leather manufacturing, furniture and related product manufacturing, including cabinets c. Sporting goods manufacturing d. Doll, toy and game manufacturing	S	S	S	S	S
10	Delivery services	S	S	S	S	S
11	Dry cleaning, laundry and self-service laundry service	P ⁷	P		S	P
12	Fitness and recreational sports	P	P	P	P	P
<u>13</u>	<u>Food cart pods</u>	<u>S</u>	<u>S</u>	<u>S</u>	<u>S</u>	<u>S</u>
<u>14</u>	<u>Funeral home</u>	P	P	P	P	P
<u>15</u>	<u>Hospitals and ancillary uses</u>		CU ³			
<u>16</u>	<u>Hotels, motels and bed and breakfast inns</u>	P	P	P	P	P
<u>17</u>	<u>Mobile food services</u>	<u>S</u>	<u>S</u>	<u>S</u>	<u>S</u>	<u>S</u>

<u>18</u>	Office and office services and supplies	P	P	P	P	P
<u>19</u>	Other amusements, including ballrooms		P ¹			
<u>20</u>	Pawn, check cashing, payday loan and cash transfer	CU ⁷	P		P	
<u>21</u> <u>49</u>	Printing, publishing, copying, bonding, finance, insurance, medical, data processing, social assistance, legal services, management, and corporate offices	P ⁷	P	P	P	P
<u>22</u>	Professional services	P	P		P	
<u>23</u>	Restaurants and drinking places	P ⁷	P	P	P	P
<u>24</u> <u>2</u>	Retail trade offering goods and services directly to customers	P ⁷	P		P	P
<u>25</u>	Spectator sports		P ¹			
<u>26</u>	Taxidermist		CU ³			
<u>27</u>	Veterinary service		CU ³			
<u>28</u>	Wine and liquor	CU ⁷	P		P	
C	Industrial					
1	Charter bus, special needs transportation, transit system, school transportation, limousine service and taxi service		CU ³			
2	Heavy equipment and motor vehicle sales: a. Manufactured (mobile) home dealers b. Motor vehicle and parts dealers, including new car, used car, recreational vehicle, motorcycle, boat, parts and tire dealers c. Truck dealers, including new truck, used truck, parts and tire dealers d. Tractor, farm machinery and equipment dealers e. Farm, garden and landscaping supplies		CU ³			
3	Manufacturing of metal products, furniture and cabinets		P ⁴	P ⁶		
4	Motor freight transportation and warehousing, including local or long-distance trucking or transfer services, storage of farm products, furniture, other household goods, or commercial goods, and mini-storage		CU ¹			

Uses Allowed in Commercial Zones Table 2.03A						
Use		Zone				
Accessory Uses (A) Conditional Uses (CU) Permitted Uses (P) Special Permitted Uses (S) Specific Conditional Uses (SCU)		DDC	CG	CO	MUV	NNC
5	Motor vehicle towing		CU ³			
6	Parking lots and garages	P	P	P		P
7	Recreational vehicle park		CU ¹			
D	Miscellaneous					
1	Facilities during construction	S	S	S	S	S
2	Fence or free-standing wall	A	A	A	A	A
3	Temporary outdoor marketing and special events; a. Arts and crafts b. Food and beverages, including mobile food services c. Seasonal sales of fireworks, Christmas trees, produce or plant materials d. Amusement rides and games e. Entertainment f. Any other merchandise or service which is neither accessory to a primary, permanent use of the property nor marketed by employees of that permanent use	S	S	S	S	S
E	Residential					
1	One dwelling unit, in conjunction with a commercial use	P	P	P	P	P
2	Triplexes	P	CU ⁹		P	P
3	Quadplexes	P	CU ⁹		P	P
4	Townhouses	P	CU ⁹		P	P
5	Child care facility, group home, and nursing home	P ⁸	P ⁸	P ⁸	P ⁸	P ⁸
6	Multiple-family dwellings	P	CU ⁹	CU	P	P

Commented [DH1]: The allowed uses for special events are outlined under the Special Permitted Use provisions, not necessary to list them here.

1. Not allowed in the Gateway Overlay District
2. Only allowed in the Gateway Overlay District
3. Allowed outright if not within 200 feet of residentially zoned properties
4. Within a building, no outdoor storage or repair
5. All outdoor storage and display shall be enclosed by a seven foot masonry wall.
6. Existing uses are allowed as a permitted use, new uses are not allowed in the MUV
7. Drive-throughs are not allowed
8. Child care facility for 13 or more children, group home for six or more persons
9. Except allowed as a permitted use in the Gateway Overlay District and prohibited in the Interchange Management Area Overlay District (Amended by Ordinance 2573, passed June 24, 2019)

2.04 Industrial and Public Zones

- A. The City of Woodburn is divided into the following industrial and public zones:
1. The Light Industrial (IL) zone, which is intended for industrial activities that include land-intensive activities;
 2. The Industrial Park (IP) zone, which is intended for light industrial activities in a park-like setting;
 3. The Public and Semi-Public (P/SP) zone, which is intended for public uses, parks, schools and cemeteries.
 4. The Southwest Industrial Reserve (SWIR), which is intended for employment and industries identified in the 2016 Target Industry Analysis;
- B. Approval Types (Table 2.04A)
1. Accessory Uses (A) are allowed outright, subject to the general standards of this Ordinance.
 2. Conditional Uses (CU) may be allowed, subject to the general development standards of this Ordinance and conditions of Conditional Use approval.
 3. Permitted Uses (P) are allowed outright, subject to the general development standards of this Ordinance.
 4. Special Permitted Uses (S) are allowed outright, subject to the general development standards and the special development standards of Section 2.07.
 5. Specific Conditional Uses (SCU) may be allowed, subject to the general development standards of this Ordinance, the specific standards of Section 2.08, and conditions of Conditional Use approval.

Uses Allowed in Industrial Zones Table 2.04A						
Use			Zone			
Accessory Uses (A) Conditional Uses (CU) Permitted Uses (P) Special Permitted Uses (S) Specific Conditional Uses (SCU)			IL	IP	P/SP	SWIR
A	Civic Uses					
1	Golf driving range		P	P	CU	
2	Parks, play grounds and associated activities, golf courses without a driving range				P	
3	Public administration, aquatic facilities, fire protection, government and public utility buildings and storage yards		P	P	CU	P

Uses Allowed in Industrial Zones Table 2.04A							
Use				Zone			
Accessory Uses (A) Conditional Uses (CU) Permitted Uses (P) Special Permitted Uses (S) Specific Conditional Uses (SCU)				IL	IP	P/SP	SWIR
4	Rights-of-way, easements and improvements for streets, water, sanitary sewer, gas, oil, electric and communication lines, stormwater facilities and pump stations.			P	P	P	P
5	Trade schools			P	P	CU	CU
B	Commercial Retail and Services						
1	Ambulance service			P	P		
2	Automotive maintenance and gasoline stations, including repair services			P	P		
3	Business services				P		P
4	Contractors: f. Flooring and roofing g. Equipment and machinery h. Glass and glazing i. Masonry, drywall, insulation and tile contractors j. Other types of contractors			P	P		P
5	Delivery services			S	S	S	S
6	Fitness and recreational sports			P	P		P
7	<u>Food cart pods</u>			<u>S</u>	<u>S</u>	<u>S</u>	<u>S</u>
8	<u>Hospitals and ancillary uses</u>				P	CU	P
9	<u>Mobile Food Services</u>			S	S	<u>S</u>	S
10	<u>Restaurants and drinking places</u>			P	P		P
11	<u>Marijuana dispensaries</u>			S	S		
C	Industrial						
1	Auction houses, except livestock and poultry sales			CU			
2	Automotive wrecking yards			CU			
3	Charter buses, special needs transportation, transit system, school transportation, limousine service and taxi service			P	P		
4	Chemical manufacturing			CU	CU		CU
5	Distribution and E-commerce including; wholesale trade, farm supplies and merchant wholesalers, packaging and labeling services.			P	P		P
6	Recycling center			CU	CU		CU
7	Asphalt or Portland cement concrete batch plant			CU	CU		
8	Commercial and industrial equipment repair, transit and ground transportation			P	CU		CU

Uses Allowed in Industrial Zones Table 2.04A						
Use			Zone			
	Accessory Uses (A) Special Permitted Uses (S)	Conditional Uses (CU) Specific Conditional Uses (SCU)	Permitted Uses (P)	IL	IP	P/SP SWIR
9	Electronic and other electrical equipment and components, including manufacturing machinery, apparatus, and supplies for the generation, storage, transmission, transformation, and utilization of electrical energy; electricity distribution equipment; electrical industrial apparatus; household appliances; electrical lighting and wiring equipment; radio and television receiving equipment; communications equipment; electronic components and accessories; and other electrical equipment and supplies		P	P		P
10	Fabricated metal products, including fabricating ferrous and non-ferrous metal products such as metal cans, tin ware, hand tools, cutlery, general hardware, non-electric heating apparatus, fabricated structural metal products, metal forgings, metal stampings, and metal and wire products		CU	CU		P
11	Industrial and commercial machinery and computer equipment, including engines and turbines; farm and garden machinery; construction, mining, and oil field machinery; elevators and conveying equipment; hoists, cranes, monorails, trucks and tractors; metalworking machinery; special industry machinery; general industrial machinery; computer and peripheral equipment, computer, semiconductor, laboratory instrument, and office machinery, manufacturing; refrigeration and service industry machinery manufacturing		P	P		P
12	Heavy equipment and motor vehicle sales: e. Manufactured home dealers f. Motor vehicle and parts dealers, including new cars, used cars, recreational vehicles, motorcycles, boats, parts and tire dealers g. Truck dealers, including new trucks, used trucks, parts and tire dealers h. Tractor and farm machinery and equipment dealers i. Farm, garden and landscaping supplies		S	S		

Uses Allowed in Industrial Zones							
Table 2.04A							
Use				Zone			
Accessory Uses (A)		Conditional Uses (CU)	Permitted Uses (P)	IL	IP	P/SP	SWIR
Special Permitted Uses (S)		Specific Conditional Uses (SCU)					
13	Manufacturing: a. Apparel manufacturing b. Beverage, food and tobacco c. Furniture and related products d. Leather and allied products e. Paper, limited to assembly f. Metal product manufacturing g. Miscellaneous manufacturing h. Plastics and rubber i. Textile products			P	P		P
14	Motor freight transportation and warehousing, including local or long-distance trucking or transfer services, storage of farm products, furniture and other household goods, commercial goods, and mini-storage			P	P		P
15	Non-depository credit institutions engaged in extending credit in the form of loans, but not engaged in deposit banking				P		P
16	Paper manufacturing			CU			
17	Parking lots and garages			P	P		
18	Petroleum and coal products manufacturing with all storage underground			CU			
19	Printing, publishing, and allied industries			P	P		P
20	Professional services including software publishers				P		P
21	Stone, clay, glass, and concrete products including manufacturing flat glass, other glass products, cement, structural clay products, pottery, concrete and gypsum products, cut stone, abrasive and asbestos products, and other products from materials taken principally from the earth in the form of stone, clay, and sand			P			
22	Telecommunication facilities subject to Section 2.08.03			SCU	SCU		SCU
23	Wholesale trade in durable and non-durable goods			P	P		P
24	Wood product manufacturing			P	P		P
D	Miscellaneous						
1	Facilities during construction			S	S	S	S
2	Fence or free-standing wall			A	A	A	A

Uses Allowed in Industrial Zones Table 2.04A							
Use				Zone			
Accessory Uses (A)		Conditional Uses (CU)	Permitted Uses (P)	IL	IP	P/SP	SWIR
Special Permitted Uses (S)		Specific Conditional Uses (SCU)					
3	Temporary outdoor marketing and special events: a. Arts and crafts b. Food and beverages, including mobile food services c. Seasonal sales of fireworks, Christmas trees, produce or plant materials d. Amusement rides and games e. Entertainment f. Any other merchandise or service which is neither accessory to a primary, permanent use of the property, nor marketed by employees of that permanent use			S	S	S	S
E	Residential						
1	One dwelling unit in conjunction with an industrial use			P	P	P	P

Commented [DH2]: The allowed uses for special events are outlined under the Special Permitted Use provisions, not necessary to list them here.

C. Development Standards (Tables 2.04B-E)

Light Industrial (IL) - Site Development Standards Table 2.04B		
Lot Area, Minimum (square feet)		No minimum
Lot Width, Minimum (feet)		No minimum
Lot Depth, Minimum (feet)		No minimum
Street Frontage, Minimum (feet)		No minimum
Front Setback and Setback Abutting a Street, Minimum (feet)		10 ¹
Side or Rear Setback, Minimum (feet)	Abutting P/SP zone or a residential zone or use	30
	Abutting a commercial or industrial zone	0 or 5 ²
Setback to a private access easement, Minimum (feet)		5
Lot Coverage, Maximum		Not specified ³
Building Height, Maximum (feet)	Primary or accessory structure	70
	Features not used for habitation	100
1. Measured from the Street Widening Setback (Section 3.03.02), if any. 2. A building may be constructed at the property line, or shall be set back at least five feet. 3. Lot coverage is limited by setbacks, off-street parking, and landscaping requirements.		

2.07 Special Uses

Special Permitted Uses are allowed outright, but are subject to additional requirements designed to ensure their compatibility with, or mitigate their impact on, surrounding (usually residential) development.

<u>2.07.01</u>	General Provisions
<u>2.07.02</u>	Boat, Recreational and Vehicle Storage Pad
<u>2.07.03</u>	Common Boat, Recreational and Vehicle Storage Area
<u>2.07.04</u>	Community Club Buildings and Facilities
<u>2.07.05</u>	Craft Industries
<u>2.07.06</u>	Delivery Services
<u>2.07.07</u>	[Struck]
<u>2.07.08</u>	Facilities During Construction
<u>2.07.09</u>	Golf Courses
<u>2.07.10</u>	Home Occupations
<u>2.07.11</u>	House of Worship
<u>2.07.12</u>	Industrial Sales
<u>2.07.13</u>	Manufactured Dwelling Park (MDP)
<u>2.07.14</u>	Manufactured Dwelling on a Lot
<u>2.07.15</u>	Mobile Food Services
<u>2.07.16</u>	Residential Sales Office
<u>2.07.17</u>	Temporary Outdoor Marketing and Special Events
<u>2.07.18</u>	Temporary Residential Sales
<u>2.07.19</u>	Marijuana Dispensaries
<u>2.07.20</u>	Accessory Dwelling Units
<u>2.07.21</u>	Cottage Cluster
<u>2.07.21+2.07.22</u>	Food Cart Pods

2.07.01 General Provisions

A. Application

1. Special uses are subject to specific development standards. These standards are non-discretionary, so special review of a proposed development is not required. The standards contained in this Section apply to Special Uses.
2. The standards contained in this Section may be modified through the Conditional Use process.

B. Development Requirements

Unless specifically modified by the provisions of this Section, special uses are also subject to the development requirements of the underlying zone. Where the special use standard imposes a more restrictive standard, the special use standard shall apply.

2. No off-street parking or loading area shall be permitted within 10 feet of the side and rear lot lines.
3. Outdoor lighting shall be directed away from residential property and public streets.

2.07.05 **Craft Industries**

- A. Primary uses shall be limited to the following:
 1. Apparel manufacturing
 2. Other leather manufacturing
 3. Furniture and related-product manufacturing
 4. Sporting goods manufacturing
 5. Doll, toy and game manufacturing
- B. The use shall have a retail storefront.
- C. Outdoor storage, manufacturing, assembly or staging for shipping is prohibited.
- D. Manufacturing and/or assembly shall be limited to either 10,000 square feet, or five or fewer full-time equivalent employees, whichever is smaller.
- E. The craft industry shall be continuously conducted in such a manner as not to create any off-premise nuisance, including, but not limited to, noise, odors, vibration, fumes, smoke, fire hazards, or electronic, electrical, or electromagnetic interference.

2.07.06 **Delivery Services**

- A. The use shall be limited to the delivery of packages and the sale or delivery of food and beverages.
- B. The service shall be transacted from a self-contained, mobile unit.
- C. In conducting the sales and service, the mobile unit and delivery personnel shall be required to move to a new location at intervals of 15 minutes or less.

Commented [DH3]: These are the provisions applied to delivery services.

2.07.07 **[Struck]**

[This section "Duplex" struck by Ordinance No. 2603 (Legislative Amendment LA 21-02) effective June 30, 2022.]

2.07.08 **Facilities During Construction**

- A. The use shall be limited to mobile offices, temporary power equipment, temporary housing for night security personnel, portable toilets, and equipment storage during construction.
- B. All temporary facilities necessary for construction shall be removed prior to final occupancy.

required of single-family dwellings constructed under the State Building Code, as defined in ORS Chapter 455.

2.07.15 Mobile Food Services

- A. ~~The mobile food service operator shall comply with all applicable City, Woodburn Fire District, Marion County, and State agency permitting and licensing requirements. Permits shall be properly maintained and renewed. use shall be limited to the preparation and/or sale of food and beverages from a vehicle or trailer.~~
- B. Business Operations:
- ~~1. Shall not remain at one stop along its route for more than four hours. All goods, temporary facilities, and signs shall be removed prior to departing each stop.~~
 - ~~2. Shall not be conducted within public rights-of-way.~~
 - ~~3. Shall not block driveways, entrances or parking aisles. be conducted on property with the written consent of the property owner~~
- ~~C. The use shall not block driveways, entrances or parking aisles.~~
- ~~D. The base of operations for mobile food service units shall be inside the industrial zones. Use of sites in residential zones for the preparation, maintenance, or storage area for mobile food service units is prohibited.~~

Commented [DH4]: Pretty minimal standards proposed for the traveling food cart.

Commented [DH5R4]: Part of the OHA/County permit would be to specify a base of operations. Home kitchens are not allowed.

Commented [DH6]: Per PC feedback on 4/11.

2.07.16 Residential Sales Office

- A. The office shall be located on a lot within a subdivision or planned development, or on a space within a manufactured dwelling park.
- B. The principal use of the office shall be the sale of lots, renting of spaces, or the sale of dwellings or manufactured dwellings on lots or spaces within the development.
- C. The office shall have a finished exterior and the site must be landscaped.
- D. Business shall be conducted between 8:00 a.m. to 8:00 p.m.

2.07.17 Temporary Outdoor Marketing and Special Events

A. Types of Special Events

1. Single Event: An event with a maximum duration of three consecutive days.
2. Recurring Event: An event with a maximum duration of one day per week, which may recur for up to 36 consecutive weeks.
3. Seasonal Event: An event with a maximum duration of 30 consecutive days. Seasonal events are limited to two per calendar year per site.

A.B. Permitted Uses

1. Seasonal sales of (examples include fireworks, Christmas trees, produce or plant materials, etc.), except marijuana
2. Amusement rides, and games, and other forms of entertainment.
3. Entertainment Offering of merchandise or services.
4. Any other merchandise or service except marijuana dispensaries Food carts are permitted

as a single event or recurring event, not as a seasonal event.

~~4.5. Marijuana dispensaries are not permitted as any type of special event.~~

B. Duration

- ~~1. Single events shall be limited to a maximum duration of three consecutive days, with all goods, temporary facilities and signs removed within 24 hours of closing on the last day of each event.~~
- ~~2. Recurring events shall be limited to a maximum duration of one day, with all goods, temporary facilities and signs removed within 24 hours of each event. Events may reoccur once per week for a maximum of 36 weeks.~~
- ~~3. Seasonal sales shall be limited to two events, with each event not exceeding more than 30 consecutive days.~~

C. Operational Requirements

~~4.1. Events shall only be conducted between the hours of 8:00 a.m. and midnight.~~

~~5.2. The eventuse shall not block driveways, entrances, or parking aisles.~~

~~6.3. The required parking for all other uses of the property shall not be diminished below that required by this ordinance (Section 3.05).~~

~~7.4. The eventuse shall conform to all setback standards for the applicable zone.~~

~~8.5. ResponsibilitiesThe event operator shall:~~

- ~~a. The event operatorPossess a valid Special Event Permit for each event;÷~~
- ~~b. Shall possess a valid special event permit for each event;~~
- ~~b. Shall bBe responsible for compliance with use standards, crowd and traffic control, and for sanitation, including rest rooms, waste disposal, and cleanup; and-~~
- ~~c. Remove all goods, temporary facilities, and signs within 24 hours of closing on the last day of the event. For recurring events, this requirement applies to each recurrence.~~

~~9.6. The operator of a special eventuse shall possess valid certification of compliance for all applicable health, sanitation, and safety standards of the City and other applicable jurisdictions.~~

~~10.7. The temporary outdoor marketing and sSpecial events shall not be located within a public right-of-way unless authorized by the appropriate jurisdiction (City of Woodburn, Marion County, or the Oregon Department of Transportation).~~

C.D. Existing businesses with outdoor product display areas are not required to obtain a Temporary Outdoor Marketing and Special Events permit, but are limited to the following:

1. Products sold within the primary building;
2. Covering no more than ten percent of the gross square footage of the buildings on the property;
3. Retaining a minimum of four feet for pedestrian clearance along any adjacent walkway.

- (1) Off-street parking spaces and vehicle maneuvering areas shall not be located:
 - (a) Within 20 feet of any street property line;
 - (b) Between a street property line and the front facade of cottages located closest to the street property line.
- (2) Off-street parking spaces shall not be located within 5 feet of any other property line, excepting property lines along alleys or shared rear lanes. Driveways and drive aisles shall not be located within 5 feet of other property lines except (A) along alleys or shared rear lanes or (B) Section 3.04 requires to adjoin such property lines to meet cross access or shared access standards.
- c. Screening. Landscaping, fencing, or walls minimum 3 feet high, shall separate pooled parking or shared parking areas and parking structures from common courtyards and public streets.
- d. Garages and carports.
 - (1) Garages and carports (whether shared or individual) shall not abut common courtyards.
 - (2) Individual attached garages up to 200 square feet shall be exempt from the calculation of maximum building footprint for cottages.
 - (3) Individual detached garages shall be maximum 400 square feet GFA.
 - (4) Garage doors for attached and detached individual garages shall be maximum 20 feet in width.
7. Accessory Structures. Accessory structures shall be maximum 400 square feet GFA.
8. Existing Structures. On a lot or parcel to be used for a cottage cluster project, an existing detached single family dwelling on the same lot at the time of proposed development of the cottage cluster may remain within the cottage cluster project area if the development meets the following provisions:
 - a. The existing dwelling may be nonconforming with the WDO as Section 1.04 allows.
 - b. The existing dwelling may be expanded up to the maximum height or the maximum building footprint per this Section 2.07.21; however, existing dwellings that exceed the maximum height and/or footprint per Chapters 1.04 and 2.02 shall not expand.
 - c. The GFA of the existing dwelling shall not count towards the maximum average GFA of a cottage cluster.
 - d. The existing dwelling shall be excluded from the calculation of orientation toward the common courtyard.

2.07.22 Food Cart Pods

-This section is intended to establish development standards for food cart pods to ensure they are safe, sanitary, and attractive, and to lessen street frontage improvements and other costly site improvements that could deter development.

A. Applicability, permitting, and review: This section applies to the development of a new food cart pod or redevelopment/expansion of an existing food cart pod. Food carts shall be located within a food cart pod, except mobile food services and delivery services.

Commented [DH7]: This would prohibit the standalone carts that we currently see throughout 99E. Traveling carts and delivery services would still be allowed.

1. Land use review:

- a. A new food cart pod shall follow the Type II Design Review procedure for obtaining a site plan approval. If a proposed structure exceeds the applicable threshold for a Type III Design Review in 5.03.02, then the review shall follow the Type III Design Review procedure instead.
- b. The expansion of an existing food cart pod to add additional cart spaces and/or parking stalls shall follow the Type I Design Review procedure. New or expanded structures shall follow the applicable Design Review procedure in Volume 5.

2. Food cart pods shall comply with all applicable City, Woodburn Fire District, Marion County, and State agency permitting requirements. Permits shall be properly maintained and renewed.

3. Food cart pod managers/owners, as well as each food cart within the pod, shall register their businesses with the City of Woodburn. Registrations shall be properly maintained and renewed.

B. Site development standards: Standards are those of the applicable zoning district, unless otherwise specified below:

1. Food carts and accessory structures shall maintain a minimum setback of 5 feet from all property lines.

Commented [DH8]: Same as the setback requirements for CG zone.

2. Food carts and accessory structures shall not be located within the Riparian Area & Wetlands Overlay District (per Section 2.05.05B), a public utility easement (per Section 3.02.01), or a vision clearance area (per Section 3.03.06).

3. Food carts shall be separated from each other by at least 4 feet.

4. Food carts shall not exceed the following dimensions:

Commented [DH9]: Comes from research into industry norms.

a. Maximum length is 26 feet.

b. Maximum width is 10 feet.

c. Maximum height is 15 feet.

5. Food carts shall be sited entirely on a paved surface and oriented in a manner such that the operation does not block or inhibit use of a public sidewalk or street.

Commented [DH10]: Per PC feedback on 4/11.

6. Common seating area shall be provided to serve the pod and total a minimum area of 50 square feet per food cart. Seating areas shall be ADA-compliant and at least 50% of the seating area shall be covered or sheltered from rain.

Commented [DH11]: Typical picnic table is 8' x 6' (48sf).

7. The pod shall provide for internal pedestrian circulation to all food carts and customer amenities through a paved walkway that is ADA-compliant and at least 5 feet wide.

8. Restrooms shall be provided to satisfy applicable State and County permitting requirements. Portable restrooms are prohibited.

Commented [DH12]: OHA rules allow for food cart pods to utilize restrooms of another business within 500 feet if permission is granted.

9. Refuse containers shall be provided to satisfy applicable State and

County permitting requirements. A common refuse collection enclosure shall be provided to serve the pod and shall be located under a shelter structure.

C. Street improvements: Food cart pod developments shall provide the following street frontage improvements for each frontage abutting the site.

1. Dedicate right-of-way per 3.01;
2. Grant a streetside public utility easement per 3.02.01B & F;
3. Construct an ADA-compliant sidewalk at least 6 feet wide, or pay a fee-in-lieu per 4.02.12; and
4. Plant street trees per 3.06.03A, or pay a fee-in-lieu per 4.02.12.

D. Utilities: All utilities serving the food cart pod shall be underground per Section 3.02.04C. Any public utility line crossing through private property shall be covered by a public utility easement in conformance with Section 3.02.01C.

1. Municipal water and sanitary sewer connections are required for each food cart. Utility services shall terminate in temporary connection assemblies, similar to those used in recreational vehicle (RV) parks.
2. A power connection is required for each food cart. On-site generators are prohibited.
3. Natural gas connections are allowed. All natural gas connections shall maintain compliance with applicable safety regulations at all times. Propane tanks are prohibited.
4. On-site stormwater detention shall be provided.

E. Access:

1. Food cart pods shall provide vehicular access in conformance with Table 3.04A and Section 3.04.04. Access should be limited to a single driveway. For lots with multiple street frontages, access should occur via the lower classification of street.
2. A paved walkway connection at least 6 feet wide shall connect the internal pedestrian circulation walkway and the public sidewalk along each frontage. Corner lots may instead provide a single paved walkway connection at least 8 feet wide at the corner. Walkways may be gated.
3. Drive-throughs are prohibited.

F. Transportation impacts: The provisions within Section 3.04.05 are applicable to food cart pods.

G. Parking: The parking provisions of Chapter 3.05 are applicable to food cart pods, except:

1. Screening of a parking area abutting a street may conform with Section 3.05.02D4 through landscaping planters, food cart placement, and/or outdoor seating areas.
2. Walkway crossings of drive aisles may utilize painted crosswalk

Commented [DH13]: Requirements would be very similar to what we require for new single-family homes

Commented [DH14]: Per PC feedback on 4/11.

Commented [DH15]: "Should" language allows for staff discretion for unique circumstances.

Commented [DH16]: Same as any new development.

striping to conform with Sections 3.04.06D and 3.05.02N.

3. Carpool/vanpool parking standards (Table 3.05C and Section 3.05.03H) are not applicable.

Commented [DH17]: EV requirements would apply per PC feedback on 4/11.

4. A minimum of 1 bicycle parking stall is required per food cart. The coverage/sheltering standard (Section 3.05.06C6) is not required.

H. Landscaping: The general landscaping requirements in Section 3.06.02 are applicable. Food cart pods shall provide a minimum of 10 Plant Units per food cart on-site. Required landscaping may be permanently planted in the ground or planted within decorative planters. Planters shall each be at least 25 gallons. Plant unit values are outlined within Table 3.06B, except that a 25-gallon planter provides 1 Plant Unit, a 50-gallon planter provides 2 Plant Units, and so on.

Commented [DH18]: This is roughly similar to the standard requirement for yard area along the street (1 PU/15sf). Typical trailers and trucks are 8' x 16' (128sf).

I. Screening:

1. A wall or sight-obscuring fence meeting the standards outlined within 2.06.02 is required along any lot line abutting a residentially-zoned property.
2. Common refuse collection facilities shall be enclosed behind a sight-obscuring fence or wall and be gated. The fence or wall shall be between 6 and 7 feet tall.

Commented [DH19]: Provide a buffer for adjacent residential properties.

J. Signage: Food cart pod signage shall meet the standards within 3.10 and obtain permits as required by Section 5.01.10. Individual signs attached to a food cart are not required to obtain a permit however they shall not be legible from a public street and they shall not extend more than 3 feet above the roof of the cart.

Commented [DH20]: Same as any other commercial development, except more flexible to allow a fence instead of a wall.

A-K. Exterior lighting: The exterior lighting provisions of Chapter 3.11 are applicable to food cart pods.

Commented [DH21]: Same as any other commercial development.

3.05 Off-Street Parking and Loading

The purpose of this Section is to identify the requirements for off-street parking and loading facilities. Well-designed parking facilities improve vehicular and pedestrian safety, promote economic activity, enhance the driving public's experience, promote cycling, carpooling, vanpooling, and per electric vehicles, allow persons walking, cycling, and rolling along to pass along or through parking areas in comfort and dignity, and to implement Woodburn Comprehensive Plan policies. With appropriate landscaping and storm water design, parking areas can also mitigate the environmental impacts of development and reduce the urban heat island effect.

3.05.01	Applicability
3.05.02	General Provisions
3.05.03	Off-Street Parking
3.05.04	Off-Street Loading & Unloading
3.05.05	Shared Parking
3.05.06	Bicycle Parking Standards

3.05.01 Applicability

The provisions of this Section shall apply to the following types of development:

- A. All requirements and standards of Section 3.05 shall apply to any new building or structure constructed after the effective date of the Woodburn Development Ordinance (WDO).
- B. Any additional parking or loading required to accommodate a change in use, or expansion of an existing use, shall conform to all parking, loading and landscaping standards of the WDO.

3.05.02 General Provisions

- A. All required parking and loading spaces shall be retained and maintained in accordance with the standards of the WDO.
- B. The land for off-street parking and loading areas shall either be:
 - 1. Owned in fee title by the owner of the structure or site being served by the parking area, or
 - 2. Subject to legal documentation to the satisfaction of the Director, establishing permanent use of off-street parking that is under separate ownership. The parking, subject to such a parking agreement, shall be in compliance with all requirements and development standards of the WDO. The agreement shall be recorded with the County Recorder and filed with the Director.
- C. When calculations for determining the number of required off-street parking spaces results in a fractional space, any fraction of a space less than one-half shall be disregarded, and a fraction of one-half or greater shall be counted as one full space.

Off-Street Parking Ratio Standards Table 3.05A	
Use ^{1,2}	Parking Ratio - spaces per activity unit or square feet of gross floor area
RESIDENTIAL	
1a. Single-family dwellings (houses), including manufactured homes, and multiple-family dwellings	2/ dwelling unit
1b. Duplexes, triplexes, quadplexes, townhouses, and cottage clusters	1/ dwelling unit ⁴
2. Rooming/boarding house, hotel, motel, and other traveler accommodations	2 parking spaces + 1/ guest room
3. Group Home or Group Care Facility	0.75/ living unit
COMMERCIAL / PUBLIC	
4. General indoor recreation	1/ 200 square feet
5. Food and drinking places	1/ 200 square feet
6. Motor vehicle service	1/ 200 retail area + 3/ service bay + 1/ pump island
7. General retail sales (such as food and beverages, clothing, sporting goods, health and personal care items, and motor vehicle parts)	1/ 250 square feet
8. Photo finishing	
9. Ambulatory health services (such as doctors, dentists, optometrists, and chiropractors)	
10. Postal service	
11. Limited-service eating place	1/ 350 square feet
12. Offices (such as professional, scientific and technical services, finance and insurance, real estate, administrative and support services, social assistance, and public administration – but not including ambulatory health services)	
13. Personal services	Greater of: 1/ 350 square feet; or 2/ service chair or room
14. Libraries	1/ 400 square feet
15. Outdoor sales and service of bulky merchandise (such as motor vehicles, farm equipment, and manufactured dwellings)	1/ 400 square feet of structure + 1/ 20,000 square feet of outdoor display area
16. General repair and service (such as electronic and precision equipment, leather goods, laundry and dry cleaning equipment)	1/ 500 square feet

17. Printing and related support activities	Greater of 1/ 700 square feet or 1/ employee
18. Mail order house	
19. Fabricated metal products manufacturing	Greater of 1/ 800 square feet or 1/ employee
20. Commercial and industrial equipment repair	
21. Craft industries	
22. Commercial bakery	
23. Indoor sales and service of bulky merchandise (such as furniture, appliances, and building materials)	1/ 900 square feet
24. Temporary outdoor marketing and special events	1/ 1,000 square feet of outside event space plus, no reduction from primary zoning for other uses.
25. Delivery services	One space per delivery vehicle plus one space per employee per shift.
26. Food cart pods Mobile Food Service	2 per cart + 1/ 200 square feet of building area ⁴
27. Home occupation	No reduction from dwelling requirement is allowed.
28. Residential sales office	
29. Temporary residential sales	
30. Contractors	2 parking spaces + 1/ employee
31. Parks and playgrounds	Minimum of other uses requiring parking
32. Urban transit system, interurban and rural transit, taxi service, limousine service, school transportation, charter bus service, special needs transportation, motor vehicle towing	1/ vehicle plus 1/ employee
33. Hospital	1.5/ bed
34. Meeting facilities (such as house of worship, auditorium, motion picture theater, arena, funeral home, and lodge hall)	One space per 4 occupants, as established by the building code
35. Museum and historic sites	
36. Community center	
37. Community club building and facilities	
38. Bowling center	2/ lane
39. Golf course	4/ tee
40. Court games (tennis, handball, racquetball)	3/ court + 1/ 4 feet of bench
41. Day care	2/ caregiver
42. Elementary or middle school	2/ classroom
43. High school	1/ unit of capacity for 6 students
44. Community college, college, business school, trade school, technical school, other instruction (including dance, driving and language)	1/ unit of capacity for 4 students

Commented [DH22]: Canby requires a range of 0-1.5 stalls per cart, based on the zoning district. Beaverton, Gresham, West Linn, Oregon City do not require parking. Tualatin, Wilsonville requires parking based on total square footage (10/1000sf).

Commented [DH23R22]: Lake Oswego: 8 stalls per 1000sf GFA (GFA calculated based on the total square footage of covered or enclosed seating areas, plus the square footage of all food carts)

Commented [DH24R22]: Salem: maximum allowance of 2/cart; additional building area (bar, restroom, etc) allowed up to 1 space /175sf

Commented [DH25]: This matches what we require for a standard bar or restaurant

45. Play or ball field	Greater of: 15/ field or 1/ 8 feet of bench
46. Government and public utility buildings and structures	Greater of: 2 or one per employee at location
47. Cemetery	10 plus one per acre
INDUSTRIAL	
48. Wholesale trade	1/ 700 retail square feet + 1/ 1,000
49. Motor vehicle wrecking yard	wholesale square feet
50. Manufacturing	Greater of:
51. Stone, clay, glass and concrete products	a. 1/ 800 square feet (0 to 49,999 square feet)
52. Fabricated metal products, except machinery	b. 63 plus 1/ 1,000 square feet over 50,000 (50,000 to 99,999 square feet)
53. Electronic and other electrical equipment and components, except computer equipment	c. 113 plus 1/ 2,000 square feet over 100,000 (100,000 square feet or more)
54. Transportation equipment	or 1/ employee
55. Warehousing	Greater of:
56. Motor freight transportation and warehousing	a. 1/ 5000 square feet (0 to 49,999 square feet)
57. Truck transportation	b. 10 plus 1/ 10,000 square feet over 50,000 (50,000 to 99,999 square feet)
58. Support activities for rail transportation	c. 15 plus 1/ 15,000 square feet over 100,000 (100,000 square feet or more)
59. Wholesale trade – durable goods	or 1/ employee
60. Wholesale trade – Non-durable goods	
61. Recycling centers	
62. Asphalt or cement batch plants	
63. Agricultural practices	Exempt from the parking requirements
64. Telecommunication facilities	
65. Transit ground transportation	1 transit vehicle space per transit vehicle plus 1/ employee
66. Freight transportation arrangement	1/ employee
67. Self storage	1/ 6 storage units, maximum of 6 spaces
1. The Director may authorize parking for any use not specifically listed in this table. The applicant shall submit an analysis that identifies the parking needs, and a description of how the proposed use is similar to other uses permitted in the zone. The Director may require additional information, as needed, to document the parking needs of the proposed use. 2. There is no required parking ratio in the DDC zone per Section 3.07.07B.12. 3. See Tables 3.05C & E for minimum carpool/vanpool and electric vehicle parking and Table 3.05D for minimum bicycle parking. 4. In compliance with OAR 660-046-0220(2)(e).	

3.07 Architectural Design

The purpose of this Section is to set forth the standards and guidelines relating to the architectural design of buildings in Woodburn. Design standards can promote aesthetically pleasing architecture, increase property values, visually integrate neighborhoods, and enhance the quiet enjoyment of private property.

- 3.07.01 Applicability of Architectural Design Standards and Guidelines
- 3.07.02 Single Family, Manufactured Dwellings, & Dwellings Other Than Multiple-Family ("Middle Housing") on Individual Lots

3.07.03

[Struck]

- 3.07.04 Dwellings in the Neighborhood Conservation Overlay District (NCOD)
- 3.07.05 Standards for Medium Density Residential Buildings
- 3.07.06 Standards for Non-Residential Structures in Residential, Commercial and Public/Semi Public Zones
- 3.07.07 Downtown Development and Conservation Zone
- 3.07.08 Mixed Use Village Zone
- 3.07.09 Nodal Neighborhood Commercial Zone
- 3.07.10 Industrial Zones

3.07.01 Applicability of Architectural Design Standards and Guidelines

- A. For a Type I review, the criteria of this Section shall be read as "shall" and shall be applied as standards. For a Type II or III review, the criteria of this Section shall be read as "should" and shall be applied as guidelines.
- B. The following are exempt from the provisions of this Section:
 - 1. Any single-family, duplex, or manufactured dwelling that existed prior to October, 2005, except such dwellings located within the Neighborhood Conservation Overlay District (NCOD).
 - 2. New dwellings in Manufactured Dwelling Parks containing more than three acres.

3.07.02 Single-Family Dwellings, Manufactured Dwellings, & Dwellings Other Than Multiple-Family ("Middle Housing") on Individual Lots

A. Applicability

This Section shall apply to all new single-family dwellings, dwellings other than multiple-family, and manufactured dwellings on individual lots. It shall apply also to subdivisions and Planned Unit Developments approved on or before August 12, 2013.

Manufactured dwellings have different standards for roofing; otherwise, all standards in this Section apply to manufactured dwellings.

B. Minimum Requirements

3.07.07 Downtown Development and Conservation (DDC) Zone

A. Applicability

The purpose of these development standards is to guide the design of buildings constructed in the Downtown Development and Conservation (DDC) zoning district to ensure that, through appropriate use of facades, windows, building orientation, and architectural details, new structures and alterations of existing structures are physically and visually compatible with other buildings within the downtown business district. The majority of the existing buildings in downtown Woodburn reflect architectural styles that were popular during the late nineteenth and early twentieth century.

1. The provisions of this ordinance shall apply to the following activities within the DDC:
 - a. All new building construction;
 - b. New construction, restorations, and remodels. Restorations shall be defined as all exterior repairs, replacement of materials, alterations or changes, including reroofing, painting, window, and sign replacement, as well as any exterior building or site modification that requires a building permit;
 - c. All new signage.
2. This ordinance shall not apply to the following activities or uses:
 - a. Maintenance of the exterior of an existing structure, such as reroofing, residing, or repainting where similar materials and colors are used that comply with this ordinance;
 - b. Interior remodeling;
 - c. Single-family detached dwellings;
 - d. Single-family dwellings that are used for businesses or home occupations.
3. This ordinance shall apply only to those portions of a building or sign that are proposed for construction or modification, and shall not extend to other elements of the building or sign that may be out of compliance with the requirements of this ordinance (i.e., a permit to replace a single window shall not require that all other windows on the building that may be out of compliance with this ordinance to be replaced, unless such action is initiated by the property owner). However, if a building should be destroyed due to fire, accident, or an act of God, the new or replacement structure shall be rebuilt to conform to the requirements of this ordinance.
4. At the time of application, the applicant shall choose whether the Design Review shall be conducted as a Type I, II, or III review (Section 5.01, 5.02, 5.03). For a Type I review, the criteria of this Section shall be read as “shall” and shall be applied as standards. For a Type II or III review, the criteria of this Section shall be read as “should” and shall be applied as guidelines.

B. Design Guidelines or Standards

Standards for new construction shall require builders to conform to the architectural form of Woodburn’s historic period (1880’s through 1940’s). As such, new construction shall conform to the following standards listed below. The following list of buildings is provided as a reference guide to those buildings which display characteristics intended by the standards.

C. External Storage of Merchandise

The external storage of merchandise or materials, directly or indirectly related to a business, is prohibited.

D. Outdoor Displays of Merchandise

Outdoor displays of merchandise are permitted during business hours only and shall not exceed ten percent of the total retail sales area. Displays of merchandise on public sidewalks may not reduce usable walking area widths to less than four feet.

E. Outdoor Eating Areas

Outdoor dining areas are encouraged, and are permitted on public sidewalks. ~~Outdoor food vending carts are permitted. Eating areas or vending carts may not as long as they do not~~ reduce usable walking area widths on public sidewalks to less than four feet. ~~Mobile food kitchens are prohibited in the DDC district.~~

Commented [DH26]: This language has created confusion and frustration for downtown businesses.

5.01 Type I (Administrative) Decisions

5.01 General Requirements

- A. The purpose of this Section is to identify what types of actions are considered Type I decisions and their respective review criteria. Type I decisions do not require interpretation or the exercise of policy or legal judgment in evaluating approval criteria. The decision-making process requires no notice to any party other than the applicant.
- B. To initiate consideration of a Type I decision, a complete City application, accompanying information and a filing fee must be submitted to the Director. The Director will evaluate the application as outlined in this Section.

- 5.01.01 Access Permit to a City Street, excluding a Major or Minor Arterial Street
- 5.01.02 Design Review, Type I
- 5.01.03 Fence and Free Standing Wall
- 5.01.04 Grading Permit
- 5.01.05 Manufactured Dwelling Park, Final Plan Approval
- 5.01.06 Partition and Subdivision Final Plat Approval
- 5.01.07 Planned Unit Development (PUD), Final Plan & Design Plan Approval
- 5.01.08 Property Line Adjustment; Consolidation of Lots
- 5.01.09 Riparian Corridor and Wetlands Overlay District (RCWOD) Permit
- 5.01.10 Sign Permit
- 5.01.11 Significant Tree Removal Permit
- 5.01.12 ~~Temporary Outdoor Marketing and~~ Special Event Permit

5.01.01 Access Permit to a City Street, Excluding a Major or Minor Arterial Street

- A. Purpose: The purpose of this review is to ensure conformance to City street access standards and this Ordinance (Section 3.04) in circumstances where the access is not subject to any other type of land use approval.
- B. Criteria: The proposed access shall conform to the applicable standards of access to public streets (Section 3.04).
- C. Procedure: The Director shall review the access permit and determine conformance to City standards.

5.01.09 Riparian Corridor and Wetlands Overlay District (RCWOD) Permit

- A. Purpose: The purpose of this review procedure is to ensure that all grading, excavation, fill, and vegetation removal (other than perimeter mowing and other cutting necessary for hazard prevention) within a delineated, significant wetland, complies with applicable City and State standards and procedures, including those of ORS Chapter 196 and Chapter 227 and OAR 660-023.
- B. Criteria:
 - 1. The applicable standards of this Ordinance and the findings and action proposed by the Division of State Lands; or
 - 2. A finding, verified by the Division of State Lands, of error in delineation of the RCWOD boundary.
- C. Procedure: The Director shall review the permit and approve it upon a determination that it meets the criteria of this ordinance.

5.01.10 Sign Permit

- A. Purpose: The purpose of this review is to ensure that signs comply with standards found within the Sign Standards (Section 3.10).
- B. Criteria: Applications shall be reviewed for compliance with the sign standards of this Ordinance.
- C. Procedure: The Director shall review proposal signs for compliance to City regulations.

5.01.11 Significant Tree Removal Permit

- A. Purpose: To ensure that the removal of Significant Trees conforms with Section 3.06.07 as well as the purposes of Section 3.06.07A.
- B. Applicability: Per Sections 3.06.07B & C.
- C. Criteria and procedure: Per Section 3.06.07.

5.01.12 ~~Temporary Outdoor Marketing and~~ Special Event Permit

- A. Purpose: The purpose of this review is to ensure that ~~temporary outdoor marketing or~~ special events conform to the standards of this Ordinance (Section 2.07.17).
- B. Criteria: ~~Temporary Outdoor Marketing and~~ Special Events shall conform to all standards of this Ordinance.
- C. Procedure: The Director shall review the application and shall approve a permit based on compliance with this Ordinance.

June 24, 2024

TO: Honorable Mayor and Council through City Administrator

FROM: Anthony Turley, Finance Director

SUBJECT: **FY 2023-24 Supplemental Budget Request for Transfer Increase from the Water SDC Fund to the Water Capital Construction Fund for Parr Road Water Treatment Project Completion**

RECOMMENDATION:

Hold a public hearing and adopt Resolution No. 2234 authorizing up to \$400,000 transfer from the Water SDC Fund's Reserves to Transfer To the Water Capital Construction Fund, and equally increase the Transfer of up to \$400,000 into the Water Capital Construction Fund and authorize a \$400,000 appropriation increase in Water Capital expenditures.

BACKGROUND:

Every year, after City Council budget adoption, circumstances arise that were either unforeseen, unquantifiable, or discovered as errors. Oregon Budget Law, ORS 294.471(1) provides for changes to adopted budgets through a transfer resolution or supplemental budget process that notices the proposed changes. Contingency transfers in excess of 15 percent of any fund's total expenditures, or supplemental budget changes in excess of 10 percent of any fund's total expenditures, require a public hearing to accept public testimony on the item under consideration.

Like the adopted budget, supplemental budget requests must be balanced; in other words, net revenue and net expense for the request must be equal. This can be accomplished by budgeting additional revenue or by reducing another expenditure category (such as contingencies).

DISCUSSION:

During FY 2023-24 budget preparations, the Public Works' Engineering Department forecast that a portion of the Parr Road Water Treatment project would be completed and estimated expenses needed this fiscal year. As a result of the project falling behind with supply chain issues in the previous budget year, the work has now accelerated beyond the schedules provided through June 30, 2024. Therefore, the current year expenditures will exceed budgeted amounts because of poor communication between Public Works staff and the contractor. As a result, Public Works requests that an additional

\$400,000 be authorized for transfer from the Water SDC Fund to the Water Capital Construction Fund to cover unbudgeted expenditures for the Parr Road Water Treatment project in FY 2023-24.

FINANCIAL IMPACT:

If the resolution is approved, the following changes will be made:

NOTICE							
A public hearing on a proposed supplemental budget for the City of Woodburn, Marion County , State of Oregon, for the fiscal year July 1, 2023 to June 30, 2024 will be held at the Woodburn City Hall Council Chambers, 270 Montgomery St Woodburn, Oregon 97071. The hearing for the City of Woodburn will take place on June 24, 2024 at 7:00 pm. The purpose of the hearing is to discuss the supplemental budget item with interested persons. Prior to the public hearing, a copy of the supplemental budget document may be inspected or obtained on or after June 18, 2024 at the City of Woodburn, 270 Montgomery St Woodburn, Oregon 97071, between the hours of 9:00 am and 4:00 pm or on the City's website at www.ci.woodburn.or.us .							
SUMMARY OF PROPOSED BUDGET CHANGES							
AMOUNTS SHOWN ARE REVISED TOTALS IN THOSE FUNDS BEING MODIFIED							
Water SDC - 474							
Resource	Original	Change	Revised	Requirement	Original	Change	Revised
1 Beg. Fund Balance	3,517,400		3,517,400	Operating Transfer Out	675,000	400,000	1,075,000
2 Revenues	1,050,000		1,050,000	Reserve for Future Years	3,892,400	(400,000)	3,492,400
Revised Total Fund Resources			4,567,400	Revised Total Fund Requirements			4,567,400
<i>Comments: Reserves needed for Transfer to Water Capital Construction for additional Parr Rd Treatment project costs</i>							
Water Capital Construction - 466							
Resource	Original	Change	Revised	Requirement	Original	Change	Revised
1 Beg. Fund Balance	719,800		719,800	Capital Expenditures	2,556,800	400,000	2,956,800
2 Misc. Revenue	808,000		808,000				
3 Transfer, Other Funds	1,029,000	400,000	1,429,000				
Revised Total Fund Resources			2,956,800	Revised Total Fund Requirements			2,956,800
<i>Comments: Transfer from Water SDC for additional Parr Rd Treatment project costs</i>							

COUNCIL BILL NO. 3255

RESOLUTION NO. 2234

A RESOLUTION ADOPTING A SUPPLEMENTAL BUDGET AND APPROVING TRANSFERS OF APPROPRIATIONS FOR FY 2023-2024 FOR THE PARR ROAD WATER TREATMENT PROJECT COMPLETION

WHEREAS, on June 12, 2023, the Woodburn City Council approved Resolution No. 2209 adopting a budget for the fiscal year 2023-2024, wherein funds were appropriated; and

WHEREAS, ORS 294.463(3) permits “transfers of appropriation or of appropriations and an equal amount of budget resources may be made between funds of the municipal corporation when authorized by ordinance or resolution of the governing body”; and

WHEREAS, ORS 294.471(1)(a) permits supplemental budgets when “an occurrence or condition which has not been ascertained at the time of the preparation of a budget for the current year or current budget period which requires a change in financial planning”; and

WHEREAS, ORS 294.473 requires a governing body to hold a public hearing on a supplemental budget when the estimated expenditures contained in the supplemental budget for fiscal year or budget period differ by ten (10) percent or more of any one of the individual funds contained in the regular budget for that fiscal year; and

WHEREAS, the supplemental budget and transfer of appropriation contained herein and pursuant to ORS 294, authorizes a \$400,000 Reserve decrease and equal transfer out increase from the Water SDC Fund; and increases the transfer in of \$400,000 to the Water Capital Construction Fund and authorizes a \$400,000 appropriation increase in Water Capital Construction expenditures; and

WHEREAS, at a regularly scheduled City Council meeting on June 24, 2024, a public hearing was held on the supplemental budget changes summarized below and notice of the hearing was published at least five days prior to the meeting; **NOW, THEREFORE**,

THE CITY OF WOODBURN RESOLVES AS FOLLOWS:

Section 1. That pursuant to the applicable ORS provisions cited above, the City Council hereby approves the transfers of appropriations and supplemental budget for FY 2023-24 in the amounts shown in the summary below:

SUMMARY OF PROPOSED BUDGET CHANGES							
AMOUNTS SHOWN ARE REVISED TOTALS IN THOSE FUNDS BEING MODIFIED							
Water SDC - 474							
Resource	Original	Change	Revised	Requirement	Original	Change	Revised
1 Beg. Fund Balance	3,517,400		3,517,400	Operating Transfer Out	675,000	400,000	1,075,000
2 Revenues	1,050,000		1,050,000	Reserve for Future Years	3,892,400	(400,000)	3,492,400
Revised Total Fund Resources			4,567,400	Revised Total Fund Requirements			4,567,400
<i>Comments: Reserves needed for Transfer to Water Capital Construction for additional Parr Rd Treatment project costs</i>							
Water Capital Construction - 466							
Resource	Original	Change	Revised	Requirement	Original	Change	Revised
1 Beg. Fund Balance	719,800		719,800	Capital Expenditures	2,556,800	400,000	2,956,800
2 Misc. Revenue	808,000		808,000				
3 Transfer, Other Funds	1,029,000	400,000	1,429,000				
Revised Total Fund Resources			2,956,800	Revised Total Fund Requirements			2,956,800
<i>Comments: Transfer from Water SDC for additional Parr Rd Treatment project costs</i>							

Approved as to form: _____
City Attorney _____ Date _____

Approved: _____
Frank Lonergan, Mayor

Passed by the Council _____

Submitted to the Mayor _____

Approved by the Mayor _____

Filed in the Office of the Recorder _____

ATTEST: _____
Heather Pierson City Recorder
City of Woodburn, Oregon



Agenda Item

June 24, 2024

TO: Honorable Mayor and City Council (acting in its capacity as the Local Contract Review Board)

FROM: Chris Kerr, Community Development Director;
Melissa Gitt, Building Official

SUBJECT: **Award a Contract for Professional Plan Review and Inspection Services on an As Needed Basis.**

RECOMMENDATION:

Award a Contract to Clair Company Inc. for Professional Plan Review and Inspection Services on an as needed basis and authorize the City Administrator to sign the Agreement.

BACKGROUND:

In 2021, the City contracted with Clair Company, Inc. to provide "Professional Plan Review and Inspection Services on an as needed basis." Given the continued high rate of industrial, commercial, multi-family and residential development activity, staff has determined that it is necessary to continue contracting with an independent consultant to provide these services.

The City's contract with Clair Company Inc. expires on June 30, 2024. Consequently, staff solicited proposals through a Request for Proposals (RFP) process for new/continued services. The RFP was advertised on the City website and sent to all approved firms licensed through the State of Oregon, Department of Consumer and Business Services, to complete third party plan review/Inspections.

Staff received and reviewed the submitted proposal by Clair Company, Inc., in accordance with the RFP guidelines and State requirements (ORS 279C.105; State procurement of goods and services). No other proposals were received. After scoring the proposal and determining that it met the minimum requirements, staff selected Clair Company Inc. as the qualified proposer. Staff and Clair Company

Agenda Item Review: City Administrator ☒ City Attorney ☒ Finance ☒

Inc. agreed upon a contract fee amount of 75% of the plan review fees collected by the City under the adopted fee schedule for building plan review services. For Inspection services, the hourly rate of \$85/ hr. for residential and commercial inspection services will be applied. All services will be completed in accordance with the documented timelines set forth in ORS 455.467.

DISCUSSION:

The City continues to experience development activity (residential, commercial, and industrial) at a historically high rate. For perspective, in the last three fiscal years (2021 to current) the Building Department has issued an average of 920 permits each year, which is more than twice the number of permits issued during the previous three fiscal years (445 permits). Based on recent land use approvals and subdivisions that have been recorded, staff believes commercial and residential construction will continue at high levels into the short-term future.

Contracting with Clair Company, Inc. will allow City Building and Community Development staff to focus on current and ongoing residential, multi-family and commercial projects while continuing to provide oversight for incoming projects.

The contract award is in conformance with public contracting laws of the State of Oregon as outlined in ORS Chapter 279C as well as the laws, and regulations of the City of Woodburn.

FINANCIAL IMPACT:

The Contract for Professional Building Plan Review and Inspection Services with Clair Company, Inc. will be funded from 75% of the plan review fees collected by the City and paid by the applicant of the project. 25% of the plan review fees will be retained by the City to cover its costs for administration and overseeing the review process.



Agenda Item

June 24, 2024

To: Honorable Mayor and City Council through City Administrator

From: Chris Kerr, Community Development Director *CK*,
Heidi Hinshaw, Associate Planner

Subject: **Council Briefing of Planning Commission approval of a Design Review application for "Covers for Play Structure & Outdoor Event Area" at Nuevo Amanecer Apartments, 1274 N. 5th St (DR 24-05)**

RECOMMENDATION:

Staff recommends that the City Council take no action on this item and provides this summary pursuant to [Woodburn Development Ordinance \(WDO\)](#) Section 4.02.02. The Council may call up this item if desired and, by majority vote, initiate a review of the Planning Commission decision.

BACKGROUND:

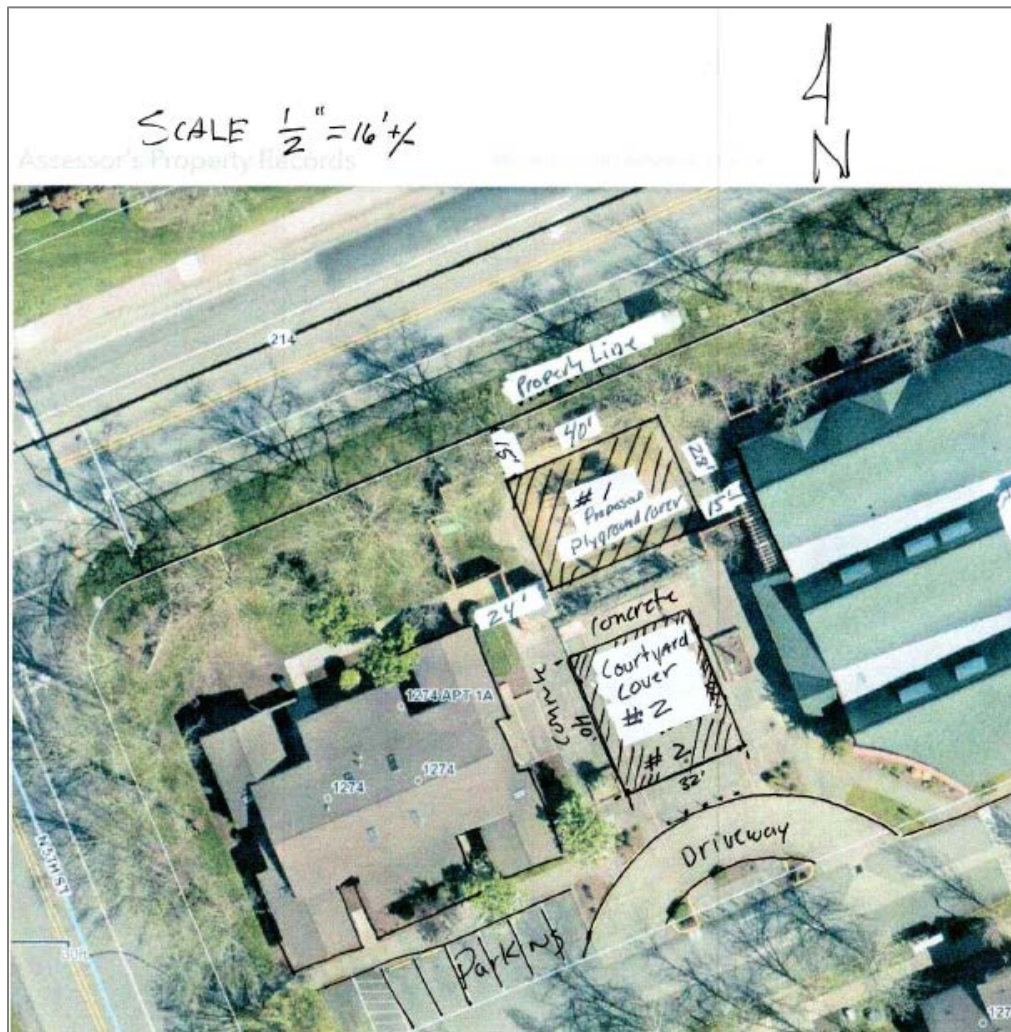
On June 13, 2024, the Planning Commission unanimously approved a Design Review application for two shelter structures totaling 2,400 square feet at 1274 N. 5th Street. The property is zoned Medium Density Residential (RM) and is already developed with the Neuvo Amanecer apartment complex. The proposed structures are intended to provide shelter over the playground and courtyard.

No testimony in opposition to the project was received. The motion to approve included conditions of approval to require:

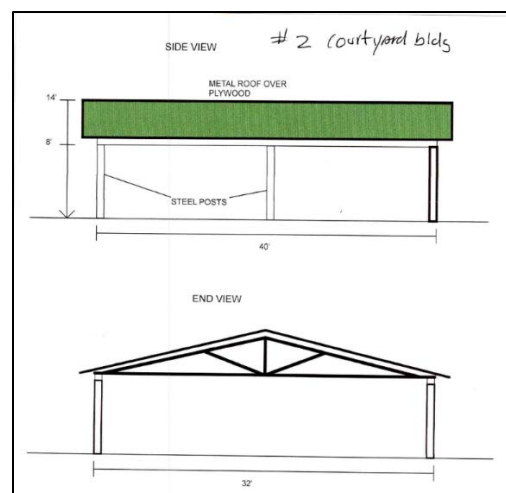
1. Substantial conformance with the submitted plans.
2. A 5-foot-wide streetside public utility easement (PUE) along N 5th Street.

Additional application materials are found via the [DR 24-05](#) project webpage.

A site plan and elevation drawing are shown on the following page.



Site plan



Shelter Structure