

# PROCLAMATION

## DOMESTIC VIOLENCE AWARENESS MONTH – OCTOBER 2024

**WHEREAS**, Domestic Violence Awareness Month is observed every October, aiming to raise awareness about the widespread issue of domestic violence, educate our communities on prevention, and support survivors.

**WHEREAS**, the impact of domestic violence affects millions across the Nation and extends beyond individuals, reaching into families, and communities; and

**WHEREAS**, in the last year Marion County has experienced at least three domestic violence homicide crimes; and

**WHEREAS**, the Marion County District Attorney’s office received 1,283 law enforcement reports of domestic violence and filed 987 domestic violence cases; and

**WHEREAS**, the Marion County Courts received 1,875 requests for protective orders; and

**WHEREAS**, the Center for Hope and Safety received 38,417 contacts to their program and provided 10,170 nights of shelter; and

**WHEREAS**, the Marion County Victim Assistance Division provided services to over 800 victims of domestic violence, walking alongside them and giving them a voice in the criminal justice process; and

**WHEREAS**, we, as individuals, can make a difference by speaking up and reaching out to help victims and survivors.

**NOW, THEREFORE**, I, Frank J. Lonergan, Mayor of the City of Woodburn, hereby proclaim October 2024 as “**DOMESTIC VIOLENCE AWARENESS MONTH**” in the City of Woodburn and resolve to honor those affected by domestic violence, promote resources, and encourage actions to end the cycle of violence.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the seal of the City of Woodburn to be affixed this 28th day of October 2024.

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Frank J. Lonergan, Mayor  
City of Woodburn

# COUNCIL MEETING MINUTES

## OCTOBER 14, 2024

**DATE** COUNCIL CHAMBERS, CITY HALL, CITY OF WOODBURN, COUNTY OF MARION, STATE OF OREGON, OCTOBER 14, 2024

**CONVENED** The meeting convened at 7:04 p.m. with Mayor Lonergan presiding.

### **ROLL CALL**

Mayor Lonergan	Present
Councilor Cantu	Present
Councilor Cornwell	Present
Councilor Schaub	Present
Councilor Morris	Present – via video conferencing
Councilor Cabrales	Absent
Councilor Wilk	Present

**Staff Present:** City Administrator Derickson, City Attorney Granum, Assistant City Administrator Row, Police Chief Pilcher, Special Projects Director Wakeley, City Recorder Pierson, Community Services Director Cuomo, Deputy Chief Millican, Economic Development Director Johnk, Human Resources Director Gregg, Public Affairs and Communications Manager Guerrero, Community Relations Manager Herrera

### **APPOINTMENT**

**Schaub/Cornwell...** appoint Isabella Baldisseri to the Student Member position on the Recreation and Park Board. The motion passed unanimously.

### **PRESENTATIONS**

**Hardcastle Shelter Update – Mid-Willamette Valley Community Action** –Andrew Marshall Associate Director of Sheltering for Mid-Willamette Valley Community Action Agency provided background information on the agency and an update on how it has been going at the Woodburn location. He noted that there have been 90 individuals served between May 2024 and October 13, 2024, and 2,155 bed nights. Community Services Director Cuomo added that the City was able to contribute ARPA funds to help Mid-Willamette Valley Community Action get established and the investment is paying off in the community.

**Oregon Department of Forestry - Emerald Ash Borer** – City Administrator Row provided a flyer to the Council on the Emerald Ash Borer. Kat Bethea and Matt Mills from the Oregon Department of Forestry provided information on the Emerald Ash Borer, a brief history of its detection across the United States, the signs and symptoms of an infected Ash tree and ways to manage the spread of the Emerald Ash Borer. Kurt Berning, Executive Director of the Pudding River Watershed Council provided information on the grant that he is working on with Special Projects Director Wakely that will help address the issue with the Emerald Ash Borer in Woodburn.

### **CONSENT AGENDA**

- A. Woodburn City Council minutes of September 23, 2024,
- B. Building Activity for September 2024.

**Schaub/Cantu...** approve the consent agenda. The motion passed unanimously.

# COUNCIL MEETING MINUTES

## OCTOBER 14, 2024

### COUNCIL BILL NO. 3263 – A RESOLUTION AUTHORIZING EXECUTION OF A COLLECTIVE BARGAINING AGREEMENT BETWEEN THE CITY OF WOODBURN AND THE WOODBURN POLICE ASSOCIATION FOR A CONTRACT BEGINNING JULY 1, 2024, AND ENDING JUNE 30, 2026

**Schaub** introduced Council Bill No. 3263. City Recorder Pierson read the bill by title only since there were no objections from the Council. City Administrator Derickson provided a staff report. City Attorney Granum and Human Resources Director Gregg provided comments on the bargaining process and noted some of the highlights in the contract. On roll call vote for final passage, the bill passed unanimously. Mayor Lonergan declared Council Bill No. 3263 duly passed.

### AWARD OF CONTRACT FOR TRANSIT VEHICLE PURCHASE

Assistant City Administrator Row provided a staff report. **Schaub/Cornwell**... authorize the City Administrator to purchase a 2024 Toyota Sienna Hybrid modified minivan from Northwest Bus Sales for \$84,939 pursuant to the ODOT/ Washington contract vehicle procurement program. The motion passed unanimously.

### CITY ADMINISTRATOR'S REPORT

The City Administrator reported the following:

- League of Oregon Cities annual conference takes place this week. Jamie and her team will be presenting on the City's tourism program at the conference.
- Plans are being made to go back to Washington DC to meet with our federal delegation in mid-November to lobby for federal funding for a significant park project that would enhance the proposed Community Center project.
- There was an article from Willamette Week that discussed the rise of human trafficking and prostitution within the massage industry, particularly in Portland. The City of Woodburn is involved in an ongoing issue with the Oregon Massage Licensing Board concerning a local business accused of facilitating prostitution and trafficking. Efforts to investigate this business have been hindered by state legislation that restricts the sharing of public records between government agencies. Woodburn is considering supporting a bill backed by the League of Oregon Cities, the Oregon District Attorneys Association, and law enforcement associations, which would mandate better information sharing among agencies.

### MAYOR AND COUNCIL REPORTS

Councilor Schaub stated that she is pleased that the League of Oregon Cities is taking that issue up because she was very concerned about the human trafficking part of our experience and never getting any answers. She also stated that she is pleased that Councilor Wilk will be attending the LOC conference and that it is a great opportunity.

Councilor Wilk stated that our administration is committed to supporting staff in Woodburn, including their participation in conferences for valuable learning opportunities. He added that he also appreciates Scott bringing forth the issue of human trafficking here in town and noted that we do have nonprofits at work here in Woodburn trying to combat and provide support for victims and survivors of human trafficking, in particular, the Center for Hope and Safety. He also noted that today is Indigenous Peoples Day.

**COUNCIL MEETING MINUTES  
OCTOBER 14, 2024**

Councilor Cantu stated that this was a great meeting and is shocked about all the things she gets educated on at the meetings.

Mayor Lonergan stated that the Marion County Voters Pamphlet went out last week and there were 19 letters of support for Measure 24-504.

**ADJOURNMENT**

**Cornwell/Schaub...** move to adjourn. The motion passed unanimously. Mayor Lonergan adjourned the meeting at 8:53 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**

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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 09/30/24  
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
<b>Fund 001 - General Fund</b>										
Department <b>101 - Administration</b>										
Division <b>1111 - Council &amp; Mayor</b>										
<b>EXPENSE</b>										
<i>Personnel Services</i>										
5112	Part-Time Wages	8,800.00	.00	8,800.00	.00	.00	.00	8,800.00	0	.00
5212	Social Security	660.00	.00	660.00	.00	.00	.00	660.00	0	.00
<b>5214</b>										
5214.100	PERS - City	1,470.00	.00	1,470.00	.00	.00	.00	1,470.00	0	.00
<b>5214 - Totals</b>		<b>\$1,470.00</b>	<b>\$0.00</b>	<b>\$1,470.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,470.00</b>	<b>0%</b>	<b>\$0.00</b>
5216	Unemployment Insurance	80.00	.00	80.00	.00	.00	.00	80.00	0	.00
5218	Paid Family Leave Insurance	20.00	.00	20.00	.00	.00	.00	20.00	0	.00
<i>Personnel Services Totals</i>		<b>\$11,030.00</b>	<b>\$0.00</b>	<b>\$11,030.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$11,030.00</b>	<b>0%</b>	<b>\$0.00</b>
<i>Materials &amp; Services</i>										
5319	Office Supplies	1,000.00	.00	1,000.00	69.98	179.00	402.87	418.13	58	933.71
5419	Other Professional Serv	1,500.00	.00	1,500.00	480.00	.00	480.00	1,020.00	32	1,314.47
5421	Telephone/Data	750.00	.00	750.00	.96	.00	1.91	748.09	0	11.42
5428	IT Support	86,300.00	.00	86,300.00	7,191.67	.00	21,575.01	64,724.99	25	73,350.00
5432	Meals	2,000.00	.00	2,000.00	.00	.00	199.84	1,800.16	10	1,835.29
5433	Mileage	330.00	.00	330.00	.00	.00	.00	330.00	0	784.93
5439	Travel	700.00	.00	700.00	.00	.00	.00	700.00	0	3,376.62
5464	Workers' Comp	40.00	.00	40.00	3.33	.00	9.99	30.01	25	50.04
5485	Leadership Development	15,000.00	.00	15,000.00	2,196.79	3,336.79	2,982.59	8,680.62	42	10,130.35
5491	Dues & Subscriptions	.00	.00	.00	.00	.00	.00	.00	+++	250.00
5492	Registrations/Training	3,000.00	.00	3,000.00	.00	.00	1,140.00	1,860.00	38	2,890.00
5493	Printing/Binding	100.00	.00	100.00	.00	.00	.00	100.00	0	.00
<i>Materials &amp; Services Totals</i>		<b>\$110,720.00</b>	<b>\$0.00</b>	<b>\$110,720.00</b>	<b>\$9,942.73</b>	<b>\$3,515.79</b>	<b>\$26,792.21</b>	<b>\$80,412.00</b>	<b>27%</b>	<b>\$94,926.83</b>
<b>EXPENSE TOTALS</b>		<b>\$121,750.00</b>	<b>\$0.00</b>	<b>\$121,750.00</b>	<b>\$9,942.73</b>	<b>\$3,515.79</b>	<b>\$26,792.21</b>	<b>\$91,442.00</b>	<b>25%</b>	<b>\$94,926.83</b>
Division <b>1111 - Council &amp; Mayor Totals</b>		<b>(\$121,750.00)</b>	<b>\$0.00</b>	<b>(\$121,750.00)</b>	<b>(\$9,942.73)</b>	<b>(\$3,515.79)</b>	<b>(\$26,792.21)</b>	<b>(\$91,442.00)</b>	<b>25%</b>	<b>(\$94,926.83)</b>
Division <b>1211 - City Administrator</b>										
<b>EXPENSE</b>										
<i>Personnel Services</i>										
5111	Regular Wages	214,900.00	.00	214,900.00	15,395.65	.00	46,187.96	168,712.04	21	205,985.10
5121	Overtime	.00	.00	.00	.00	.00	5.90	(5.90)	+++	1.99
5211	OR Workers' Benefit	40.00	.00	40.00	1.88	.00	6.13	33.87	15	25.19
5212	Social Security	15,730.00	.00	15,730.00	1,232.25	.00	3,717.00	12,013.00	24	15,038.47
5213	Med & Dent Ins	28,910.00	.00	28,910.00	2,237.96	.00	5,594.90	23,315.10	19	27,077.73
<b>5214</b>										
5214.100	PERS - City	42,420.00	.00	42,420.00	3,005.63	.00	9,007.29	33,412.71	21	38,141.00
5214.600	PERS 6%	12,890.00	.00	12,890.00	1,002.01	.00	3,002.99	9,887.01	23	14,379.82
5214.800	DEFERED COMP - CITY	18,110.00	.00	18,110.00	1,275.54	.00	3,826.64	14,283.36	21	17,233.52



# Expense Budget Performance Report

Fiscal Year to Date 09/30/24

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
<b>Fund 001 - General Fund</b>										
Department <b>101 - Administration</b>										
Division <b>1211 - City Administrator</b>										
<b>EXPENSE</b>										
<i>Personnel Services</i>										
<b>5214 - Totals</b>		\$73,420.00	\$0.00	\$73,420.00	\$5,283.18	\$0.00	\$15,836.92	\$57,583.08	22%	\$69,754.34
5215	Long Term Disability Ins	310.00	.00	310.00	27.22	.00	56.91	253.09	18	286.65
5216	Unemployment Insurance	2,150.00	.00	2,150.00	30.86	.00	92.51	2,057.49	4	1,249.12
5217	Life Insurance	200.00	.00	200.00	17.29	.00	36.13	163.87	18	182.16
5218	Paid Family Leave Insurance	850.00	.00	850.00	48.98	.00	150.66	699.34	18	748.31
<i>Personnel Services Totals</i>		\$336,510.00	\$0.00	\$336,510.00	\$24,275.27	\$0.00	\$71,685.02	\$264,824.98	21%	\$320,349.06
<i>Materials &amp; Services</i>										
5319	Office Supplies	2,000.00	.00	2,000.00	51.81	49.00	73.81	1,877.19	6	1,571.19
5419	Other Professional Serv	2,000.00	.00	2,000.00	25.02	127.62	37.38	1,835.00	8	4,587.07
5421	Telephone/Data	1,800.00	.00	1,800.00	208.25	321.94	591.92	886.14	51	3,618.88
5422	Postage	500.00	.00	500.00	9.36	.00	65.73	434.27	13	240.56
5428	IT Support	45,140.00	.00	45,140.00	3,761.67	.00	11,285.01	33,854.99	25	31,500.00
5432	Meals	3,000.00	.00	3,000.00	.00	60.00	.00	2,940.00	2	1,684.41
5433	Mileage	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	768.24
5439	Travel	10,000.00	.00	10,000.00	.00	.00	.00	10,000.00	0	8,705.14
5449	Leases - Other	600.00	.00	600.00	.00	.00	.00	600.00	0	.00
5464	Workers' Comp	850.00	.00	850.00	70.83	.00	212.49	637.51	25	789.96
5485	Leadership Development	5,000.00	.00	5,000.00	535.00	1,845.00	1,580.00	1,575.00	68	6,757.81
5491	Dues & Subscriptions	10,000.00	.00	10,000.00	14.99	180.00	2,341.97	7,478.03	25	6,937.67
5492	Registrations/Training	5,000.00	.00	5,000.00	50.00	1,165.00	620.00	3,215.00	36	4,531.00
<i>Materials &amp; Services Totals</i>		\$87,390.00	\$0.00	\$87,390.00	\$4,726.93	\$3,748.56	\$16,808.31	\$66,833.13	24%	\$71,691.93
<b>EXPENSE TOTALS</b>		\$423,900.00	\$0.00	\$423,900.00	\$29,002.20	\$3,748.56	\$88,493.33	\$331,658.11	22%	\$392,040.99
Division <b>1211 - City Administrator Totals</b>		(\$423,900.00)	\$0.00	(\$423,900.00)	(\$29,002.20)	(\$3,748.56)	(\$88,493.33)	(\$331,658.11)	22%	(\$392,040.99)
Division <b>1411 - City Attorney</b>										
<b>EXPENSE</b>										
<i>Personnel Services</i>										
5111	Regular Wages	130,200.00	.00	130,200.00	9,791.86	.00	29,376.92	100,823.08	23	139,725.46
5121	Overtime	.00	.00	.00	.00	.00	7.58	(7.58)	+++	2.55
5211	OR Workers' Benefit	20.00	.00	20.00	1.45	.00	4.60	15.40	23	19.04
5212	Social Security	10,370.00	.00	10,370.00	758.03	.00	2,292.01	8,077.99	22	9,440.57
5213	Med & Dent Ins	21,850.00	.00	21,850.00	1,721.16	.00	4,302.90	17,547.10	20	20,179.88
<b>5214</b>										
5214	Retirement	.00	.00	.00	.00	.00	.00	.00	+++	(3,145.01)
5214.100	PERS - City	23,010.00	.00	23,010.00	1,725.90	.00	5,179.23	17,830.77	23	26,567.98
5214.600	PERS 6%	7,810.00	.00	7,810.00	621.22	.00	1,864.19	5,945.81	24	6,528.86
5214.800	DEFERED COMP - CITY	5,730.00	.00	5,730.00	561.55	.00	1,684.72	4,045.28	29	13,009.64





# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
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
<b>Fund 001 - General Fund</b>										
Department <b>101 - Administration</b>										
Division <b>1411 - City Attorney</b>										
<b>EXPENSE</b>										
<i>Personnel Services</i>										
<b>5214 - Totals</b>		\$36,550.00	\$0.00	\$36,550.00	\$2,908.67	\$0.00	\$8,728.14	\$27,821.86	24%	\$42,961.47
5215	Long Term Disability Ins	200.00	.00	200.00	18.53	.00	37.96	162.04	19	211.30
5216	Unemployment Insurance	1,300.00	.00	1,300.00	19.56	.00	58.70	1,241.30	5	847.29
5217	Life Insurance	130.00	.00	130.00	11.76	.00	24.10	105.90	19	134.20
5218	Paid Family Leave Insurance	530.00	.00	530.00	34.53	.00	104.44	425.56	20	510.75
<i>Personnel Services Totals</i>		\$201,150.00	\$0.00	\$201,150.00	\$15,265.55	\$0.00	\$44,937.35	\$156,212.65	22%	\$214,032.51
<i>Materials &amp; Services</i>										
5314	Books	9,000.00	.00	9,000.00	697.68	6,279.12	2,093.04	627.84	93	9,309.52
5319	Office Supplies	2,200.00	.00	2,200.00	.00	.00	44.00	2,156.00	2	1,763.34
5417	HR/Other Employee Expenses	.00	.00	.00	.00	.00	.00	.00	+++	145.00
5419	Other Professional Serv	800.00	.00	800.00	25.02	127.62	37.38	635.00	21	185.27
5421	Telephone/Data	1,500.00	.00	1,500.00	135.45	71.02	396.85	1,032.13	31	2,009.18
5422	Postage	80.00	.00	80.00	.00	.00	10.64	69.36	13	.00
5428	IT Support	20,830.00	.00	20,830.00	1,735.83	.00	5,207.49	15,622.51	25	20,700.00
5432	Meals	550.00	.00	550.00	60.00	.00	60.00	490.00	11	967.24
5433	Mileage	550.00	.00	550.00	25.33	.00	25.33	524.67	5	298.53
5439	Travel	1,300.00	.00	1,300.00	.00	.00	.00	1,300.00	0	.00
5464	Workers' Comp	290.00	.00	290.00	24.17	.00	72.51	217.49	25	290.04
5491	Dues & Subscriptions	3,600.00	.00	3,600.00	.00	.00	.00	3,600.00	0	2,277.00
5492	Registrations/Training	6,000.00	.00	6,000.00	450.00	.00	550.00	5,450.00	9	5,996.42
<i>Materials &amp; Services Totals</i>		\$46,700.00	\$0.00	\$46,700.00	\$3,153.48	\$6,477.76	\$8,497.24	\$31,725.00	32%	\$43,941.54
<b>EXPENSE TOTALS</b>		\$247,850.00	\$0.00	\$247,850.00	\$18,419.03	\$6,477.76	\$53,434.59	\$187,937.65	24%	\$257,974.05
Division <b>1411 - City Attorney Totals</b>		(\$247,850.00)	\$0.00	(\$247,850.00)	(\$18,419.03)	(\$6,477.76)	(\$53,434.59)	(\$187,937.65)	24%	(\$257,974.05)
Division <b>1511 - Finance</b>										
<b>EXPENSE</b>										
<i>Personnel Services</i>										
5111	Regular Wages	318,220.00	.00	318,220.00	30,803.97	.00	88,999.93	229,220.07	28	327,534.14
5112	Part-Time Wages	35,470.00	.00	35,470.00	1,800.75	.00	5,284.95	30,185.05	15	24,025.40
5121	Overtime	7,590.00	.00	7,590.00	213.73	.00	488.70	7,101.30	6	2,859.05
5211	OR Workers' Benefit	70.00	.00	70.00	7.37	.00	20.66	49.34	30	81.80
5212	Social Security	28,200.00	.00	28,200.00	2,363.38	.00	6,885.93	21,314.07	24	25,780.99
5213	Med & Dent Ins	83,150.00	.00	83,150.00	8,632.95	.00	23,186.35	59,963.65	28	77,841.37
<b>5214</b>										
5214.100	PERS - City	58,230.00	.00	58,230.00	5,077.12	.00	13,890.98	44,339.02	24	53,821.85
5214.600	PERS 6%	19,560.00	.00	19,560.00	1,578.55	.00	4,585.75	14,974.25	23	21,601.87
5214.800	DEFERED COMP - CITY	5,560.00	.00	5,560.00	301.07	.00	902.23	4,657.77	16	3,749.20



# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
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
<b>Fund 001 - General Fund</b>										
Department <b>101 - Administration</b>										
Division <b>1511 - Finance</b>										
<b>EXPENSE</b>										
<i>Personnel Services</i>										
	<b>5214 - Totals</b>	\$83,350.00	\$0.00	\$83,350.00	\$6,956.74	\$0.00	\$19,378.96	\$63,971.04	23%	\$79,172.92
5215	Long Term Disability Ins	520.00	.00	520.00	70.86	.00	144.12	375.88	28	640.12
5216	Unemployment Insurance	3,620.00	.00	3,620.00	65.69	.00	189.63	3,430.37	5	2,149.13
5217	Life Insurance	460.00	.00	460.00	47.45	.00	96.46	363.54	21	426.40
5218	Paid Family Leave Insurance	1,440.00	.00	1,440.00	121.70	.00	353.76	1,086.24	25	1,308.98
	<i>Personnel Services Totals</i>	\$562,090.00	\$0.00	\$562,090.00	\$51,084.59	\$0.00	\$145,029.45	\$417,060.55	26%	\$541,820.30
<i>Materials &amp; Services</i>										
5319	Office Supplies	20,000.00	.00	20,000.00	2,241.29	111.82	3,943.27	15,944.91	20	16,754.39
5329	Other Supplies	.00	.00	.00	.00	.00	.00	.00	+++	361.83
5414	Accounting/Auditing	25,600.00	.00	25,600.00	.00	.00	4,320.00	21,280.00	17	21,830.00
5417	HR/Other Employee Expenses	.00	.00	.00	3,055.98	.00	3,055.98	(3,055.98)	+++	150.00
5419	Other Professional Serv	30,000.00	.00	30,000.00	3,132.34	16,335.61	5,809.39	7,855.00	74	23,224.04
5421	Telephone/Data	4,000.00	.00	4,000.00	379.29	429.48	973.30	2,597.22	35	4,017.42
5422	Postage	3,800.00	.00	3,800.00	307.68	.00	895.68	2,904.32	24	3,399.20
5428	IT Support	76,380.00	.00	76,380.00	6,365.00	.00	19,095.00	57,285.00	25	69,300.00
5430	Red Light Camera Contract	200,000.00	.00	200,000.00	14,190.00	153,972.00	26,028.00	20,000.00	90	138,552.00
5432	Meals	400.00	.00	400.00	.00	.00	.00	400.00	0	380.76
5433	Mileage	650.00	.00	650.00	.00	.00	.00	650.00	0	418.92
5439	Travel	800.00	.00	800.00	.00	.00	.00	800.00	0	1,149.73
5446	Software Licenses	6,700.00	.00	6,700.00	.00	.00	5,371.49	1,328.51	80	5,268.58
5464	Workers' Comp	1,100.00	.00	1,100.00	91.67	.00	275.01	824.99	25	950.04
5491	Dues & Subscriptions	3,000.00	.00	3,000.00	.00	.00	305.00	2,695.00	10	2,203.71
5492	Registrations/Training	15,000.00	.00	15,000.00	135.00	.00	135.00	14,865.00	1	8,032.59
5493	Printing/Binding	3,000.00	.00	3,000.00	169.80	.00	169.80	2,830.20	6	591.43
5500	Banking Fees & Charges	55,000.00	.00	55,000.00	9,506.17	.00	24,798.83	30,201.17	45	62,098.53
	<i>Materials &amp; Services Totals</i>	\$445,430.00	\$0.00	\$445,430.00	\$39,574.22	\$170,848.91	\$95,175.75	\$179,405.34	60%	\$358,683.17
	<b>EXPENSE TOTALS</b>	\$1,007,520.00	\$0.00	\$1,007,520.00	\$90,658.81	\$170,848.91	\$240,205.20	\$596,465.89	41%	\$900,503.47
	Division <b>1511 - Finance Totals</b>	(\$1,007,520.00)	\$0.00	(\$1,007,520.00)	(\$90,658.81)	(\$170,848.91)	(\$240,205.20)	(\$596,465.89)	41%	(\$900,503.47)
Division <b>1531 - City Recorder</b>										
<b>EXPENSE</b>										
<i>Personnel Services</i>										
5111	Regular Wages	69,510.00	.00	69,510.00	8,689.16	.00	26,094.02	43,415.98	38	69,591.74
5112	Part-Time Wages	16,360.00	.00	16,360.00	.00	.00	.00	16,360.00	0	3,324.51
5121	Overtime	.00	.00	.00	.00	.00	3.37	(3.37)	+++	1.14
5211	OR Workers' Benefit	20.00	.00	20.00	1.49	.00	4.73	15.27	24	14.90
5212	Social Security	6,830.00	.00	6,830.00	683.61	.00	2,071.31	4,758.69	30	5,719.75



# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
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
<b>Fund 001 - General Fund</b>										
Department <b>101 - Administration</b>										
Division <b>1531 - City Recorder</b>										
<b>EXPENSE</b>										
<i>Personnel Services</i>										
5213	Med & Dent Ins	5,250.00	.00	5,250.00	412.64	.00	1,031.60	4,218.40	20	4,793.37
<b>5214</b>										
5214.100	PERS - City	15,010.00	.00	15,010.00	908.58	.00	2,755.74	12,254.26	18	12,030.71
5214.600	PERS 6%	4,170.00	.00	4,170.00	327.02	.00	991.86	3,178.14	24	4,696.83
5214.800	DEFERED COMP - CITY	2,390.00	.00	2,390.00	308.11	.00	1,126.99	1,263.01	47	2,723.96
<b>5214 - Totals</b>		<b>\$21,570.00</b>	<b>\$0.00</b>	<b>\$21,570.00</b>	<b>\$1,543.71</b>	<b>\$0.00</b>	<b>\$4,874.59</b>	<b>\$16,695.41</b>	<b>23%</b>	<b>\$19,451.50</b>
5215	Long Term Disability Ins	120.00	.00	120.00	17.35	.00	35.87	84.13	30	143.10
5216	Unemployment Insurance	850.00	.00	850.00	17.38	.00	52.20	797.80	6	442.18
5217	Life Insurance	80.00	.00	80.00	11.19	.00	23.12	56.88	29	92.34
5218	Paid Family Leave Insurance	350.00	.00	350.00	33.30	.00	99.34	250.66	28	277.85
<i>Personnel Services Totals</i>		<b>\$120,940.00</b>	<b>\$0.00</b>	<b>\$120,940.00</b>	<b>\$11,409.83</b>	<b>\$0.00</b>	<b>\$34,290.15</b>	<b>\$86,649.85</b>	<b>28%</b>	<b>\$103,852.38</b>
<i>Materials &amp; Services</i>										
5315	Computer Supplies	3,000.00	.00	3,000.00	.00	.00	2,230.67	769.33	74	.00
5319	Office Supplies	4,500.00	.00	4,500.00	301.99	49.00	959.95	3,491.05	22	438.47
5419	Other Professional Serv	7,500.00	.00	7,500.00	16.68	265.08	6,628.37	606.55	92	5,133.02
5421	Telephone/Data	450.00	.00	450.00	87.07	.00	285.68	164.32	63	574.33
5422	Postage	200.00	.00	200.00	11.89	.00	16.40	183.60	8	5.15
5428	IT Support	10,420.00	.00	10,420.00	868.33	.00	2,604.99	7,815.01	25	9,450.00
5432	Meals	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	461.90
5433	Mileage	1,500.00	.00	1,500.00	.00	.00	50.92	1,449.08	3	129.17
5439	Travel	2,200.00	.00	2,200.00	395.94	.00	616.45	1,583.55	28	2,564.07
5464	Workers' Comp	230.00	.00	230.00	19.17	.00	57.51	172.49	25	99.96
5471	Equipment Repair & Maint	920.00	.00	920.00	.00	.00	.00	920.00	0	.00
5491	Dues & Subscriptions	1,500.00	.00	1,500.00	.00	180.00	.00	1,320.00	12	305.00
5492	Registrations/Training	4,500.00	.00	4,500.00	.00	.00	1,481.00	3,019.00	33	1,215.00
<i>Materials &amp; Services Totals</i>		<b>\$38,420.00</b>	<b>\$0.00</b>	<b>\$38,420.00</b>	<b>\$1,701.07</b>	<b>\$494.08</b>	<b>\$14,931.94</b>	<b>\$22,993.98</b>	<b>40%</b>	<b>\$20,376.07</b>
<b>EXPENSE TOTALS</b>		<b>\$159,360.00</b>	<b>\$0.00</b>	<b>\$159,360.00</b>	<b>\$13,110.90</b>	<b>\$494.08</b>	<b>\$49,222.09</b>	<b>\$109,643.83</b>	<b>31%</b>	<b>\$124,228.45</b>
Division <b>1531 - City Recorder Totals</b>		<b>(\$159,360.00)</b>	<b>\$0.00</b>	<b>(\$159,360.00)</b>	<b>(\$13,110.90)</b>	<b>(\$494.08)</b>	<b>(\$49,222.09)</b>	<b>(\$109,643.83)</b>	<b>31%</b>	<b>(\$124,228.45)</b>
Division <b>1611 - Human Resources</b>										
<b>EXPENSE</b>										
<i>Personnel Services</i>										
5111	Regular Wages	103,520.00	.00	103,520.00	7,962.73	.00	23,895.37	79,624.63	23	96,789.61
5112	Part-Time Wages	.00	.00	.00	.00	.00	.00	.00	+++	3,324.49
5211	OR Workers' Benefit	20.00	.00	20.00	1.18	.00	3.07	16.93	15	17.60
5212	Social Security	8,280.00	.00	8,280.00	625.24	.00	1,884.26	6,395.74	23	7,841.92
5213	Med & Dent Ins	12,950.00	.00	12,950.00	1,023.47	.00	2,558.68	10,391.32	20	11,914.55



# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
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
<b>Fund 001 - General Fund</b>										
Department <b>101 - Administration</b>										
Division <b>1611 - Human Resources</b>										
<b>EXPENSE</b>										
<i>Personnel Services</i>										
<b>5214</b>										
5214.100	PERS - City	18,290.00	.00	18,290.00	1,393.75	.00	4,182.52	14,107.48	23	17,470.32
5214.600	PERS 6%	6,210.00	.00	6,210.00	501.66	.00	1,505.43	4,704.57	24	6,923.00
5214.800	DEFERED COMP - CITY	5,180.00	.00	5,180.00	398.14	.00	1,194.78	3,985.22	23	4,839.48
<b>5214 - Totals</b>		<b>\$29,680.00</b>	<b>\$0.00</b>	<b>\$29,680.00</b>	<b>\$2,293.55</b>	<b>\$0.00</b>	<b>\$6,882.73</b>	<b>\$22,797.27</b>	<b>23%</b>	<b>\$29,232.80</b>
5215	Long Term Disability Ins	170.00	.00	170.00	14.90	.00	31.29	138.71	18	170.62
5216	Unemployment Insurance	1,030.00	.00	1,030.00	15.92	.00	47.78	982.22	5	607.06
5217	Life Insurance	100.00	.00	100.00	9.45	.00	19.87	80.13	20	108.11
5218	Paid Family Leave Insurance	420.00	.00	420.00	29.70	.00	89.41	330.59	21	373.68
<i>Personnel Services Totals</i>		<b>\$156,170.00</b>	<b>\$0.00</b>	<b>\$156,170.00</b>	<b>\$11,976.14</b>	<b>\$0.00</b>	<b>\$35,412.46</b>	<b>\$120,757.54</b>	<b>23%</b>	<b>\$150,380.44</b>
<i>Materials &amp; Services</i>										
5315	Computer Supplies	500.00	.00	500.00	.00	.00	.00	500.00	0	.00
5319	Office Supplies	1,000.00	.00	1,000.00	93.23	.00	260.90	739.10	26	473.40
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	.00	3,500.00	0	3,250.28
5419	Other Professional Serv	32,000.00	.00	32,000.00	3,982.34	1,066.54	5,851.71	25,081.75	22	30,727.26
5421	Telephone/Data	800.00	.00	800.00	91.52	108.22	423.08	268.70	66	637.02
5422	Postage	30.00	.00	30.00	.00	.00	.00	30.00	0	.00
5424	Advertising	500.00	.00	500.00	.00	.00	.00	500.00	0	.00
5428	IT Support	21,330.00	.00	21,330.00	1,777.50	.00	5,332.50	15,997.50	25	19,350.00
5433	Mileage	500.00	.00	500.00	.00	.00	.00	500.00	0	219.23
5439	Travel	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	1,774.94
5464	Workers' Comp	410.00	.00	410.00	34.17	.00	102.51	307.49	25	390.00
5491	Dues & Subscriptions	4,000.00	.00	4,000.00	.00	.00	60.00	3,940.00	2	532.67
5492	Registrations/Training	10,000.00	.00	10,000.00	.00	.00	.00	10,000.00	0	2,828.99
<i>Materials &amp; Services Totals</i>		<b>\$106,570.00</b>	<b>\$0.00</b>	<b>\$106,570.00</b>	<b>\$5,978.76</b>	<b>\$1,174.76</b>	<b>\$12,030.70</b>	<b>\$93,364.54</b>	<b>12%</b>	<b>\$60,183.79</b>
<b>EXPENSE TOTALS</b>		<b>\$262,740.00</b>	<b>\$0.00</b>	<b>\$262,740.00</b>	<b>\$17,954.90</b>	<b>\$1,174.76</b>	<b>\$47,443.16</b>	<b>\$214,122.08</b>	<b>19%</b>	<b>\$210,564.23</b>
Division <b>1611 - Human Resources Totals</b>		<b>(\$262,740.00)</b>	<b>\$0.00</b>	<b>(\$262,740.00)</b>	<b>(\$17,954.90)</b>	<b>(\$1,174.76)</b>	<b>(\$47,443.16)</b>	<b>(\$214,122.08)</b>	<b>19%</b>	<b>(\$210,564.23)</b>
Department <b>101 - Administration Totals</b>		<b>(\$2,223,120.00)</b>	<b>\$0.00</b>	<b>(\$2,223,120.00)</b>	<b>(\$179,088.57)</b>	<b>(\$186,259.86)</b>	<b>(\$505,590.58)</b>	<b>(\$1,531,269.56)</b>	<b>31%</b>	<b>(\$1,980,238.02)</b>
Department <b>125 - Economic Development</b>										
Division <b>1250 - Econ Dev</b>										
<b>EXPENSE</b>										
<i>Personnel Services</i>										
5111	Regular Wages	151,050.00	.00	151,050.00	7,016.48	.00	21,042.16	130,007.84	14	128,607.00
5112	Part-Time Wages	.00	.00	.00	.00	.00	.00	.00	+++	3,348.25
5121	Overtime	.00	.00	.00	.00	.00	232.46	(232.46)	+++	1,161.82



# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
 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
<b>Fund 001 - General Fund</b>										
Department <b>125 - Economic Development</b>										
Division <b>1250 - Econ Dev</b>										
<b>EXPENSE</b>										
<i>Personnel Services</i>										
5211	OR Workers' Benefit	30.00	.00	30.00	1.28	.00	4.24	25.76	14	28.82
5212	Social Security	11,990.00	.00	11,990.00	538.57	.00	1,641.10	10,348.90	14	10,156.23
5213	Med & Dent Ins	22,810.00	.00	22,810.00	1,257.80	.00	3,144.44	19,665.56	14	18,492.66
<b>5214</b>										
5214.100	PERS - City	26,350.00	.00	26,350.00	1,207.52	.00	3,659.08	22,690.92	14	22,391.61
5214.600	PERS 6%	9,060.00	.00	9,060.00	434.60	.00	1,316.91	7,743.09	15	9,162.92
5214.800	DEFERED COMP - CITY	5,860.00	.00	5,860.00	224.06	.00	672.18	5,187.82	11	5,165.59
	<b>5214 - Totals</b>	<b>\$41,270.00</b>	<b>\$0.00</b>	<b>\$41,270.00</b>	<b>\$1,866.18</b>	<b>\$0.00</b>	<b>\$5,648.17</b>	<b>\$35,621.83</b>	<b>14%</b>	<b>\$36,720.12</b>
5215	Long Term Disability Ins	260.00	.00	260.00	14.16	.00	28.95	231.05	11	245.78
5216	Unemployment Insurance	1,510.00	.00	1,510.00	14.02	.00	42.50	1,467.50	3	806.99
5217	Life Insurance	170.00	.00	170.00	8.96	.00	18.20	151.80	11	157.34
5218	Paid Family Leave Insurance	600.00	.00	600.00	26.10	.00	79.70	520.30	13	480.30
	<i>Personnel Services Totals</i>	<b>\$229,690.00</b>	<b>\$0.00</b>	<b>\$229,690.00</b>	<b>\$10,743.55</b>	<b>\$0.00</b>	<b>\$31,881.92</b>	<b>\$197,808.08</b>	<b>14%</b>	<b>\$200,205.31</b>
<i>Materials &amp; Services</i>										
5315	Computer Supplies	500.00	.00	500.00	.00	.00	.00	500.00	0	.00
5319	Office Supplies	15,000.00	.00	15,000.00	29.93	.00	295.75	14,704.25	2	3,748.60
5329	Other Supplies	.00	.00	.00	106.99	.00	135.98	(135.98)	+++	9,416.45
<b>5419</b>										
5419	Other Professional Serv	68,000.00	.00	68,000.00	1,226.23	4,522.54	4,380.35	59,097.11	13	87,673.91
5419.004	Tourism	116,200.00	.00	116,200.00	30,500.00	26,260.00	72,243.00	17,697.00	85	22,051.88
5419.005	Business Development	38,500.00	.00	38,500.00	9,368.79	26,330.00	14,648.18	(2,478.18)	106	1,529.65
	<b>5419 - Totals</b>	<b>\$222,700.00</b>	<b>\$0.00</b>	<b>\$222,700.00</b>	<b>\$41,095.02</b>	<b>\$57,112.54</b>	<b>\$91,271.53</b>	<b>\$74,315.93</b>	<b>67%</b>	<b>\$111,255.44</b>
5421	Telephone/Data	2,500.00	.00	2,500.00	221.16	71.02	656.81	1,772.17	29	2,655.83
5422	Postage	300.00	.00	300.00	.00	.00	.00	300.00	0	4.47
5428	IT Support	19,100.00	.00	19,100.00	1,591.67	.00	4,775.01	14,324.99	25	16,500.00
5432	Meals	500.00	.00	500.00	.00	.00	.00	500.00	0	933.43
5433	Mileage	850.00	.00	850.00	54.81	.00	54.81	795.19	6	1,126.53
5439	Travel	5,785.00	.00	5,785.00	.00	.00	.00	5,785.00	0	4,092.64
5464	Workers' Comp	240.00	.00	240.00	20.00	.00	60.00	180.00	25	219.96
5491	Dues & Subscriptions	10,950.00	.00	10,950.00	10.00	1,991.00	5,060.80	3,898.20	64	13,547.34
5492	Registrations/Training	6,575.00	.00	6,575.00	.00	.00	.00	6,575.00	0	6,238.76
	<i>Materials &amp; Services Totals</i>	<b>\$285,000.00</b>	<b>\$0.00</b>	<b>\$285,000.00</b>	<b>\$43,129.58</b>	<b>\$59,174.56</b>	<b>\$102,310.69</b>	<b>\$123,514.75</b>	<b>57%</b>	<b>\$169,739.45</b>
	<b>EXPENSE TOTALS</b>	<b>\$514,690.00</b>	<b>\$0.00</b>	<b>\$514,690.00</b>	<b>\$53,873.13</b>	<b>\$59,174.56</b>	<b>\$134,192.61</b>	<b>\$321,322.83</b>	<b>38%</b>	<b>\$369,944.76</b>
	Division <b>1250 - Econ Dev Totals</b>	<b>(\$514,690.00)</b>	<b>\$0.00</b>	<b>(\$514,690.00)</b>	<b>(\$53,873.13)</b>	<b>(\$59,174.56)</b>	<b>(\$134,192.61)</b>	<b>(\$321,322.83)</b>	<b>38%</b>	<b>(\$369,944.76)</b>
	Department <b>125 - Economic Development Totals</b>	<b>(\$514,690.00)</b>	<b>\$0.00</b>	<b>(\$514,690.00)</b>	<b>(\$53,873.13)</b>	<b>(\$59,174.56)</b>	<b>(\$134,192.61)</b>	<b>(\$321,322.83)</b>	<b>38%</b>	<b>(\$369,944.76)</b>



# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
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
<b>Fund 001 - General Fund</b>										
Department <b>199 - Non-departmental</b>										
Division <b>1219 - Other Administration</b>										
<b>EXPENSE</b>										
<i>Materials &amp; Services</i>										
5319	Office Supplies	8,500.00	.00	8,500.00	102.80	.00	185.14	8,314.86	2	17,684.14
5329	Other Supplies	6,000.00	.00	6,000.00	.00	.00	.00	6,000.00	0	1,462.94
5417	HR/Other Employee Expenses	5,000.00	.00	5,000.00	.00	.00	(.40)	5,000.40	0	2,182.02
<b>5419</b>										
5419	Other Professional Serv	260,000.00	.00	260,000.00	72,277.43	104,542.72	112,228.23	43,229.05	83	436,973.71
5419.201	ToT Grants	100,000.00	.00	100,000.00	.00	.00	100,000.00	.00	100	65,000.00
<b>5419 - Totals</b>		<b>\$360,000.00</b>	<b>\$0.00</b>	<b>\$360,000.00</b>	<b>\$72,277.43</b>	<b>\$104,542.72</b>	<b>\$212,228.23</b>	<b>\$43,229.05</b>	<b>88%</b>	<b>\$501,973.71</b>
5422	Postage	1,700.00	.00	1,700.00	184.23	.00	589.88	1,110.12	35	2,187.89
5425	Publication of Legal Note	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	2,309.99
5429	Other Communication Serv	12,500.00	.00	12,500.00	.00	.00	.00	12,500.00	0	5,988.00
5449	Leases - Other	.00	.00	.00	411.90	.00	411.90	(411.90)	+++	5,084.78
<b>5459</b>										
5459.001	FRC Expenses	75,000.00	.00	75,000.00	2,076.05	8,019.34	6,182.62	60,798.04	19	37,898.19
<b>5459 - Totals</b>		<b>\$75,000.00</b>	<b>\$0.00</b>	<b>\$75,000.00</b>	<b>\$2,076.05</b>	<b>\$8,019.34</b>	<b>\$6,182.62</b>	<b>\$60,798.04</b>	<b>19%</b>	<b>\$37,898.19</b>
5463	Property/Earthquake Insurance	23,400.00	.00	23,400.00	1,950.00	.00	5,850.00	17,550.00	25	16,680.00
5465	General Liability Insurance	52,140.00	.00	52,140.00	4,345.00	.00	13,035.00	39,105.00	25	50,100.00
5481	Utility Assistance Program	45,000.00	.00	45,000.00	2,500.00	.00	2,500.00	42,500.00	6	41,721.00
5491	Dues & Subscriptions	40,000.00	.00	40,000.00	.00	.00	37,367.65	2,632.35	93	39,344.16
5492	Registrations/Training	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	.00
5520	Grant Program	525,000.00	.00	525,000.00	.00	.00	374,726.00	150,274.00	71	271,484.61
<i>Materials &amp; Services Totals</i>		<b>\$1,158,240.00</b>	<b>\$0.00</b>	<b>\$1,158,240.00</b>	<b>\$83,847.41</b>	<b>\$112,562.06</b>	<b>\$653,076.02</b>	<b>\$392,601.92</b>	<b>66%</b>	<b>\$996,101.43</b>
<i>Capital Outlay</i>										
5641	Office Furniture & Equip	.00	.00	.00	.00	.00	.00	.00	+++	6,180.00
<i>Capital Outlay Totals</i>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>+++</b>	<b>\$6,180.00</b>
<b>EXPENSE TOTALS</b>		<b>\$1,158,240.00</b>	<b>\$0.00</b>	<b>\$1,158,240.00</b>	<b>\$83,847.41</b>	<b>\$112,562.06</b>	<b>\$653,076.02</b>	<b>\$392,601.92</b>	<b>66%</b>	<b>\$1,002,281.43</b>
Division <b>1219 - Other Administration Totals</b>		<b>(\$1,158,240.00)</b>	<b>\$0.00</b>	<b>(\$1,158,240.00)</b>	<b>(\$83,847.41)</b>	<b>(\$112,562.06)</b>	<b>(\$653,076.02)</b>	<b>(\$392,601.92)</b>	<b>66%</b>	<b>(\$1,002,281.43)</b>
Division <b>9711 - Operating Transfer Out</b>										
<b>EXPENSE</b>										
<i>Transfers Out</i>										
<b>5811</b>										
5811.110	Transfer to Transit	150,000.00	.00	150,000.00	12,500.00	.00	37,500.00	112,500.00	25	99,999.96
5811.133	Transfer to National Opioid Settlement	200,000.00	.00	200,000.00	.00	.00	.00	200,000.00	0	.00
5811.358	Transfer to General Cap Const Fund	612,600.00	.00	612,600.00	58,750.93	.00	146,440.68	466,159.32	24	66,470.00
5811.359	Transfer to Community Center Cap Const Fund	1,000,000.00	.00	1,000,000.00	.00	.00	.00	1,000,000.00	0	.00
<b>5811 - Totals</b>		<b>\$1,962,600.00</b>	<b>\$0.00</b>	<b>\$1,962,600.00</b>	<b>\$71,250.93</b>	<b>\$0.00</b>	<b>\$183,940.68</b>	<b>\$1,778,659.32</b>	<b>9%</b>	<b>\$166,469.96</b>



# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
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
<b>Fund 001 - General Fund</b>										
Department <b>199 - Non-departmental</b>										
Division <b>9711 - Operating Transfer Out</b>										
<b>EXPENSE</b>										
	<i>Transfers Out Totals</i>	\$1,962,600.00	\$0.00	\$1,962,600.00	\$71,250.93	\$0.00	\$183,940.68	\$1,778,659.32	9%	\$166,469.96
	<b>EXPENSE TOTALS</b>	\$1,962,600.00	\$0.00	\$1,962,600.00	\$71,250.93	\$0.00	\$183,940.68	\$1,778,659.32	9%	\$166,469.96
	Division <b>9711 - Operating Transfer Out Totals</b>	(\$1,962,600.00)	\$0.00	(\$1,962,600.00)	(\$71,250.93)	\$0.00	(\$183,940.68)	(\$1,778,659.32)	9%	(\$166,469.96)
	Department <b>199 - Non-departmental Totals</b>	(\$3,120,840.00)	\$0.00	(\$3,120,840.00)	(\$155,098.34)	(\$112,562.06)	(\$837,016.70)	(\$2,171,261.24)	30%	(\$1,168,751.39)
Department <b>211 - Police</b>										
Division <b>2111 - Patrol</b>										
<b>EXPENSE</b>										
<i>Personnel Services</i>										
5111	Regular Wages	5,452,790.00	.00	5,452,790.00	349,924.32	.00	1,066,219.88	4,386,570.12	20	4,654,379.98
5112	Part-Time Wages	22,200.00	.00	22,200.00	1,336.13	.00	6,483.43	15,716.57	29	30,800.40
5121	Overtime	254,670.00	22,700.00	277,370.00	23,734.21	.00	76,654.22	200,715.78	28	254,887.25
5211	OR Workers' Benefit	1,070.00	.00	1,070.00	61.85	.00	189.39	880.61	18	909.46
5212	Social Security	443,680.00	.00	443,680.00	28,404.96	.00	87,382.46	356,297.54	20	374,147.55
5213	Med & Dent Ins	1,122,290.00	.00	1,122,290.00	78,407.19	.00	196,536.22	925,753.78	18	895,618.50
<b>5214</b>										
5214	Retirement	.00	.00	.00	.00	.00	.00	.00	+++	(453.26)
5214.100	PERS - City	1,249,270.00	.00	1,249,270.00	81,323.88	.00	248,231.08	1,001,038.92	20	1,054,189.34
5214.600	PERS 6%	342,480.00	.00	342,480.00	22,116.28	.00	67,589.29	274,890.71	20	327,630.32
5214.800	DEFERED COMP - CITY	89,100.00	.00	89,100.00	5,035.72	.00	15,120.78	73,979.22	17	62,582.12
	<b>5214 - Totals</b>	\$1,680,850.00	\$0.00	\$1,680,850.00	\$108,475.88	\$0.00	\$330,941.15	\$1,349,908.85	20%	\$1,443,948.52
5215	Long Term Disability Ins	9,550.00	.00	9,550.00	718.70	.00	1,459.90	8,090.10	15	8,524.24
5216	Unemployment Insurance	57,350.00	.00	57,350.00	750.46	.00	2,299.16	55,050.84	4	29,913.19
5217	Life Insurance	6,610.00	.00	6,610.00	485.93	.00	985.05	5,624.95	15	5,746.35
5218	Paid Family Leave Insurance	22,920.00	.00	22,920.00	1,371.16	.00	4,176.99	18,743.01	18	17,948.16
	<i>Personnel Services Totals</i>	\$9,073,980.00	\$22,700.00	\$9,096,680.00	\$593,670.79	\$0.00	\$1,773,327.85	\$7,323,352.15	19%	\$7,716,823.60
<i>Materials &amp; Services</i>										
5319	Office Supplies	7,500.00	.00	7,500.00	503.72	.00	963.86	6,536.14	13	7,125.48
5323	Fuel	80,000.00	.00	80,000.00	5,103.52	.00	13,502.69	66,497.31	17	77,963.52
5324	Clothing	47,400.00	.00	47,400.00	3,762.34	.00	8,049.32	39,350.68	17	49,134.05
5326	Safety/Medical	4,000.00	.00	4,000.00	324.00	282.00	574.00	3,144.00	21	1,383.40
5329	Other Supplies	33,000.00	.00	33,000.00	2,268.80	.00	6,062.15	26,937.85	18	37,608.77
5351	Ammunition	37,500.00	.00	37,500.00	267.61	.00	23,872.42	13,627.58	64	28,943.94
5400	Code Abatement	3,000.00	.00	3,000.00	.00	.00	.00	3,000.00	0	275.00
5415	Computer	80,000.00	13,100.00	93,100.00	1,455.00	2,850.00	47,580.64	42,669.36	54	83,913.67
5417	HR/Other Employee Expenses	61,500.00	.00	61,500.00	3,784.00	28,142.00	3,797.50	29,560.50	52	4,591.00
5419	Other Professional Serv	26,000.00	6,820.00	32,820.00	3,708.00	2,939.63	9,389.26	20,491.11	38	39,794.57



# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
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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
<b>Fund 001 - General Fund</b>										
Department <b>211 - Police</b>										
Division <b>2111 - Patrol</b>										
<b>EXPENSE</b>										
<i>Materials &amp; Services</i>										
5420	Investigation Expenses	7,500.00	.00	7,500.00	.00	.00	.00	7,500.00	0	.00
5421	Telephone/Data	35,000.00	2,250.00	37,250.00	3,402.61	2,039.88	9,845.04	25,365.08	32	40,666.12
5422	Postage	8,000.00	.00	8,000.00	444.38	.00	1,435.84	6,564.16	18	8,458.59
5424	Advertising	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	737.39
5426	Contract Networks	10,000.00	.00	10,000.00	.00	.00	.00	10,000.00	0	10,000.00
5428	IT Support	539,430.00	.00	539,430.00	44,952.50	.00	134,857.50	404,572.50	25	498,009.96
5429	Other Communication Serv	569,000.00	.00	569,000.00	.00	.00	568,803.83	196.17	100	537,106.22
5439	Travel	22,000.00	.00	22,000.00	14.65	.00	54.65	21,945.35	0	17,424.55
5443	Office Equipment	4,500.00	.00	4,500.00	1,037.45	.00	1,452.26	3,047.74	32	5,808.38
5444	Leases - Vehicle	290,000.00	.00	290,000.00	46,400.00	103,619.00	136,844.53	49,536.47	83	212,909.73
5449	Leases - Other	196,970.00	.00	196,970.00	4,058.14	.00	87,866.08	109,103.92	45	86,298.15
5451	Natural Gas	6,180.00	.00	6,180.00	251.09	.00	419.23	5,760.77	7	7,391.78
5452	Water/Sewer	900.00	.00	900.00	.00	.00	.00	900.00	0	.00
5453	Electricity	71,880.00	.00	71,880.00	5,719.98	.00	11,683.32	60,196.68	16	60,622.74
5461	Auto Insurance	50,800.00	.00	50,800.00	4,233.33	.00	12,699.99	38,100.01	25	29,280.00
5463	Property/Earthquake Insurance	14,520.00	.00	14,520.00	1,210.00	.00	3,630.00	10,890.00	25	10,389.96
5464	Workers' Comp	108,300.00	.00	108,300.00	9,024.99	.00	27,074.97	81,225.03	25	106,100.16
5465	General Liability Insurance	106,020.00	.00	106,020.00	8,835.00	.00	26,505.00	79,515.00	25	100,780.08
5471	Equipment Repair & Maint	35,000.00	.00	35,000.00	319.00	.00	1,775.80	33,224.20	5	12,643.66
5472	Buildings Repairs & Maint	62,100.00	.00	62,100.00	21,746.16	20,257.89	30,266.15	11,575.96	81	45,125.85
5475	Vehicle Repair & Maint	45,000.00	.00	45,000.00	1,146.04	.00	8,318.04	36,681.96	18	42,548.35
5492	Registrations/Training	35,500.00	25,500.00	61,000.00	265.00	.00	2,860.00	58,140.00	5	41,097.46
5493	Printing/Binding	11,000.00	.00	11,000.00	128.00	.00	327.62	10,672.38	3	5,115.57
<i>Materials &amp; Services Totals</i>		\$2,610,500.00	\$47,670.00	\$2,658,170.00	\$174,365.31	\$160,130.40	\$1,180,511.69	\$1,317,527.91	50%	\$2,209,248.10
<i>Capital Outlay</i>										
5642	Passenger Vehicles	.00	100,000.00	100,000.00	.00	.00	.00	100,000.00	0	.00
5649	Other Equipment	.00	19,240.00	19,240.00	.00	.00	.00	19,240.00	0	.00
<i>Capital Outlay Totals</i>		\$0.00	\$119,240.00	\$119,240.00	\$0.00	\$0.00	\$0.00	\$119,240.00	0%	\$0.00
<b>EXPENSE TOTALS</b>		\$11,684,480.00	\$189,610.00	\$11,874,090.00	\$768,036.10	\$160,130.40	\$2,953,839.54	\$8,760,120.06	26%	\$9,926,071.70
Division <b>2111 - Patrol Totals</b>		(\$11,684,480.00)	(\$189,610.00)	(\$11,874,090.00)	(\$768,036.10)	(\$160,130.40)	(\$2,953,839.54)	(\$8,760,120.06)	26%	(\$9,926,071.70)
Department <b>211 - Police Totals</b>		(\$11,684,480.00)	(\$189,610.00)	(\$11,874,090.00)	(\$768,036.10)	(\$160,130.40)	(\$2,953,839.54)	(\$8,760,120.06)	26%	(\$9,926,071.70)
Department <b>411 - Community Services</b>										
Division <b>3199 - Library Administration</b>										
<b>EXPENSE</b>										
<i>Personnel Services</i>										
5111	Regular Wages	393,920.00	.00	393,920.00	29,846.88	.00	90,063.15	303,856.85	23	363,613.78





# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
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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
<b>Fund 001 - General Fund</b>										
Department <b>411 - Community Services</b>										
Division <b>3199 - Library Administration</b>										
<b>EXPENSE</b>										
<i>Personnel Services</i>										
5112	Part-Time Wages	128,600.00	.00	128,600.00	8,637.55	.00	27,082.23	101,517.77	21	112,179.11
5121	Overtime	.00	.00	.00	.00	.00	29.22	(29.22)	+++	156.47
5211	OR Workers' Benefit	170.00	.00	170.00	11.29	.00	35.85	134.15	21	151.48
5212	Social Security	40,350.00	.00	40,350.00	2,881.78	.00	8,823.58	31,526.42	22	35,767.03
5213	Med & Dent Ins	93,270.00	.00	93,270.00	7,133.20	.00	17,833.00	75,437.00	19	74,486.64
<b>5214</b>										
5214.100	PERS - City	91,750.00	.00	91,750.00	7,013.33	.00	19,712.21	72,037.79	21	80,187.23
5214.600	PERS 6%	23,630.00	.00	23,630.00	1,791.94	.00	5,374.41	18,255.59	23	24,941.15
5214.800	DEFERED COMP - CITY	5,180.00	.00	5,180.00	374.84	.00	1,122.02	4,057.98	22	4,701.84
<b>5214 - Totals</b>		<b>\$120,560.00</b>	<b>\$0.00</b>	<b>\$120,560.00</b>	<b>\$9,180.11</b>	<b>\$0.00</b>	<b>\$26,208.64</b>	<b>\$94,351.36</b>	<b>22%</b>	<b>\$109,830.22</b>
5215	Long Term Disability Ins	690.00	.00	690.00	60.11	.00	122.60	567.40	18	693.24
5216	Unemployment Insurance	5,230.00	.00	5,230.00	76.98	.00	234.39	4,995.61	4	2,886.16
5217	Life Insurance	450.00	.00	450.00	38.84	.00	79.22	370.78	18	447.94
5218	Paid Family Leave Insurance	2,090.00	.00	2,090.00	145.56	.00	445.99	1,644.01	21	1,814.01
<i>Personnel Services Totals</i>		<b>\$785,330.00</b>	<b>\$0.00</b>	<b>\$785,330.00</b>	<b>\$58,012.30</b>	<b>\$0.00</b>	<b>\$170,957.87</b>	<b>\$614,372.13</b>	<b>22%</b>	<b>\$702,026.08</b>
<i>Materials &amp; Services</i>										
5319	Office Supplies	3,560.00	.00	3,560.00	628.24	301.07	1,040.28	2,218.65	38	2,937.07
5323	Fuel	3,000.00	.00	3,000.00	.00	.00	68.60	2,931.40	2	343.33
5340	Print Materials - Teen	3,800.00	.00	3,800.00	13.67	416.46	952.25	2,431.29	36	4,040.49
5341	Print Materials - Adult	23,500.00	.00	23,500.00	587.92	1,071.65	2,335.33	20,093.02	14	20,040.14
5342	Print Materials - Child	13,500.00	.00	13,500.00	.00	1,171.01	2,253.61	10,075.38	25	15,405.51
<b>5345</b>										
5345	Audiovisual Materials - Adult	5,500.00	.00	5,500.00	74.97	316.07	371.87	4,812.06	13	3,459.89
5345.001	Audiovisual Materials - Child	3,000.00	.00	3,000.00	1,037.50	339.60	1,037.50	1,622.90	46	2,419.32
5345.002	Audiovisual Materials - Teen	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	569.63
<b>5345 - Totals</b>		<b>\$9,500.00</b>	<b>\$0.00</b>	<b>\$9,500.00</b>	<b>\$1,112.47</b>	<b>\$655.67</b>	<b>\$1,409.37</b>	<b>\$7,434.96</b>	<b>22%</b>	<b>\$6,448.84</b>
<b>5347</b>										
5347.002	Program Supplies - Adult	2,000.00	.00	2,000.00	130.00	.00	1,608.24	391.76	80	2,204.21
5347.003	Program Supplies - Child	13,000.00	.00	13,000.00	400.33	241.00	2,206.17	10,552.83	19	10,129.72
5347.004	Program Supplies - Technical Services	5,000.00	.00	5,000.00	.00	.00	1,011.80	3,988.20	20	2,637.49
5347.005	Program Supplies - Teen	2,000.00	.00	2,000.00	205.26	.00	698.24	1,301.76	35	1,804.08
<b>5347 - Totals</b>		<b>\$22,000.00</b>	<b>\$0.00</b>	<b>\$22,000.00</b>	<b>\$735.59</b>	<b>\$241.00</b>	<b>\$5,524.45</b>	<b>\$16,234.55</b>	<b>26%</b>	<b>\$16,775.50</b>
5349	Periodicals - Adult	3,380.00	.00	3,380.00	.00	.00	3,023.58	356.42	89	3,062.25
5350	Periodicals - Child	250.00	.00	250.00	.00	.00	(65.91)	315.91	-26	.00
<b>5409</b>										
5409.140	Garage Services	.00	.00	.00	195.19	.00	195.19	(195.19)	+++	202.24



# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
 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
<b>Fund 001 - General Fund</b>										
Department <b>411 - Community Services</b>										
Division <b>3199 - Library Administration</b>										
<b>EXPENSE</b>										
<i>Materials &amp; Services</i>										
	<b>5409 - Totals</b>	\$0.00	\$0.00	\$0.00	\$195.19	\$0.00	\$195.19	(\$195.19)	+++	\$202.24
5419	Other Professional Serv	1,500.00	.00	1,500.00	141.48	89.85	578.87	831.28	45	1,260.82
5421	Telephone/Data	2,500.00	.00	2,500.00	298.94	608.72	587.21	1,304.07	48	2,993.70
5422	Postage	230.00	.00	230.00	6.07	.00	11.18	218.82	5	145.04
5424	Advertising	630.00	.00	630.00	100.00	.00	100.00	530.00	16	690.30
5428	IT Support	119,540.00	.00	119,540.00	9,961.67	.00	29,885.01	89,654.99	25	103,500.00
5432	Meals	300.00	.00	300.00	.00	.00	.00	300.00	0	225.84
5433	Mileage	200.00	.00	200.00	.00	.00	.00	200.00	0	.00
5439	Travel	1,500.00	.00	1,500.00	389.56	.00	869.61	630.39	58	1,679.74
5443	Office Equipment	3,500.00	.00	3,500.00	.00	.00	442.45	3,057.55	13	1,536.57
5451	Natural Gas	5,600.00	.00	5,600.00	71.92	.00	127.00	5,473.00	2	4,911.02
5453	Electricity	58,000.00	.00	58,000.00	3,833.41	.00	8,006.82	49,993.18	14	43,427.29
5461	Auto Insurance	760.00	.00	760.00	63.33	.00	189.99	570.01	25	489.96
5463	Property/Earthquake Insurance	19,130.00	.00	19,130.00	1,594.17	.00	4,782.51	14,347.49	25	13,359.96
5464	Workers' Comp	540.00	.00	540.00	45.00	.00	135.00	405.00	25	519.96
5465	General Liability Insurance	10,530.00	.00	10,530.00	877.50	.00	2,632.50	7,897.50	25	9,470.04
5471	Equipment Repair & Maint	3,850.00	.00	3,850.00	.00	.00	.00	3,850.00	0	1,591.53
<b>5472</b>										
5472	Buildings Repairs & Maint	24,000.00	.00	24,000.00	1,746.00	1,775.00	4,246.00	17,979.00	25	25,957.55
5472.001	Fixture Repair	5,090.00	.00	5,090.00	.00	.00	.00	5,090.00	0	3,775.98
	<b>5472 - Totals</b>	\$29,090.00	\$0.00	\$29,090.00	\$1,746.00	\$1,775.00	\$4,246.00	\$23,069.00	21%	\$29,733.53
5475	Vehicle Repair & Maint	2,000.00	.00	2,000.00	314.97	8.77	314.97	1,676.26	16	1,247.04
5491	Dues & Subscriptions	400.00	.00	400.00	.00	.00	.00	400.00	0	526.00
5492	Registrations/Training	1,120.00	.00	1,120.00	.00	.00	.00	1,120.00	0	1,656.98
<b>5499</b>										
5499.001	Reg Lib Sv	1,000.00	.00	1,000.00	.00	.00	15.00	985.00	2	325.05
	<b>5499 - Totals</b>	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$15.00	\$985.00	2%	\$325.05
	<i>Materials &amp; Services Totals</i>	\$344,410.00	\$0.00	\$344,410.00	\$22,717.10	\$6,339.20	\$69,660.87	\$268,409.93	22%	\$288,545.74
	<b>EXPENSE TOTALS</b>	\$1,129,740.00	\$0.00	\$1,129,740.00	\$80,729.40	\$6,339.20	\$240,618.74	\$882,782.06	22%	\$990,571.82
	Division <b>3199 - Library Administration Totals</b>	(\$1,129,740.00)	\$0.00	(\$1,129,740.00)	(\$80,729.40)	(\$6,339.20)	(\$240,618.74)	(\$882,782.06)	22%	(\$990,571.82)
	Division <b>7419 - Aquatics Administration</b>									
	<b>EXPENSE</b>									
	<i>Personnel Services</i>									
5111	Regular Wages	88,730.00	.00	88,730.00	5,710.40	.00	17,765.85	70,964.15	20	77,144.63



# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
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
<b>Fund 001 - General Fund</b>										
Department <b>411 - Community Services</b>										
Division <b>7419 - Aquatics Administration</b>										
<b>EXPENSE</b>										
<i>Personnel Services</i>										
<b>5112</b>										
5112	Part-Time Wages	23,490.00	.00	23,490.00	.00	.00	30.50	23,459.50	0	22,110.40
5112.011	Instruction Wages	37,830.00	.00	37,830.00	48.35	.00	2,396.70	35,433.30	6	10,548.94
5112.012	Lifeguarding Wages	109,060.00	.00	109,060.00	7,921.89	.00	29,140.90	79,919.10	27	101,386.48
5112.014	Administration Wages	10,010.00	.00	10,010.00	4,887.01	.00	9,810.09	199.91	98	.00
5112.015	Pool Operator (& Custodial) Wages	6,560.00	.00	6,560.00	.00	.00	.00	6,560.00	0	.00
5112.016	Water Fitness Instructor Wages	35,200.00	.00	35,200.00	1,697.54	.00	6,152.80	29,047.20	17	30,325.93
5112.017	Head Lifeguard Wages	53,240.00	.00	53,240.00	.00	.00	5,248.11	47,991.89	10	32,402.00
<b>5112 - Totals</b>		<b>\$275,390.00</b>	<b>\$0.00</b>	<b>\$275,390.00</b>	<b>\$14,554.79</b>	<b>\$0.00</b>	<b>\$52,779.10</b>	<b>\$222,610.90</b>	<b>19%</b>	<b>\$196,773.75</b>
5121	Overtime	.00	.00	.00	.00	.00	472.61	(472.61)	+++	1,954.63
5211	OR Workers' Benefit	180.00	.00	180.00	10.15	.00	36.29	143.71	20	146.20
5212	Social Security	28,160.00	.00	28,160.00	1,559.47	.00	5,467.25	22,692.75	19	21,202.57
5213	Med & Dent Ins	23,550.00	.00	23,550.00	1,631.96	.00	4,079.90	19,470.10	17	18,530.34
<b>5214</b>										
5214.100	PERS - City	74,670.00	.00	74,670.00	2,210.56	.00	5,890.50	68,779.50	8	25,349.40
5214.600	PERS 6%	5,020.00	.00	5,020.00	359.76	.00	1,079.28	3,940.72	21	5,155.05
5214.800	DEFERED COMP - CITY	4,180.00	.00	4,180.00	285.52	.00	856.56	3,323.44	20	3,603.60
<b>5214 - Totals</b>		<b>\$83,870.00</b>	<b>\$0.00</b>	<b>\$83,870.00</b>	<b>\$2,855.84</b>	<b>\$0.00</b>	<b>\$7,826.34</b>	<b>\$76,043.66</b>	<b>9%</b>	<b>\$34,108.05</b>
5215	Long Term Disability Ins	150.00	.00	150.00	11.73	.00	24.06	125.94	16	138.06
5216	Unemployment Insurance	3,650.00	.00	3,650.00	40.56	.00	142.10	3,507.90	4	1,672.95
5217	Life Insurance	100.00	.00	100.00	7.58	.00	15.56	84.44	16	89.12
5218	Paid Family Leave Insurance	1,480.00	.00	1,480.00	79.17	.00	278.78	1,201.22	19	1,079.34
<i>Personnel Services Totals</i>		<b>\$505,260.00</b>	<b>\$0.00</b>	<b>\$505,260.00</b>	<b>\$26,461.65</b>	<b>\$0.00</b>	<b>\$88,887.84</b>	<b>\$416,372.16</b>	<b>18%</b>	<b>\$352,839.64</b>
<i>Materials &amp; Services</i>										
5319	Office Supplies	3,000.00	.00	3,000.00	595.53	.00	650.33	2,349.67	22	2,528.53
5326	Safety/Medical	1,750.00	.00	1,750.00	303.71	.00	303.71	1,446.29	17	1,967.69
5327	Chemicals	23,000.00	.00	23,000.00	1,338.80	.00	3,917.52	19,082.48	17	22,489.49
5329	Other Supplies	2,000.00	.00	2,000.00	1,202.08	1,085.46	2,678.94	(1,764.40)	188	6,973.05
5390	Merchandise	6,000.00	.00	6,000.00	.00	.00	848.39	5,151.61	14	1,555.02
5391	Inventory	10,000.00	.00	10,000.00	83.32	.00	1,213.31	8,786.69	12	8,189.56
5419	Other Professional Serv	20,000.00	.00	20,000.00	1,230.19	1,634.29	7,567.55	10,798.16	46	20,190.34
5421	Telephone/Data	1,500.00	.00	1,500.00	132.27	108.22	263.01	1,128.77	25	1,559.70
5422	Postage	100.00	.00	100.00	.00	.00	.00	100.00	0	.00
5424	Advertising	6,000.00	.00	6,000.00	.00	.00	.00	6,000.00	0	465.93
5428	IT Support	21,820.00	.00	21,820.00	1,818.33	.00	5,454.99	16,365.01	25	19,800.00
5433	Mileage	500.00	.00	500.00	.00	.00	.00	500.00	0	43.23



# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
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
<b>Fund 001 - General Fund</b>										
Department <b>411 - Community Services</b>										
Division <b>7419 - Aquatics Administration</b>										
<b>EXPENSE</b>										
<i>Materials &amp; Services</i>										
5439	Travel	500.00	.00	500.00	.00	.00	613.94	(113.94)	123	.00
5451	Natural Gas	58,750.00	.00	58,750.00	3,030.15	.00	5,724.74	53,025.26	10	53,808.57
5453	Electricity	53,000.00	.00	53,000.00	6,115.96	.00	12,058.42	40,941.58	23	55,673.43
5463	Property/Earthquake Insurance	15,830.00	.00	15,830.00	1,319.17	.00	3,957.51	11,872.49	25	11,229.96
5464	Workers' Comp	9,790.00	.00	9,790.00	815.83	.00	2,447.49	7,342.51	25	10,389.96
5465	General Liability Insurance	5,830.00	.00	5,830.00	485.83	.00	1,457.49	4,372.51	25	4,839.96
5471	Equipment Repair & Maint	13,000.00	.00	13,000.00	.00	.00	371.71	12,628.29	3	4,375.43
5472	Buildings Repairs & Maint	45,000.00	.00	45,000.00	1,533.68	1,108.55	4,667.49	39,223.96	13	30,387.35
5491	Dues & Subscriptions	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	909.99
5492	Registrations/Training	6,000.00	.00	6,000.00	.00	.00	445.00	5,555.00	7	4,082.00
5498	Permits/Fees	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	1,796.00
<i>Materials &amp; Services Totals</i>		\$305,870.00	\$0.00	\$305,870.00	\$20,004.85	\$3,936.52	\$54,641.54	\$247,291.94	19%	\$263,255.19
<b>EXPENSE TOTALS</b>		\$811,130.00	\$0.00	\$811,130.00	\$46,466.50	\$3,936.52	\$143,529.38	\$663,664.10	18%	\$616,094.83
Division <b>7419 - Aquatics Administration Totals</b>		(\$811,130.00)	\$0.00	(\$811,130.00)	(\$46,466.50)	(\$3,936.52)	(\$143,529.38)	(\$663,664.10)	18%	(\$616,094.83)
Division <b>7429 - Rec Administration</b>										
<b>EXPENSE</b>										
<i>Personnel Services</i>										
5111	Regular Wages	87,990.00	.00	87,990.00	6,151.93	.00	18,278.41	69,711.59	21	55,660.10
5112	Part-Time Wages	32,010.00	.00	32,010.00	2,545.48	.00	5,726.24	26,283.76	18	6,390.57
5121	Overtime	.00	.00	.00	.00	.00	698.83	(698.83)	+++	607.74
5211	OR Workers' Benefit	50.00	.00	50.00	3.14	.00	9.07	40.93	18	22.08
5212	Social Security	9,440.00	.00	9,440.00	654.44	.00	1,862.60	7,577.40	20	4,706.00
5213	Med & Dent Ins	21,870.00	.00	21,870.00	1,574.82	.00	3,937.05	17,932.95	18	11,842.21
<b>5214</b>										
5214	Retirement	.00	.00	.00	.00	.00	.00	.00	+++	678.22
5214.100	PERS - City	20,770.00	.00	20,770.00	1,209.88	.00	3,373.68	17,396.32	16	9,366.23
5214.600	PERS 6%	5,280.00	.00	5,280.00	362.50	.00	1,120.82	4,159.18	21	3,832.92
5214.800	DEFERED COMP - CITY	3,820.00	.00	3,820.00	.00	.00	.00	3,820.00	0	.00
<b>5214 - Totals</b>		\$29,870.00	\$0.00	\$29,870.00	\$1,572.38	\$0.00	\$4,494.50	\$25,375.50	15%	\$13,877.37
5215	Long Term Disability Ins	150.00	.00	150.00	12.51	.00	26.37	123.63	18	138.97
5216	Unemployment Insurance	1,200.00	.00	1,200.00	17.40	.00	49.42	1,150.58	4	379.95
5217	Life Insurance	100.00	.00	100.00	8.09	.00	17.04	82.96	17	89.88
5218	Paid Family Leave Insurance	490.00	.00	490.00	34.22	.00	97.38	392.62	20	245.48
<i>Personnel Services Totals</i>		\$183,170.00	\$0.00	\$183,170.00	\$12,574.41	\$0.00	\$35,196.91	\$147,973.09	19%	\$93,960.35



# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
 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
<b>Fund 001 - General Fund</b>										
Department <b>411 - Community Services</b>										
Division <b>7429 - Rec Administration</b>										
<b>EXPENSE</b>										
<i>Materials &amp; Services</i>										
5319	Office Supplies	200.00	.00	200.00	.00	.00	.00	200.00	0	.00
<b>5329</b>										
5329	Other Supplies	.00	.00	.00	.00	.00	358.98	(358.98)	+++	729.22
5329.100	Events	42,250.00	.00	42,250.00	2,327.21	.00	27,168.44	15,081.56	64	39,503.86
5329.200	Youth Sports	17,000.00	.00	17,000.00	.00	.00	1,300.00	15,700.00	8	11,039.09
5329.300	Adult Sports	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0	3,965.94
5329.405	Fiesta Services	158,000.00	.00	158,000.00	34,005.27	2,621.79	133,212.13	22,166.08	86	141,582.28
5329.600	Rec Admin	4,000.00	.00	4,000.00	47.19	.00	2,731.61	1,268.39	68	2,221.25
5329.700	Arts & Culture	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	.00
5329.800	Active Adult	2,000.00	.00	2,000.00	287.00	.00	540.33	1,459.67	27	2,373.20
<b>5329 - Totals</b>		<b>\$226,750.00</b>	<b>\$0.00</b>	<b>\$226,750.00</b>	<b>\$36,666.67</b>	<b>\$2,621.79</b>	<b>\$165,311.49</b>	<b>\$58,816.72</b>	<b>74%</b>	<b>\$201,414.84</b>
<b>5409</b>										
5409.140	Garage Services	3,000.00	.00	3,000.00	137.03	.00	137.03	2,862.97	5	25.28
<b>5409 - Totals</b>		<b>\$3,000.00</b>	<b>\$0.00</b>	<b>\$3,000.00</b>	<b>\$137.03</b>	<b>\$0.00</b>	<b>\$137.03</b>	<b>\$2,862.97</b>	<b>5%</b>	<b>\$25.28</b>
<b>5419</b>										
5419	Other Professional Serv	.00	.00	.00	.00	.00	.00	.00	+++	498.49
5419.101	Contract Svcs Teen Center	60,000.00	.00	60,000.00	.00	.00	60,000.00	.00	100	45,000.00
<b>5419 - Totals</b>		<b>\$60,000.00</b>	<b>\$0.00</b>	<b>\$60,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$60,000.00</b>	<b>\$0.00</b>	<b>100%</b>	<b>\$45,498.49</b>
5421	Telephone/Data	1,500.00	.00	1,500.00	13.05	142.70	26.10	1,331.20	11	166.51
5424	Advertising	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	1,009.26
5428	IT Support	13,140.00	.00	13,140.00	1,095.00	.00	3,285.00	9,855.00	25	20,550.00
5432	Meals	300.00	.00	300.00	.00	.00	.00	300.00	0	.00
5439	Travel	300.00	.00	300.00	.00	.00	250.46	49.54	83	790.00
5451	Natural Gas	2,270.00	.00	2,270.00	38.42	.00	76.84	2,193.16	3	2,730.76
5453	Electricity	4,950.00	.00	4,950.00	280.07	.00	599.02	4,350.98	12	4,259.19
5461	Auto Insurance	6,770.00	.00	6,770.00	564.17	.00	1,692.51	5,077.49	25	4,479.96
5464	Workers' Comp	2,870.00	.00	2,870.00	239.17	.00	717.51	2,152.49	25	2,469.96
5465	General Liability Insurance	2,110.00	.00	2,110.00	175.83	.00	527.49	1,582.51	25	1,190.04
5472	Buildings Repairs & Maint	1,750.00	.00	1,750.00	.00	.00	.00	1,750.00	0	.00
5475	Vehicle Repair & Maint	1,500.00	.00	1,500.00	.00	8.77	.00	1,491.23	1	.00
5492	Registrations/Training	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	250.00
<i>Materials &amp; Services Totals</i>		<b>\$330,410.00</b>	<b>\$0.00</b>	<b>\$330,410.00</b>	<b>\$39,209.41</b>	<b>\$2,773.26</b>	<b>\$232,623.45</b>	<b>\$95,013.29</b>	<b>71%</b>	<b>\$284,834.29</b>
<b>EXPENSE TOTALS</b>		<b>\$513,580.00</b>	<b>\$0.00</b>	<b>\$513,580.00</b>	<b>\$51,783.82</b>	<b>\$2,773.26</b>	<b>\$267,820.36</b>	<b>\$242,986.38</b>	<b>53%</b>	<b>\$378,794.64</b>
Division <b>7429 - Rec Administration Totals</b>		<b>(\$513,580.00)</b>	<b>\$0.00</b>	<b>(\$513,580.00)</b>	<b>(\$51,783.82)</b>	<b>(\$2,773.26)</b>	<b>(\$267,820.36)</b>	<b>(\$242,986.38)</b>	<b>53%</b>	<b>(\$378,794.64)</b>



# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
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
<b>Fund 001 - General Fund</b>										
Department <b>411 - Community Services</b>										
Division <b>7511 - Museum</b>										
<b>EXPENSE</b>										
<i>Personnel Services</i>										
5111	Regular Wages	.00	.00	.00	304.44	.00	304.44	(304.44)	+++	2,884.25
5112	Part-Time Wages	23,620.00	.00	23,620.00	1,436.69	.00	5,009.77	18,610.23	21	17,049.02
5211	OR Workers' Benefit	10.00	.00	10.00	.58	.00	2.04	7.96	20	8.80
5212	Social Security	1,800.00	.00	1,800.00	133.18	.00	406.52	1,393.48	23	1,522.13
5213	Med & Dent Ins	.00	.00	.00	.00	.00	.00	.00	+++	208.29
<b>5214</b>										
5214.100	PERS - City	3,940.00	.00	3,940.00	736.96	.00	736.96	3,203.04	19	429.04
5214.600	PERS 6%	.00	.00	.00	.00	.00	.00	.00	+++	175.59
<b>5214 - Totals</b>		<b>\$3,940.00</b>	<b>\$0.00</b>	<b>\$3,940.00</b>	<b>\$736.96</b>	<b>\$0.00</b>	<b>\$736.96</b>	<b>\$3,203.04</b>	<b>19%</b>	<b>\$604.63</b>
5215	Long Term Disability Ins	.00	.00	.00	.00	.00	.00	.00	+++	1.99
5216	Unemployment Insurance	240.00	.00	240.00	3.48	.00	10.63	229.37	4	120.86
5217	Life Insurance	.00	.00	.00	.00	.00	.00	.00	+++	1.28
5218	Paid Family Leave Insurance	90.00	.00	90.00	6.96	.00	21.25	68.75	24	78.93
<i>Personnel Services Totals</i>		<b>\$29,700.00</b>	<b>\$0.00</b>	<b>\$29,700.00</b>	<b>\$2,622.29</b>	<b>\$0.00</b>	<b>\$6,491.61</b>	<b>\$23,208.39</b>	<b>22%</b>	<b>\$22,480.18</b>
<i>Materials &amp; Services</i>										
5319	Office Supplies	500.00	.00	500.00	167.40	.00	256.86	243.14	51	376.83
5347	Program Supplies	3,000.00	.00	3,000.00	10.00	.00	1,115.55	1,884.45	37	2,800.04
5421	Telephone/Data	.00	.00	.00	42.65	.00	127.89	(127.89)	+++	723.82
5422	Postage	100.00	.00	100.00	.00	.00	.00	100.00	0	.00
5428	IT Support	10,420.00	.00	10,420.00	868.33	.00	2,604.99	7,815.01	25	9,450.00
5443	Office Equipment	500.00	.00	500.00	.00	.00	116.93	383.07	23	523.90
5451	Natural Gas	850.00	.00	850.00	.00	.00	.00	850.00	0	.00
5453	Electricity	1,500.00	.00	1,500.00	191.57	.00	403.04	1,096.96	27	1,367.69
5463	Property/Earthquake Insurance	4,440.00	.00	4,440.00	370.00	.00	1,110.00	3,330.00	25	2,310.00
5464	Workers' Comp	20.00	.00	20.00	1.67	.00	5.01	14.99	25	.00
5472	Buildings Repairs & Maint	5,000.00	.00	5,000.00	.00	89.85	38.53	4,871.62	3	89.85
<i>Materials &amp; Services Totals</i>		<b>\$26,330.00</b>	<b>\$0.00</b>	<b>\$26,330.00</b>	<b>\$1,651.62</b>	<b>\$89.85</b>	<b>\$5,778.80</b>	<b>\$20,461.35</b>	<b>22%</b>	<b>\$17,642.13</b>
<b>EXPENSE TOTALS</b>		<b>\$56,030.00</b>	<b>\$0.00</b>	<b>\$56,030.00</b>	<b>\$4,273.91</b>	<b>\$89.85</b>	<b>\$12,270.41</b>	<b>\$43,669.74</b>	<b>22%</b>	<b>\$40,122.31</b>
Division <b>7511 - Museum Totals</b>		<b>(\$56,030.00)</b>	<b>\$0.00</b>	<b>(\$56,030.00)</b>	<b>(\$4,273.91)</b>	<b>(\$89.85)</b>	<b>(\$12,270.41)</b>	<b>(\$43,669.74)</b>	<b>22%</b>	<b>(\$40,122.31)</b>
Division <b>7711 - Parks &amp; Facilities Maintenance</b>										
<b>EXPENSE</b>										
<i>Personnel Services</i>										
5111	Regular Wages	503,110.00	.00	503,110.00	41,430.53	.00	103,311.40	399,798.60	21	398,273.45
5121	Overtime	.00	.00	.00	542.77	.00	3,063.41	(3,063.41)	+++	3,035.01
5211	OR Workers' Benefit	190.00	.00	190.00	11.42	.00	31.49	158.51	17	146.64
5212	Social Security	38,810.00	.00	38,810.00	3,126.19	.00	7,947.43	30,862.57	20	29,552.18



# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
 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
<b>Fund 001 - General Fund</b>										
Department <b>411 - Community Services</b>										
Division <b>7711 - Parks &amp; Facilities Maintenance</b>										
<b>EXPENSE</b>										
<i>Personnel Services</i>										
5213	Med & Dent Ins	206,680.00	.00	206,680.00	14,400.26	.00	32,628.65	174,051.35	16	144,666.73
<b>5214</b>										
5214.100	PERS - City	85,120.00	.00	85,120.00	6,311.67	.00	16,935.24	68,184.76	20	62,627.88
5214.600	PERS 6%	30,200.00	.00	30,200.00	2,261.20	.00	6,064.17	24,135.83	20	25,482.49
5214.800	DEFERED COMP - CITY	4,380.00	.00	4,380.00	336.00	.00	1,000.68	3,379.32	23	3,870.88
<b>5214 - Totals</b>		<b>\$119,700.00</b>	<b>\$0.00</b>	<b>\$119,700.00</b>	<b>\$8,908.87</b>	<b>\$0.00</b>	<b>\$24,000.09</b>	<b>\$95,699.91</b>	<b>20%</b>	<b>\$91,981.25</b>
5215	Long Term Disability Ins	920.00	.00	920.00	78.82	.00	147.71	772.29	16	792.32
5216	Unemployment Insurance	5,040.00	.00	5,040.00	84.07	.00	212.89	4,827.11	4	2,433.54
5217	Life Insurance	600.00	.00	600.00	51.08	.00	95.65	504.35	16	513.87
5218	Paid Family Leave Insurance	2,010.00	.00	2,010.00	160.77	.00	407.50	1,602.50	20	1,502.77
<i>Personnel Services Totals</i>		<b>\$877,060.00</b>	<b>\$0.00</b>	<b>\$877,060.00</b>	<b>\$68,794.78</b>	<b>\$0.00</b>	<b>\$171,846.22</b>	<b>\$705,213.78</b>	<b>20%</b>	<b>\$672,897.76</b>
<i>Materials &amp; Services</i>										
5319	Office Supplies	300.00	.00	300.00	.00	.00	.00	300.00	0	221.09
5321	Cleaning Supplies	34,000.00	.00	34,000.00	334.52	9,115.92	9,269.62	15,614.46	54	56,782.19
5323	Fuel	14,000.00	.00	14,000.00	486.89	1,415.53	1,945.69	10,638.78	24	14,807.78
5325	Ag Supplies	5,000.00	.00	5,000.00	.00	.00	1,003.48	3,996.52	20	1,954.39
5326	Safety/Medical	2,200.00	.00	2,200.00	.00	518.80	.00	1,681.20	24	1,331.04
5329	Other Supplies	12,000.00	.00	12,000.00	263.96	.00	1,118.79	10,881.21	9	6,800.05
5331	Construction Materials	3,000.00	.00	3,000.00	.00	.00	.00	3,000.00	0	53.99
5338	Tools	3,000.00	.00	3,000.00	239.19	.00	239.19	2,760.81	8	2,504.11
5352	Protective Clothing	2,000.00	.00	2,000.00	344.78	.00	344.78	1,655.22	17	2,950.32
5363	Signs	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0	160.86
5385	Fertilizer	6,000.00	.00	6,000.00	.00	.00	.00	6,000.00	0	940.35
<b>5409</b>										
5409.140	Garage Services	18,000.00	.00	18,000.00	10,091.39	.00	10,091.39	7,908.61	56	17,840.48
<b>5409 - Totals</b>		<b>\$18,000.00</b>	<b>\$0.00</b>	<b>\$18,000.00</b>	<b>\$10,091.39</b>	<b>\$0.00</b>	<b>\$10,091.39</b>	<b>\$7,908.61</b>	<b>56%</b>	<b>\$17,840.48</b>
5419	Other Professional Serv	119,000.00	.00	119,000.00	7,430.28	31,139.52	13,966.43	73,894.05	38	86,128.28
5421	Telephone/Data	7,000.00	.00	7,000.00	575.88	.00	1,476.58	5,523.42	21	6,531.51
5422	Postage	.00	.00	.00	.00	.00	.00	.00	+++	1.27
5428	IT Support	21,820.00	.00	21,820.00	1,818.33	.00	5,454.99	16,365.01	25	19,800.00
5445	Work Equipment	4,000.00	.00	4,000.00	(1,139.98)	58.80	(667.08)	4,608.28	-15	7,578.51
5446	Software Licenses	7,000.00	.00	7,000.00	43.87	39.30	103.83	6,856.87	2	7,658.85
5449	Leases - Other	2,500.00	.00	2,500.00	.00	2,033.21	.00	466.79	81	539.72
5451	Natural Gas	7,700.00	.00	7,700.00	131.32	.00	264.06	7,435.94	3	5,347.83
5453	Electricity	66,700.00	.00	66,700.00	6,275.45	.00	12,559.86	54,140.14	19	68,984.41
5461	Auto Insurance	6,420.00	.00	6,420.00	535.00	.00	1,605.00	4,815.00	25	2,910.00



# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
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
<b>Fund 001 - General Fund</b>										
Department <b>411 - Community Services</b>										
Division <b>7711 - Parks &amp; Facilities Maintenance</b>										
<b>EXPENSE</b>										
<i>Materials &amp; Services</i>										
5463	Property/Earthquake Insurance	27,140.00	.00	27,140.00	2,261.67	.00	6,785.01	20,354.99	25	9,699.96
5464	Workers' Comp	13,370.00	.00	13,370.00	1,114.17	.00	3,342.51	10,027.49	25	10,940.04
5465	General Liability Insurance	8,450.00	.00	8,450.00	704.17	.00	2,112.51	6,337.49	25	8,769.96
5471	Equipment Repair & Maint	14,000.00	.00	14,000.00	338.90	1,398.14	2,438.99	10,162.87	27	8,320.78
5472	Buildings Repairs & Maint	35,000.00	.00	35,000.00	2,592.57	1,058.50	5,001.64	28,939.86	17	30,359.32
5475	Vehicle Repair & Maint	5,000.00	.00	5,000.00	635.86	3,254.64	1,231.72	513.64	90	7,487.09
5478	Playground Repair & Maint	10,000.00	.00	10,000.00	.00	.00	.00	10,000.00	0	9,132.96
5479	Other Repair & Maint	31,000.00	.00	31,000.00	.00	.00	.00	31,000.00	0	.00
5484	Urban Forestry Program	16,000.00	.00	16,000.00	1,099.99	110.00	1,439.96	14,450.04	10	18,371.60
5492	Registrations/Training	5,000.00	.00	5,000.00	.00	.00	695.46	4,304.54	14	5,098.96
5498	Permits/Fees	1,500.00	.00	1,500.00	.00	.00	198.75	1,301.25	13	565.00
<i>Materials &amp; Services Totals</i>		<b>\$510,600.00</b>	<b>\$0.00</b>	<b>\$510,600.00</b>	<b>\$36,178.21</b>	<b>\$50,142.36</b>	<b>\$82,023.16</b>	<b>\$378,434.48</b>	<b>26%</b>	<b>\$420,572.70</b>
<i>Capital Outlay</i>										
5642	Passenger Vehicles	.00	.00	.00	.00	.00	.00	.00	+++	59,999.43
5649	Other Equipment	.00	.00	.00	.00	.00	.00	.00	+++	147,866.44
<i>Capital Outlay Totals</i>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>+++</b>	<b>\$207,865.87</b>
<b>EXPENSE TOTALS</b>		<b>\$1,387,660.00</b>	<b>\$0.00</b>	<b>\$1,387,660.00</b>	<b>\$104,972.99</b>	<b>\$50,142.36</b>	<b>\$253,869.38</b>	<b>\$1,083,648.26</b>	<b>22%</b>	<b>\$1,301,336.33</b>
Division <b>7711 - Parks &amp; Facilities Maintenance Totals</b>		<b>(\$1,387,660.00)</b>	<b>\$0.00</b>	<b>(\$1,387,660.00)</b>	<b>(\$104,972.99)</b>	<b>(\$50,142.36)</b>	<b>(\$253,869.38)</b>	<b>(\$1,083,648.26)</b>	<b>22%</b>	<b>(\$1,301,336.33)</b>
Division <b>7991 - Community Service Admin</b>										
<b>EXPENSE</b>										
<i>Personnel Services</i>										
5111	Regular Wages	379,270.00	.00	379,270.00	29,490.23	.00	87,670.49	291,599.51	23	319,759.46
5112	Part-Time Wages	14,220.00	.00	14,220.00	46.14	.00	304.03	13,915.97	2	2,809.98
5121	Overtime	.00	.00	.00	383.89	.00	970.83	(970.83)	+++	822.47
5211	OR Workers' Benefit	90.00	.00	90.00	5.19	.00	16.77	73.23	19	67.12
5212	Social Security	30,990.00	.00	30,990.00	2,313.01	.00	6,915.39	24,074.61	22	24,526.38
5213	Med & Dent Ins	86,380.00	.00	86,380.00	6,590.45	.00	16,476.14	69,903.86	19	72,130.91
<b>5214</b>										
5214.100	PERS - City	71,040.00	.00	71,040.00	5,371.81	.00	15,971.85	55,068.15	22	53,171.74
5214.600	PERS 6%	22,780.00	.00	22,780.00	1,874.65	.00	5,565.14	17,214.86	24	20,609.01
5214.800	DEFERED COMP - CITY	17,850.00	.00	17,850.00	1,390.13	.00	4,130.56	13,719.44	23	13,532.34
<b>5214 - Totals</b>		<b>\$111,670.00</b>	<b>\$0.00</b>	<b>\$111,670.00</b>	<b>\$8,636.59</b>	<b>\$0.00</b>	<b>\$25,667.55</b>	<b>\$86,002.45</b>	<b>23%</b>	<b>\$87,313.09</b>
5215	Long Term Disability Ins	640.00	.00	640.00	63.17	.00	120.80	519.20	19	593.82
5216	Unemployment Insurance	3,930.00	.00	3,930.00	59.84	.00	177.85	3,752.15	5	1,961.10
5217	Life Insurance	400.00	.00	400.00	40.57	.00	77.56	322.44	19	380.75
5218	Paid Family Leave Insurance	1,580.00	.00	1,580.00	107.54	.00	318.68	1,261.32	20	1,171.18





# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
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
<b>Fund 001 - General Fund</b>										
Department <b>411 - Community Services</b>										
Division <b>7991 - Community Service Admin</b>										
<b>EXPENSE</b>										
<i>Personnel Services Totals</i>		\$629,170.00	\$0.00	\$629,170.00	\$47,736.62	\$0.00	\$138,716.09	\$490,453.91	22%	\$511,536.26
<i>Materials &amp; Services</i>										
5319	Office Supplies	500.00	.00	500.00	449.00	.00	449.00	51.00	90	4,690.65
5329	Other Supplies	4,500.00	.00	4,500.00	152.51	.00	231.01	4,268.99	5	1,052.97
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	.00	207.00	160.00	2,233.00	14	2,953.50
5419	Other Professional Serv	11,050.00	.00	11,050.00	316.96	1,616.46	923.54	8,510.00	23	6,061.86
5421	Telephone/Data	2,500.00	.00	2,500.00	246.78	142.70	714.77	1,642.53	34	2,566.20
5422	Postage	4,000.00	.00	4,000.00	.00	.00	.69	3,999.31	0	325.69
5428	IT Support	32,240.00	.00	32,240.00	2,686.67	.00	8,060.01	24,179.99	25	19,350.00
5432	Meals	200.00	.00	200.00	.00	.00	.00	200.00	0	60.00
5433	Mileage	700.00	.00	700.00	.00	.00	.00	700.00	0	128.45
5439	Travel	600.00	.00	600.00	.00	.00	.00	600.00	0	18.00
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	49.48	.00	2,416.14	(116.14)	105	2,516.14
5449	Leases - Other	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0	.00
5463	Property/Earthquake Insurance	670.00	.00	670.00	55.83	.00	167.49	502.51	25	480.00
5464	Workers' Comp	2,680.00	.00	2,680.00	223.33	.00	669.99	2,010.01	25	2,190.00
5465	General Liability Insurance	8,120.00	.00	8,120.00	676.67	.00	2,030.01	6,089.99	25	6,579.96
5491	Dues & Subscriptions	800.00	.00	800.00	180.00	.00	1,104.48	(304.48)	138	2,324.35
5492	Registrations/Training	1,500.00	.00	1,500.00	364.25	1,140.00	2,074.71	(1,714.71)	214	2,150.00
5493	Printing/Binding	8,000.00	.00	8,000.00	3,971.00	2,900.00	4,621.00	479.00	94	16,087.10
<i>Materials &amp; Services Totals</i>		\$89,460.00	\$0.00	\$89,460.00	\$9,372.48	\$6,006.16	\$23,622.84	\$59,831.00	33%	\$69,534.87
<b>EXPENSE TOTALS</b>		\$718,630.00	\$0.00	\$718,630.00	\$57,109.10	\$6,006.16	\$162,338.93	\$550,284.91	23%	\$581,071.13
Division <b>7991 - Community Service Admin Totals</b>		(\$718,630.00)	\$0.00	(\$718,630.00)	(\$57,109.10)	(\$6,006.16)	(\$162,338.93)	(\$550,284.91)	23%	(\$581,071.13)
Department <b>411 - Community Services Totals</b>		(\$4,616,770.00)	\$0.00	(\$4,616,770.00)	(\$345,335.72)	(\$69,287.35)	(\$1,080,447.20)	(\$3,467,035.45)	25%	(\$3,907,991.06)
Department <b>511 - Planning</b>										
Division <b>5811 - Planning</b>										
<b>EXPENSE</b>										
<i>Personnel Services</i>										
5111	Regular Wages	448,980.00	.00	448,980.00	34,255.19	.00	102,442.23	346,537.77	23	411,720.41
5121	Overtime	2,050.00	.00	2,050.00	43.61	.00	135.83	1,914.17	7	946.26
5211	OR Workers' Benefit	100.00	.00	100.00	5.49	.00	18.29	81.71	18	82.63
5212	Social Security	35,510.00	.00	35,510.00	2,629.62	.00	7,902.80	27,607.20	22	31,772.63
5213	Med & Dent Ins	64,890.00	.00	64,890.00	4,994.01	.00	12,483.62	52,406.38	19	56,610.57
<b>5214</b>										
5214.100	PERS - City	77,980.00	.00	77,980.00	5,903.80	.00	17,651.00	60,329.00	23	70,850.86



# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
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
<b>Fund 001 - General Fund</b>										
Department <b>511 - Planning</b>										
Division <b>5811 - Planning</b>										
<b>EXPENSE</b>										
<i>Personnel Services</i>										
<b>5214</b>										
5214.600	PERS 6%	27,060.00	.00	27,060.00	2,124.97	.00	6,353.19	20,706.81	23	28,994.17
5214.800	DEFERED COMP - CITY	14,040.00	.00	14,040.00	1,094.90	.00	3,284.69	10,755.31	23	12,626.86
	<b>5214 - Totals</b>	<b>\$119,080.00</b>	<b>\$0.00</b>	<b>\$119,080.00</b>	<b>\$9,123.67</b>	<b>\$0.00</b>	<b>\$27,288.88</b>	<b>\$91,791.12</b>	<b>23%</b>	<b>\$112,471.89</b>
5215	Long Term Disability Ins	770.00	.00	770.00	66.96	.00	137.44	632.56	18	761.74
5216	Unemployment Insurance	4,510.00	.00	4,510.00	68.67	.00	205.28	4,304.72	5	2,504.54
5217	Life Insurance	500.00	.00	500.00	43.02	.00	87.99	412.01	18	487.96
5218	Paid Family Leave Insurance	1,800.00	.00	1,800.00	126.08	.00	379.01	1,420.99	21	1,541.24
	<i>Personnel Services Totals</i>	<b>\$678,190.00</b>	<b>\$0.00</b>	<b>\$678,190.00</b>	<b>\$51,356.32</b>	<b>\$0.00</b>	<b>\$151,081.37</b>	<b>\$527,108.63</b>	<b>22%</b>	<b>\$618,899.87</b>
<i>Materials &amp; Services</i>										
5315	Computer Supplies	1,200.00	.00	1,200.00	.00	.00	.00	1,200.00	0	.00
5319	Office Supplies	13,000.00	.00	13,000.00	364.90	195.09	834.31	11,970.60	8	3,520.57
5323	Fuel	300.00	.00	300.00	.00	.00	.00	300.00	0	130.37
<b>5409</b>										
5409.140	Garage Services	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	328.64
	<b>5409 - Totals</b>	<b>\$1,000.00</b>	<b>\$0.00</b>	<b>\$1,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,000.00</b>	<b>0%</b>	<b>\$328.64</b>
5419	Other Professional Serv	200,000.00	.00	200,000.00	20,049.61	9,825.16	21,671.09	168,503.75	16	83,788.10
5421	Telephone/Data	1,600.00	.00	1,600.00	199.08	179.24	623.29	797.47	50	1,374.17
5422	Postage	2,100.00	.00	2,100.00	53.15	.00	450.19	1,649.81	21	1,398.50
5424	Advertising	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	144.00
5425	Publication of Legal Note	1,500.00	.00	1,500.00	.00	344.00	75.00	1,081.00	28	1,120.00
5428	IT Support	53,070.00	.00	53,070.00	4,422.50	.00	13,267.50	39,802.50	25	39,150.00
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	.00	400.00	0	112.84
5433	Mileage	500.00	.00	500.00	.00	.00	.00	500.00	0	.00
5439	Travel	4,000.00	.00	4,000.00	.00	.00	.00	4,000.00	0	3,470.80
5461	Auto Insurance	1,220.00	.00	1,220.00	101.67	.00	305.01	914.99	25	789.96
5464	Workers' Comp	490.00	.00	490.00	40.83	.00	122.49	367.51	25	420.00
5465	General Liability Insurance	9,990.00	.00	9,990.00	832.50	.00	2,497.50	7,492.50	25	10,040.04
5475	Vehicle Repair & Maint	800.00	.00	800.00	24.00	8.77	24.00	767.23	4	6,230.43
5492	Registrations/Training	6,500.00	.00	6,500.00	.00	115.00	319.00	6,066.00	7	6,254.60
	<i>Materials &amp; Services Totals</i>	<b>\$298,970.00</b>	<b>\$0.00</b>	<b>\$298,970.00</b>	<b>\$26,088.24</b>	<b>\$10,667.26</b>	<b>\$40,189.38</b>	<b>\$248,113.36</b>	<b>17%</b>	<b>\$158,273.02</b>
	<b>EXPENSE TOTALS</b>	<b>\$977,160.00</b>	<b>\$0.00</b>	<b>\$977,160.00</b>	<b>\$77,444.56</b>	<b>\$10,667.26</b>	<b>\$191,270.75</b>	<b>\$775,221.99</b>	<b>21%</b>	<b>\$777,172.89</b>
	Division <b>5811 - Planning Totals</b>	<b>(\$977,160.00)</b>	<b>\$0.00</b>	<b>(\$977,160.00)</b>	<b>(\$77,444.56)</b>	<b>(\$10,667.26)</b>	<b>(\$191,270.75)</b>	<b>(\$775,221.99)</b>	<b>21%</b>	<b>(\$777,172.89)</b>
	Department <b>511 - Planning Totals</b>	<b>(\$977,160.00)</b>	<b>\$0.00</b>	<b>(\$977,160.00)</b>	<b>(\$77,444.56)</b>	<b>(\$10,667.26)</b>	<b>(\$191,270.75)</b>	<b>(\$775,221.99)</b>	<b>21%</b>	<b>(\$777,172.89)</b>



# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
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
<b>Fund 001 - General Fund</b>										
Department <b>651 - Engineering</b>										
Division <b>6211 - Engineering</b>										
<b>EXPENSE</b>										
<i>Personnel Services</i>										
5111	Regular Wages	134,270.00	.00	134,270.00	9,005.77	.00	27,004.68	107,265.32	20	114,734.38
5112	Part-Time Wages	22,220.00	.00	22,220.00	1,826.46	.00	3,665.26	18,554.74	16	22,128.85
5121	Overtime	.00	.00	.00	16.30	.00	28.23	(28.23)	+++	145.19
5211	OR Workers' Benefit	20.00	.00	20.00	2.06	.00	5.61	14.39	28	27.85
5212	Social Security	12,230.00	.00	12,230.00	820.56	.00	2,334.86	9,895.14	19	10,333.66
5213	Med & Dent Ins	27,930.00	.00	27,930.00	1,934.58	.00	4,836.32	23,093.68	17	21,685.26
<b>5214</b>										
5214.100	PERS - City	29,040.00	.00	29,040.00	2,037.14	.00	5,757.59	23,282.41	20	25,723.58
5214.600	PERS 6%	8,060.00	.00	8,060.00	555.38	.00	1,664.46	6,395.54	21	8,004.52
5214.800	DEFERED COMP - CITY	3,450.00	.00	3,450.00	217.08	.00	691.52	2,758.48	20	2,642.82
<b>5214 - Totals</b>		<b>\$40,550.00</b>	<b>\$0.00</b>	<b>\$40,550.00</b>	<b>\$2,809.60</b>	<b>\$0.00</b>	<b>\$8,113.57</b>	<b>\$32,436.43</b>	<b>20%</b>	<b>\$36,370.92</b>
5215	Long Term Disability Ins	230.00	.00	230.00	17.70	.00	36.32	193.68	16	209.02
5216	Unemployment Insurance	1,570.00	.00	1,570.00	21.71	.00	61.34	1,508.66	4	830.65
5217	Life Insurance	150.00	.00	150.00	11.32	.00	23.29	126.71	16	133.74
5218	Paid Family Leave Insurance	620.00	.00	620.00	40.53	.00	114.59	505.41	18	510.83
<i>Personnel Services Totals</i>		<b>\$239,790.00</b>	<b>\$0.00</b>	<b>\$239,790.00</b>	<b>\$16,506.59</b>	<b>\$0.00</b>	<b>\$46,224.07</b>	<b>\$193,565.93</b>	<b>19%</b>	<b>\$207,110.35</b>
<i>Materials &amp; Services</i>										
5315	Computer Supplies	3,000.00	.00	3,000.00	.00	.00	86.96	2,913.04	3	.00
5319	Office Supplies	3,000.00	.00	3,000.00	.00	.00	59.11	2,940.89	2	322.97
5323	Fuel	4,000.00	.00	4,000.00	48.64	384.27	193.10	3,422.63	14	2,687.75
5324	Clothing	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0	198.00
5326	Safety/Medical	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	253.51
5329	Other Supplies	3,000.00	.00	3,000.00	116.00	.00	116.00	2,884.00	4	831.68
<b>5409</b>										
5409.140	Garage Services	3,000.00	.00	3,000.00	54.81	.00	54.81	2,945.19	2	1,824.70
<b>5409 - Totals</b>		<b>\$3,000.00</b>	<b>\$0.00</b>	<b>\$3,000.00</b>	<b>\$54.81</b>	<b>\$0.00</b>	<b>\$54.81</b>	<b>\$2,945.19</b>	<b>2%</b>	<b>\$1,824.70</b>
5411	Engineering & Architect	20,000.00	.00	20,000.00	.00	.00	.00	20,000.00	0	326.02
5417	HR/Other Employee Expenses	500.00	.00	500.00	.00	.00	.00	500.00	0	.00
5419	Other Professional Serv	25,000.00	.00	25,000.00	50.04	457.74	574.76	23,967.50	4	5,662.06
5421	Telephone/Data	6,300.00	.00	6,300.00	531.25	358.46	1,544.60	4,396.94	30	6,447.45
5422	Postage	500.00	.00	500.00	.00	.00	5.82	494.18	1	57.91
5424	Advertising	1,000.00	.00	1,000.00	258.94	.00	258.94	741.06	26	271.04
5428	IT Support	62,370.00	.00	62,370.00	5,197.50	.00	15,592.50	46,777.50	25	58,318.04
5439	Travel	4,000.00	.00	4,000.00	.00	.00	.00	4,000.00	0	911.22
5446	Software Licenses	12,000.00	.00	12,000.00	2,045.65	17,134.52	2,105.64	(7,240.16)	160	17,996.45
5451	Natural Gas	3,300.00	.00	3,300.00	19.21	.00	38.42	3,261.58	1	2,676.38



# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
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
<b>Fund 001 - General Fund</b>										
Department <b>651 - Engineering</b>										
Division <b>6211 - Engineering</b>										
<b>EXPENSE</b>										
<i>Materials &amp; Services</i>										
5453	Electricity	6,350.00	.00	6,350.00	461.55	.00	992.91	5,357.09	16	4,675.20
5461	Auto Insurance	2,250.00	.00	2,250.00	187.50	.00	562.50	1,687.50	25	1,230.00
5463	Property/Earthquake Insurance	3,020.00	.00	3,020.00	251.67	.00	755.01	2,264.99	25	2,180.04
5464	Workers' Comp	7,850.00	.00	7,850.00	654.17	.00	1,962.51	5,887.49	25	7,089.96
5465	General Liability Insurance	12,550.00	.00	12,550.00	1,045.83	.00	3,137.49	9,412.51	25	10,730.04
5471	Equipment Repair & Maint	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	47.60
5472	Buildings Repairs & Maint	16,000.00	.00	16,000.00	.00	.00	3,547.00	12,453.00	22	4,925.00
5475	Vehicle Repair & Maint	3,100.00	.00	3,100.00	.00	8.77	141.57	2,949.66	5	2,262.68
5492	Registrations/Training	16,000.00	.00	16,000.00	50.00	.00	50.00	15,950.00	0	5,224.77
5493	Printing/Binding	500.00	.00	500.00	10.00	.00	10.00	490.00	2	142.00
5496	Filing/Recording	700.00	.00	700.00	.00	.00	.00	700.00	0	833.00
5498	Permits/Fees	1,500.00	.00	1,500.00	.00	.00	100.00	1,400.00	7	2,819.47
<i>Materials &amp; Services Totals</i>		\$225,790.00	\$0.00	\$225,790.00	\$10,982.76	\$18,343.76	\$31,889.65	\$175,556.59	22%	\$140,944.94
<b>EXPENSE TOTALS</b>		\$465,580.00	\$0.00	\$465,580.00	\$27,489.35	\$18,343.76	\$78,113.72	\$369,122.52	21%	\$348,055.29
Division <b>6211 - Engineering Totals</b>		(\$465,580.00)	\$0.00	(\$465,580.00)	(\$27,489.35)	(\$18,343.76)	(\$78,113.72)	(\$369,122.52)	21%	(\$348,055.29)
Department <b>651 - Engineering Totals</b>		(\$465,580.00)	\$0.00	(\$465,580.00)	(\$27,489.35)	(\$18,343.76)	(\$78,113.72)	(\$369,122.52)	21%	(\$348,055.29)
Department <b>901 - Ending Fund Balance</b>										
Division <b>9971 - Equity</b>										
<b>EXPENSE</b>										
<i>Contingencies and Unappropriated Balances</i>										
5921	Contingency	5,410,010.00	.00	5,410,010.00	.00	.00	.00	5,410,010.00	0	.00
<b>5981</b>										
5981.012	Reserve - SMR	6,443,730.00	.00	6,443,730.00	.00	.00	.00	6,443,730.00	0	.00
<b>5981 - Totals</b>		\$6,443,730.00	\$0.00	\$6,443,730.00	\$0.00	\$0.00	\$0.00	\$6,443,730.00	0%	\$0.00
<i>Contingencies and Unappropriated Balances Totals</i>		\$11,853,740.00	\$0.00	\$11,853,740.00	\$0.00	\$0.00	\$0.00	\$11,853,740.00	0%	\$0.00
<b>EXPENSE TOTALS</b>		\$11,853,740.00	\$0.00	\$11,853,740.00	\$0.00	\$0.00	\$0.00	\$11,853,740.00	0%	\$0.00
Division <b>9971 - Equity Totals</b>		(\$11,853,740.00)	\$0.00	(\$11,853,740.00)	\$0.00	\$0.00	\$0.00	(\$11,853,740.00)	0%	\$0.00
Department <b>901 - Ending Fund Balance Totals</b>		(\$11,853,740.00)	\$0.00	(\$11,853,740.00)	\$0.00	\$0.00	\$0.00	(\$11,853,740.00)	0%	\$0.00
Fund <b>001 - General Fund Totals</b>		\$35,456,380.00	\$189,610.00	\$35,645,990.00	\$1,606,365.77	\$616,425.25	\$5,780,471.10	\$29,249,093.65		\$18,478,225.11
<b>Fund 110 - Transit Fund</b>										
Department <b>671 - Transit</b>										
Division <b>4711 - Fixed Route Transit</b>										
<b>EXPENSE</b>										
<i>Personnel Services</i>										
5111	Regular Wages	342,570.00	.00	342,570.00	28,086.15	.00	79,816.64	262,753.36	23	298,549.83



# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
 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
<b>Fund 110 - Transit Fund</b>										
Department <b>671 - Transit</b>										
Division <b>4711 - Fixed Route Transit</b>										
<b>EXPENSE</b>										
<i>Personnel Services</i>										
5112	Part-Time Wages	207,060.00	.00	207,060.00	13,462.17	.00	41,158.41	165,901.59	20	183,330.72
5121	Overtime	.00	.00	.00	918.84	.00	2,581.38	(2,581.38)	+++	5,465.74
5211	OR Workers' Benefit	210.00	.00	210.00	16.10	.00	46.33	163.67	22	196.53
5212	Social Security	42,300.00	.00	42,300.00	3,217.60	.00	9,399.47	32,900.53	22	36,847.11
5213	Med & Dent Ins	96,830.00	.00	96,830.00	6,886.16	.00	14,776.49	82,053.51	15	55,413.18
<b>5214</b>										
5214.100	PERS - City	95,310.00	.00	95,310.00	6,372.80	.00	18,472.55	76,837.45	19	74,155.50
5214.600	PERS 6%	20,550.00	.00	20,550.00	1,698.70	.00	4,807.43	15,742.57	23	20,545.75
5214.800	DEFERED COMP - CITY	6,790.00	.00	6,790.00	502.90	.00	1,398.26	5,391.74	21	5,736.96
<b>5214 - Totals</b>		<b>\$122,650.00</b>	<b>\$0.00</b>	<b>\$122,650.00</b>	<b>\$8,574.40</b>	<b>\$0.00</b>	<b>\$24,678.24</b>	<b>\$97,971.76</b>	<b>20%</b>	<b>\$100,438.21</b>
5215	Long Term Disability Ins	590.00	.00	590.00	55.60	.00	118.67	471.33	20	546.45
5216	Unemployment Insurance	5,490.00	.00	5,490.00	84.93	.00	247.15	5,242.85	5	2,954.27
5217	Life Insurance	370.00	.00	370.00	35.91	.00	76.69	293.31	21	352.18
5218	Paid Family Leave Insurance	2,200.00	.00	2,200.00	165.09	.00	482.50	1,717.50	22	1,886.86
<i>Personnel Services Totals</i>		<b>\$820,270.00</b>	<b>\$0.00</b>	<b>\$820,270.00</b>	<b>\$61,502.95</b>	<b>\$0.00</b>	<b>\$173,381.97</b>	<b>\$646,888.03</b>	<b>21%</b>	<b>\$685,981.08</b>
<i>Materials &amp; Services</i>										
5319	Office Supplies	750.00	.00	750.00	475.93	24.11	524.93	200.96	73	1,229.18
5323	Fuel	63,000.00	.00	63,000.00	1,550.12	4,655.53	5,502.31	52,842.16	16	42,389.25
5324	Clothing	350.00	.00	350.00	.00	.00	65.86	284.14	19	166.90
5326	Safety/Medical	350.00	.00	350.00	.00	90.74	.00	259.26	26	179.76
5329	Other Supplies	.00	.00	.00	.00	.00	34.94	(34.94)	+++	84.99
5337	Tires/Parts	1,100.00	.00	1,100.00	.00	.00	49.18	1,050.82	4	.00
<b>5409</b>										
5409.140	Garage Services	3,000.00	.00	3,000.00	9,204.32	.00	9,204.32	(6,204.32)	307	20,476.25
<b>5409 - Totals</b>		<b>\$3,000.00</b>	<b>\$0.00</b>	<b>\$3,000.00</b>	<b>\$9,204.32</b>	<b>\$0.00</b>	<b>\$9,204.32</b>	<b>(\$6,204.32)</b>	<b>307%</b>	<b>\$20,476.25</b>
5414	Accounting/Auditing	1,095.00	.00	1,095.00	.00	.00	135.00	960.00	12	665.00
5417	HR/Other Employee Expenses	250.00	.00	250.00	.00	.00	.00	250.00	0	98.55
5419	Other Professional Serv	800.00	.00	800.00	156.31	1,317.78	343.30	(861.08)	208	1,504.31
5421	Telephone/Data	3,700.00	.00	3,700.00	511.59	142.70	1,478.68	2,078.62	44	6,163.74
5422	Postage	50.00	.00	50.00	6.90	.00	17.79	32.21	36	58.91
5424	Advertising	250.00	.00	250.00	.00	.00	.00	250.00	0	.00
5428	IT Support	20,840.00	.00	20,840.00	1,736.67	.00	5,210.01	15,629.99	25	16,430.04
5432	Meals	250.00	.00	250.00	.00	.00	602.79	(352.79)	241	129.36
5433	Mileage	250.00	.00	250.00	.00	.00	.00	250.00	0	212.67
5439	Travel	500.00	.00	500.00	1,893.05	.00	1,893.05	(1,393.05)	379	4,632.48
5446	Software Licenses	3,500.00	.00	3,500.00	.00	.00	6,615.00	(3,115.00)	189	.00



# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
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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
<b>Fund 110 - Transit Fund</b>										
Department <b>671 - Transit</b>										
Division <b>4711 - Fixed Route Transit</b>										
<b>EXPENSE</b>										
<i>Materials &amp; Services</i>										
5448	Internal Rent	3,910.00	.00	3,910.00	325.83	.00	977.49	2,932.51	25	4,430.04
5451	Natural Gas	1,450.00	.00	1,450.00	15.12	.00	26.49	1,423.51	2	703.40
5453	Electricity	6,680.00	.00	6,680.00	167.76	.00	356.61	6,323.39	5	2,734.56
5461	Auto Insurance	17,550.00	.00	17,550.00	1,462.50	.00	4,387.50	13,162.50	25	9,560.04
5463	Property/Earthquake Insurance	820.00	.00	820.00	68.33	.00	204.99	615.01	25	1,179.96
5464	Workers' Comp	9,200.00	.00	9,200.00	766.67	.00	2,300.01	6,899.99	25	8,790.00
5465	General Liability Insurance	5,920.00	.00	5,920.00	493.33	.00	1,479.99	4,440.01	25	5,340.00
5471	Equipment Repair & Maint	250.00	.00	250.00	.00	.00	.00	250.00	0	11.42
5472	Buildings Repairs & Maint	500.00	.00	500.00	.00	1,058.50	.00	(558.50)	212	9,005.85
5475	Vehicle Repair & Maint	26,000.00	.00	26,000.00	(510.00)	4,065.83	5,671.18	16,262.99	37	42,450.90
5480	Accident Repair	250.00	.00	250.00	.00	.00	.00	250.00	0	.00
5491	Dues & Subscriptions	350.00	.00	350.00	.00	.00	.00	350.00	0	150.00
5492	Registrations/Training	2,000.00	.00	2,000.00	600.00	.00	600.00	1,400.00	30	4,160.00
5493	Printing/Binding	200.00	.00	200.00	.00	.00	.00	200.00	0	.00
<i>Materials &amp; Services Totals</i>		\$175,115.00	\$0.00	\$175,115.00	\$18,924.43	\$11,355.19	\$47,681.42	\$116,078.39	34%	\$182,937.56
<i>Capital Outlay</i>										
5642	Passenger Vehicles	2,522,940.00	.00	2,522,940.00	.00	.00	.00	2,522,940.00	0	.00
5649	Other Equipment	20,000.00	.00	20,000.00	.00	.00	.00	20,000.00	0	.00
<i>Capital Outlay Totals</i>		\$2,542,940.00	\$0.00	\$2,542,940.00	\$0.00	\$0.00	\$0.00	\$2,542,940.00	0%	\$0.00
<b>EXPENSE TOTALS</b>		\$3,538,325.00	\$0.00	\$3,538,325.00	\$80,427.38	\$11,355.19	\$221,063.39	\$3,305,906.42	7%	\$868,918.64
Division <b>4711 - Fixed Route Transit Totals</b>		(\$3,538,325.00)	\$0.00	(\$3,538,325.00)	(\$80,427.38)	(\$11,355.19)	(\$221,063.39)	(\$3,305,906.42)	7%	(\$868,918.64)
Division <b>4712 - Dial-A-Ride</b>										
<b>EXPENSE</b>										
<i>Personnel Services</i>										
5111	Regular Wages	106,390.00	.00	106,390.00	2,725.70	.00	10,006.05	96,383.95	9	61,832.72
5112	Part-Time Wages	86,090.00	.00	86,090.00	1,938.36	.00	7,924.84	78,165.16	9	39,387.03
5121	Overtime	.00	.00	.00	1.56	.00	9.15	(9.15)	+++	183.66
5211	OR Workers' Benefit	80.00	.00	80.00	1.69	.00	6.39	73.61	8	38.72
5212	Social Security	14,960.00	.00	14,960.00	349.91	.00	1,351.60	13,608.40	9	7,667.62
5213	Med & Dent Ins	32,610.00	.00	32,610.00	735.91	.00	3,096.39	29,513.61	9	13,799.69
<b>5214</b>										
5214.100	PERS - City	33,940.00	.00	33,940.00	292.78	.00	1,576.03	32,363.97	5	16,080.65
5214.600	PERS 6%	6,390.00	.00	6,390.00	105.37	.00	424.43	5,965.57	7	4,221.61
5214.800	DEFERED COMP - CITY	2,840.00	.00	2,840.00	83.62	.00	336.85	2,503.15	12	1,456.42
<b>5214 - Totals</b>		\$43,170.00	\$0.00	\$43,170.00	\$481.77	\$0.00	\$2,337.31	\$40,832.69	5%	\$21,758.68
5215	Long Term Disability Ins	190.00	.00	190.00	6.01	.00	14.91	175.09	8	115.68



# Expense Budget Performance Report

Fiscal Year to Date 09/30/24

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
<b>Fund 110 - Transit Fund</b>										
Department <b>671 - Transit</b>										
Division <b>4712 - Dial-A-Ride</b>										
<b>EXPENSE</b>										
<i>Personnel Services</i>										
5216	Unemployment Insurance	1,940.00	.00	1,940.00	9.34	.00	35.92	1,904.08	2	614.91
5217	Life Insurance	130.00	.00	130.00	3.86	.00	9.59	120.41	7	74.81
5218	Paid Family Leave Insurance	760.00	.00	760.00	17.77	.00	68.44	691.56	9	387.58
<i>Personnel Services Totals</i>		<b>\$286,320.00</b>	<b>\$0.00</b>	<b>\$286,320.00</b>	<b>\$6,271.88</b>	<b>\$0.00</b>	<b>\$24,860.59</b>	<b>\$261,459.41</b>	<b>9%</b>	<b>\$145,861.10</b>
<i>Materials &amp; Services</i>										
5319	Office Supplies	1,000.00	.00	1,000.00	208.93	173.11	208.93	617.96	38	1,062.49
5321	Cleaning Supplies	.00	.00	.00	.00	.00	62.46	(62.46)	+++	.00
5323	Fuel	18,000.00	.00	18,000.00	500.70	1,832.33	2,635.20	13,532.47	25	16,344.90
5324	Clothing	600.00	.00	600.00	.00	.00	.00	600.00	0	517.67
5326	Safety/Medical	750.00	.00	750.00	.00	.00	.00	750.00	0	26.44
5329	Other Supplies	1,000.00	.00	1,000.00	.00	.00	417.79	582.21	42	.00
5337	Tires/Parts	500.00	.00	500.00	.00	1,000.00	.00	(500.00)	200	.00
<b>5409</b>										
5409.140	Garage Services	3,000.00	.00	3,000.00	800.28	.00	800.28	2,199.72	27	6,507.61
<b>5409 - Totals</b>		<b>\$3,000.00</b>	<b>\$0.00</b>	<b>\$3,000.00</b>	<b>\$800.28</b>	<b>\$0.00</b>	<b>\$800.28</b>	<b>\$2,199.72</b>	<b>27%</b>	<b>\$6,507.61</b>
5414	Accounting/Auditing	1,095.00	.00	1,095.00	.00	.00	.00	1,095.00	0	.00
5417	HR/Other Employee Expenses	250.00	.00	250.00	.00	.00	.00	250.00	0	.00
5419	Other Professional Serv	500.00	.00	500.00	.00	.00	.00	500.00	0	21.45
5421	Telephone/Data	3,700.00	.00	3,700.00	.00	.00	.00	3,700.00	0	370.67
5422	Postage	50.00	.00	50.00	.00	.00	.00	50.00	0	.00
5424	Advertising	250.00	.00	250.00	.00	.00	.00	250.00	0	.00
5428	IT Support	20,830.00	.00	20,830.00	1,735.83	.00	5,207.49	15,622.51	25	16,419.96
5429	Other Communication Serv	.00	.00	.00	.00	792.00	.00	(792.00)	+++	3.33
5432	Meals	250.00	.00	250.00	.00	.00	.00	250.00	0	129.36
5433	Mileage	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	.00
5439	Travel	1,500.00	.00	1,500.00	88.00	.00	88.00	1,412.00	6	1,481.72
5446	Software Licenses	6,630.00	.00	6,630.00	.00	.00	.00	6,630.00	0	6,615.00
5448	Internal Rent	3,910.00	.00	3,910.00	325.83	.00	977.49	2,932.51	25	4,430.04
5451	Natural Gas	1,450.00	.00	1,450.00	14.49	.00	25.39	1,424.61	2	633.66
5453	Electricity	2,170.00	.00	2,170.00	160.41	.00	341.03	1,828.97	16	444.83
5461	Auto Insurance	17,540.00	.00	17,540.00	1,461.67	.00	4,385.01	13,154.99	25	9,559.92
5463	Property/Earthquake Insurance	820.00	.00	820.00	68.33	.00	204.99	615.01	25	.00
5464	Workers' Comp	9,190.00	.00	9,190.00	765.83	.00	2,297.49	6,892.51	25	8,780.04
5465	General Liability Insurance	5,910.00	.00	5,910.00	492.50	.00	1,477.50	4,432.50	25	5,340.00
5471	Equipment Repair & Maint	750.00	.00	750.00	.00	.00	.00	750.00	0	11.43
5472	Buildings Repairs & Maint	500.00	.00	500.00	.00	.00	.00	500.00	0	.00



# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
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
<b>Fund 110 - Transit Fund</b>										
Department <b>671 - Transit</b>										
Division <b>4712 - Dial-A-Ride</b>										
<b>EXPENSE</b>										
<i>Materials &amp; Services</i>										
5475	Vehicle Repair & Maint	8,000.00	.00	8,000.00	978.54	306.09	2,990.70	4,703.21	41	14,750.46
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	500.00	750.00	40	2,500.00
5493	Printing/Binding	200.00	.00	200.00	.00	.00	.00	200.00	0	.00
<i>Materials &amp; Services Totals</i>		<b>\$113,845.00</b>	<b>\$0.00</b>	<b>\$113,845.00</b>	<b>\$7,601.34</b>	<b>\$4,103.53</b>	<b>\$22,619.75</b>	<b>\$87,121.72</b>	<b>23%</b>	<b>\$95,950.98</b>
<i>Capital Outlay</i>										
5642	Passenger Vehicles	82,000.00	.00	82,000.00	.00	.00	.00	82,000.00	0	352,603.48
<i>Capital Outlay Totals</i>		<b>\$82,000.00</b>	<b>\$0.00</b>	<b>\$82,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$82,000.00</b>	<b>0%</b>	<b>\$352,603.48</b>
<b>EXPENSE TOTALS</b>		<b>\$482,165.00</b>	<b>\$0.00</b>	<b>\$482,165.00</b>	<b>\$13,873.22</b>	<b>\$4,103.53</b>	<b>\$47,480.34</b>	<b>\$430,581.13</b>	<b>11%</b>	<b>\$594,415.56</b>
Division <b>4712 - Dial-A-Ride Totals</b>		<b>(\$482,165.00)</b>	<b>\$0.00</b>	<b>(\$482,165.00)</b>	<b>(\$13,873.22)</b>	<b>(\$4,103.53)</b>	<b>(\$47,480.34)</b>	<b>(\$430,581.13)</b>	<b>11%</b>	<b>(\$594,415.56)</b>
Department <b>671 - Transit Totals</b>		<b>(\$4,020,490.00)</b>	<b>\$0.00</b>	<b>(\$4,020,490.00)</b>	<b>(\$94,300.60)</b>	<b>(\$15,458.72)</b>	<b>(\$268,543.73)</b>	<b>(\$3,736,487.55)</b>	<b>7%</b>	<b>(\$1,463,334.20)</b>
Department <b>901 - Ending Fund Balance</b>										
Division <b>9971 - Equity</b>										
<b>EXPENSE</b>										
<i>Contingencies and Unappropriated Balances</i>										
5921	Contingency	869,570.00	.00	869,570.00	.00	.00	.00	869,570.00	0	.00
<i>Contingencies and Unappropriated Balances Totals</i>		<b>\$869,570.00</b>	<b>\$0.00</b>	<b>\$869,570.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$869,570.00</b>	<b>0%</b>	<b>\$0.00</b>
<b>EXPENSE TOTALS</b>		<b>\$869,570.00</b>	<b>\$0.00</b>	<b>\$869,570.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$869,570.00</b>	<b>0%</b>	<b>\$0.00</b>
Division <b>9971 - Equity Totals</b>		<b>(\$869,570.00)</b>	<b>\$0.00</b>	<b>(\$869,570.00)</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$869,570.00)</b>	<b>0%</b>	<b>\$0.00</b>
Department <b>901 - Ending Fund Balance Totals</b>		<b>(\$869,570.00)</b>	<b>\$0.00</b>	<b>(\$869,570.00)</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$869,570.00)</b>	<b>0%</b>	<b>\$0.00</b>
Fund <b>110 - Transit Fund Totals</b>		<b>\$4,890,060.00</b>	<b>\$0.00</b>	<b>\$4,890,060.00</b>	<b>\$94,300.60</b>	<b>\$15,458.72</b>	<b>\$268,543.73</b>	<b>\$4,606,057.55</b>		<b>\$1,463,334.20</b>
<b>Fund 123 - Building Inspection Fund</b>										
Department <b>521 - Building</b>										
Division <b>2241 - Building Inspection</b>										
<b>EXPENSE</b>										
<i>Personnel Services</i>										
5111	Regular Wages	616,100.00	.00	616,100.00	44,231.54	.00	137,186.96	478,913.04	22	577,541.95
5112	Part-Time Wages	33,650.00	.00	33,650.00	2,604.11	.00	4,854.07	28,795.93	14	18,510.21
5121	Overtime	5,030.00	.00	5,030.00	294.08	.00	1,206.69	3,823.31	24	3,385.11
5211	OR Workers' Benefit	140.00	.00	140.00	9.57	.00	28.08	111.92	20	128.76
5212	Social Security	50,790.00	.00	50,790.00	3,528.83	.00	10,799.69	39,990.31	21	45,025.04
5213	Med & Dent Ins	113,420.00	.00	113,420.00	8,687.41	.00	21,718.03	91,701.97	19	100,346.49
<b>5214</b>										
5214	Retirement	.00	.00	.00	.00	.00	.00	.00	+++	(74.88)
5214.100	PERS - City	112,240.00	.00	112,240.00	8,034.18	.00	24,382.55	87,857.45	22	100,808.59





# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
 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
<b>Fund 123 - Building Inspection Fund</b>										
Department <b>521 - Building</b>										
Division <b>2241 - Building Inspection</b>										
<b>EXPENSE</b>										
<i>Personnel Services</i>										
<b>5214</b>										
5214.600	PERS 6%	37,260.00	.00	37,260.00	2,717.95	.00	8,443.84	28,816.16	23	40,160.92
5214.800	DEFERED COMP - CITY	10,550.00	.00	10,550.00	783.02	.00	2,348.98	8,201.02	22	9,738.94
	<b>5214 - Totals</b>	<b>\$160,050.00</b>	<b>\$0.00</b>	<b>\$160,050.00</b>	<b>\$11,535.15</b>	<b>\$0.00</b>	<b>\$35,175.37</b>	<b>\$124,874.63</b>	<b>22%</b>	<b>\$150,633.57</b>
5215	Long Term Disability Ins	930.00	.00	930.00	93.59	.00	190.66	739.34	21	1,077.18
5216	Unemployment Insurance	6,540.00	.00	6,540.00	94.23	.00	286.40	6,253.60	4	3,639.75
5217	Life Insurance	570.00	.00	570.00	60.26	.00	122.63	447.37	22	693.53
5218	Paid Family Leave Insurance	2,590.00	.00	2,590.00	177.26	.00	542.74	2,047.26	21	2,270.39
	<i>Personnel Services Totals</i>	<b>\$989,810.00</b>	<b>\$0.00</b>	<b>\$989,810.00</b>	<b>\$71,316.03</b>	<b>\$0.00</b>	<b>\$212,111.32</b>	<b>\$777,698.68</b>	<b>21%</b>	<b>\$903,251.98</b>
<i>Materials &amp; Services</i>										
5315	Computer Supplies	15,000.00	.00	15,000.00	.00	.00	.00	15,000.00	0	.00
5319	Office Supplies	15,000.00	.00	15,000.00	.00	243.09	249.24	14,507.67	3	8,711.60
5323	Fuel	5,000.00	.00	5,000.00	75.60	259.85	311.64	4,428.51	11	3,657.56
<b>5409</b>										
5409.140	Garage Services	1,250.00	.00	1,250.00	416.33	.00	416.33	833.67	33	363.26
	<b>5409 - Totals</b>	<b>\$1,250.00</b>	<b>\$0.00</b>	<b>\$1,250.00</b>	<b>\$416.33</b>	<b>\$0.00</b>	<b>\$416.33</b>	<b>\$833.67</b>	<b>33%</b>	<b>\$363.26</b>
5414	Accounting/Auditing	2,930.00	.00	2,930.00	.00	.00	405.00	2,525.00	14	1,995.00
5419	Other Professional Serv	100,000.00	.00	100,000.00	6,131.04	19,168.45	8,541.12	72,290.43	28	205,500.94
5421	Telephone/Data	5,000.00	.00	5,000.00	307.76	108.22	908.25	3,983.53	20	5,295.91
5422	Postage	50.00	.00	50.00	2.07	.00	8.06	41.94	16	20.10
5428	IT Support	46,620.00	.00	46,620.00	3,885.00	.00	11,655.00	34,965.00	25	42,300.00
5439	Travel	1,700.00	.00	1,700.00	.00	.00	.00	1,700.00	0	193.04
5448	Internal Rent	9,240.00	.00	9,240.00	770.00	.00	2,310.00	6,930.00	25	9,429.96
5461	Auto Insurance	2,960.00	.00	2,960.00	246.67	.00	740.01	2,219.99	25	1,869.96
5464	Workers' Comp	5,430.00	.00	5,430.00	452.50	.00	1,357.50	4,072.50	25	4,850.04
5465	General Liability Insurance	10,590.00	.00	10,590.00	882.50	.00	2,647.50	7,942.50	25	8,670.00
5475	Vehicle Repair & Maint	1,050.00	.00	1,050.00	.00	8.77	.00	1,041.23	1	105.45
5490	Refunds	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	.00
5491	Dues & Subscriptions	15,000.00	.00	15,000.00	.00	.00	.00	15,000.00	0	430.24
5492	Registrations/Training	10,000.00	.00	10,000.00	395.00	.00	3,203.62	6,796.38	32	4,540.00
<b>5498</b>										
5498.259	St Mfg Fee	500.00	.00	500.00	.00	.00	.00	500.00	0	.00
5498.359	State Surc	90,000.00	.00	90,000.00	.00	.00	.00	90,000.00	0	96,897.63
5498.459	Construction Excise Tax	1,000,000.00	.00	1,000,000.00	271,030.88	.00	421,501.63	578,498.37	42	848,872.65
	<b>5498 - Totals</b>	<b>\$1,090,500.00</b>	<b>\$0.00</b>	<b>\$1,090,500.00</b>	<b>\$271,030.88</b>	<b>\$0.00</b>	<b>\$421,501.63</b>	<b>\$668,998.37</b>	<b>39%</b>	<b>\$945,770.28</b>
5500	Banking Fees & Charges	22,000.00	.00	22,000.00	7,041.21	.00	15,923.15	6,076.85	72	30,289.50



# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
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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
<b>Fund 123 - Building Inspection Fund</b>										
Department <b>521 - Building</b>										
Division <b>2241 - Building Inspection</b>										
<b>EXPENSE</b>										
<i>Materials &amp; Services</i>										
5729	Interest for CET	650.00	.00	650.00	.00	.00	.00	650.00	0	.00
<i>Materials &amp; Services Totals</i>		<b>\$1,364,970.00</b>	<b>\$0.00</b>	<b>\$1,364,970.00</b>	<b>\$291,636.56</b>	<b>\$19,788.38</b>	<b>\$470,178.05</b>	<b>\$875,003.57</b>	<b>36%</b>	<b>\$1,273,992.84</b>
<i>Capital Outlay</i>										
5639	Other Improvements	.00	.00	.00	.00	.00	.00	.00	+++	96,906.47
5642	Passenger Vehicles	.00	.00	.00	.00	.00	.00	.00	+++	42,891.14
<i>Capital Outlay Totals</i>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>+++</b>	<b>\$139,797.61</b>
<b>EXPENSE TOTALS</b>		<b>\$2,354,780.00</b>	<b>\$0.00</b>	<b>\$2,354,780.00</b>	<b>\$362,952.59</b>	<b>\$19,788.38</b>	<b>\$682,289.37</b>	<b>\$1,652,702.25</b>	<b>30%</b>	<b>\$2,317,042.43</b>
Division <b>2241 - Building Inspection Totals</b>		<b>(\$2,354,780.00)</b>	<b>\$0.00</b>	<b>(\$2,354,780.00)</b>	<b>(\$362,952.59)</b>	<b>(\$19,788.38)</b>	<b>(\$682,289.37)</b>	<b>(\$1,652,702.25)</b>	<b>30%</b>	<b>(\$2,317,042.43)</b>
Division <b>9711 - Operating Transfer Out</b>										
<b>EXPENSE</b>										
<i>Transfers Out</i>										
<b>5811</b>										
5811.358	Transfer to General Cap Const Fund	420,000.00	.00	420,000.00	81,012.78	.00	202,108.16	217,891.84	48	.00
<b>5811 - Totals</b>		<b>\$420,000.00</b>	<b>\$0.00</b>	<b>\$420,000.00</b>	<b>\$81,012.78</b>	<b>\$0.00</b>	<b>\$202,108.16</b>	<b>\$217,891.84</b>	<b>48%</b>	<b>\$0.00</b>
<i>Transfers Out Totals</i>		<b>\$420,000.00</b>	<b>\$0.00</b>	<b>\$420,000.00</b>	<b>\$81,012.78</b>	<b>\$0.00</b>	<b>\$202,108.16</b>	<b>\$217,891.84</b>	<b>48%</b>	<b>\$0.00</b>
<b>EXPENSE TOTALS</b>		<b>\$420,000.00</b>	<b>\$0.00</b>	<b>\$420,000.00</b>	<b>\$81,012.78</b>	<b>\$0.00</b>	<b>\$202,108.16</b>	<b>\$217,891.84</b>	<b>48%</b>	<b>\$0.00</b>
Division <b>9711 - Operating Transfer Out Totals</b>		<b>(\$420,000.00)</b>	<b>\$0.00</b>	<b>(\$420,000.00)</b>	<b>(\$81,012.78)</b>	<b>\$0.00</b>	<b>(\$202,108.16)</b>	<b>(\$217,891.84)</b>	<b>48%</b>	<b>\$0.00</b>
Department <b>521 - Building Totals</b>		<b>(\$2,774,780.00)</b>	<b>\$0.00</b>	<b>(\$2,774,780.00)</b>	<b>(\$443,965.37)</b>	<b>(\$19,788.38)</b>	<b>(\$884,397.53)</b>	<b>(\$1,870,594.09)</b>	<b>33%</b>	<b>(\$2,317,042.43)</b>
Department <b>901 - Ending Fund Balance</b>										
Division <b>9971 - Equity</b>										
<b>EXPENSE</b>										
<i>Contingencies and Unappropriated Balances</i>										
5921	Contingency	8,643,760.00	.00	8,643,760.00	.00	.00	.00	8,643,760.00	0	.00
<i>Contingencies and Unappropriated Balances Totals</i>		<b>\$8,643,760.00</b>	<b>\$0.00</b>	<b>\$8,643,760.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$8,643,760.00</b>	<b>0%</b>	<b>\$0.00</b>
<b>EXPENSE TOTALS</b>		<b>\$8,643,760.00</b>	<b>\$0.00</b>	<b>\$8,643,760.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$8,643,760.00</b>	<b>0%</b>	<b>\$0.00</b>
Division <b>9971 - Equity Totals</b>		<b>(\$8,643,760.00)</b>	<b>\$0.00</b>	<b>(\$8,643,760.00)</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$8,643,760.00)</b>	<b>0%</b>	<b>\$0.00</b>
Department <b>901 - Ending Fund Balance Totals</b>		<b>(\$8,643,760.00)</b>	<b>\$0.00</b>	<b>(\$8,643,760.00)</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$8,643,760.00)</b>	<b>0%</b>	<b>\$0.00</b>
Fund <b>123 - Building Inspection Fund Totals</b>		<b>\$11,418,540.00</b>	<b>\$0.00</b>	<b>\$11,418,540.00</b>	<b>\$443,965.37</b>	<b>\$19,788.38</b>	<b>\$884,397.53</b>	<b>\$10,514,354.09</b>		<b>\$2,317,042.43</b>
<b>Fund 132 - Asset Forfeiture</b>										
Department <b>211 - Police</b>										
Division <b>2131 - Detectives</b>										
<b>EXPENSE</b>										
<i>Materials &amp; Services</i>										
5329	Other Supplies	32,330.00	.00	32,330.00	.00	.00	.00	32,330.00	0	.00
<i>Materials &amp; Services Totals</i>		<b>\$32,330.00</b>	<b>\$0.00</b>	<b>\$32,330.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$32,330.00</b>	<b>0%</b>	<b>\$0.00</b>
<b>EXPENSE TOTALS</b>		<b>\$32,330.00</b>	<b>\$0.00</b>	<b>\$32,330.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$32,330.00</b>	<b>0%</b>	<b>\$0.00</b>



# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
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
<b>Fund 132 - Asset Forfeiture</b>										
Department <b>211 - Police</b>										
	Division <b>2131 - Detectives</b> Totals	(\$32,330.00)	\$0.00	(\$32,330.00)	\$0.00	\$0.00	\$0.00	(\$32,330.00)	0%	\$0.00
	Department <b>211 - Police</b> Totals	(\$32,330.00)	\$0.00	(\$32,330.00)	\$0.00	\$0.00	\$0.00	(\$32,330.00)	0%	\$0.00
	Fund <b>132 - Asset Forfeiture</b> Totals	\$32,330.00	\$0.00	\$32,330.00	\$0.00	\$0.00	\$0.00	\$32,330.00		\$0.00
<b>Fund 133 - National Opioid Settlement Fund</b>										
Department <b>101 - Administration</b>										
Division <b>1211 - City Administrator</b>										
<b>EXPENSE</b>										
<i>Materials &amp; Services</i>										
5419	Other Professional Serv	230,000.00	.00	230,000.00	.00	.00	.00	230,000.00	0	.00
	<i>Materials &amp; Services Totals</i>	\$230,000.00	\$0.00	\$230,000.00	\$0.00	\$0.00	\$0.00	\$230,000.00	0%	\$0.00
	<b>EXPENSE TOTALS</b>	\$230,000.00	\$0.00	\$230,000.00	\$0.00	\$0.00	\$0.00	\$230,000.00	0%	\$0.00
	Division <b>1211 - City Administrator</b> Totals	(\$230,000.00)	\$0.00	(\$230,000.00)	\$0.00	\$0.00	\$0.00	(\$230,000.00)	0%	\$0.00
	Department <b>101 - Administration</b> Totals	(\$230,000.00)	\$0.00	(\$230,000.00)	\$0.00	\$0.00	\$0.00	(\$230,000.00)	0%	\$0.00
	Fund <b>133 - National Opioid Settlement Fund</b> Totals	\$230,000.00	\$0.00	\$230,000.00	\$0.00	\$0.00	\$0.00	\$230,000.00		\$0.00
<b>Fund 136 - American Rescue Plan Fund</b>										
Department <b>101 - Administration</b>										
Division <b>1211 - City Administrator</b>										
<b>EXPENSE</b>										
<i>Materials &amp; Services</i>										
5521	ARPA Funded Internal Projects	8,500.00	.00	8,500.00	.00	.00	.00	8,500.00	0	8,500.00
5522	ARPA Funded Community Projects	232,000.00	.00	232,000.00	3,700.00	36,000.00	89,700.00	106,300.00	54	272,000.00
	<i>Materials &amp; Services Totals</i>	\$240,500.00	\$0.00	\$240,500.00	\$3,700.00	\$36,000.00	\$89,700.00	\$114,800.00	52%	\$280,500.00
	<b>EXPENSE TOTALS</b>	\$240,500.00	\$0.00	\$240,500.00	\$3,700.00	\$36,000.00	\$89,700.00	\$114,800.00	52%	\$280,500.00
	Division <b>1211 - City Administrator</b> Totals	(\$240,500.00)	\$0.00	(\$240,500.00)	(\$3,700.00)	(\$36,000.00)	(\$89,700.00)	(\$114,800.00)	52%	(\$280,500.00)
Division <b>9711 - Operating Transfer Out</b>										
<b>EXPENSE</b>										
<i>Transfers Out</i>										
<b>5811</b>										
5811.001	Transfer to General Fund	986,160.00	.00	986,160.00	.00	.00	.00	986,160.00	0	664,198.00
5811.110	Transfer to Transit	186,000.00	.00	186,000.00	.00	.00	.00	186,000.00	0	81,062.00
5811.358	Transfer to General Cap Const Fund	120,000.00	.00	120,000.00	.00	.00	.00	120,000.00	0	81,978.88
5811.359	Transfer to Community Center Cap Const Fund	385,000.00	.00	385,000.00	.00	.00	.00	385,000.00	0	.00
	<b>5811 - Totals</b>	\$1,677,160.00	\$0.00	\$1,677,160.00	\$0.00	\$0.00	\$0.00	\$1,677,160.00	0%	\$827,238.88
	<i>Transfers Out Totals</i>	\$1,677,160.00	\$0.00	\$1,677,160.00	\$0.00	\$0.00	\$0.00	\$1,677,160.00	0%	\$827,238.88
	<b>EXPENSE TOTALS</b>	\$1,677,160.00	\$0.00	\$1,677,160.00	\$0.00	\$0.00	\$0.00	\$1,677,160.00	0%	\$827,238.88
	Division <b>9711 - Operating Transfer Out</b> Totals	(\$1,677,160.00)	\$0.00	(\$1,677,160.00)	\$0.00	\$0.00	\$0.00	(\$1,677,160.00)	0%	(\$827,238.88)
	Department <b>101 - Administration</b> Totals	(\$1,917,660.00)	\$0.00	(\$1,917,660.00)	(\$3,700.00)	(\$36,000.00)	(\$89,700.00)	(\$1,791,960.00)	7%	(\$1,107,738.88)
	Fund <b>136 - American Rescue Plan Fund</b> Totals	\$1,917,660.00	\$0.00	\$1,917,660.00	\$3,700.00	\$36,000.00	\$89,700.00	\$1,791,960.00		\$1,107,738.88



# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
 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
<b>Fund 137 - Housing Rehab Fund</b>										
Department <b>531 - Housing Rehabilitation</b>										
Division <b>5911 - Housing</b>										
<b>EXPENSE</b>										
<i>Personnel Services</i>										
5111	Regular Wages	2,070.00	.00	2,070.00	143.04	.00	429.12	1,640.88	21	1,944.05
5211	OR Workers' Benefit	.00	.00	.00	.02	.00	.05	(.05)	+++	.21
5212	Social Security	130.00	.00	130.00	11.91	.00	35.88	94.12	28	132.80
5213	Med & Dent Ins	190.00	.00	190.00	15.32	.00	38.30	151.70	20	178.44
<b>5214</b>										
5214.100	PERS - City	450.00	.00	450.00	30.80	.00	92.24	357.76	20	416.90
5214.600	PERS 6%	120.00	.00	120.00	9.64	.00	28.88	91.12	24	148.43
5214.800	DEFERED COMP - CITY	250.00	.00	250.00	17.16	.00	51.48	198.52	21	233.24
<b>5214 - Totals</b>		<b>\$820.00</b>	<b>\$0.00</b>	<b>\$820.00</b>	<b>\$57.60</b>	<b>\$0.00</b>	<b>\$172.60</b>	<b>\$647.40</b>	<b>21%</b>	<b>\$798.57</b>
5215	Long Term Disability Ins	.00	.00	.00	.22	.00	.44	(.44)	+++	2.64
5216	Unemployment Insurance	20.00	.00	20.00	.28	.00	.84	19.16	4	11.76
5217	Life Insurance	.00	.00	.00	.14	.00	.28	(.28)	+++	1.68
5218	Paid Family Leave Insurance	10.00	.00	10.00	.42	.00	1.32	8.68	13	7.33
<i>Personnel Services Totals</i>		<b>\$3,240.00</b>	<b>\$0.00</b>	<b>\$3,240.00</b>	<b>\$228.95</b>	<b>\$0.00</b>	<b>\$678.83</b>	<b>\$2,561.17</b>	<b>21%</b>	<b>\$3,077.48</b>
<i>Materials &amp; Services</i>										
5419	Other Professional Serv	51,850.00	.00	51,850.00	.00	.00	76.00	51,774.00	0	76.00
<i>Materials &amp; Services Totals</i>		<b>\$51,850.00</b>	<b>\$0.00</b>	<b>\$51,850.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$76.00</b>	<b>\$51,774.00</b>	<b>0%</b>	<b>\$76.00</b>
<b>EXPENSE TOTALS</b>		<b>\$55,090.00</b>	<b>\$0.00</b>	<b>\$55,090.00</b>	<b>\$228.95</b>	<b>\$0.00</b>	<b>\$754.83</b>	<b>\$54,335.17</b>	<b>1%</b>	<b>\$3,153.48</b>
Division <b>5911 - Housing Totals</b>		<b>(\$55,090.00)</b>	<b>\$0.00</b>	<b>(\$55,090.00)</b>	<b>(\$228.95)</b>	<b>\$0.00</b>	<b>(\$754.83)</b>	<b>(\$54,335.17)</b>	<b>1%</b>	<b>(\$3,153.48)</b>
Department <b>531 - Housing Rehabilitation Totals</b>		<b>(\$55,090.00)</b>	<b>\$0.00</b>	<b>(\$55,090.00)</b>	<b>(\$228.95)</b>	<b>\$0.00</b>	<b>(\$754.83)</b>	<b>(\$54,335.17)</b>	<b>1%</b>	<b>(\$3,153.48)</b>
Fund <b>137 - Housing Rehab Fund Totals</b>		<b>\$55,090.00</b>	<b>\$0.00</b>	<b>\$55,090.00</b>	<b>\$228.95</b>	<b>\$0.00</b>	<b>\$754.83</b>	<b>\$54,335.17</b>		<b>\$3,153.48</b>
<b>Fund 140 - Street Fund</b>										
Department <b>631 - Maintenance</b>										
Division <b>4211 - Street Maintenance</b>										
<b>EXPENSE</b>										
<i>Personnel Services</i>										
5111	Regular Wages	856,060.00	.00	856,060.00	60,595.45	.00	196,186.58	659,873.42	23	770,524.14
5112	Part-Time Wages	.00	.00	.00	.00	.00	.00	.00	+++	18,193.60
5121	Overtime	13,070.00	.00	13,070.00	524.45	.00	3,306.81	9,763.19	25	13,580.60
5211	OR Workers' Benefit	220.00	.00	220.00	13.77	.00	46.12	173.88	21	207.10
5212	Social Security	67,360.00	.00	67,360.00	4,567.90	.00	15,007.81	52,352.19	22	59,405.33
5213	Med & Dent Ins	212,780.00	.00	212,780.00	13,264.53	.00	35,856.59	176,923.41	17	174,261.41
<b>5214</b>										
5214	Retirement	.00	.00	.00	.00	.00	.00	.00	+++	(524.17)
5214.100	PERS - City	151,200.00	.00	151,200.00	10,120.82	.00	33,240.17	117,959.83	22	134,897.79
5214.600	PERS 6%	52,100.00	.00	52,100.00	3,546.10	.00	11,674.80	40,425.20	22	53,008.23



# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
 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
<b>Fund 140 - Street Fund</b>										
Department <b>631 - Maintenance</b>										
Division <b>4211 - Street Maintenance</b>										
<b>EXPENSE</b>										
<i>Personnel Services</i>										
<b>5214</b>										
5214.800	DEFERED COMP - CITY	11,950.00	.00	11,950.00	905.65	.00	2,775.22	9,174.78	23	11,204.45
<b>5214 - Totals</b>		<b>\$215,250.00</b>	<b>\$0.00</b>	<b>\$215,250.00</b>	<b>\$14,572.57</b>	<b>\$0.00</b>	<b>\$47,690.19</b>	<b>\$167,559.81</b>	<b>22%</b>	<b>\$198,586.30</b>
5215	Long Term Disability Ins	1,490.00	.00	1,490.00	124.59	.00	253.20	1,236.80	17	1,421.88
5216	Unemployment Insurance	8,670.00	.00	8,670.00	122.35	.00	399.18	8,270.82	5	4,865.18
5217	Life Insurance	940.00	.00	940.00	80.32	.00	163.07	776.93	17	915.91
5218	Paid Family Leave Insurance	3,470.00	.00	3,470.00	228.29	.00	753.46	2,716.54	22	3,021.86
<i>Personnel Services Totals</i>		<b>\$1,379,310.00</b>	<b>\$0.00</b>	<b>\$1,379,310.00</b>	<b>\$94,094.22</b>	<b>\$0.00</b>	<b>\$299,663.01</b>	<b>\$1,079,646.99</b>	<b>22%</b>	<b>\$1,244,983.31</b>
<i>Materials &amp; Services</i>										
5315	Computer Supplies	4,000.00	.00	4,000.00	.00	.00	2,466.38	1,533.62	62	.00
5319	Office Supplies	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	1,526.14
5321	Cleaning Supplies	.00	.00	.00	47.12	.00	47.12	(47.12)	+++	.00
5322	Lubricants	13,000.00	.00	13,000.00	.00	.00	.00	13,000.00	0	7,841.02
5323	Fuel	28,000.00	.00	28,000.00	699.01	2,007.62	2,652.31	23,340.07	17	23,712.07
5324	Clothing	5,500.00	.00	5,500.00	.00	1,008.66	.00	4,491.34	18	887.96
5326	Safety/Medical	3,500.00	.00	3,500.00	42.76	354.70	153.73	2,991.57	15	2,412.67
5329	Other Supplies	6,000.00	.00	6,000.00	93.96	42.40	454.34	5,503.26	8	3,905.98
5337	Tires/Parts	9,000.00	.00	9,000.00	217.62	4,710.66	425.50	3,863.84	57	9,178.95
5338	Tools	7,500.00	.00	7,500.00	2,075.33	1,137.93	2,600.44	3,761.63	50	6,715.12
5339	Other Maintenance Supplies	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	977.10
5352	Protective Clothing	5,000.00	.00	5,000.00	.00	.00	1,277.12	3,722.88	26	4,184.37
5361	Road Materials	60,000.00	.00	60,000.00	19,249.97	7,859.77	19,249.97	32,890.26	45	32,342.33
5362	Concrete	3,500.00	.00	3,500.00	.00	.00	.00	3,500.00	0	498.40
5363	Signs	35,000.00	.00	35,000.00	.00	.00	8.79	34,991.21	0	25,317.88
5369	Other Street Supplies	40,000.00	.00	40,000.00	153.29	325.60	1,930.19	37,744.21	6	11,099.81
5419	Other Professional Serv	100,000.00	.00	100,000.00	796.76	3,118.39	12,933.30	83,948.31	16	58,723.20
5421	Telephone/Data	6,500.00	.00	6,500.00	570.47	321.94	1,581.14	4,596.92	29	6,196.80
5424	Advertising	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	55.00
5432	Meals	300.00	.00	300.00	.00	.00	.00	300.00	0	645.04
5433	Mileage	300.00	.00	300.00	.00	.00	.00	300.00	0	201.25
5439	Travel	3,500.00	.00	3,500.00	.00	.00	.00	3,500.00	0	2,795.35
5445	Work Equipment	12,000.00	.00	12,000.00	3,649.91	58.80	4,584.58	7,356.62	39	7,312.66
5446	Software Licenses	35,000.00	.00	35,000.00	1,634.50	13,174.53	1,992.77	19,832.70	43	16,644.80
5449	Leases - Other	4,000.00	.00	4,000.00	.00	2,032.59	.00	1,967.41	51	.00
5451	Natural Gas	5,000.00	.00	5,000.00	45.07	.00	85.35	4,914.65	2	3,524.59
5453	Electricity	12,000.00	.00	12,000.00	586.91	.00	1,155.11	10,844.89	10	7,152.79



# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
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
<b>Fund 140 - Street Fund</b>										
Department <b>631 - Maintenance</b>										
Division <b>4211 - Street Maintenance</b>										
<b>EXPENSE</b>										
<i>Materials &amp; Services</i>										
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	120.80	227.84	4,711.32	10,060.84	33	16,641.84
5474	Structures Repair & Maint	8,000.00	.00	8,000.00	.00	1,058.50	.00	6,941.50	13	13,999.01
5475	Vehicle Repair & Maint	19,000.00	.00	19,000.00	1,184.27	2,797.59	2,597.41	13,605.00	28	13,876.44
5476	Laundry	12,000.00	.00	12,000.00	761.77	4,010.48	1,989.52	6,000.00	50	8,813.47
5479	Other Repair & Maint	1,200,000.00	.00	1,200,000.00	.00	.00	1,500.00	1,198,500.00	0	78,939.49
5482	Tree Maintenance	15,000.00	.00	15,000.00	.00	.00	.00	15,000.00	0	19,870.85
5491	Dues & Subscriptions	.00	.00	.00	.00	.00	.00	.00	+++	50.00
5492	Registrations/Training	12,000.00	.00	12,000.00	.00	.00	.00	12,000.00	0	4,308.06
5498	Permits/Fees	3,000.00	.00	3,000.00	.00	.00	198.75	2,801.25	7	.00
<i>Materials &amp; Services Totals</i>		\$1,689,100.00	\$0.00	\$1,689,100.00	\$31,929.52	\$44,248.00	\$64,595.14	\$1,580,256.86	6%	\$390,350.44
<i>Capital Outlay</i>										
5643	Heavy Equipment	90,000.00	.00	90,000.00	.00	.00	.00	90,000.00	0	.00
5649	Other Equipment	190,000.00	.00	190,000.00	.00	.00	89,049.96	100,950.04	47	37,916.00
<i>Capital Outlay Totals</i>		\$280,000.00	\$0.00	\$280,000.00	\$0.00	\$0.00	\$89,049.96	\$190,950.04	32%	\$37,916.00
<b>EXPENSE TOTALS</b>		\$3,348,410.00	\$0.00	\$3,348,410.00	\$126,023.74	\$44,248.00	\$453,308.11	\$2,850,853.89	15%	\$1,673,249.75
Division <b>4211 - Street Maintenance Totals</b>		(\$3,348,410.00)	\$0.00	(\$3,348,410.00)	(\$126,023.74)	(\$44,248.00)	(\$453,308.11)	(\$2,850,853.89)	15%	(\$1,673,249.75)
Division <b>4299 - Street Admin</b>										
<b>EXPENSE</b>										
<i>Materials &amp; Services</i>										
5414	Accounting/Auditing	5,850.00	.00	5,850.00	.00	.00	1,890.00	3,960.00	32	9,310.00
5428	IT Support	46,000.00	.00	46,000.00	3,833.32	.00	11,499.96	34,500.04	25	45,109.92
5448	Internal Rent	5,040.00	.00	5,040.00	420.00	.00	1,260.00	3,780.00	25	5,700.00
5451	Natural Gas	600.00	.00	600.00	.00	.00	.00	600.00	0	.00
5453	Electricity	2,490.00	.00	2,490.00	207.51	.00	439.26	2,050.74	18	2,044.64
5456	Street Lighting	350,000.00	.00	350,000.00	27,016.22	.00	55,310.96	294,689.04	16	341,042.20
5461	Auto Insurance	12,000.00	.00	12,000.00	1,000.00	.00	3,000.00	9,000.00	25	7,740.00
5463	Property/Earthquake Insurance	12,030.00	.00	12,030.00	1,002.50	.00	3,007.50	9,022.50	25	9,380.04
5464	Workers' Comp	21,990.00	.00	21,990.00	1,832.50	.00	5,497.50	16,492.50	25	19,539.96
5465	General Liability Insurance	15,240.00	.00	15,240.00	1,270.00	.00	3,810.00	11,430.00	25	14,030.04
5472	Buildings Repairs & Maint	10,000.00	.00	10,000.00	.00	.00	.00	10,000.00	0	198.81
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	17,000.00	.00	17,000.00	4,703.40	.00	10,648.46	6,351.54	63	20,331.76
<i>Materials &amp; Services Totals</i>		\$517,240.00	\$0.00	\$517,240.00	\$41,285.45	\$0.00	\$96,363.64	\$420,876.36	19%	\$474,427.37
<b>EXPENSE TOTALS</b>		\$517,240.00	\$0.00	\$517,240.00	\$41,285.45	\$0.00	\$96,363.64	\$420,876.36	19%	\$474,427.37



# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
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
<b>Fund 140 - Street Fund</b>										
Department <b>631 - Maintenance</b>										
Division <b>4299 - Street Admin Totals</b>		(\$517,240.00)	\$0.00	(\$517,240.00)	(\$41,285.45)	\$0.00	(\$96,363.64)	(\$420,876.36)	19%	(\$474,427.37)
Division <b>9711 - Operating Transfer Out</b>										
<b>EXPENSE</b>										
<i>Transfers Out</i>										
<b>5811</b>										
5811.363	Transfer to Street & Storm Cap Const Fund	1,007,000.00	.00	1,007,000.00	1,676.81	.00	4,566.94	1,002,433.06	0	.00
5811.465	Transfer to Sewer Cap Const	1,000,000.00	.00	1,000,000.00	.00	.00	82.39	999,917.61	0	.00
5811.591	Transfer to Equipment Replace	60,000.00	.00	60,000.00	5,000.00	.00	15,000.00	45,000.00	25	60,000.00
<b>5811 - Totals</b>		<b>\$2,067,000.00</b>	<b>\$0.00</b>	<b>\$2,067,000.00</b>	<b>\$6,676.81</b>	<b>\$0.00</b>	<b>\$19,649.33</b>	<b>\$2,047,350.67</b>	<b>1%</b>	<b>\$60,000.00</b>
<i>Transfers Out Totals</i>		<i>\$2,067,000.00</i>	<i>\$0.00</i>	<i>\$2,067,000.00</i>	<i>\$6,676.81</i>	<i>\$0.00</i>	<i>\$19,649.33</i>	<i>\$2,047,350.67</i>	<i>1%</i>	<i>\$60,000.00</i>
<b>EXPENSE TOTALS</b>		<b>\$2,067,000.00</b>	<b>\$0.00</b>	<b>\$2,067,000.00</b>	<b>\$6,676.81</b>	<b>\$0.00</b>	<b>\$19,649.33</b>	<b>\$2,047,350.67</b>	<b>1%</b>	<b>\$60,000.00</b>
Division <b>9711 - Operating Transfer Out Totals</b>		(\$2,067,000.00)	\$0.00	(\$2,067,000.00)	(\$6,676.81)	\$0.00	(\$19,649.33)	(\$2,047,350.67)	1%	(\$60,000.00)
Department <b>631 - Maintenance Totals</b>		(\$5,932,650.00)	\$0.00	(\$5,932,650.00)	(\$173,986.00)	(\$44,248.00)	(\$569,321.08)	(\$5,319,080.92)	10%	(\$2,207,677.12)
Department <b>901 - Ending Fund Balance</b>										
Division <b>9971 - Equity</b>										
<b>EXPENSE</b>										
<i>Contingencies and Unappropriated Balances</i>										
5921	Contingency	4,300,120.00	.00	4,300,120.00	.00	.00	.00	4,300,120.00	0	.00
<i>Contingencies and Unappropriated Balances Totals</i>		<i>\$4,300,120.00</i>	<i>\$0.00</i>	<i>\$4,300,120.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$4,300,120.00</i>	<i>0%</i>	<i>\$0.00</i>
<b>EXPENSE TOTALS</b>		<b>\$4,300,120.00</b>	<b>\$0.00</b>	<b>\$4,300,120.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$4,300,120.00</b>	<b>0%</b>	<b>\$0.00</b>
Division <b>9971 - Equity Totals</b>		(\$4,300,120.00)	\$0.00	(\$4,300,120.00)	\$0.00	\$0.00	\$0.00	(\$4,300,120.00)	0%	\$0.00
Department <b>901 - Ending Fund Balance Totals</b>		(\$4,300,120.00)	\$0.00	(\$4,300,120.00)	\$0.00	\$0.00	\$0.00	(\$4,300,120.00)	0%	\$0.00
Fund <b>140 - Street Fund Totals</b>		<b>\$10,232,770.00</b>	<b>\$0.00</b>	<b>\$10,232,770.00</b>	<b>\$173,986.00</b>	<b>\$44,248.00</b>	<b>\$569,321.08</b>	<b>\$9,619,200.92</b>		<b>\$2,207,677.12</b>
<b>Fund 250 - GO Debt Service Fund</b>										
Department <b>151 - Finance</b>										
Division <b>9111 - Debt Service</b>										
<b>EXPENSE</b>										
<i>Debt Service</i>										
5711	Bond Principal	.00	.00	.00	.00	.00	.00	.00	+++	597,000.00
5721	Bond Interest	.00	.00	.00	.00	.00	.00	.00	+++	12,417.60
<i>Debt Service Totals</i>		<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>+++</i>	<i>\$609,417.60</i>
<b>EXPENSE TOTALS</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>+++</b>	<b>\$609,417.60</b>
Division <b>9111 - Debt Service Totals</b>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	(\$609,417.60)
Division <b>9711 - Operating Transfer Out</b>										
<b>EXPENSE</b>										
<i>Transfers Out</i>										
<b>5811</b>										
5811.001	Transfer to General Fund	48,000.00	.00	48,000.00	.00	.00	.00	48,000.00	0	.00



# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
 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
<b>Fund 250 - GO Debt Service Fund</b>										
Department <b>151 - Finance</b>										
Division <b>9711 - Operating Transfer Out</b>										
<b>EXPENSE</b>										
<i>Transfers Out</i>										
	<b>5811 - Totals</b>	\$48,000.00	\$0.00	\$48,000.00	\$0.00	\$0.00	\$0.00	\$48,000.00	0%	\$0.00
	<i>Transfers Out Totals</i>	\$48,000.00	\$0.00	\$48,000.00	\$0.00	\$0.00	\$0.00	\$48,000.00	0%	\$0.00
	<b>EXPENSE TOTALS</b>	\$48,000.00	\$0.00	\$48,000.00	\$0.00	\$0.00	\$0.00	\$48,000.00	0%	\$0.00
	Division <b>9711 - Operating Transfer Out Totals</b>	(\$48,000.00)	\$0.00	(\$48,000.00)	\$0.00	\$0.00	\$0.00	(\$48,000.00)	0%	\$0.00
	Department <b>151 - Finance Totals</b>	(\$48,000.00)	\$0.00	(\$48,000.00)	\$0.00	\$0.00	\$0.00	(\$48,000.00)	0%	(\$609,417.60)
	Fund <b>250 - GO Debt Service Fund Totals</b>	\$48,000.00	\$0.00	\$48,000.00	\$0.00	\$0.00	\$0.00	\$48,000.00		\$609,417.60
<b>Fund 358 - General Cap Const Fund</b>										
Department <b>121 - City Administrator</b>										
Division <b>9531 - Construction</b>										
<b>EXPENSE</b>										
<i>Capital Outlay</i>										
	<b>5623</b>									
5623.046	Pool Projects	.00	.00	.00	.00	.00	.00	.00	+++	32,519.00
	<b>5623 - Totals</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$32,519.00
5629	Buildings	970,000.00	.00	970,000.00	139,763.71	175,783.31	348,548.84	445,667.85	54	20,610.00
	<b>5637</b>									
5637	Parks	3,710,000.00	.00	3,710,000.00	36,794.95	27,048.90	41,001.59	3,641,949.51	2	178,781.49
5637.042	Legion Park Playground	.00	.00	.00	.00	.00	.00	.00	+++	(3,000.00)
	<b>5637 - Totals</b>	\$3,710,000.00	\$0.00	\$3,710,000.00	\$36,794.95	\$27,048.90	\$41,001.59	\$3,641,949.51	2%	\$175,781.49
5639	Other Improvements	35,000.00	.00	35,000.00	.00	.00	.00	35,000.00	0	17,621.00
	<i>Capital Outlay Totals</i>	\$4,715,000.00	\$0.00	\$4,715,000.00	\$176,558.66	\$202,832.21	\$389,550.43	\$4,122,617.36	13%	\$246,531.49
	<b>EXPENSE TOTALS</b>	\$4,715,000.00	\$0.00	\$4,715,000.00	\$176,558.66	\$202,832.21	\$389,550.43	\$4,122,617.36	13%	\$246,531.49
	Division <b>9531 - Construction Totals</b>	(\$4,715,000.00)	\$0.00	(\$4,715,000.00)	(\$176,558.66)	(\$202,832.21)	(\$389,550.43)	(\$4,122,617.36)	13%	(\$246,531.49)
	Department <b>121 - City Administrator Totals</b>	(\$4,715,000.00)	\$0.00	(\$4,715,000.00)	(\$176,558.66)	(\$202,832.21)	(\$389,550.43)	(\$4,122,617.36)	13%	(\$246,531.49)
	Fund <b>358 - General Cap Const Fund Totals</b>	\$4,715,000.00	\$0.00	\$4,715,000.00	\$176,558.66	\$202,832.21	\$389,550.43	\$4,122,617.36		\$246,531.49
<b>Fund 359 - Community Center Cap Const Fund</b>										
Department <b>121 - City Administrator</b>										
Division <b>9531 - Construction</b>										
<b>EXPENSE</b>										
<i>Capital Outlay</i>										
5629	Buildings	1,740,000.00	.00	1,740,000.00	.00	.00	.00	1,740,000.00	0	.00
	<i>Capital Outlay Totals</i>	\$1,740,000.00	\$0.00	\$1,740,000.00	\$0.00	\$0.00	\$0.00	\$1,740,000.00	0%	\$0.00
	<b>EXPENSE TOTALS</b>	\$1,740,000.00	\$0.00	\$1,740,000.00	\$0.00	\$0.00	\$0.00	\$1,740,000.00	0%	\$0.00
	Division <b>9531 - Construction Totals</b>	(\$1,740,000.00)	\$0.00	(\$1,740,000.00)	\$0.00	\$0.00	\$0.00	(\$1,740,000.00)	0%	\$0.00
	Department <b>121 - City Administrator Totals</b>	(\$1,740,000.00)	\$0.00	(\$1,740,000.00)	\$0.00	\$0.00	\$0.00	(\$1,740,000.00)	0%	\$0.00





# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
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
<b>Fund 359 - Community Center Cap Const Fund</b>										
Department <b>901 - Ending Fund Balance</b>										
Division <b>9971 - Equity</b>										
<b>EXPENSE</b>										
<i>Contingencies and Unappropriated Balances</i>										
5921	Contingency	1,385,000.00	.00	1,385,000.00	.00	.00	.00	1,385,000.00	0	.00
	<i>Contingencies and Unappropriated Balances Totals</i>	\$1,385,000.00	\$0.00	\$1,385,000.00	\$0.00	\$0.00	\$0.00	\$1,385,000.00	0%	\$0.00
	<b>EXPENSE TOTALS</b>	\$1,385,000.00	\$0.00	\$1,385,000.00	\$0.00	\$0.00	\$0.00	\$1,385,000.00	0%	\$0.00
	Division <b>9971 - Equity Totals</b>	(\$1,385,000.00)	\$0.00	(\$1,385,000.00)	\$0.00	\$0.00	\$0.00	(\$1,385,000.00)	0%	\$0.00
	Department <b>901 - Ending Fund Balance Totals</b>	(\$1,385,000.00)	\$0.00	(\$1,385,000.00)	\$0.00	\$0.00	\$0.00	(\$1,385,000.00)	0%	\$0.00
	Fund <b>359 - Community Center Cap Const Fund Totals</b>	\$3,125,000.00	\$0.00	\$3,125,000.00	\$0.00	\$0.00	\$0.00	\$3,125,000.00		\$0.00
<b>Fund 360 - Special Assessment Fund</b>										
Department <b>541 - Special Assessment</b>										
Division <b>5921 - Special Assessment</b>										
<b>EXPENSE</b>										
<i>Materials &amp; Services</i>										
5419	Other Professional Serv	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0	76.00
	<i>Materials &amp; Services Totals</i>	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0%	\$76.00
	<b>EXPENSE TOTALS</b>	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0%	\$76.00
	Division <b>5921 - Special Assessment Totals</b>	(\$2,500.00)	\$0.00	(\$2,500.00)	\$0.00	\$0.00	\$0.00	(\$2,500.00)	0%	(\$76.00)
	Department <b>541 - Special Assessment Totals</b>	(\$2,500.00)	\$0.00	(\$2,500.00)	\$0.00	\$0.00	\$0.00	(\$2,500.00)	0%	(\$76.00)
Department <b>901 - Ending Fund Balance</b>										
Division <b>9971 - Equity</b>										
<b>EXPENSE</b>										
<i>Contingencies and Unappropriated Balances</i>										
5921	Contingency	45,270.00	.00	45,270.00	.00	.00	.00	45,270.00	0	.00
	<i>Contingencies and Unappropriated Balances Totals</i>	\$45,270.00	\$0.00	\$45,270.00	\$0.00	\$0.00	\$0.00	\$45,270.00	0%	\$0.00
	<b>EXPENSE TOTALS</b>	\$45,270.00	\$0.00	\$45,270.00	\$0.00	\$0.00	\$0.00	\$45,270.00	0%	\$0.00
	Division <b>9971 - Equity Totals</b>	(\$45,270.00)	\$0.00	(\$45,270.00)	\$0.00	\$0.00	\$0.00	(\$45,270.00)	0%	\$0.00
	Department <b>901 - Ending Fund Balance Totals</b>	(\$45,270.00)	\$0.00	(\$45,270.00)	\$0.00	\$0.00	\$0.00	(\$45,270.00)	0%	\$0.00
	Fund <b>360 - Special Assessment Fund Totals</b>	\$47,770.00	\$0.00	\$47,770.00	\$0.00	\$0.00	\$0.00	\$47,770.00		\$76.00
<b>Fund 363 - Street &amp; Storm Cap Const Fund</b>										
Department <b>631 - Maintenance</b>										
Division <b>9531 - Construction</b>										
<b>EXPENSE</b>										
<i>Capital Outlay</i>										
5631	Streets/Alleys/Sidewalks	3,550,000.00	.00	3,550,000.00	3,926.07	.00	8,286.87	3,541,713.13	0	213,831.81
5636	Storm Drains	.00	.00	.00	.00	.00	346.04	(346.04)	+++	.00
	<i>Capital Outlay Totals</i>	\$3,550,000.00	\$0.00	\$3,550,000.00	\$3,926.07	\$0.00	\$8,632.91	\$3,541,367.09	0%	\$213,831.81
	<b>EXPENSE TOTALS</b>	\$3,550,000.00	\$0.00	\$3,550,000.00	\$3,926.07	\$0.00	\$8,632.91	\$3,541,367.09	0%	\$213,831.81
	Division <b>9531 - Construction Totals</b>	(\$3,550,000.00)	\$0.00	(\$3,550,000.00)	(\$3,926.07)	\$0.00	(\$8,632.91)	(\$3,541,367.09)	0%	(\$213,831.81)



# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
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
<b>Fund 363 - Street &amp; Storm Cap Const Fund</b>										
Department	<b>631 - Maintenance Totals</b>	(\$3,550,000.00)	\$0.00	(\$3,550,000.00)	(\$3,926.07)	\$0.00	(\$8,632.91)	(\$3,541,367.09)	0%	(\$213,831.81)
Department	<b>901 - Ending Fund Balance</b>									
Division	<b>9971 - Equity</b>									
	<b>EXPENSE</b>									
	<i>Contingencies and Unappropriated Balances</i>									
<b>5981</b>										
5981.005	Reserve for Future Years	874,990.00	.00	874,990.00	.00	.00	.00	874,990.00	0	.00
	<b>5981 - Totals</b>	\$874,990.00	\$0.00	\$874,990.00	\$0.00	\$0.00	\$0.00	\$874,990.00	0%	\$0.00
	<i>Contingencies and Unappropriated Balances Totals</i>	\$874,990.00	\$0.00	\$874,990.00	\$0.00	\$0.00	\$0.00	\$874,990.00	0%	\$0.00
	<b>EXPENSE TOTALS</b>	\$874,990.00	\$0.00	\$874,990.00	\$0.00	\$0.00	\$0.00	\$874,990.00	0%	\$0.00
	Division <b>9971 - Equity Totals</b>	(\$874,990.00)	\$0.00	(\$874,990.00)	\$0.00	\$0.00	\$0.00	(\$874,990.00)	0%	\$0.00
	Department <b>901 - Ending Fund Balance Totals</b>	(\$874,990.00)	\$0.00	(\$874,990.00)	\$0.00	\$0.00	\$0.00	(\$874,990.00)	0%	\$0.00
	Fund <b>363 - Street &amp; Storm Cap Const Fund Totals</b>	\$4,424,990.00	\$0.00	\$4,424,990.00	\$3,926.07	\$0.00	\$8,632.91	\$4,416,357.09		\$213,831.81
<b>Fund 364 - Parks SDC Fund</b>										
Department	<b>491 - Parks Administration</b>									
Division	<b>9511 - Design Engineering</b>									
	<b>EXPENSE</b>									
	<i>Materials &amp; Services</i>									
5419	Other Professional Serv	50,000.00	.00	50,000.00	.00	.00	.00	50,000.00	0	92,715.61
	<i>Materials &amp; Services Totals</i>	\$50,000.00	\$0.00	\$50,000.00	\$0.00	\$0.00	\$0.00	\$50,000.00	0%	\$92,715.61
	<b>EXPENSE TOTALS</b>	\$50,000.00	\$0.00	\$50,000.00	\$0.00	\$0.00	\$0.00	\$50,000.00	0%	\$92,715.61
	Division <b>9511 - Design Engineering Totals</b>	(\$50,000.00)	\$0.00	(\$50,000.00)	\$0.00	\$0.00	\$0.00	(\$50,000.00)	0%	(\$92,715.61)
Division	<b>9711 - Operating Transfer Out</b>									
	<b>EXPENSE</b>									
	<i>Transfers Out</i>									
<b>5811</b>										
5811.358	Transfer to General Cap Const Fund	937,400.00	.00	937,400.00	19,041.78	.00	20,205.50	917,194.50	2	80,298.25
	<b>5811 - Totals</b>	\$937,400.00	\$0.00	\$937,400.00	\$19,041.78	\$0.00	\$20,205.50	\$917,194.50	2%	\$80,298.25
	<i>Transfers Out Totals</i>	\$937,400.00	\$0.00	\$937,400.00	\$19,041.78	\$0.00	\$20,205.50	\$917,194.50	2%	\$80,298.25
	<b>EXPENSE TOTALS</b>	\$937,400.00	\$0.00	\$937,400.00	\$19,041.78	\$0.00	\$20,205.50	\$917,194.50	2%	\$80,298.25
	Division <b>9711 - Operating Transfer Out Totals</b>	(\$937,400.00)	\$0.00	(\$937,400.00)	(\$19,041.78)	\$0.00	(\$20,205.50)	(\$917,194.50)	2%	(\$80,298.25)
	Department <b>491 - Parks Administration Totals</b>	(\$987,400.00)	\$0.00	(\$987,400.00)	(\$19,041.78)	\$0.00	(\$20,205.50)	(\$967,194.50)	2%	(\$173,013.86)
Department	<b>901 - Ending Fund Balance</b>									
Division	<b>9971 - Equity</b>									
	<b>EXPENSE</b>									
	<i>Contingencies and Unappropriated Balances</i>									
<b>5981</b>										
5981.005	Reserve for Future Years	7,158,280.00	.00	7,158,280.00	.00	.00	.00	7,158,280.00	0	.00
	<b>5981 - Totals</b>	\$7,158,280.00	\$0.00	\$7,158,280.00	\$0.00	\$0.00	\$0.00	\$7,158,280.00	0%	\$0.00



# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
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
<b>Fund 364 - Parks SDC Fund</b>										
Department <b>901 - Ending Fund Balance</b>										
Division <b>9971 - Equity</b>										
<b>EXPENSE</b>										
<i>Contingencies and Unappropriated Balances Totals</i>		\$7,158,280.00	\$0.00	\$7,158,280.00	\$0.00	\$0.00	\$0.00	\$7,158,280.00	0%	\$0.00
<b>EXPENSE TOTALS</b>		\$7,158,280.00	\$0.00	\$7,158,280.00	\$0.00	\$0.00	\$0.00	\$7,158,280.00	0%	\$0.00
Division <b>9971 - Equity Totals</b>		(\$7,158,280.00)	\$0.00	(\$7,158,280.00)	\$0.00	\$0.00	\$0.00	(\$7,158,280.00)	0%	\$0.00
Department <b>901 - Ending Fund Balance Totals</b>		(\$7,158,280.00)	\$0.00	(\$7,158,280.00)	\$0.00	\$0.00	\$0.00	(\$7,158,280.00)	0%	\$0.00
Fund <b>364 - Parks SDC Fund Totals</b>		\$8,145,680.00	\$0.00	\$8,145,680.00	\$19,041.78	\$0.00	\$20,205.50	\$8,125,474.50		\$173,013.86
<b>Fund 376 - Transportation SDC Fund</b>										
Department <b>631 - Maintenance</b>										
Division <b>9711 - Operating Transfer Out</b>										
<b>EXPENSE</b>										
<i>Transfers Out</i>										
<b>5811</b>										
5811.001	Transfer to General Fund	60,000.00	.00	60,000.00	.00	.00	.00	60,000.00	0	.00
5811.358	Transfer to General Cap Const Fund	200,000.00	.00	200,000.00	43.26	.00	216.28	199,783.72	0	20,241.59
5811.363	Transfer to Street & Storm Cap Const Fund	1,285,000.00	.00	1,285,000.00	2,249.26	.00	4,048.67	1,280,951.33	0	168,325.54
<b>5811 - Totals</b>		\$1,545,000.00	\$0.00	\$1,545,000.00	\$2,292.52	\$0.00	\$4,264.95	\$1,540,735.05	0%	\$188,567.13
<i>Transfers Out Totals</i>		\$1,545,000.00	\$0.00	\$1,545,000.00	\$2,292.52	\$0.00	\$4,264.95	\$1,540,735.05	0%	\$188,567.13
<b>EXPENSE TOTALS</b>		\$1,545,000.00	\$0.00	\$1,545,000.00	\$2,292.52	\$0.00	\$4,264.95	\$1,540,735.05	0%	\$188,567.13
Division <b>9711 - Operating Transfer Out Totals</b>		(\$1,545,000.00)	\$0.00	(\$1,545,000.00)	(\$2,292.52)	\$0.00	(\$4,264.95)	(\$1,540,735.05)	0%	(\$188,567.13)
Department <b>631 - Maintenance Totals</b>		(\$1,545,000.00)	\$0.00	(\$1,545,000.00)	(\$2,292.52)	\$0.00	(\$4,264.95)	(\$1,540,735.05)	0%	(\$188,567.13)
Department <b>901 - Ending Fund Balance</b>										
Division <b>9971 - Equity</b>										
<b>EXPENSE</b>										
<i>Contingencies and Unappropriated Balances</i>										
<b>5981</b>										
5981.005	Reserve for Future Years	14,885,710.00	.00	14,885,710.00	.00	.00	.00	14,885,710.00	0	.00
<b>5981 - Totals</b>		\$14,885,710.00	\$0.00	\$14,885,710.00	\$0.00	\$0.00	\$0.00	\$14,885,710.00	0%	\$0.00
<i>Contingencies and Unappropriated Balances Totals</i>		\$14,885,710.00	\$0.00	\$14,885,710.00	\$0.00	\$0.00	\$0.00	\$14,885,710.00	0%	\$0.00
<b>EXPENSE TOTALS</b>		\$14,885,710.00	\$0.00	\$14,885,710.00	\$0.00	\$0.00	\$0.00	\$14,885,710.00	0%	\$0.00
Division <b>9971 - Equity Totals</b>		(\$14,885,710.00)	\$0.00	(\$14,885,710.00)	\$0.00	\$0.00	\$0.00	(\$14,885,710.00)	0%	\$0.00
Department <b>901 - Ending Fund Balance Totals</b>		(\$14,885,710.00)	\$0.00	(\$14,885,710.00)	\$0.00	\$0.00	\$0.00	(\$14,885,710.00)	0%	\$0.00
Fund <b>376 - Transportation SDC Fund Totals</b>		\$16,430,710.00	\$0.00	\$16,430,710.00	\$2,292.52	\$0.00	\$4,264.95	\$16,426,445.05		\$188,567.13



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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
<b>Fund 377 - Storm SDC Fund</b>										
Department <b>631 - Maintenance</b>										
Division <b>9511 - Design Engineering</b>										
<b>EXPENSE</b>										
<i>Materials &amp; Services</i>										
5419	Other Professional Serv	260,000.00	.00	260,000.00	.00	.00	.00	260,000.00	0	202,361.19
<i>Materials &amp; Services Totals</i>		\$260,000.00	\$0.00	\$260,000.00	\$0.00	\$0.00	\$0.00	\$260,000.00	0%	\$202,361.19
<b>EXPENSE TOTALS</b>		\$260,000.00	\$0.00	\$260,000.00	\$0.00	\$0.00	\$0.00	\$260,000.00	0%	\$202,361.19
Division <b>9511 - Design Engineering Totals</b>		(\$260,000.00)	\$0.00	(\$260,000.00)	\$0.00	\$0.00	\$0.00	(\$260,000.00)	0%	(\$202,361.19)
Division <b>9711 - Operating Transfer Out</b>										
<b>EXPENSE</b>										
<i>Transfers Out</i>										
<b>5811</b>										
5811.363	Transfer to Street & Storm Cap Const Fund	70,000.00	.00	70,000.00	.00	.00	17.30	69,982.70	0	45,364.91
<b>5811 - Totals</b>		\$70,000.00	\$0.00	\$70,000.00	\$0.00	\$0.00	\$17.30	\$69,982.70	0%	\$45,364.91
<i>Transfers Out Totals</i>		\$70,000.00	\$0.00	\$70,000.00	\$0.00	\$0.00	\$17.30	\$69,982.70	0%	\$45,364.91
<b>EXPENSE TOTALS</b>		\$70,000.00	\$0.00	\$70,000.00	\$0.00	\$0.00	\$17.30	\$69,982.70	0%	\$45,364.91
Division <b>9711 - Operating Transfer Out Totals</b>		(\$70,000.00)	\$0.00	(\$70,000.00)	\$0.00	\$0.00	(\$17.30)	(\$69,982.70)	0%	(\$45,364.91)
Department <b>631 - Maintenance Totals</b>		(\$330,000.00)	\$0.00	(\$330,000.00)	\$0.00	\$0.00	(\$17.30)	(\$329,982.70)	0%	(\$247,726.10)
Department <b>901 - Ending Fund Balance</b>										
Division <b>9971 - Equity</b>										
<b>EXPENSE</b>										
<i>Contingencies and Unappropriated Balances</i>										
<b>5981</b>										
5981.005	Reserve for Future Years	797,570.00	.00	797,570.00	.00	.00	.00	797,570.00	0	.00
<b>5981 - Totals</b>		\$797,570.00	\$0.00	\$797,570.00	\$0.00	\$0.00	\$0.00	\$797,570.00	0%	\$0.00
<i>Contingencies and Unappropriated Balances Totals</i>		\$797,570.00	\$0.00	\$797,570.00	\$0.00	\$0.00	\$0.00	\$797,570.00	0%	\$0.00
<b>EXPENSE TOTALS</b>		\$797,570.00	\$0.00	\$797,570.00	\$0.00	\$0.00	\$0.00	\$797,570.00	0%	\$0.00
Division <b>9971 - Equity Totals</b>		(\$797,570.00)	\$0.00	(\$797,570.00)	\$0.00	\$0.00	\$0.00	(\$797,570.00)	0%	\$0.00
Department <b>901 - Ending Fund Balance Totals</b>		(\$797,570.00)	\$0.00	(\$797,570.00)	\$0.00	\$0.00	\$0.00	(\$797,570.00)	0%	\$0.00
Fund <b>377 - Storm SDC Fund Totals</b>		\$1,127,570.00	\$0.00	\$1,127,570.00	\$0.00	\$0.00	\$17.30	\$1,127,552.70		\$247,726.10
<b>Fund 465 - Sewer Cap Const Fund</b>										
Department <b>621 - Sewer</b>										
Division <b>9511 - Design Engineering</b>										
<b>EXPENSE</b>										
<i>Capital Outlay</i>										
5635	Sewer	250,000.00	.00	250,000.00	.00	.00	.00	250,000.00	0	.00
<i>Capital Outlay Totals</i>		\$250,000.00	\$0.00	\$250,000.00	\$0.00	\$0.00	\$0.00	\$250,000.00	0%	\$0.00
<b>EXPENSE TOTALS</b>		\$250,000.00	\$0.00	\$250,000.00	\$0.00	\$0.00	\$0.00	\$250,000.00	0%	\$0.00
Division <b>9511 - Design Engineering Totals</b>		(\$250,000.00)	\$0.00	(\$250,000.00)	\$0.00	\$0.00	\$0.00	(\$250,000.00)	0%	\$0.00



# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
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
<b>Fund 465 - Sewer Cap Const Fund</b>										
Department <b>621 - Sewer</b>										
Division <b>9531 - Construction</b>										
<b>EXPENSE</b>										
<i>Capital Outlay</i>										
5631	Streets/Alleys/Sidewalks	.00	.00	.00	.00	.00	.00	.00	+++	6,377.81
5635	Sewer	10,570,000.00	.00	10,570,000.00	86.51	.00	865.10	10,569,134.90	0	108,572.71
<i>Capital Outlay Totals</i>		\$10,570,000.00	\$0.00	\$10,570,000.00	\$86.51	\$0.00	\$865.10	\$10,569,134.90	0%	\$114,950.52
<b>EXPENSE TOTALS</b>		\$10,570,000.00	\$0.00	\$10,570,000.00	\$86.51	\$0.00	\$865.10	\$10,569,134.90	0%	\$114,950.52
Division <b>9531 - Construction Totals</b>		(\$10,570,000.00)	\$0.00	(\$10,570,000.00)	(\$86.51)	\$0.00	(\$865.10)	(\$10,569,134.90)	0%	(\$114,950.52)
Department <b>621 - Sewer Totals</b>		(\$10,820,000.00)	\$0.00	(\$10,820,000.00)	(\$86.51)	\$0.00	(\$865.10)	(\$10,819,134.90)	0%	(\$114,950.52)
Fund <b>465 - Sewer Cap Const Fund Totals</b>		\$10,820,000.00	\$0.00	\$10,820,000.00	\$86.51	\$0.00	\$865.10	\$10,819,134.90		\$114,950.52
<b>Fund 466 - Water Cap Const Fund</b>										
Department <b>611 - Water</b>										
Division <b>9511 - Design Engineering</b>										
<b>EXPENSE</b>										
<i>Capital Outlay</i>										
5634	Water - Capital	25,000.00	.00	25,000.00	.00	.00	.00	25,000.00	0	.00
<i>Capital Outlay Totals</i>		\$25,000.00	\$0.00	\$25,000.00	\$0.00	\$0.00	\$0.00	\$25,000.00	0%	\$0.00
<b>EXPENSE TOTALS</b>		\$25,000.00	\$0.00	\$25,000.00	\$0.00	\$0.00	\$0.00	\$25,000.00	0%	\$0.00
Division <b>9511 - Design Engineering Totals</b>		(\$25,000.00)	\$0.00	(\$25,000.00)	\$0.00	\$0.00	\$0.00	(\$25,000.00)	0%	\$0.00
Division <b>9521 - Right of Way</b>										
<b>EXPENSE</b>										
<i>Capital Outlay</i>										
5611	Land	.00	.00	.00	.00	.00	.00	.00	+++	40,000.00
<i>Capital Outlay Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$40,000.00
<b>EXPENSE TOTALS</b>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$40,000.00
Division <b>9521 - Right of Way Totals</b>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	(\$40,000.00)
Division <b>9531 - Construction</b>										
<b>EXPENSE</b>										
<i>Capital Outlay</i>										
5634	Water - Capital	3,486,450.00	.00	3,486,450.00	432.55	100,000.00	2,335.77	3,384,114.23	3	922,404.53
<i>Capital Outlay Totals</i>		\$3,486,450.00	\$0.00	\$3,486,450.00	\$432.55	\$100,000.00	\$2,335.77	\$3,384,114.23	3%	\$922,404.53
<b>EXPENSE TOTALS</b>		\$3,486,450.00	\$0.00	\$3,486,450.00	\$432.55	\$100,000.00	\$2,335.77	\$3,384,114.23	3%	\$922,404.53
Division <b>9531 - Construction Totals</b>		(\$3,486,450.00)	\$0.00	(\$3,486,450.00)	(\$432.55)	(\$100,000.00)	(\$2,335.77)	(\$3,384,114.23)	3%	(\$922,404.53)
Department <b>611 - Water Totals</b>		(\$3,511,450.00)	\$0.00	(\$3,511,450.00)	(\$432.55)	(\$100,000.00)	(\$2,335.77)	(\$3,409,114.23)	3%	(\$962,404.53)



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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
<b>Fund 466 - Water Cap Const Fund</b>										
Department <b>901 - Ending Fund Balance</b>										
Division <b>9971 - Equity</b>										
<b>EXPENSE</b>										
<i>Contingencies and Unappropriated Balances</i>										
<b>5981</b>										
5981.005	Reserve for Future Years	732,000.00	.00	732,000.00	.00	.00	.00	732,000.00	0	.00
	<b>5981 - Totals</b>	<b>\$732,000.00</b>	<b>\$0.00</b>	<b>\$732,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$732,000.00</b>	<b>0%</b>	<b>\$0.00</b>
	<i>Contingencies and Unappropriated Balances Totals</i>	<i>\$732,000.00</i>	<i>\$0.00</i>	<i>\$732,000.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$732,000.00</i>	<i>0%</i>	<i>\$0.00</i>
	<b>EXPENSE TOTALS</b>	<b>\$732,000.00</b>	<b>\$0.00</b>	<b>\$732,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$732,000.00</b>	<b>0%</b>	<b>\$0.00</b>
	Division <b>9971 - Equity Totals</b>	<b>(\$732,000.00)</b>	<b>\$0.00</b>	<b>(\$732,000.00)</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$732,000.00)</b>	<b>0%</b>	<b>\$0.00</b>
	Department <b>901 - Ending Fund Balance Totals</b>	<b>(\$732,000.00)</b>	<b>\$0.00</b>	<b>(\$732,000.00)</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$732,000.00)</b>	<b>0%</b>	<b>\$0.00</b>
	<b>Fund 466 - Water Cap Const Fund Totals</b>	<b>\$4,243,450.00</b>	<b>\$0.00</b>	<b>\$4,243,450.00</b>	<b>\$432.55</b>	<b>\$100,000.00</b>	<b>\$2,335.77</b>	<b>\$4,141,114.23</b>		<b>\$962,404.53</b>
<b>Fund 470 - Water Fund</b>										
Department <b>611 - Water</b>										
Division <b>6411 - Water Supply</b>										
<b>EXPENSE</b>										
<i>Personnel Services</i>										
5111	Regular Wages	860,690.00	.00	860,690.00	61,787.18	.00	187,929.37	672,760.63	22	1,210,867.01
5112	Part-Time Wages	31,510.00	.00	31,510.00	1,055.90	.00	7,391.56	24,118.44	23	19,723.65
5121	Overtime	9,790.00	.00	9,790.00	1,103.87	.00	1,665.27	8,124.73	17	12,488.77
5211	OR Workers' Benefit	190.00	.00	190.00	13.34	.00	42.71	147.29	22	285.06
5212	Social Security	70,110.00	.00	70,110.00	4,824.37	.00	14,964.38	55,145.62	21	91,905.23
5213	Med & Dent Ins	222,640.00	.00	222,640.00	14,415.04	.00	36,038.56	186,601.44	16	272,534.16
<b>5214</b>										
5214	Retirement	.00	.00	.00	.00	.00	.00	.00	+++	(1,497.62)
5214.100	PERS - City	159,730.00	.00	159,730.00	11,416.75	.00	34,431.47	125,298.53	22	213,060.21
5214.600	PERS 6%	52,240.00	.00	52,240.00	3,659.56	.00	11,249.15	40,990.85	22	80,164.26
5214.800	DEFERED COMP - CITY	19,300.00	.00	19,300.00	1,340.68	.00	4,194.75	15,105.25	22	24,844.53
	<b>5214 - Totals</b>	<b>\$231,270.00</b>	<b>\$0.00</b>	<b>\$231,270.00</b>	<b>\$16,416.99</b>	<b>\$0.00</b>	<b>\$49,875.37</b>	<b>\$181,394.63</b>	<b>22%</b>	<b>\$316,571.38</b>
5215	Long Term Disability Ins	1,350.00	.00	1,350.00	113.46	.00	243.96	1,106.04	18	2,167.14
5216	Unemployment Insurance	9,020.00	.00	9,020.00	128.01	.00	394.14	8,625.86	4	7,537.67
5217	Life Insurance	890.00	.00	890.00	72.91	.00	156.72	733.28	18	1,395.09
5218	Paid Family Leave Insurance	3,630.00	.00	3,630.00	236.29	.00	733.79	2,896.21	20	4,622.91
	<i>Personnel Services Totals</i>	<i>\$1,441,090.00</i>	<i>\$0.00</i>	<i>\$1,441,090.00</i>	<i>\$100,167.36</i>	<i>\$0.00</i>	<i>\$299,435.83</i>	<i>\$1,141,654.17</i>	<i>21%</i>	<i>\$1,940,098.07</i>
<i>Materials &amp; Services</i>										
5315	Computer Supplies	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0	.00
5319	Office Supplies	1,750.00	.00	1,750.00	.00	.00	.00	1,750.00	0	1,504.66
5323	Fuel	10,000.00	.00	10,000.00	387.89	1,245.86	1,884.77	6,869.37	31	12,714.57
5324	Clothing	2,250.00	.00	2,250.00	.00	.00	108.93	2,141.07	5	963.28
5326	Safety/Medical	1,500.00	.00	1,500.00	.00	217.58	794.37	488.05	67	2,904.67



# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
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
<b>Fund 470 - Water Fund</b>										
Department <b>611 - Water</b>										
Division <b>6411 - Water Supply</b>										
<b>EXPENSE</b>										
<i>Materials &amp; Services</i>										
5327	Chemicals	130,000.00	.00	130,000.00	6,345.14	87,536.86	12,463.14	30,000.00	77	98,217.44
5328	Lab Supplies	2,500.00	.00	2,500.00	.00	.00	1,015.59	1,484.41	41	5,031.18
5329	Other Supplies	1,600.00	.00	1,600.00	130.93	.00	300.85	1,299.15	19	2,037.11
5338	Tools	1,750.00	.00	1,750.00	99.96	.00	161.90	1,588.10	9	4,020.73
5339	Other Maintenance Supplies	1,000.00	.00	1,000.00	.00	.00	733.03	266.97	73	1,370.75
<b>5379</b>										
5379	Water/Sewer Supplies	20,000.00	.00	20,000.00	.00	.00	.00	20,000.00	0	40,448.29
5379.001	Line Repair Supplies	.00	.00	.00	.00	.00	.00	.00	+++	5,576.21
5379.002	Customer Service	.00	.00	.00	24.99	.00	24.99	(24.99)	+++	17,540.57
5379.003	Pump Supplies	4,500.00	.00	4,500.00	319.28	.00	436.26	4,063.74	10	3,680.99
5379.004	Meter Parts	.00	.00	.00	.00	.00	.00	.00	+++	10,196.38
5379.005	Protective Equipment	1,500.00	.00	1,500.00	.00	.00	1,113.13	386.87	74	2,351.08
<b>5379 - Totals</b>		<b>\$26,000.00</b>	<b>\$0.00</b>	<b>\$26,000.00</b>	<b>\$344.27</b>	<b>\$0.00</b>	<b>\$1,574.38</b>	<b>\$24,425.62</b>	<b>6%</b>	<b>\$79,793.52</b>
<b>5419</b>										
5419	Other Professional Serv	16,000.00	.00	16,000.00	108.44	3,509.35	273.25	12,217.40	24	19,707.26
5419.501	Testing/Lab	20,000.00	.00	20,000.00	99.00	171.00	99.00	19,730.00	1	2,414.67
5419.707	Educ Outreach	3,500.00	.00	3,500.00	.00	.00	.00	3,500.00	0	997.50
<b>5419 - Totals</b>		<b>\$39,500.00</b>	<b>\$0.00</b>	<b>\$39,500.00</b>	<b>\$207.44</b>	<b>\$3,680.35</b>	<b>\$372.25</b>	<b>\$35,447.40</b>	<b>10%</b>	<b>\$23,119.43</b>
5421	Telephone/Data	10,000.00	.00	10,000.00	987.53	213.06	2,806.29	6,980.65	30	11,286.83
5422	Postage	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	23.00
5445	Work Equipment	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	99.43
5446	Software Licenses	20,000.00	.00	20,000.00	3,606.77	37,015.15	3,666.76	(20,681.91)	203	31,773.88
5449	Leases - Other	.00	.00	.00	.00	2,032.59	.00	(2,032.59)	+++	.00
5451	Natural Gas	3,750.00	.00	3,750.00	126.82	.00	245.99	3,504.01	7	2,742.74
5453	Electricity	375,000.00	.00	375,000.00	44,342.11	.00	85,635.95	289,364.05	23	345,669.87
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	617.76	3,811.46	1,492.41	5,196.13	51	8,241.31
5472	Buildings Repairs & Maint	3,000.00	.00	3,000.00	99.56	1,058.50	99.56	1,841.94	39	7,745.46
5475	Vehicle Repair & Maint	5,000.00	.00	5,000.00	.00	924.89	1,166.84	2,908.27	42	10,002.72
5479	Other Repair & Maint	102,500.00	.00	102,500.00	(45.27)	.00	1,788.85	100,711.15	2	161,544.05
5491	Dues & Subscriptions	3,500.00	.00	3,500.00	.00	.00	.00	3,500.00	0	2,448.00
5492	Registrations/Training	1,500.00	.00	1,500.00	219.00	60.00	219.00	1,221.00	19	7,517.09
5493	Printing/Binding	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	.00
5498	Permits/Fees	1,500.00	.00	1,500.00	.00	.00	198.75	1,301.25	13	8,285.00
<i>Materials &amp; Services Totals</i>		<b>\$761,900.00</b>	<b>\$0.00</b>	<b>\$761,900.00</b>	<b>\$57,469.91</b>	<b>\$137,796.30</b>	<b>\$116,729.61</b>	<b>\$507,374.09</b>	<b>33%</b>	<b>\$829,056.72</b>



# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
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
<b>Fund 470 - Water Fund</b>										
Department <b>611 - Water</b>										
Division <b>6411 - Water Supply</b>										
<b>EXPENSE</b>										
<i>Capital Outlay</i>										
5642	Passenger Vehicles	.00	.00	.00	.00	.00	.00	.00	+++	40,763.91
5649	Other Equipment	50,000.00	.00	50,000.00	.00	.00	.00	50,000.00	0	.00
<i>Capital Outlay Totals</i>		\$50,000.00	\$0.00	\$50,000.00	\$0.00	\$0.00	\$0.00	\$50,000.00	0%	\$40,763.91
<b>EXPENSE TOTALS</b>		\$2,252,990.00	\$0.00	\$2,252,990.00	\$157,637.27	\$137,796.30	\$416,165.44	\$1,699,028.26	25%	\$2,809,918.70
Division <b>6411 - Water Supply Totals</b>		(\$2,252,990.00)	\$0.00	(\$2,252,990.00)	(\$157,637.27)	(\$137,796.30)	(\$416,165.44)	(\$1,699,028.26)	25%	(\$2,809,918.70)
Division <b>6412 - Water Distribution</b>										
<b>EXPENSE</b>										
<i>Personnel Services</i>										
5111	Regular Wages	374,540.00	.00	374,540.00	34,609.95	.00	105,789.99	268,750.01	28	.00
5121	Overtime	9,790.00	.00	9,790.00	1,282.01	.00	1,974.40	7,815.60	20	.00
5211	OR Workers' Benefit	100.00	.00	100.00	8.21	.00	21.91	78.09	22	.00
5212	Social Security	29,750.00	.00	29,750.00	2,691.26	.00	8,086.54	21,663.46	27	.00
5213	Med & Dent Ins	115,410.00	.00	115,410.00	5,279.54	.00	16,831.70	98,578.30	15	.00
<b>5214</b>										
5214.100	PERS - City	67,910.00	.00	67,910.00	6,510.42	.00	19,559.86	48,350.14	29	.00
5214.600	PERS 6%	23,060.00	.00	23,060.00	1,743.87	.00	6,094.93	16,965.07	26	.00
5214.800	DEFERED COMP - CITY	3,520.00	.00	3,520.00	335.54	.00	980.66	2,539.34	28	.00
<b>5214 - Totals</b>		\$94,490.00	\$0.00	\$94,490.00	\$8,589.83	\$0.00	\$26,635.45	\$67,854.55	28%	\$0.00
5215	Long Term Disability Ins	640.00	.00	640.00	49.35	.00	112.37	527.63	18	.00
5216	Unemployment Insurance	3,840.00	.00	3,840.00	71.82	.00	215.54	3,624.46	6	.00
5217	Life Insurance	360.00	.00	360.00	31.87	.00	72.58	287.42	20	.00
5218	Paid Family Leave Insurance	1,540.00	.00	1,540.00	136.78	.00	411.09	1,128.91	27	.00
<i>Personnel Services Totals</i>		\$630,460.00	\$0.00	\$630,460.00	\$52,750.62	\$0.00	\$160,151.57	\$470,308.43	25%	\$0.00
<i>Materials &amp; Services</i>										
5315	Computer Supplies	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	.00
5323	Fuel	10,000.00	.00	10,000.00	.00	.00	.00	10,000.00	0	.00
5324	Clothing	2,250.00	.00	2,250.00	.00	.00	.00	2,250.00	0	.00
5326	Safety/Medical	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0	.00
5328	Lab Supplies	16,000.00	.00	16,000.00	.00	.00	.00	16,000.00	0	.00
5329	Other Supplies	3,600.00	.00	3,600.00	264.62	1,020.00	317.20	2,262.80	37	.00
5338	Tools	1,750.00	.00	1,750.00	.00	.00	.00	1,750.00	0	.00
5339	Other Maintenance Supplies	1,000.00	.00	1,000.00	93.91	.00	815.08	184.92	82	.00
<b>5379</b>										
5379.001	Line Repair Supplies	20,000.00	.00	20,000.00	.00	1,053.72	.00	18,946.28	5	.00
5379.002	Customer Service	20,000.00	.00	20,000.00	.00	.00	75.32	19,924.68	0	.00





# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
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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
<b>Fund 470 - Water Fund</b>										
Department <b>611 - Water</b>										
Division <b>6412 - Water Distribution</b>										
<b>EXPENSE</b>										
<i>Materials &amp; Services</i>										
<b>5379</b>										
5379.003	Pump Supplies	.00	.00	.00	71.93	364.54	71.93	(436.47)	+++	.00
5379.004	Meter Parts	20,000.00	.00	20,000.00	532.75	841.25	6,651.46	12,507.29	37	.00
5379.005	Protective Equipment	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	.00
<b>5379 - Totals</b>		<b>\$61,500.00</b>	<b>\$0.00</b>	<b>\$61,500.00</b>	<b>\$604.68</b>	<b>\$2,259.51</b>	<b>\$6,798.71</b>	<b>\$52,441.78</b>	<b>15%</b>	<b>\$0.00</b>
<b>5419</b>										
5419.501	Testing/Lab	10,000.00	.00	10,000.00	.00	.00	.00	10,000.00	0	.00
<b>5419 - Totals</b>		<b>\$10,000.00</b>	<b>\$0.00</b>	<b>\$10,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$10,000.00</b>	<b>0%</b>	<b>\$0.00</b>
5432	Meals	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	.00
5433	Mileage	500.00	.00	500.00	.00	.00	.00	500.00	0	.00
5446	Software Licenses	17,750.00	.00	17,750.00	.00	.00	.00	17,750.00	0	.00
5471	Equipment Repair & Maint	10,000.00	.00	10,000.00	.00	.00	26.98	9,973.02	0	.00
5475	Vehicle Repair & Maint	8,000.00	.00	8,000.00	31.86	1,026.27	622.59	6,351.14	21	.00
5479	Other Repair & Maint	102,500.00	.00	102,500.00	.00	762.08	.00	101,737.92	1	.00
5491	Dues & Subscriptions	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	.00
5492	Registrations/Training	2,250.00	.00	2,250.00	.00	.00	.00	2,250.00	0	.00
5498	Permits/Fees	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	.00
<i>Materials &amp; Services Totals</i>		<i>\$255,600.00</i>	<i>\$0.00</i>	<i>\$255,600.00</i>	<i>\$995.07</i>	<i>\$5,067.86</i>	<i>\$8,580.56</i>	<i>\$241,951.58</i>	<i>5%</i>	<i>\$0.00</i>
<b>EXPENSE TOTALS</b>		<b>\$886,060.00</b>	<b>\$0.00</b>	<b>\$886,060.00</b>	<b>\$53,745.69</b>	<b>\$5,067.86</b>	<b>\$168,732.13</b>	<b>\$712,260.01</b>	<b>20%</b>	<b>\$0.00</b>
Division <b>6412 - Water Distribution Totals</b>		<b>(\$886,060.00)</b>	<b>\$0.00</b>	<b>(\$886,060.00)</b>	<b>(\$53,745.69)</b>	<b>(\$5,067.86)</b>	<b>(\$168,732.13)</b>	<b>(\$712,260.01)</b>	<b>20%</b>	<b>\$0.00</b>
Division <b>6499 - Water Administration</b>										
<b>EXPENSE</b>										
<i>Materials &amp; Services</i>										
5319	Office Supplies	.00	.00	.00	.00	.00	.00	.00	+++	656.43
<b>5409</b>										
5409.140	Garage Services	20,010.00	.00	20,010.00	2,063.54	.00	2,063.54	17,946.46	10	11,904.03
<b>5409 - Totals</b>		<b>\$20,010.00</b>	<b>\$0.00</b>	<b>\$20,010.00</b>	<b>\$2,063.54</b>	<b>\$0.00</b>	<b>\$2,063.54</b>	<b>\$17,946.46</b>	<b>10%</b>	<b>\$11,904.03</b>
5414	Accounting/Auditing	10,970.00	.00	10,970.00	.00	.00	1,350.00	9,620.00	12	6,650.00
5419	Other Professional Serv	15,000.00	.00	15,000.00	.00	.00	.00	15,000.00	0	.00
5422	Postage	20,000.00	.00	20,000.00	1,619.94	12,686.55	3,604.46	3,708.99	81	22,629.54
5428	IT Support	72,790.00	.00	72,790.00	6,065.82	.00	18,197.46	54,592.54	25	64,909.92
5448	Internal Rent	12,870.00	.00	12,870.00	1,072.50	.00	3,217.50	9,652.50	25	14,580.00
5450	General Right of Way Charge	234,340.00	.00	234,340.00	30,402.40	.00	96,942.51	137,397.49	41	278,616.00
5460	Property Tax Expense	7,000.00	.00	7,000.00	.00	.00	.00	7,000.00	0	5,313.42
5461	Auto Insurance	11,580.00	.00	11,580.00	965.00	.00	2,895.00	8,685.00	25	7,440.00



# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
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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
<b>Fund 470 - Water Fund</b>										
Department <b>611 - Water</b>										
Division <b>6499 - Water Administration</b>										
<b>EXPENSE</b>										
<i>Materials &amp; Services</i>										
5463	Property/Earthquake Insurance	39,440.00	.00	39,440.00	3,286.67	.00	9,860.01	29,579.99	25	31,440.00
5464	Workers' Comp	14,240.00	.00	14,240.00	1,186.67	.00	3,560.01	10,679.99	25	13,950.00
5465	General Liability Insurance	16,240.00	.00	16,240.00	1,353.33	.00	4,059.99	12,180.01	25	16,290.00
5472	Buildings Repairs & Maint	5,530.00	.00	5,530.00	.00	.00	.00	5,530.00	0	.00
5493	Printing/Binding	16,000.00	.00	16,000.00	1,154.61	12,686.54	2,313.46	1,000.00	94	11,964.82
5500	Banking Fees & Charges	74,000.00	.00	74,000.00	7,431.31	.00	20,513.57	53,486.43	28	71,325.46
<i>Materials &amp; Services Totals</i>		\$570,010.00	\$0.00	\$570,010.00	\$56,601.79	\$25,373.09	\$168,577.51	\$376,059.40	34%	\$557,669.62
<i>Debt Service</i>										
5711	Bond Principal	.00	.00	.00	.00	.00	.00	.00	+++	2,244,000.00
5721	Bond Interest	.00	.00	.00	.00	.00	.00	.00	+++	7,513.66
<i>Debt Service Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$2,251,513.66
<b>EXPENSE TOTALS</b>		\$570,010.00	\$0.00	\$570,010.00	\$56,601.79	\$25,373.09	\$168,577.51	\$376,059.40	34%	\$2,809,183.28
Division <b>6499 - Water Administration Totals</b>		(\$570,010.00)	\$0.00	(\$570,010.00)	(\$56,601.79)	(\$25,373.09)	(\$168,577.51)	(\$376,059.40)	34%	(\$2,809,183.28)
Division <b>9711 - Operating Transfer Out</b>										
<b>EXPENSE</b>										
<i>Transfers Out</i>										
<b>5811</b>										
5811.140	Transfer to Street	30,000.00	.00	30,000.00	.00	.00	.00	30,000.00	0	.00
5811.466	Transfer to Water Cap Const	2,575,000.00	.00	2,575,000.00	.00	.00	173.02	2,574,826.98	0	78,542.84
5811.591	Transfer to Equipment Replace	60,000.00	.00	60,000.00	5,000.00	.00	15,000.00	45,000.00	25	60,000.00
<b>5811 - Totals</b>		\$2,665,000.00	\$0.00	\$2,665,000.00	\$5,000.00	\$0.00	\$15,173.02	\$2,649,826.98	1%	\$138,542.84
<i>Transfers Out Totals</i>		\$2,665,000.00	\$0.00	\$2,665,000.00	\$5,000.00	\$0.00	\$15,173.02	\$2,649,826.98	1%	\$138,542.84
<b>EXPENSE TOTALS</b>		\$2,665,000.00	\$0.00	\$2,665,000.00	\$5,000.00	\$0.00	\$15,173.02	\$2,649,826.98	1%	\$138,542.84
Division <b>9711 - Operating Transfer Out Totals</b>		(\$2,665,000.00)	\$0.00	(\$2,665,000.00)	(\$5,000.00)	\$0.00	(\$15,173.02)	(\$2,649,826.98)	1%	(\$138,542.84)
Department <b>611 - Water Totals</b>		(\$6,374,060.00)	\$0.00	(\$6,374,060.00)	(\$272,984.75)	(\$168,237.25)	(\$768,648.10)	(\$5,437,174.65)	15%	(\$5,757,644.82)
Department <b>901 - Ending Fund Balance</b>										
Division <b>9971 - Equity</b>										
<b>EXPENSE</b>										
<i>Contingencies and Unappropriated Balances</i>										
5921	Contingency	370,910.00	.00	370,910.00	.00	.00	.00	370,910.00	0	.00
<b>5981</b>										
5981.005	Reserve for Future Years	654,770.00	.00	654,770.00	.00	.00	.00	654,770.00	0	.00
<b>5981 - Totals</b>		\$654,770.00	\$0.00	\$654,770.00	\$0.00	\$0.00	\$0.00	\$654,770.00	0%	\$0.00
<i>Contingencies and Unappropriated Balances Totals</i>		\$1,025,680.00	\$0.00	\$1,025,680.00	\$0.00	\$0.00	\$0.00	\$1,025,680.00	0%	\$0.00
<b>EXPENSE TOTALS</b>		\$1,025,680.00	\$0.00	\$1,025,680.00	\$0.00	\$0.00	\$0.00	\$1,025,680.00	0%	\$0.00
Division <b>9971 - Equity Totals</b>		(\$1,025,680.00)	\$0.00	(\$1,025,680.00)	\$0.00	\$0.00	\$0.00	(\$1,025,680.00)	0%	\$0.00



# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
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 470 - Water Fund										
Department 901 - Ending Fund Balance Totals		(\$1,025,680.00)	\$0.00	(\$1,025,680.00)	\$0.00	\$0.00	\$0.00	(\$1,025,680.00)	0%	\$0.00
Fund 470 - Water Fund Totals		\$7,399,740.00	\$0.00	\$7,399,740.00	\$272,984.75	\$168,237.25	\$768,648.10	\$6,462,854.65		\$5,757,644.82
Fund 472 - Sewer Fund										
Department 621 - Sewer										
Division 6511 - WWTP Operation										
	<b>EXPENSE</b>									
	<i>Personnel Services</i>									
5111	Regular Wages	1,622,580.00	.00	1,622,580.00	112,514.51	.00	323,513.41	1,299,066.59	20	1,314,996.85
5112	Part-Time Wages	23,170.00	.00	23,170.00	1,786.48	.00	4,400.95	18,769.05	19	22,116.79
5121	Overtime	37,010.00	.00	37,010.00	2,496.83	.00	11,433.66	25,576.34	31	20,997.00
5211	OR Workers' Benefit	420.00	.00	420.00	24.53	.00	72.47	347.53	17	296.65
5212	Social Security	130,050.00	.00	130,050.00	8,749.99	.00	25,539.26	104,510.74	20	100,397.22
5213	Med & Dent Ins	421,770.00	.00	421,770.00	24,492.97	.00	62,668.04	359,101.96	15	254,815.48
<b>5214</b>										
5214	Retirement	.00	.00	.00	.00	.00	.00	.00	+++	(1,647.39)
5214.100	PERS - City	295,620.00	.00	295,620.00	17,816.45	.00	52,110.07	243,509.93	18	217,390.38
5214.600	PERS 6%	99,580.00	.00	99,580.00	6,060.55	.00	17,924.64	81,655.36	18	82,209.69
5214.800	DEFERED COMP - CITY	21,950.00	.00	21,950.00	1,970.64	.00	5,787.64	16,162.36	26	23,781.60
	<b>5214 - Totals</b>	<b>\$417,150.00</b>	<b>\$0.00</b>	<b>\$417,150.00</b>	<b>\$25,847.64</b>	<b>\$0.00</b>	<b>\$75,822.35</b>	<b>\$341,327.65</b>	<b>18%</b>	<b>\$321,734.28</b>
5215	Long Term Disability Ins	2,480.00	.00	2,480.00	223.54	.00	486.81	1,993.19	20	2,369.92
5216	Unemployment Insurance	16,800.00	.00	16,800.00	217.55	.00	642.42	16,157.58	4	8,235.45
5217	Life Insurance	1,700.00	.00	1,700.00	143.84	.00	313.14	1,386.86	18	1,524.45
5218	Paid Family Leave Insurance	6,730.00	.00	6,730.00	437.78	.00	1,277.42	5,452.58	19	5,113.37
	<i>Personnel Services Totals</i>	<b>\$2,679,860.00</b>	<b>\$0.00</b>	<b>\$2,679,860.00</b>	<b>\$176,935.66</b>	<b>\$0.00</b>	<b>\$506,169.93</b>	<b>\$2,173,690.07</b>	<b>19%</b>	<b>\$2,052,597.46</b>
	<i>Materials &amp; Services</i>									
5315	Computer Supplies	3,000.00	.00	3,000.00	.00	.00	.00	3,000.00	0	.00
5319	Office Supplies	4,000.00	.00	4,000.00	30.85	.00	30.85	3,969.15	1	1,550.05
5322	Lubricants	1,200.00	.00	1,200.00	.00	.00	.00	1,200.00	0	1,498.37
5323	Fuel	30,500.00	.00	30,500.00	730.85	6,637.99	1,545.86	22,316.15	27	3,113.81
5324	Clothing	4,000.00	.00	4,000.00	.00	.00	108.93	3,891.07	3	276.98
5326	Safety/Medical	7,000.00	.00	7,000.00	34.00	290.80	652.47	6,056.73	13	4,018.01
5327	Chemicals	30,000.00	.00	30,000.00	3,815.00	38.45	8,145.22	21,816.33	27	20,819.37
5328	Lab Supplies	24,000.00	.00	24,000.00	1,874.35	5,191.22	2,094.44	16,714.34	30	16,237.29
5329	Other Supplies	4,000.00	.00	4,000.00	184.98	.00	658.39	3,341.61	16	7,125.20
5335	Electrical Supplies	14,500.00	.00	14,500.00	3,705.75	.00	3,705.75	10,794.25	26	5,620.94
5336	HVAC	11,000.00	.00	11,000.00	.00	.00	.00	11,000.00	0	12,274.61
5338	Tools	4,000.00	.00	4,000.00	1,596.19	.00	1,986.67	2,013.33	50	9,658.65
5352	Protective Clothing	2,500.00	.00	2,500.00	(30.00)	.00	863.89	1,636.11	35	6,173.78
5379	Water/Sewer Supplies	.00	.00	.00	789.85	.00	6,429.76	(6,429.76)	+++	13,834.86
5384	Trees	10,000.00	.00	10,000.00	.00	.00	.00	10,000.00	0	.00



# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
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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 472 - Sewer Fund										
Department 621 - Sewer										
Division 6511 - WWTP Operation										
EXPENSE										
Materials & Services										
5411	Engineering & Architect	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	.00
<b>5419</b>										
5419	Other Professional Serv	25,000.00	.00	25,000.00	382.82	5,793.89	3,865.88	15,340.23	39	30,463.05
5419.501	Testing/Lab	30,000.00	.00	30,000.00	1,498.35	9,665.65	4,757.84	15,576.51	48	28,767.29
5419.707	Educ Outreach	2,500.00	.00	2,500.00	13.96	.00	13.96	2,486.04	1	25.00
	<b>5419 - Totals</b>	<b>\$57,500.00</b>	<b>\$0.00</b>	<b>\$57,500.00</b>	<b>\$1,895.13</b>	<b>\$15,459.54</b>	<b>\$8,637.68</b>	<b>\$33,402.78</b>	<b>42%</b>	<b>\$59,255.34</b>
5421	Telephone/Data	16,000.00	.00	16,000.00	1,681.95	715.58	3,831.41	11,453.01	28	19,317.68
5422	Postage	800.00	.00	800.00	128.93	351.75	148.25	300.00	62	271.25
5429	Other Communication Serv	5,000.00	.00	5,000.00	.00	792.00	.00	4,208.00	16	1,401.06
5432	Meals	500.00	.00	500.00	.00	.00	.00	500.00	0	95.51
5433	Mileage	500.00	.00	500.00	.00	.00	.00	500.00	0	52.26
5439	Travel	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	.00
5443	Office Equipment	3,000.00	.00	3,000.00	.00	.00	.00	3,000.00	0	.00
5446	Software Licenses	25,000.00	.00	25,000.00	4,796.22	47,071.18	4,856.21	(26,927.39)	208	37,054.28
5449	Leases - Other	19,000.00	.00	19,000.00	.00	.00	.00	19,000.00	0	8,076.30
5451	Natural Gas	39,200.00	.00	39,200.00	2,691.15	.00	5,037.41	34,162.59	13	47,779.79
5453	Electricity	454,250.00	.00	454,250.00	42,298.74	.00	80,134.99	374,115.01	18	438,666.46
5454	Solid Waste Disposal	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0	.00
5471	Equipment Repair & Maint	125,000.00	.00	125,000.00	435.69	12,323.95	37,128.08	75,547.97	40	95,994.71
5472	Buildings Repairs & Maint	15,000.00	.00	15,000.00	.00	.00	.00	15,000.00	0	4,257.04
5475	Vehicle Repair & Maint	12,000.00	.00	12,000.00	.00	1,669.26	991.42	9,339.32	22	8,889.05
5476	Laundry	19,000.00	.00	19,000.00	287.77	9,922.03	1,160.79	7,917.18	58	6,911.46
5477	Instrumentation & Calibra	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	1,650.00
5479	Other Repair & Maint	700,000.00	.00	700,000.00	106,906.22	(2,107.39)	139,844.00	562,263.39	20	348,466.73
5492	Registrations/Training	5,000.00	.00	5,000.00	.00	180.00	.00	4,820.00	4	3,071.29
5493	Printing/Binding	.00	.00	.00	.00	.00	.00	.00	+++	59.00
5498	Permits/Fees	35,000.00	.00	35,000.00	.00	.00	198.75	34,801.25	1	39,862.59
	<i>Materials &amp; Services Totals</i>	<b>\$1,695,450.00</b>	<b>\$0.00</b>	<b>\$1,695,450.00</b>	<b>\$173,853.62</b>	<b>\$98,536.36</b>	<b>\$308,191.22</b>	<b>\$1,288,722.42</b>	<b>24%</b>	<b>\$1,223,333.72</b>
Capital Outlay										
5649	Other Equipment	.00	.00	.00	.00	.00	.00	.00	+++	18,591.53
	<i>Capital Outlay Totals</i>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>+++</b>	<b>\$18,591.53</b>
	<b>EXPENSE TOTALS</b>	<b>\$4,375,310.00</b>	<b>\$0.00</b>	<b>\$4,375,310.00</b>	<b>\$350,789.28</b>	<b>\$98,536.36</b>	<b>\$814,361.15</b>	<b>\$3,462,412.49</b>	<b>21%</b>	<b>\$3,294,522.71</b>
	Division 6511 - WWTP Operation Totals	<b>(\$4,375,310.00)</b>	<b>\$0.00</b>	<b>(\$4,375,310.00)</b>	<b>(\$350,789.28)</b>	<b>(\$98,536.36)</b>	<b>(\$814,361.15)</b>	<b>(\$3,462,412.49)</b>	<b>21%</b>	<b>(\$3,294,522.71)</b>



# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
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
<b>Fund 472 - Sewer Fund</b>										
Department <b>621 - Sewer</b>										
Division <b>6599 - Sewer Administration</b>										
<b>EXPENSE</b>										
<i>Materials &amp; Services</i>										
<b>5409</b>										
5409.140	Garage Services	20,610.00	.00	20,610.00	3,459.18	.00	3,459.18	17,150.82	17	8,087.96
<b>5409 - Totals</b>		<b>\$20,610.00</b>	<b>\$0.00</b>	<b>\$20,610.00</b>	<b>\$3,459.18</b>	<b>\$0.00</b>	<b>\$3,459.18</b>	<b>\$17,150.82</b>	<b>17%</b>	<b>\$8,087.96</b>
5414	Accounting/Auditing	20,480.00	.00	20,480.00	.00	.00	4,320.00	16,160.00	21	21,280.00
<b>5419</b>										
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
<b>5419 - Totals</b>		<b>\$18,500.00</b>	<b>\$0.00</b>	<b>\$18,500.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$18,500.00</b>	<b>0%</b>	<b>\$0.00</b>
5422	Postage	20,000.00	.00	20,000.00	1,154.61	12,686.54	2,313.46	5,000.00	75	17,260.42
5428	IT Support	95,110.00	.00	95,110.00	7,925.83	.00	23,777.49	71,332.51	25	91,320.00
5446	Software Licenses	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	.00
5448	Internal Rent	24,000.00	.00	24,000.00	2,000.00	.00	6,000.00	18,000.00	25	27,180.00
5449	Leases - Other	20,000.00	.00	20,000.00	.00	.00	(8,076.30)	28,076.30	-40	16,152.60
5450	General Right of Way Charge	550,000.00	.00	550,000.00	53,503.23	.00	137,325.95	412,674.05	25	556,869.58
5461	Auto Insurance	8,410.00	.00	8,410.00	700.83	.00	2,102.49	6,307.51	25	5,450.04
5463	Property/Earthquake Insurance	67,650.00	.00	67,650.00	5,637.50	.00	16,912.50	50,737.50	25	48,720.00
5464	Workers' Comp	28,290.00	.00	28,290.00	2,357.50	.00	7,072.50	21,217.50	25	27,290.04
5465	General Liability Insurance	21,030.00	.00	21,030.00	1,752.50	.00	5,257.50	15,772.50	25	19,869.96
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	1,154.61	12,686.54	2,313.46	5,000.00	75	11,964.82
5500	Banking Fees & Charges	82,000.00	.00	82,000.00	9,036.93	.00	24,429.76	57,570.24	30	81,236.19
<i>Materials &amp; Services Totals</i>		<b>\$1,001,480.00</b>	<b>\$0.00</b>	<b>\$1,001,480.00</b>	<b>\$88,682.72</b>	<b>\$25,373.08</b>	<b>\$227,207.99</b>	<b>\$748,898.93</b>	<b>25%</b>	<b>\$932,681.61</b>
<b>EXPENSE TOTALS</b>		<b>\$1,001,480.00</b>	<b>\$0.00</b>	<b>\$1,001,480.00</b>	<b>\$88,682.72</b>	<b>\$25,373.08</b>	<b>\$227,207.99</b>	<b>\$748,898.93</b>	<b>25%</b>	<b>\$932,681.61</b>
Division <b>6599 - Sewer Administration Totals</b>		<b>(\$1,001,480.00)</b>	<b>\$0.00</b>	<b>(\$1,001,480.00)</b>	<b>(\$88,682.72)</b>	<b>(\$25,373.08)</b>	<b>(\$227,207.99)</b>	<b>(\$748,898.93)</b>	<b>25%</b>	<b>(\$932,681.61)</b>
Division <b>9711 - Operating Transfer Out</b>										
<b>EXPENSE</b>										
<i>Transfers Out</i>										
<b>5811</b>										
5811.140	Transfer to Street	120,000.00	.00	120,000.00	10,000.00	.00	30,000.00	90,000.00	25	90,000.00
5811.465	Transfer to Sewer Cap Const	6,160,000.00	.00	6,160,000.00	86.51	.00	692.08	6,159,307.92	0	116,387.12
5811.591	Transfer to Equipment Replace	60,000.00	.00	60,000.00	5,000.00	.00	15,000.00	45,000.00	25	60,000.00
<b>5811 - Totals</b>		<b>\$6,340,000.00</b>	<b>\$0.00</b>	<b>\$6,340,000.00</b>	<b>\$15,086.51</b>	<b>\$0.00</b>	<b>\$45,692.08</b>	<b>\$6,294,307.92</b>	<b>1%</b>	<b>\$266,387.12</b>
<i>Transfers Out Totals</i>		<b>\$6,340,000.00</b>	<b>\$0.00</b>	<b>\$6,340,000.00</b>	<b>\$15,086.51</b>	<b>\$0.00</b>	<b>\$45,692.08</b>	<b>\$6,294,307.92</b>	<b>1%</b>	<b>\$266,387.12</b>
<b>EXPENSE TOTALS</b>		<b>\$6,340,000.00</b>	<b>\$0.00</b>	<b>\$6,340,000.00</b>	<b>\$15,086.51</b>	<b>\$0.00</b>	<b>\$45,692.08</b>	<b>\$6,294,307.92</b>	<b>1%</b>	<b>\$266,387.12</b>
Division <b>9711 - Operating Transfer Out Totals</b>		<b>(\$6,340,000.00)</b>	<b>\$0.00</b>	<b>(\$6,340,000.00)</b>	<b>(\$15,086.51)</b>	<b>\$0.00</b>	<b>(\$45,692.08)</b>	<b>(\$6,294,307.92)</b>	<b>1%</b>	<b>(\$266,387.12)</b>



# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
 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 472 - Sewer Fund										
	Department 621 - Sewer Totals	(\$11,716,790.00)	\$0.00	(\$11,716,790.00)	(\$454,558.51)	(\$123,909.44)	(\$1,087,261.22)	(\$10,505,619.34)	10%	(\$4,493,591.44)
	Department 631 - Maintenance									
	Division 6521 - Sewer Line Maint									
	EXPENSE									
	Personnel Services									
5111	Regular Wages	129,740.00	.00	129,740.00	5,204.95	.00	16,459.39	113,280.61	13	108,708.52
5121	Overtime	.00	.00	.00	40.42	.00	710.01	(710.01)	+++	2,322.63
5211	OR Workers' Benefit	40.00	.00	40.00	1.11	.00	3.71	36.29	9	27.39
5212	Social Security	9,920.00	.00	9,920.00	388.16	.00	1,279.12	8,640.88	13	8,288.32
5213	Med & Dent Ins	35,640.00	.00	35,640.00	1,633.89	.00	4,084.71	31,555.29	11	18,723.90
5214										
5214.100	PERS - City	38,790.00	.00	38,790.00	874.41	.00	2,862.14	35,927.86	7	18,388.31
5214.600	PERS 6%	7,790.00	.00	7,790.00	314.72	.00	1,030.16	6,759.84	13	7,525.14
5214.800	DEFERED COMP - CITY	3,270.00	.00	3,270.00	.00	.00	.00	3,270.00	0	.00
	<b>5214 - Totals</b>	<b>\$49,850.00</b>	<b>\$0.00</b>	<b>\$49,850.00</b>	<b>\$1,189.13</b>	<b>\$0.00</b>	<b>\$3,892.30</b>	<b>\$45,957.70</b>	<b>8%</b>	<b>\$25,913.45</b>
5215	Long Term Disability Ins	120.00	.00	120.00	14.33	.00	29.62	90.38	25	187.15
5216	Unemployment Insurance	1,290.00	.00	1,290.00	10.49	.00	34.35	1,255.65	3	673.37
5217	Life Insurance	70.00	.00	70.00	9.48	.00	19.15	50.85	27	121.00
5218	Paid Family Leave Insurance	510.00	.00	510.00	20.14	.00	66.32	443.68	13	431.85
	<i>Personnel Services Totals</i>	<b>\$227,180.00</b>	<b>\$0.00</b>	<b>\$227,180.00</b>	<b>\$8,512.10</b>	<b>\$0.00</b>	<b>\$26,578.68</b>	<b>\$200,601.32</b>	<b>12%</b>	<b>\$165,397.58</b>
	Materials & Services									
5319	Office Supplies	2,400.00	.00	2,400.00	.00	.00	.00	2,400.00	0	291.16
5321	Cleaning Supplies	300.00	.00	300.00	.00	.00	.00	300.00	0	.00
5323	Fuel	12,000.00	.00	12,000.00	220.21	1,642.43	407.57	9,950.00	17	12,177.30
5324	Clothing	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	381.48
5326	Safety/Medical	2,000.00	.00	2,000.00	.00	.00	146.96	1,853.04	7	5,593.91
5329	Other Supplies	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	1,482.13
5338	Tools	2,050.00	.00	2,050.00	.00	.00	.00	2,050.00	0	3,575.33
5352	Protective Clothing	1,400.00	.00	1,400.00	.00	.00	.00	1,400.00	0	651.97
5379	Water/Sewer Supplies	.00	.00	.00	37.94	841.25	37.94	(879.19)	+++	6,175.00
5409										
5409.140	Garage Services	10,000.00	.00	10,000.00	.00	.00	.00	10,000.00	0	3,615.04
	<b>5409 - Totals</b>	<b>\$10,000.00</b>	<b>\$0.00</b>	<b>\$10,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$10,000.00</b>	<b>0%</b>	<b>\$3,615.04</b>
5419	Other Professional Serv	900.00	.00	900.00	.00	123.66	111.24	665.10	26	1,249.66
5421	Telephone/Data	1,800.00	.00	1,800.00	42.65	.00	127.89	1,672.11	7	510.77
5422	Postage	.00	.00	.00	.00	.00	.00	.00	+++	466.31
5445	Work Equipment	500.00	.00	500.00	.00	.00	.00	500.00	0	.00
5446	Software Licenses	12,000.00	.00	12,000.00	10.97	39.32	70.93	11,889.75	1	2,882.17
5471	Equipment Repair & Maint	15,000.00	.00	15,000.00	.00	486.15	.00	14,513.85	3	8,351.71
5475	Vehicle Repair & Maint	4,000.00	.00	4,000.00	.00	8.77	140.44	3,850.79	4	3,186.73



# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
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
<b>Fund 472 - Sewer Fund</b>										
Department <b>631 - Maintenance</b>										
Division <b>6521 - Sewer Line Maint</b>										
<b>EXPENSE</b>										
<i>Materials &amp; Services</i>										
5476	Laundry	3,000.00	.00	3,000.00	301.24	2,480.52	519.48	.00	100	6,294.82
5479	Other Repair & Maint	50,000.00	.00	50,000.00	.00	.00	.00	50,000.00	0	510,829.86
5492	Registrations/Training	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	48.42
<i>Materials &amp; Services Totals</i>		\$125,850.00	\$0.00	\$125,850.00	\$613.01	\$5,622.10	\$1,562.45	\$118,665.45	6%	\$567,763.77
<b>EXPENSE TOTALS</b>		\$353,030.00	\$0.00	\$353,030.00	\$9,125.11	\$5,622.10	\$28,141.13	\$319,266.77	10%	\$733,161.35
Division <b>6521 - Sewer Line Maint Totals</b>		(\$353,030.00)	\$0.00	(\$353,030.00)	(\$9,125.11)	(\$5,622.10)	(\$28,141.13)	(\$319,266.77)	10%	(\$733,161.35)
Department <b>631 - Maintenance Totals</b>		(\$353,030.00)	\$0.00	(\$353,030.00)	(\$9,125.11)	(\$5,622.10)	(\$28,141.13)	(\$319,266.77)	10%	(\$733,161.35)
Department <b>641 - Surface Water/Collections</b>										
Division <b>6611 - Surface Water Collection</b>										
<b>EXPENSE</b>										
<i>Personnel Services</i>										
5111	Regular Wages	97,490.00	.00	97,490.00	2,143.12	.00	7,216.84	90,273.16	7	78,767.22
5121	Overtime	.00	.00	.00	13.47	.00	265.10	(265.10)	+++	1,299.99
5211	OR Workers' Benefit	30.00	.00	30.00	.41	.00	1.61	28.39	5	21.60
5212	Social Security	7,470.00	.00	7,470.00	161.27	.00	563.06	6,906.94	8	5,968.48
5213	Med & Dent Ins	24,570.00	.00	24,570.00	809.75	.00	2,024.39	22,545.61	8	14,718.14
<b>5214</b>										
5214.100	PERS - City	22,080.00	.00	22,080.00	360.90	.00	1,254.22	20,825.78	6	13,323.67
5214.600	PERS 6%	5,850.00	.00	5,850.00	129.90	.00	451.42	5,398.58	8	5,452.30
5214.800	DEFERED COMP - CITY	1,600.00	.00	1,600.00	8.39	.00	41.85	1,558.15	3	174.90
<b>5214 - Totals</b>		\$29,530.00	\$0.00	\$29,530.00	\$499.19	\$0.00	\$1,747.49	\$27,782.51	6%	\$18,950.87
5215	Long Term Disability Ins	140.00	.00	140.00	8.45	.00	17.46	122.54	12	141.77
5216	Unemployment Insurance	970.00	.00	970.00	4.32	.00	14.97	955.03	2	485.45
5217	Life Insurance	90.00	.00	90.00	5.54	.00	11.29	78.71	13	91.64
5218	Paid Family Leave Insurance	390.00	.00	390.00	8.30	.00	28.92	361.08	7	309.14
<i>Personnel Services Totals</i>		\$160,680.00	\$0.00	\$160,680.00	\$3,653.82	\$0.00	\$11,891.13	\$148,788.87	7%	\$120,754.30
<i>Materials &amp; Services</i>										
5323	Fuel	4,500.00	.00	4,500.00	.00	.00	.00	4,500.00	0	490.26
5326	Safety/Medical	1,200.00	.00	1,200.00	.00	.00	.00	1,200.00	0	465.00
5329	Other Supplies	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0	4,580.54
5338	Tools	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	19.00
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	.00	.00	+++	552.39
5419	Other Professional Serv	1,200.00	.00	1,200.00	.00	.00	.00	1,200.00	0	47.00
5421	Telephone/Data	1,500.00	.00	1,500.00	.00	.00	.01	1,499.99	0	468.17



# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
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
<b>Fund 472 - Sewer Fund</b>										
Department <b>641 - Surface Water/Collections</b>										
Division <b>6611 - Surface Water Collection</b>										
<b>EXPENSE</b>										
<i>Materials &amp; Services</i>										
5428	IT Support	33,230.00	.00	33,230.00	2,769.17	.00	8,307.51	24,922.49	25	34,200.00
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	.00	5,000.00	0	529.60
5475	Vehicle Repair & Maint	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	.00
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
<i>Materials &amp; Services Totals</i>		\$58,730.00	\$0.00	\$58,730.00	\$2,769.17	\$0.00	\$8,307.52	\$50,422.48	14%	\$41,352.05
<b>EXPENSE TOTALS</b>		\$219,410.00	\$0.00	\$219,410.00	\$6,422.99	\$0.00	\$20,198.65	\$199,211.35	9%	\$162,106.35
Division <b>6611 - Surface Water Collection Totals</b>		(\$219,410.00)	\$0.00	(\$219,410.00)	(\$6,422.99)	\$0.00	(\$20,198.65)	(\$199,211.35)	9%	(\$162,106.35)
Department <b>641 - Surface Water/Collections Totals</b>		(\$219,410.00)	\$0.00	(\$219,410.00)	(\$6,422.99)	\$0.00	(\$20,198.65)	(\$199,211.35)	9%	(\$162,106.35)
Department <b>901 - Ending Fund Balance</b>										
Division <b>9971 - Equity</b>										
<b>EXPENSE</b>										
<i>Contingencies and Unappropriated Balances</i>										
5921	Contingency	1,189,850.00	.00	1,189,850.00	.00	.00	.00	1,189,850.00	0	.00
<b>5981</b>										
5981.005	Reserve for Future Years	19,845,240.00	.00	19,845,240.00	.00	.00	.00	19,845,240.00	0	.00
<b>5981 - Totals</b>		\$19,845,240.00	\$0.00	\$19,845,240.00	\$0.00	\$0.00	\$0.00	\$19,845,240.00	0%	\$0.00
<i>Contingencies and Unappropriated Balances Totals</i>		\$21,035,090.00	\$0.00	\$21,035,090.00	\$0.00	\$0.00	\$0.00	\$21,035,090.00	0%	\$0.00
<b>EXPENSE TOTALS</b>		\$21,035,090.00	\$0.00	\$21,035,090.00	\$0.00	\$0.00	\$0.00	\$21,035,090.00	0%	\$0.00
Division <b>9971 - Equity Totals</b>		(\$21,035,090.00)	\$0.00	(\$21,035,090.00)	\$0.00	\$0.00	\$0.00	(\$21,035,090.00)	0%	\$0.00
Department <b>901 - Ending Fund Balance Totals</b>		(\$21,035,090.00)	\$0.00	(\$21,035,090.00)	\$0.00	\$0.00	\$0.00	(\$21,035,090.00)	0%	\$0.00
Fund <b>472 - Sewer Fund Totals</b>		\$33,324,320.00	\$0.00	\$33,324,320.00	\$470,106.61	\$129,531.54	\$1,135,601.00	\$32,059,187.46		\$5,388,859.14
<b>Fund 474 - Water SDC Fund</b>										
Department <b>611 - Water</b>										
Division <b>9711 - Operating Transfer Out</b>										
<b>EXPENSE</b>										
<i>Transfers Out</i>										
<b>5811</b>										
5811.466	Transfer to Water Cap Const	936,450.00	.00	936,450.00	432.55	.00	2,162.75	934,287.25	0	875,374.69
<b>5811 - Totals</b>		\$936,450.00	\$0.00	\$936,450.00	\$432.55	\$0.00	\$2,162.75	\$934,287.25	0%	\$875,374.69
<i>Transfers Out Totals</i>		\$936,450.00	\$0.00	\$936,450.00	\$432.55	\$0.00	\$2,162.75	\$934,287.25	0%	\$875,374.69
<b>EXPENSE TOTALS</b>		\$936,450.00	\$0.00	\$936,450.00	\$432.55	\$0.00	\$2,162.75	\$934,287.25	0%	\$875,374.69
Division <b>9711 - Operating Transfer Out Totals</b>		(\$936,450.00)	\$0.00	(\$936,450.00)	(\$432.55)	\$0.00	(\$2,162.75)	(\$934,287.25)	0%	(\$875,374.69)
Department <b>611 - Water Totals</b>		(\$936,450.00)	\$0.00	(\$936,450.00)	(\$432.55)	\$0.00	(\$2,162.75)	(\$934,287.25)	0%	(\$875,374.69)





# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
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
<b>Fund 474 - Water SDC Fund</b>										
Department <b>901 - Ending Fund Balance</b>										
Division <b>9971 - Equity</b>										
<b>EXPENSE</b>										
<i>Contingencies and Unappropriated Balances</i>										
<b>5981</b>										
5981.005	Reserve for Future Years	3,758,340.00	.00	3,758,340.00	.00	.00	.00	3,758,340.00	0	.00
<b>5981 - Totals</b>		<b>\$3,758,340.00</b>	<b>\$0.00</b>	<b>\$3,758,340.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3,758,340.00</b>	<b>0%</b>	<b>\$0.00</b>
<i>Contingencies and Unappropriated Balances Totals</i>		<i>\$3,758,340.00</i>	<i>\$0.00</i>	<i>\$3,758,340.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$3,758,340.00</i>	<i>0%</i>	<i>\$0.00</i>
<b>EXPENSE TOTALS</b>		<b>\$3,758,340.00</b>	<b>\$0.00</b>	<b>\$3,758,340.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3,758,340.00</b>	<b>0%</b>	<b>\$0.00</b>
Division <b>9971 - Equity Totals</b>		<b>(\$3,758,340.00)</b>	<b>\$0.00</b>	<b>(\$3,758,340.00)</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$3,758,340.00)</b>	<b>0%</b>	<b>\$0.00</b>
Department <b>901 - Ending Fund Balance Totals</b>		<b>(\$3,758,340.00)</b>	<b>\$0.00</b>	<b>(\$3,758,340.00)</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$3,758,340.00)</b>	<b>0%</b>	<b>\$0.00</b>
Fund <b>474 - Water SDC Fund Totals</b>		<b>\$4,694,790.00</b>	<b>\$0.00</b>	<b>\$4,694,790.00</b>	<b>\$432.55</b>	<b>\$0.00</b>	<b>\$2,162.75</b>	<b>\$4,692,627.25</b>		<b>\$875,374.69</b>
<b>Fund 475 - Sewer SDC Fund</b>										
Department <b>621 - Sewer</b>										
Division <b>9511 - Design Engineering</b>										
<b>EXPENSE</b>										
<i>Materials &amp; Services</i>										
5419	Other Professional Serv	230,000.00	.00	230,000.00	.00	230,000.00	.00	.00	100	229,303.50
<i>Materials &amp; Services Totals</i>		<i>\$230,000.00</i>	<i>\$0.00</i>	<i>\$230,000.00</i>	<i>\$0.00</i>	<i>\$230,000.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>100%</i>	<i>\$229,303.50</i>
<b>EXPENSE TOTALS</b>		<b>\$230,000.00</b>	<b>\$0.00</b>	<b>\$230,000.00</b>	<b>\$0.00</b>	<b>\$230,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>100%</b>	<b>\$229,303.50</b>
Division <b>9511 - Design Engineering Totals</b>		<b>(\$230,000.00)</b>	<b>\$0.00</b>	<b>(\$230,000.00)</b>	<b>\$0.00</b>	<b>(\$230,000.00)</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>100%</b>	<b>(\$229,303.50)</b>
Division <b>9711 - Operating Transfer Out</b>										
<b>EXPENSE</b>										
<i>Transfers Out</i>										
<b>5811</b>										
5811.465	Transfer to Sewer Cap Const	3,660,000.00	.00	3,660,000.00	.00	.00	90.63	3,659,909.37	0	.00
<b>5811 - Totals</b>		<b>\$3,660,000.00</b>	<b>\$0.00</b>	<b>\$3,660,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$90.63</b>	<b>\$3,659,909.37</b>	<b>0%</b>	<b>\$0.00</b>
<i>Transfers Out Totals</i>		<i>\$3,660,000.00</i>	<i>\$0.00</i>	<i>\$3,660,000.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$90.63</i>	<i>\$3,659,909.37</i>	<i>0%</i>	<i>\$0.00</i>
<b>EXPENSE TOTALS</b>		<b>\$3,660,000.00</b>	<b>\$0.00</b>	<b>\$3,660,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$90.63</b>	<b>\$3,659,909.37</b>	<b>0%</b>	<b>\$0.00</b>
Division <b>9711 - Operating Transfer Out Totals</b>		<b>(\$3,660,000.00)</b>	<b>\$0.00</b>	<b>(\$3,660,000.00)</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$90.63)</b>	<b>(\$3,659,909.37)</b>	<b>0%</b>	<b>\$0.00</b>
Department <b>621 - Sewer Totals</b>		<b>(\$3,890,000.00)</b>	<b>\$0.00</b>	<b>(\$3,890,000.00)</b>	<b>\$0.00</b>	<b>(\$230,000.00)</b>	<b>(\$90.63)</b>	<b>(\$3,659,909.37)</b>	<b>6%</b>	<b>(\$229,303.50)</b>
Department <b>901 - Ending Fund Balance</b>										
Division <b>9971 - Equity</b>										
<b>EXPENSE</b>										
<i>Contingencies and Unappropriated Balances</i>										
<b>5981</b>										
5981.005	Reserve for Future Years	1,481,380.00	.00	1,481,380.00	.00	.00	.00	1,481,380.00	0	.00
<b>5981 - Totals</b>		<b>\$1,481,380.00</b>	<b>\$0.00</b>	<b>\$1,481,380.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,481,380.00</b>	<b>0%</b>	<b>\$0.00</b>
<i>Contingencies and Unappropriated Balances Totals</i>		<i>\$1,481,380.00</i>	<i>\$0.00</i>	<i>\$1,481,380.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$1,481,380.00</i>	<i>0%</i>	<i>\$0.00</i>
<b>EXPENSE TOTALS</b>		<b>\$1,481,380.00</b>	<b>\$0.00</b>	<b>\$1,481,380.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,481,380.00</b>	<b>0%</b>	<b>\$0.00</b>



# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
 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
<b>Fund 475 - Sewer SDC Fund</b>										
Department 901 - Ending Fund Balance										
Division 9971 - Equity Totals		(\$1,481,380.00)	\$0.00	(\$1,481,380.00)	\$0.00	\$0.00	\$0.00	(\$1,481,380.00)	0%	\$0.00
Department 901 - Ending Fund Balance Totals		(\$1,481,380.00)	\$0.00	(\$1,481,380.00)	\$0.00	\$0.00	\$0.00	(\$1,481,380.00)	0%	\$0.00
Fund 475 - Sewer SDC Fund Totals		\$5,371,380.00	\$0.00	\$5,371,380.00	\$0.00	\$230,000.00	\$90.63	\$5,141,289.37		\$229,303.50
<b>Fund 568 - Information Technology Fund</b>										
Department 152 - IT										
Division 1921 - Information Technology										
<b>EXPENSE</b>										
<i>Personnel Services</i>										
5111	Regular Wages	504,780.00	.00	504,780.00	33,436.88	.00	101,762.89	403,017.11	20	428,819.31
5121	Overtime	.00	.00	.00	569.27	.00	4,593.18	(4,593.18)	+++	5,439.18
5211	OR Workers' Benefit	110.00	.00	110.00	6.92	.00	21.32	88.68	19	94.58
5212	Social Security	39,150.00	.00	39,150.00	2,588.59	.00	8,117.83	31,032.17	21	32,937.11
5213	Med & Dent Ins	113,770.00	.00	113,770.00	6,439.20	.00	16,097.16	97,672.84	14	79,043.67
<b>5214</b>										
5214.100	PERS - City	86,320.00	.00	86,320.00	5,076.20	.00	15,913.51	70,406.49	18	67,440.02
5214.600	PERS 6%	30,300.00	.00	30,300.00	1,813.03	.00	5,685.45	24,614.55	19	27,397.49
5214.800	DEFERED COMP - CITY	8,050.00	.00	8,050.00	587.32	.00	1,761.94	6,288.06	22	7,392.56
<b>5214 - Totals</b>		\$124,670.00	\$0.00	\$124,670.00	\$7,476.55	\$0.00	\$23,360.90	\$101,309.10	19%	\$102,230.07
5215	Long Term Disability Ins	870.00	.00	870.00	63.69	.00	130.94	739.06	15	751.57
5216	Unemployment Insurance	5,040.00	.00	5,040.00	68.00	.00	212.56	4,827.44	4	2,633.32
5217	Life Insurance	570.00	.00	570.00	41.03	.00	84.35	485.65	15	484.35
5218	Paid Family Leave Insurance	2,020.00	.00	2,020.00	130.27	.00	392.75	1,627.25	19	1,653.24
<i>Personnel Services Totals</i>		\$790,980.00	\$0.00	\$790,980.00	\$50,820.40	\$0.00	\$154,773.88	\$636,206.12	20%	\$654,086.40
<i>Materials &amp; Services</i>										
5315	Computer Supplies	42,000.00	.00	42,000.00	5,861.56	563.40	16,349.78	25,086.82	40	29,204.66
5319	Office Supplies	1,000.00	.00	1,000.00	203.13	.00	255.74	744.26	26	994.03
5323	Fuel	1,100.00	.00	1,100.00	.00	77.76	35.43	986.81	10	707.70
<b>5409</b>										
5409.140	Garage Services	1,000.00	.00	1,000.00	.00	8.77	.00	991.23	1	.00
<b>5409 - Totals</b>		\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$8.77	\$0.00	\$991.23	1%	\$0.00
5414	Accounting/Auditing	800.00	.00	800.00	.00	.00	135.00	665.00	17	665.00
5415	Computer	82,520.00	.00	82,520.00	.00	.00	2,009.97	80,510.03	2	52,373.95
5419	Other Professional Serv	100,000.00	.00	100,000.00	1,632.48	1,825.42	82,424.94	15,749.64	84	100,071.91
5421	Telephone/Data	37,000.00	.00	37,000.00	939.63	501.18	2,355.97	34,142.85	8	48,151.87
5422	Postage	200.00	.00	200.00	.00	.00	.00	200.00	0	10.14
5423	Internet	16,000.00	.00	16,000.00	1,292.26	.00	3,876.78	12,123.22	24	14,128.62
5433	Mileage	1,000.00	.00	1,000.00	.00	.00	67.00	933.00	7	1,057.03
5446	Software Licenses	461,650.00	.00	461,650.00	30,777.31	18,193.23	375,177.60	68,279.17	85	471,927.47
5448	Internal Rent	18,050.00	.00	18,050.00	1,504.17	.00	4,512.51	13,537.49	25	18,429.96



# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
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
<b>Fund 568 - Information Technology Fund</b>										
Department <b>152 - IT</b>										
Division <b>1921 - Information Technology</b>										
<b>EXPENSE</b>										
<i>Materials &amp; Services</i>										
5449	Leases - Other	30,000.00	.00	30,000.00	.00	26,413.70	7,141.21	(3,554.91)	112	29,626.93
5461	Auto Insurance	780.00	.00	780.00	65.00	.00	195.00	585.00	25	510.00
5464	Workers' Comp	4,150.00	.00	4,150.00	345.83	.00	1,037.49	3,112.51	25	3,890.04
5465	General Liability Insurance	11,030.00	.00	11,030.00	919.17	.00	2,757.51	8,272.49	25	10,650.00
5471	Equipment Repair & Maint	7,500.00	.00	7,500.00	.00	3,256.38	4,318.10	(74.48)	101	1,402.52
5492	Registrations/Training	14,000.00	.00	14,000.00	.00	.00	6,478.00	7,522.00	46	6,819.97
<i>Materials &amp; Services Totals</i>		<b>\$829,780.00</b>	<b>\$0.00</b>	<b>\$829,780.00</b>	<b>\$43,540.54</b>	<b>\$50,839.84</b>	<b>\$509,128.03</b>	<b>\$269,812.13</b>	<b>67%</b>	<b>\$790,621.80</b>
<i>Capital Outlay</i>										
5641	Office Furniture & Equip	.00	.00	.00	.00	.00	.00	.00	+++	8,956.40
<b>5645</b>										
5645.101	Network	70,000.00	.00	70,000.00	12,908.13	.00	38,050.13	31,949.87	54	128,031.83
<b>5645 - Totals</b>		<b>\$70,000.00</b>	<b>\$0.00</b>	<b>\$70,000.00</b>	<b>\$12,908.13</b>	<b>\$0.00</b>	<b>\$38,050.13</b>	<b>\$31,949.87</b>	<b>54%</b>	<b>\$128,031.83</b>
<i>Capital Outlay Totals</i>		<b>\$70,000.00</b>	<b>\$0.00</b>	<b>\$70,000.00</b>	<b>\$12,908.13</b>	<b>\$0.00</b>	<b>\$38,050.13</b>	<b>\$31,949.87</b>	<b>54%</b>	<b>\$136,988.23</b>
<b>EXPENSE TOTALS</b>		<b>\$1,690,760.00</b>	<b>\$0.00</b>	<b>\$1,690,760.00</b>	<b>\$107,269.07</b>	<b>\$50,839.84</b>	<b>\$701,952.04</b>	<b>\$937,968.12</b>	<b>45%</b>	<b>\$1,581,696.43</b>
Division <b>1921 - Information Technology Totals</b>		<b>(\$1,690,760.00)</b>	<b>\$0.00</b>	<b>(\$1,690,760.00)</b>	<b>(\$107,269.07)</b>	<b>(\$50,839.84)</b>	<b>(\$701,952.04)</b>	<b>(\$937,968.12)</b>	<b>45%</b>	<b>(\$1,581,696.43)</b>
Department <b>152 - IT Totals</b>		<b>(\$1,690,760.00)</b>	<b>\$0.00</b>	<b>(\$1,690,760.00)</b>	<b>(\$107,269.07)</b>	<b>(\$50,839.84)</b>	<b>(\$701,952.04)</b>	<b>(\$937,968.12)</b>	<b>45%</b>	<b>(\$1,581,696.43)</b>
Department <b>901 - Ending Fund Balance</b>										
Division <b>9971 - Equity</b>										
<b>EXPENSE</b>										
<i>Contingencies and Unappropriated Balances</i>										
5921	Contingency	228,670.00	.00	228,670.00	.00	.00	.00	228,670.00	0	.00
<b>5981</b>										
5981.004	Reserve--Equipment	120,000.00	.00	120,000.00	.00	.00	.00	120,000.00	0	.00
<b>5981 - Totals</b>		<b>\$120,000.00</b>	<b>\$0.00</b>	<b>\$120,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$120,000.00</b>	<b>0%</b>	<b>\$0.00</b>
<i>Contingencies and Unappropriated Balances Totals</i>		<b>\$348,670.00</b>	<b>\$0.00</b>	<b>\$348,670.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$348,670.00</b>	<b>0%</b>	<b>\$0.00</b>
<b>EXPENSE TOTALS</b>		<b>\$348,670.00</b>	<b>\$0.00</b>	<b>\$348,670.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$348,670.00</b>	<b>0%</b>	<b>\$0.00</b>
Division <b>9971 - Equity Totals</b>		<b>(\$348,670.00)</b>	<b>\$0.00</b>	<b>(\$348,670.00)</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$348,670.00)</b>	<b>0%</b>	<b>\$0.00</b>
Department <b>901 - Ending Fund Balance Totals</b>		<b>(\$348,670.00)</b>	<b>\$0.00</b>	<b>(\$348,670.00)</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$348,670.00)</b>	<b>0%</b>	<b>\$0.00</b>
<b>Fund 568 - Information Technology Fund Totals</b>		<b>\$2,039,430.00</b>	<b>\$0.00</b>	<b>\$2,039,430.00</b>	<b>\$107,269.07</b>	<b>\$50,839.84</b>	<b>\$701,952.04</b>	<b>\$1,286,638.12</b>		<b>\$1,581,696.43</b>
<b>Fund 581 - Insurance Fund</b>										
Department <b>131 - City Recorder</b>										
Division <b>1581 - Risk Management</b>										
<b>EXPENSE</b>										
<i>Personnel Services</i>										
5111	Regular Wages	59,790.00	.00	59,790.00	7,965.84	.00	23,930.51	35,859.49	40	60,368.56
5121	Overtime	.00	.00	.00	2.74	.00	5.72	(5.72)	+++	53.94



# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
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
<b>Fund 581 - Insurance Fund</b>										
Department <b>131 - City Recorder</b>										
Division <b>1581 - Risk Management</b>										
<b>EXPENSE</b>										
<i>Personnel Services</i>										
5211	OR Workers' Benefit	10.00	.00	10.00	1.33	.00	4.06	5.94	41	10.37
5212	Social Security	4,800.00	.00	4,800.00	629.50	.00	1,903.97	2,896.03	40	4,755.43
5213	Med & Dent Ins	3,690.00	.00	3,690.00	290.25	.00	725.56	2,964.44	20	3,345.72
<b>5214</b>										
5214.100	PERS - City	10,610.00	.00	10,610.00	792.55	.00	2,397.19	8,212.81	23	9,963.31
5214.600	PERS 6%	3,590.00	.00	3,590.00	284.03	.00	859.14	2,730.86	24	4,059.53
5214.800	DEFERED COMP - CITY	2,270.00	.00	2,270.00	312.35	.00	1,077.12	1,192.88	47	2,505.29
	<b>5214 - Totals</b>	<b>\$16,470.00</b>	<b>\$0.00</b>	<b>\$16,470.00</b>	<b>\$1,388.93</b>	<b>\$0.00</b>	<b>\$4,333.45</b>	<b>\$12,136.55</b>	<b>26%</b>	<b>\$16,528.13</b>
5215	Long Term Disability Ins	90.00	.00	90.00	15.71	.00	32.44	57.56	36	123.46
5216	Unemployment Insurance	600.00	.00	600.00	15.92	.00	47.85	552.15	8	366.53
5217	Life Insurance	60.00	.00	60.00	10.08	.00	20.83	39.17	35	79.58
5218	Paid Family Leave Insurance	230.00	.00	230.00	30.42	.00	90.91	139.09	40	228.84
	<i>Personnel Services Totals</i>	<b>\$85,740.00</b>	<b>\$0.00</b>	<b>\$85,740.00</b>	<b>\$10,350.72</b>	<b>\$0.00</b>	<b>\$31,095.30</b>	<b>\$54,644.70</b>	<b>36%</b>	<b>\$85,860.56</b>
<i>Materials &amp; Services</i>										
5414	Accounting/Auditing	800.00	.00	800.00	.00	.00	135.00	665.00	17	665.00
5419	Other Professional Serv	12,000.00	.00	12,000.00	.00	.00	.00	12,000.00	0	.00
5432	Meals	250.00	.00	250.00	.00	.00	.00	250.00	0	72.28
5433	Mileage	500.00	.00	500.00	.00	.00	.00	500.00	0	237.43
5439	Travel	600.00	.00	600.00	.00	.00	.00	600.00	0	.00
5461	Auto Insurance	139,040.00	.00	139,040.00	.00	.00	125,485.29	13,554.71	90	113,821.41
5463	Property/Earthquake Insurance	228,910.00	.00	228,910.00	.00	.00	227,968.99	941.01	100	197,338.90
5464	Workers' Comp	241,560.00	.00	241,560.00	.00	.00	210,119.42	31,440.58	87	221,610.62
5465	General Liability Insurance	356,700.00	.00	356,700.00	.00	.00	331,100.09	25,599.91	93	307,503.63
5468	Deductible	20,000.00	.00	20,000.00	.00	.00	.00	20,000.00	0	.00
5469	Other Insurance Costs	15,000.00	.00	15,000.00	321.00	1,071.00	16,320.99	(2,391.99)	116	27,151.52
5491	Dues & Subscriptions	1,000.00	.00	1,000.00	774.00	.00	874.00	126.00	87	565.00
5492	Registrations/Training	1,000.00	.00	1,000.00	.00	.00	200.00	800.00	20	245.00
	<i>Materials &amp; Services Totals</i>	<b>\$1,017,360.00</b>	<b>\$0.00</b>	<b>\$1,017,360.00</b>	<b>\$1,095.00</b>	<b>\$1,071.00</b>	<b>\$912,203.78</b>	<b>\$104,085.22</b>	<b>90%</b>	<b>\$869,210.79</b>
	<b>EXPENSE TOTALS</b>	<b>\$1,103,100.00</b>	<b>\$0.00</b>	<b>\$1,103,100.00</b>	<b>\$11,445.72</b>	<b>\$1,071.00</b>	<b>\$943,299.08</b>	<b>\$158,729.92</b>	<b>86%</b>	<b>\$955,071.35</b>
	Division <b>1581 - Risk Management Totals</b>	<b>(\$1,103,100.00)</b>	<b>\$0.00</b>	<b>(\$1,103,100.00)</b>	<b>(\$11,445.72)</b>	<b>(\$1,071.00)</b>	<b>(\$943,299.08)</b>	<b>(\$158,729.92)</b>	<b>86%</b>	<b>(\$955,071.35)</b>
	Department <b>131 - City Recorder Totals</b>	<b>(\$1,103,100.00)</b>	<b>\$0.00</b>	<b>(\$1,103,100.00)</b>	<b>(\$11,445.72)</b>	<b>(\$1,071.00)</b>	<b>(\$943,299.08)</b>	<b>(\$158,729.92)</b>	<b>86%</b>	<b>(\$955,071.35)</b>
Department <b>901 - Ending Fund Balance</b>										
Division <b>9971 - Equity</b>										
<b>EXPENSE</b>										
<i>Contingencies and Unappropriated Balances</i>										



# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
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
<b>Fund 581 - Insurance Fund</b>										
Department <b>901 - Ending Fund Balance</b>										
Division <b>9971 - Equity</b>										
<b>EXPENSE</b>										
<i>Contingencies and Unappropriated Balances</i>										
5921	Contingency	460,390.00	.00	460,390.00	.00	.00	.00	460,390.00	0	.00
	<i>Contingencies and Unappropriated Balances Totals</i>	\$460,390.00	\$0.00	\$460,390.00	\$0.00	\$0.00	\$0.00	\$460,390.00	0%	\$0.00
	<b>EXPENSE TOTALS</b>	\$460,390.00	\$0.00	\$460,390.00	\$0.00	\$0.00	\$0.00	\$460,390.00	0%	\$0.00
	Division <b>9971 - Equity Totals</b>	(\$460,390.00)	\$0.00	(\$460,390.00)	\$0.00	\$0.00	\$0.00	(\$460,390.00)	0%	\$0.00
	Department <b>901 - Ending Fund Balance Totals</b>	(\$460,390.00)	\$0.00	(\$460,390.00)	\$0.00	\$0.00	\$0.00	(\$460,390.00)	0%	\$0.00
	Fund <b>581 - Insurance Fund Totals</b>	\$1,563,490.00	\$0.00	\$1,563,490.00	\$11,445.72	\$1,071.00	\$943,299.08	\$619,119.92		\$955,071.35
<b>Fund 591 - Equipment Replacement Fund</b>										
Department <b>611 - Water</b>										
Division <b>9211 - Equipment Purchases</b>										
<b>EXPENSE</b>										
<i>Capital Outlay</i>										
5649	Other Equipment	493,550.00	.00	493,550.00	.00	.00	.00	493,550.00	0	.00
	<i>Capital Outlay Totals</i>	\$493,550.00	\$0.00	\$493,550.00	\$0.00	\$0.00	\$0.00	\$493,550.00	0%	\$0.00
	<b>EXPENSE TOTALS</b>	\$493,550.00	\$0.00	\$493,550.00	\$0.00	\$0.00	\$0.00	\$493,550.00	0%	\$0.00
	Division <b>9211 - Equipment Purchases Totals</b>	(\$493,550.00)	\$0.00	(\$493,550.00)	\$0.00	\$0.00	\$0.00	(\$493,550.00)	0%	\$0.00
	Department <b>611 - Water Totals</b>	(\$493,550.00)	\$0.00	(\$493,550.00)	\$0.00	\$0.00	\$0.00	(\$493,550.00)	0%	\$0.00
Department <b>621 - Sewer</b>										
Division <b>9211 - Equipment Purchases</b>										
<b>EXPENSE</b>										
<i>Capital Outlay</i>										
5649	Other Equipment	424,200.00	.00	424,200.00	.00	.00	.00	424,200.00	0	18,285.94
	<i>Capital Outlay Totals</i>	\$424,200.00	\$0.00	\$424,200.00	\$0.00	\$0.00	\$0.00	\$424,200.00	0%	\$18,285.94
	<b>EXPENSE TOTALS</b>	\$424,200.00	\$0.00	\$424,200.00	\$0.00	\$0.00	\$0.00	\$424,200.00	0%	\$18,285.94
	Division <b>9211 - Equipment Purchases Totals</b>	(\$424,200.00)	\$0.00	(\$424,200.00)	\$0.00	\$0.00	\$0.00	(\$424,200.00)	0%	(\$18,285.94)
	Department <b>621 - Sewer Totals</b>	(\$424,200.00)	\$0.00	(\$424,200.00)	\$0.00	\$0.00	\$0.00	(\$424,200.00)	0%	(\$18,285.94)
Department <b>631 - Maintenance</b>										
Division <b>9211 - Equipment Purchases</b>										
<b>EXPENSE</b>										
<i>Capital Outlay</i>										
5649	Other Equipment	360,520.00	.00	360,520.00	.00	.00	14,120.50	346,399.50	4	.00
	<i>Capital Outlay Totals</i>	\$360,520.00	\$0.00	\$360,520.00	\$0.00	\$0.00	\$14,120.50	\$346,399.50	4%	\$0.00
	<b>EXPENSE TOTALS</b>	\$360,520.00	\$0.00	\$360,520.00	\$0.00	\$0.00	\$14,120.50	\$346,399.50	4%	\$0.00
	Division <b>9211 - Equipment Purchases Totals</b>	(\$360,520.00)	\$0.00	(\$360,520.00)	\$0.00	\$0.00	(\$14,120.50)	(\$346,399.50)	4%	\$0.00
	Department <b>631 - Maintenance Totals</b>	(\$360,520.00)	\$0.00	(\$360,520.00)	\$0.00	\$0.00	(\$14,120.50)	(\$346,399.50)	4%	\$0.00



# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
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
<b>Fund 591 - Equipment Replacement Fund</b>										
Department <b>671 - Transit</b>										
Division <b>9211 - Equipment Purchases</b>										
EXPENSE										
<i>Capital Outlay</i>										
5649	Other Equipment	3,550.00	.00	3,550.00	.00	.00	.00	3,550.00	0	.00
	<i>Capital Outlay Totals</i>	\$3,550.00	\$0.00	\$3,550.00	\$0.00	\$0.00	\$0.00	\$3,550.00	0%	\$0.00
	<b>EXPENSE TOTALS</b>	\$3,550.00	\$0.00	\$3,550.00	\$0.00	\$0.00	\$0.00	\$3,550.00	0%	\$0.00
	Division <b>9211 - Equipment Purchases Totals</b>	(\$3,550.00)	\$0.00	(\$3,550.00)	\$0.00	\$0.00	\$0.00	(\$3,550.00)	0%	\$0.00
	Department <b>671 - Transit Totals</b>	(\$3,550.00)	\$0.00	(\$3,550.00)	\$0.00	\$0.00	\$0.00	(\$3,550.00)	0%	\$0.00
Department <b>691 - Public Works Administration</b>										
Division <b>9211 - Equipment Purchases</b>										
EXPENSE										
<i>Capital Outlay</i>										
5649	Other Equipment	25,190.00	.00	25,190.00	.00	.00	.00	25,190.00	0	.00
	<i>Capital Outlay Totals</i>	\$25,190.00	\$0.00	\$25,190.00	\$0.00	\$0.00	\$0.00	\$25,190.00	0%	\$0.00
	<b>EXPENSE TOTALS</b>	\$25,190.00	\$0.00	\$25,190.00	\$0.00	\$0.00	\$0.00	\$25,190.00	0%	\$0.00
	Division <b>9211 - Equipment Purchases Totals</b>	(\$25,190.00)	\$0.00	(\$25,190.00)	\$0.00	\$0.00	\$0.00	(\$25,190.00)	0%	\$0.00
	Department <b>691 - Public Works Administration Totals</b>	(\$25,190.00)	\$0.00	(\$25,190.00)	\$0.00	\$0.00	\$0.00	(\$25,190.00)	0%	\$0.00
	<b>Fund 591 - Equipment Replacement Fund Totals</b>	\$1,307,010.00	\$0.00	\$1,307,010.00	\$0.00	\$0.00	\$14,120.50	\$1,292,889.50		\$18,285.94
<b>Fund 693 - Reserve for PERS</b>										
Department <b>901 - Ending Fund Balance</b>										
Division <b>9971 - Equity</b>										
EXPENSE										
<i>Contingencies and Unappropriated Balances</i>										
5921	Contingency	391,120.00	.00	391,120.00	.00	.00	.00	391,120.00	0	.00
	<i>Contingencies and Unappropriated Balances Totals</i>	\$391,120.00	\$0.00	\$391,120.00	\$0.00	\$0.00	\$0.00	\$391,120.00	0%	\$0.00
	<b>EXPENSE TOTALS</b>	\$391,120.00	\$0.00	\$391,120.00	\$0.00	\$0.00	\$0.00	\$391,120.00	0%	\$0.00
	Division <b>9971 - Equity Totals</b>	(\$391,120.00)	\$0.00	(\$391,120.00)	\$0.00	\$0.00	\$0.00	(\$391,120.00)	0%	\$0.00
	Department <b>901 - Ending Fund Balance Totals</b>	(\$391,120.00)	\$0.00	(\$391,120.00)	\$0.00	\$0.00	\$0.00	(\$391,120.00)	0%	\$0.00
	<b>Fund 693 - Reserve for PERS Totals</b>	\$391,120.00	\$0.00	\$391,120.00	\$0.00	\$0.00	\$0.00	\$391,120.00		\$0.00
<b>Fund 695 - Lavelle Black Trust Fund</b>										
Department <b>211 - Police</b>										
Division <b>2111 - Patrol</b>										
EXPENSE										
<i>Materials &amp; Services</i>										
5329	Other Supplies	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0	2,080.47
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
	<i>Materials &amp; Services Totals</i>	\$7,500.00	\$0.00	\$7,500.00	\$0.00	\$0.00	\$0.00	\$7,500.00	0%	\$2,080.47
	<b>EXPENSE TOTALS</b>	\$7,500.00	\$0.00	\$7,500.00	\$0.00	\$0.00	\$0.00	\$7,500.00	0%	\$2,080.47



# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
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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
<b>Fund 695 - Lavelle Black Trust Fund</b>										
Department <b>211 - Police</b>										
	Division <b>2111 - Patrol</b> Totals	(\$7,500.00)	\$0.00	(\$7,500.00)	\$0.00	\$0.00	\$0.00	(\$7,500.00)	0%	(\$2,080.47)
	Department <b>211 - Police</b> Totals	(\$7,500.00)	\$0.00	(\$7,500.00)	\$0.00	\$0.00	\$0.00	(\$7,500.00)	0%	(\$2,080.47)
Department <b>901 - Ending Fund Balance</b>										
Division <b>9971 - Equity</b>										
<b>EXPENSE</b>										
<i>Contingencies and Unappropriated Balances</i>										
5921	Contingency	29,320.00	.00	29,320.00	.00	.00	.00	29,320.00	0	.00
	<i>Contingencies and Unappropriated Balances Totals</i>	\$29,320.00	\$0.00	\$29,320.00	\$0.00	\$0.00	\$0.00	\$29,320.00	0%	\$0.00
	<b>EXPENSE TOTALS</b>	\$29,320.00	\$0.00	\$29,320.00	\$0.00	\$0.00	\$0.00	\$29,320.00	0%	\$0.00
	Division <b>9971 - Equity</b> Totals	(\$29,320.00)	\$0.00	(\$29,320.00)	\$0.00	\$0.00	\$0.00	(\$29,320.00)	0%	\$0.00
	Department <b>901 - Ending Fund Balance</b> Totals	(\$29,320.00)	\$0.00	(\$29,320.00)	\$0.00	\$0.00	\$0.00	(\$29,320.00)	0%	\$0.00
	Fund <b>695 - Lavelle Black Trust Fund</b> Totals	\$36,820.00	\$0.00	\$36,820.00	\$0.00	\$0.00	\$0.00	\$36,820.00		\$2,080.47
<b>Fund 720 - Urban Renewal Fund</b>										
Department <b>125 - Economic Development</b>										
Division <b>7200 - URA</b>										
<b>EXPENSE</b>										
<i>Personnel Services</i>										
5111	Regular Wages	190,280.00	.00	190,280.00	11,568.08	.00	34,753.83	155,526.17	18	192,429.79
5121	Overtime	.00	.00	.00	3.51	.00	15.68	(15.68)	+++	116.98
5211	OR Workers' Benefit	20.00	.00	20.00	1.46	.00	4.48	15.52	22	28.48
5212	Social Security	15,150.00	.00	15,150.00	897.35	.00	2,708.93	12,441.07	18	14,842.53
5213	Med & Dent Ins	25,910.00	.00	25,910.00	1,744.61	.00	4,841.59	21,068.41	19	24,421.45
<b>5214</b>										
5214.100	PERS - City	34,310.00	.00	34,310.00	1,963.68	.00	5,891.26	28,418.74	17	33,931.99
5214.600	PERS 6%	11,410.00	.00	11,410.00	694.95	.00	2,084.91	9,325.09	18	13,712.47
5214.800	DEFERED COMP - CITY	9,360.00	.00	9,360.00	536.39	.00	1,617.32	7,742.68	17	9,422.37
	<b>5214 - Totals</b>	\$55,080.00	\$0.00	\$55,080.00	\$3,195.02	\$0.00	\$9,593.49	\$45,486.51	17%	\$57,066.83
5215	Long Term Disability Ins	340.00	.00	340.00	22.50	.00	45.83	294.17	13	355.97
5216	Unemployment Insurance	1,910.00	.00	1,910.00	23.16	.00	69.56	1,840.44	4	1,167.82
5217	Life Insurance	210.00	.00	210.00	14.19	.00	28.65	181.35	14	227.17
5218	Paid Family Leave Insurance	750.00	.00	750.00	41.68	.00	125.91	624.09	17	686.21
	<i>Personnel Services Totals</i>	\$289,650.00	\$0.00	\$289,650.00	\$17,511.56	\$0.00	\$52,187.95	\$237,462.05	18%	\$291,343.23
<i>Materials &amp; Services</i>										
5414	Accounting/Auditing	3,530.00	.00	3,530.00	.00	.00	810.00	2,720.00	23	3,990.00
5419	Other Professional Serv	78,000.00	.00	78,000.00	9,486.95	1,360.00	10,664.87	65,975.13	15	101,035.66
5428	IT Support	10,420.00	.00	10,420.00	868.33	.00	2,604.99	7,815.01	25	9,450.00
5448	Internal Rent	1,080.00	.00	1,080.00	90.00	.00	270.00	810.00	25	1,100.04
5479	Other Repair & Maint	.00	.00	.00	.00	.00	4,261.99	(4,261.99)	+++	6,203.37
5520	Grant Program	155,000.00	.00	155,000.00	12,475.00	.00	12,475.00	142,525.00	8	321,606.00



# Expense Budget Performance Report

Fiscal Year to Date 09/30/24  
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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
<b>Fund 720 - Urban Renewal Fund</b>										
Department <b>125 - Economic Development</b>										
Division <b>7200 - URA</b>										
<b>EXPENSE</b>										
<i>Materials &amp; Services</i>										
5530	Design Services	15,000.00	.00	15,000.00	1,302.50	.00	1,587.50	13,412.50	11	16,741.28
<i>Materials &amp; Services Totals</i>		\$263,030.00	\$0.00	\$263,030.00	\$24,222.78	\$1,360.00	\$32,674.35	\$228,995.65	13%	\$460,126.35
<i>Capital Outlay</i>										
5630	Public Art	110,000.00	.00	110,000.00	.00	.00	.00	110,000.00	0	68,619.05
5631	Streets/Alleys/Sidewalks	.00	.00	.00	.00	.00	.00	.00	+++	795.60
5639	Other Improvements	14,000.00	.00	14,000.00	.00	.00	.00	14,000.00	0	207,112.95
<i>Capital Outlay Totals</i>		\$124,000.00	\$0.00	\$124,000.00	\$0.00	\$0.00	\$0.00	\$124,000.00	0%	\$276,527.60
<i>Debt Service</i>										
5711	Bond Principal	293,000.00	.00	293,000.00	.00	.00	.00	293,000.00	0	285,000.00
5721	Bond Interest	42,860.00	.00	42,860.00	.00	.00	.00	42,860.00	0	50,746.40
<i>Debt Service Totals</i>		\$335,860.00	\$0.00	\$335,860.00	\$0.00	\$0.00	\$0.00	\$335,860.00	0%	\$335,746.40
<b>EXPENSE TOTALS</b>		\$1,012,540.00	\$0.00	\$1,012,540.00	\$41,734.34	\$1,360.00	\$84,862.30	\$926,317.70	9%	\$1,363,743.58
Division <b>7200 - URA Totals</b>		(\$1,012,540.00)	\$0.00	(\$1,012,540.00)	(\$41,734.34)	(\$1,360.00)	(\$84,862.30)	(\$926,317.70)	9%	(\$1,363,743.58)
Department <b>125 - Economic Development Totals</b>		(\$1,012,540.00)	\$0.00	(\$1,012,540.00)	(\$41,734.34)	(\$1,360.00)	(\$84,862.30)	(\$926,317.70)	9%	(\$1,363,743.58)
Department <b>901 - Ending Fund Balance</b>										
Division <b>9971 - Equity</b>										
<b>EXPENSE</b>										
<i>Contingencies and Unappropriated Balances</i>										
5921	Contingency	70,000.00	.00	70,000.00	.00	.00	.00	70,000.00	0	.00
<b>5981</b>										
5981.005	Reserve for Future Years	788,050.00	.00	788,050.00	.00	.00	.00	788,050.00	0	.00
<b>5981 - Totals</b>		\$788,050.00	\$0.00	\$788,050.00	\$0.00	\$0.00	\$0.00	\$788,050.00	0%	\$0.00
<i>Contingencies and Unappropriated Balances Totals</i>		\$858,050.00	\$0.00	\$858,050.00	\$0.00	\$0.00	\$0.00	\$858,050.00	0%	\$0.00
<b>EXPENSE TOTALS</b>		\$858,050.00	\$0.00	\$858,050.00	\$0.00	\$0.00	\$0.00	\$858,050.00	0%	\$0.00
Division <b>9971 - Equity Totals</b>		(\$858,050.00)	\$0.00	(\$858,050.00)	\$0.00	\$0.00	\$0.00	(\$858,050.00)	0%	\$0.00
Department <b>901 - Ending Fund Balance Totals</b>		(\$858,050.00)	\$0.00	(\$858,050.00)	\$0.00	\$0.00	\$0.00	(\$858,050.00)	0%	\$0.00
Fund <b>720 - Urban Renewal Fund Totals</b>		\$1,870,590.00	\$0.00	\$1,870,590.00	\$41,734.34	\$1,360.00	\$84,862.30	\$1,784,367.70		\$1,363,743.58
<b>Grand Totals</b>		\$175,359,690.00	\$189,610.00	\$175,549,300.00	\$3,428,857.82	\$1,615,792.19	\$11,669,796.63	\$162,263,711.18		\$44,505,750.18



# **Year-to-Date Revenue for All Funds**



# Revenue All Funds

Fiscal Year to Date 09/30/24  
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
<b>Fund 001 - General Fund</b>										
Department <b>000 - Revenue</b>										
REVENUE										
<i>Fund Balance</i>										
3081	Beginning Fund Balance	13,450,490.00	.00	13,450,490.00	.00	.00	.00	13,450,490.00	0	.00
<i>Fund Balance Totals</i>		\$13,450,490.00	\$0.00	\$13,450,490.00	\$0.00	\$0.00	\$0.00	\$13,450,490.00	0%	\$0.00
<i>Taxes</i>										
3111	Property Tax - Current	13,200,000.00	.00	13,200,000.00	2,578.96	.00	2,621.21	13,197,378.79	0	11,284,719.51
3112	Property Tax - Delinquent	240,000.00	.00	240,000.00	19,862.18	.00	96,242.62	143,757.38	40	204,708.37
3113	Pmt in Lieu of Taxes	.00	.00	.00	.00	.00	.00	.00	+++	64,416.00
3133	Hotel/Motel Tax	500,000.00	.00	500,000.00	60,563.49	.00	125,468.04	374,531.96	25	504,995.79
<i>Taxes Totals</i>		\$13,940,000.00	\$0.00	\$13,940,000.00	\$83,004.63	\$0.00	\$224,331.87	\$13,715,668.13	2%	\$12,058,839.67
<i>Licenses and Permits</i>										
3211	Business License	45,000.00	.00	45,000.00	4,695.00	.00	11,052.50	33,947.50	25	46,275.00
3213	RoW Utility License	1,500.00	.00	1,500.00	.00	.00	300.00	1,200.00	20	2,400.00
3219	Other License	3,000.00	.00	3,000.00	.00	.00	170.00	2,830.00	6	3,188.00
3220	Taxicab Permits	2,200.00	.00	2,200.00	55.00	.00	110.00	2,090.00	5	1,905.00
<i>Licenses and Permits Totals</i>		\$51,700.00	\$0.00	\$51,700.00	\$4,750.00	\$0.00	\$11,632.50	\$40,067.50	22%	\$53,768.00
<i>Intergovernmental</i>										
3341	State Grants	200,000.00	.00	200,000.00	24,519.00	.00	24,519.00	175,481.00	12	331,168.80
3351	Grants	208,000.00	.00	208,000.00	.00	.00	.00	208,000.00	0	20,326.00
3362	State Liquor Proration	515,000.00	.00	515,000.00	35,380.72	.00	82,056.51	432,943.49	16	476,789.88
3363	State Cigarette Tax	19,000.00	.00	19,000.00	1,766.10	.00	3,192.52	15,807.48	17	17,689.95
3364	State Revenue Sharing	400,000.00	.00	400,000.00	.00	.00	.00	400,000.00	0	385,835.43
3367	State Marijuana Tax Distribution - HB 3400 Local Option Tax	30,000.00	.00	30,000.00	10,544.95	.00	10,544.95	19,455.05	35	39,766.35
<i>Intergovernmental Totals</i>		\$1,372,000.00	\$0.00	\$1,372,000.00	\$72,210.77	\$0.00	\$120,312.98	\$1,251,687.02	9%	\$1,271,576.41
<i>Charges for Goods and Services</i>										
3415	Sale of Documents	200.00	.00	200.00	.00	.00	3.00	197.00	2	12,029.25
<i>Charges for Goods and Services Totals</i>		\$200.00	\$0.00	\$200.00	\$0.00	\$0.00	\$3.00	\$197.00	2%	\$12,029.25
<i>Franchise Fees</i>										
<b>3226</b>										
3226	RoW Franchise Revenue	280,000.00	.00	280,000.00	.00	.00	.00	280,000.00	0	.00
3226.002	RoW Franchise Revenue - Consumer Cellular	.00	.00	.00	.00	.00	.00	.00	+++	10,666.09
3226.003	RoW Franchise Revenue - Dish Wireless	.00	.00	.00	.00	.00	.00	.00	+++	82.88
3226.005	RoW Franchise Revenue - Granite Telecommunications	.00	.00	.00	.00	.00	.00	.00	+++	7,369.65
3226.006	RoW Franchise Revenue - LS Networks	.00	.00	.00	.00	.00	.00	.00	+++	1,695.00
3226.007	RoW Franchise Revenue - Mitel Cloud Services	.00	.00	.00	.00	.00	.00	.00	+++	47.88
3226.009	RoW Franchise Revenue - Electric Lightwave	.00	.00	.00	.00	.00	.00	.00	+++	4,806.67
3226.010	RoW Franchise Revenue - vCom QuantumShift	.00	.00	.00	.00	.00	.00	.00	+++	1,033.45
3226.011	RoW Franchise Revenue - Gabb Wireless	.00	.00	.00	.00	.00	.00	.00	+++	37.65



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Fund 001 - General Fund										
Department 000 - Revenue										
REVENUE										
Franchise Fees										
<b>3226</b>										
3226.012	RoW Franchise Revenue - Qwest	.00	.00	.00	.00	.00	.00	.00	+++	17,034.15
3226.013	RoW Franchise Revenue - CenturyLink	.00	.00	.00	.00	.00	.00	.00	+++	9,037.39
3226.014	RoW Franchise Revenue - Level3	.00	.00	.00	.00	.00	.00	.00	+++	11,508.80
3226.015	RoW Franchise Revenue - Windstream	.00	.00	.00	.00	.00	.00	.00	+++	67.72
3226.016	RoW Franchise Revenue - McLeod USA	.00	.00	.00	.00	.00	.00	.00	+++	216.69
3226.017	RoW Franchise Revenue - RingCentral	.00	.00	.00	.00	.00	.00	.00	+++	1,983.64
3226.021	RoW Franchise Revenue - GreatCall	.00	.00	.00	.00	.00	.00	.00	+++	1,048.06
3226.022	RoW Franchise Revenue - Clear Rate Communications	.00	.00	.00	.00	.00	.00	.00	+++	345.37
3226.023	RoW Franchise Revenue - Calpine Energy	.00	.00	.00	.00	.00	.00	.00	+++	116,493.46
3226.025	RoW Franchise Revenue - Constellation New Energy	.00	.00	.00	.00	.00	.00	.00	+++	24,879.86
3226.026	RoW Franchise Revenue - DataVision Telecom	.00	.00	.00	.00	.00	.00	.00	+++	6,928.50
3226.028	RoW Franchise Revenue - Spectrotel, Inc.	.00	.00	.00	.00	.00	.00	.00	+++	247.60
3226.029	RoW Franchise Revenue - MetTel	.00	.00	.00	.00	.00	.00	.00	+++	986.58
3226.030	RoW Franchise Revenue - Nextiva Inc	.00	.00	.00	.00	.00	.00	.00	+++	418.31
3226.031	RoW Franchise Revenue - iWireless	.00	.00	.00	.00	.00	.00	.00	+++	97.31
3226.032	RoW Franchise Revenue - Marconi	.00	.00	.00	.00	.00	.00	.00	+++	71.58
3226.033	RoW Franchise Revenue - Nuso	.00	.00	.00	.00	.00	.00	.00	+++	29.46
3226.034	RoW Franchise Revenue - Ooma	.00	.00	.00	.00	.00	.00	.00	+++	566.91
3226.035	RoW Franchise Revenue - GC Pivotal	.00	.00	.00	.00	.00	.00	.00	+++	120.97
3226.036	RoW Franchise Revenue - Comcast	.00	.00	.00	.00	.00	.00	.00	+++	41,718.12
3226.037	RoW Franchise Revenue - Zoom Voice Comm	.00	.00	.00	.00	.00	.00	.00	+++	275.79
3226.038	RoW Franchise Revenue - 8X8 Inc	.00	.00	.00	.00	.00	.00	.00	+++	2,191.95
3226.039	RoW Franchise Revenue - Patriot Mobile	.00	.00	.00	.00	.00	.00	.00	+++	173.60
3226.040	RoW Franchise Revenue - Interface Security Systems	.00	.00	.00	.00	.00	.00	.00	+++	65.96
3226.041	RoW Franchise Revenue - Mint Mobile	.00	.00	.00	.00	.00	.00	.00	+++	730.10
3226.042	RoW Franchise Revenue - GreenFly Networks	.00	.00	.00	.00	.00	.00	.00	+++	240.07
3226.043	RoW Franchise Revenue - ICIM Corporation	.00	.00	.00	.00	.00	.00	.00	+++	33.31
3226.044	RoW Franchise Revenue - BCN Telecom Inc	.00	.00	.00	.00	.00	.00	.00	+++	9.15
3226.045	RoW Franchise Revenue - Simple VoIP LLC	.00	.00	.00	.00	.00	.00	.00	+++	119.53
3226.046	RoW Franchise Revenue - Intelepeer Cloud Comm.	.00	.00	.00	.00	.00	.00	.00	+++	101.52
3226.047	RoW Franchise Revenue - Plintron	.00	.00	.00	.00	.00	.00	.00	+++	6.21
3226.048	RoW Franchise Revenue - Momentum Telecom	.00	.00	.00	.00	.00	.00	.00	+++	871.79
3226.049	RoW Franchise Revenue - Star2Star Communications	.00	.00	.00	.00	.00	.00	.00	+++	153.37
3226.050	RoW Franchise Revenue - Combined PC	.00	.00	.00	.00	.00	.00	.00	+++	59.19
3226.051	RoW Franchise Revenue - Garmin Services	.00	.00	.00	.00	.00	.00	.00	+++	44.04
<b>3226 - Totals</b>		<b>\$280,000.00</b>	<b>\$0.00</b>	<b>\$280,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$280,000.00</b>	<b>0%</b>	<b>\$264,615.33</b>



# Revenue Budget Performance Report

Fiscal Year to Date 09/30/24  
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
<b>Fund 001 - General Fund</b>										
Department <b>000 - Revenue</b>										
<b>REVENUE</b>										
<i>Franchise Fees</i>										
<b>3228</b>										
3228.003	PGE Franchise Fees	940,000.00	.00	940,000.00	.00	.00	.00	940,000.00	0	831,799.09
3228.004	NW Natural Franchise Fees	210,000.00	.00	210,000.00	.00	.00	.00	210,000.00	0	237,430.43
3228.006	Republic Services Franchise Fees	360,000.00	.00	360,000.00	.00	.00	.00	360,000.00	0	367,792.89
3228.007	Wave Broadband Franchise Fees	60,000.00	.00	60,000.00	.00	.00	.00	60,000.00	0	64,531.27
3228.500	Wave PEG Fees	.00	.00	.00	.00	.00	.00	.00	+++	667.26
<b>3228 - Totals</b>		<b>\$1,570,000.00</b>	<b>\$0.00</b>	<b>\$1,570,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,570,000.00</b>	<b>0%</b>	<b>\$1,502,220.94</b>
<b>3243</b>										
3243.470	General Right of Way - Water	295,000.00	.00	295,000.00	30,402.40	.00	96,942.51	198,057.49	33	278,616.00
3243.472	General Right of Way - Sewer	550,000.00	.00	550,000.00	53,503.23	.00	137,325.95	412,674.05	25	556,869.58
<b>3243 - Totals</b>		<b>\$845,000.00</b>	<b>\$0.00</b>	<b>\$845,000.00</b>	<b>\$83,905.63</b>	<b>\$0.00</b>	<b>\$234,268.46</b>	<b>\$610,731.54</b>	<b>28%</b>	<b>\$835,485.58</b>
	<i>Franchise Fees Totals</i>	<b>\$2,695,000.00</b>	<b>\$0.00</b>	<b>\$2,695,000.00</b>	<b>\$83,905.63</b>	<b>\$0.00</b>	<b>\$234,268.46</b>	<b>\$2,460,731.54</b>	<b>9%</b>	<b>\$2,602,321.85</b>
<i>Miscellaneous Revenue</i>										
3611	Interest from Investments	450,000.00	.00	450,000.00	47,413.53	.00	145,172.37	304,827.63	32	627,743.06
3617	Change in Fair Value of Investments	.00	.00	.00	17,221.88	.00	65,499.32	(65,499.32)	+++	66,169.56
3641	Annual Access Fee	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	.00
3691	Sale of Surplus Property	20,000.00	.00	20,000.00	.00	.00	.00	20,000.00	0	32,000.00
<b>3692</b>										
3692.101	Copies--Other	.00	.00	.00	.00	.00	.35	(.35)	+++	5.80
<b>3692 - Totals</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.35</b>	<b>(\$0.35)</b>	<b>+++</b>	<b>\$5.80</b>
3698	Cash Long and Short	.00	.00	.00	6.18	.00	13.71	(13.71)	+++	11.56
3699	Other Miscellaneous Income	70,000.00	.00	70,000.00	7,094.07	.00	37,200.39	32,799.61	53	230,277.59
	<i>Miscellaneous Revenue Totals</i>	<b>\$541,000.00</b>	<b>\$0.00</b>	<b>\$541,000.00</b>	<b>\$71,735.66</b>	<b>\$0.00</b>	<b>\$247,886.14</b>	<b>\$293,113.86</b>	<b>46%</b>	<b>\$956,207.57</b>
<i>Transfers In</i>										
<b>3971</b>										
3971.136	Transfer from American Rescue Plan Fund	986,160.00	.00	986,160.00	.00	.00	.00	986,160.00	0	664,198.00
3971.250	Transfer from GO Debt Service Fund	48,000.00	.00	48,000.00	.00	.00	.00	48,000.00	0	.00
3971.376	Transfer From Street SDC	60,000.00	.00	60,000.00	.00	.00	.00	60,000.00	0	.00
<b>3971 - Totals</b>		<b>\$1,094,160.00</b>	<b>\$0.00</b>	<b>\$1,094,160.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,094,160.00</b>	<b>0%</b>	<b>\$664,198.00</b>
	<i>Transfers In Totals</i>	<b>\$1,094,160.00</b>	<b>\$0.00</b>	<b>\$1,094,160.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,094,160.00</b>	<b>0%</b>	<b>\$664,198.00</b>
	<b>REVENUE TOTALS</b>	<b>\$33,144,550.00</b>	<b>\$0.00</b>	<b>\$33,144,550.00</b>	<b>\$315,606.69</b>	<b>\$0.00</b>	<b>\$838,434.95</b>	<b>\$32,306,115.05</b>	<b>3%</b>	<b>\$17,618,940.75</b>
	Department <b>000 - Revenue Totals</b>	<b>\$33,144,550.00</b>	<b>\$0.00</b>	<b>\$33,144,550.00</b>	<b>\$315,606.69</b>	<b>\$0.00</b>	<b>\$838,434.95</b>	<b>\$32,306,115.05</b>	<b>3%</b>	<b>\$17,618,940.75</b>
Department <b>101 - Administration</b>										
<b>REVENUE</b>										
<i>Charges for Goods and Services</i>										
3416	Lien Search Revenue	15,150.00	.00	15,150.00	2,408.00	.00	4,228.00	10,922.00	28	14,720.00
	<i>Charges for Goods and Services Totals</i>	<b>\$15,150.00</b>	<b>\$0.00</b>	<b>\$15,150.00</b>	<b>\$2,408.00</b>	<b>\$0.00</b>	<b>\$4,228.00</b>	<b>\$10,922.00</b>	<b>28%</b>	<b>\$14,720.00</b>



# Revenue Budget Performance Report

Fiscal Year to Date 09/30/24  
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
<b>Fund 001 - General Fund</b>										
Department <b>101 - Administration</b>										
<b>REVENUE</b>										
<i>Fines and Forfeits</i>										
3530	Court Fines from Other Jurisdictions	24,750.00	.00	24,750.00	1,484.69	.00	4,527.40	20,222.60	18	22,093.01
3531	Court Fines	525,000.00	.00	525,000.00	36,488.86	.00	118,661.44	406,338.56	23	469,964.73
<i>Fines and Forfeits Totals</i>		<b>\$549,750.00</b>	<b>\$0.00</b>	<b>\$549,750.00</b>	<b>\$37,973.55</b>	<b>\$0.00</b>	<b>\$123,188.84</b>	<b>\$426,561.16</b>	<b>22%</b>	<b>\$492,057.74</b>
<b>REVENUE TOTALS</b>		<b>\$564,900.00</b>	<b>\$0.00</b>	<b>\$564,900.00</b>	<b>\$40,381.55</b>	<b>\$0.00</b>	<b>\$127,416.84</b>	<b>\$437,483.16</b>	<b>23%</b>	<b>\$506,777.74</b>
Department <b>101 - Administration Totals</b>		<b>\$564,900.00</b>	<b>\$0.00</b>	<b>\$564,900.00</b>	<b>\$40,381.55</b>	<b>\$0.00</b>	<b>\$127,416.84</b>	<b>\$437,483.16</b>	<b>23%</b>	<b>\$506,777.74</b>
Department <b>125 - Economic Development</b>										
<b>REVENUE</b>										
<i>Intergovernmental</i>										
3351	Grants	160,000.00	.00	160,000.00	.00	.00	.00	160,000.00	0	135,000.00
<i>Intergovernmental Totals</i>		<b>\$160,000.00</b>	<b>\$0.00</b>	<b>\$160,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$160,000.00</b>	<b>0%</b>	<b>\$135,000.00</b>
<i>Miscellaneous Revenue</i>										
3699	Other Miscellaneous Income	10,000.00	.00	10,000.00	.00	.00	575.00	9,425.00	6	7,041.00
<i>Miscellaneous Revenue Totals</i>		<b>\$10,000.00</b>	<b>\$0.00</b>	<b>\$10,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$575.00</b>	<b>\$9,425.00</b>	<b>6%</b>	<b>\$7,041.00</b>
<b>REVENUE TOTALS</b>		<b>\$170,000.00</b>	<b>\$0.00</b>	<b>\$170,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$575.00</b>	<b>\$169,425.00</b>	<b>0%</b>	<b>\$142,041.00</b>
Department <b>125 - Economic Development Totals</b>		<b>\$170,000.00</b>	<b>\$0.00</b>	<b>\$170,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$575.00</b>	<b>\$169,425.00</b>	<b>0%</b>	<b>\$142,041.00</b>
Department <b>211 - Police</b>										
<b>REVENUE</b>										
<i>Intergovernmental</i>										
3333	Federal Grants Indirect	30,000.00	.00	30,000.00	.00	.00	.00	30,000.00	0	6,415.03
3341	State Grants	132,000.00	189,610.00	321,610.00	.00	.00	.00	321,610.00	0	.00
<i>Intergovernmental Totals</i>		<b>\$162,000.00</b>	<b>\$189,610.00</b>	<b>\$351,610.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$351,610.00</b>	<b>0%</b>	<b>\$6,415.03</b>
<i>Charges for Goods and Services</i>										
<b>3421</b>										
3421	Police Reimbursements	15,000.00	.00	15,000.00	2,591.14	.00	11,176.88	3,823.12	75	27,706.96
3421.001	Reimbursements School District	105,000.00	.00	105,000.00	.00	.00	.00	105,000.00	0	109,948.42
3421.013	Reimbursements Marion County	.00	.00	.00	.00	.00	.00	.00	+++	59,978.63
<b>3421 - Totals</b>		<b>\$120,000.00</b>	<b>\$0.00</b>	<b>\$120,000.00</b>	<b>\$2,591.14</b>	<b>\$0.00</b>	<b>\$11,176.88</b>	<b>\$108,823.12</b>	<b>9%</b>	<b>\$197,634.01</b>
<i>Charges for Goods and Services Totals</i>		<b>\$120,000.00</b>	<b>\$0.00</b>	<b>\$120,000.00</b>	<b>\$2,591.14</b>	<b>\$0.00</b>	<b>\$11,176.88</b>	<b>\$108,823.12</b>	<b>9%</b>	<b>\$197,634.01</b>
<i>Fines and Forfeits</i>										
<b>3531</b>										
3531.101	Police Training Surcharge	18,000.00	.00	18,000.00	1,450.00	.00	4,830.00	13,170.00	27	19,051.00
<b>3531 - Totals</b>		<b>\$18,000.00</b>	<b>\$0.00</b>	<b>\$18,000.00</b>	<b>\$1,450.00</b>	<b>\$0.00</b>	<b>\$4,830.00</b>	<b>\$13,170.00</b>	<b>27%</b>	<b>\$19,051.00</b>
3532	Towing Fee	10,000.00	.00	10,000.00	2,250.00	.00	5,123.00	4,877.00	51	20,100.00
3533	Alarm Fee	500.00	.00	500.00	.00	.00	.00	500.00	0	90.00
<i>Fines and Forfeits Totals</i>		<b>\$28,500.00</b>	<b>\$0.00</b>	<b>\$28,500.00</b>	<b>\$3,700.00</b>	<b>\$0.00</b>	<b>\$9,953.00</b>	<b>\$18,547.00</b>	<b>35%</b>	<b>\$39,241.00</b>



# Revenue Budget Performance Report

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<b>Fund 001 - General Fund</b>										
Department <b>211 - Police</b>										
<b>REVENUE</b>										
<i>Miscellaneous Revenue</i>										
3673	Donations-Police	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0	.00
3699	Other Miscellaneous Income	3,500.00	.00	3,500.00	345.00	.00	1,741.74	1,758.26	50	943.50
<i>Miscellaneous Revenue Totals</i>		<b>\$6,000.00</b>	<b>\$0.00</b>	<b>\$6,000.00</b>	<b>\$345.00</b>	<b>\$0.00</b>	<b>\$1,741.74</b>	<b>\$4,258.26</b>	<b>29%</b>	<b>\$943.50</b>
<b>REVENUE TOTALS</b>		<b>\$316,500.00</b>	<b>\$189,610.00</b>	<b>\$506,110.00</b>	<b>\$6,636.14</b>	<b>\$0.00</b>	<b>\$22,871.62</b>	<b>\$483,238.38</b>	<b>5%</b>	<b>\$244,233.54</b>
Department <b>211 - Police Totals</b>		<b>\$316,500.00</b>	<b>\$189,610.00</b>	<b>\$506,110.00</b>	<b>\$6,636.14</b>	<b>\$0.00</b>	<b>\$22,871.62</b>	<b>\$483,238.38</b>	<b>5%</b>	<b>\$244,233.54</b>
Department <b>411 - Community Services</b>										
<b>REVENUE</b>										
<i>Intergovernmental</i>										
3341	State Grants	.00	.00	.00	.00	.00	.00	.00	+++	2,000.00
3351	Grants	.00	.00	.00	.00	.00	164.91	(164.91)	+++	.00
3365	Regional Library Services	97,940.00	.00	97,940.00	24,560.49	.00	27,415.68	70,524.32	28	106,320.04
3366	Ready to Read Grant	4,880.00	.00	4,880.00	.00	.00	.00	4,880.00	0	4,897.00
<i>Intergovernmental Totals</i>		<b>\$102,820.00</b>	<b>\$0.00</b>	<b>\$102,820.00</b>	<b>\$24,560.49</b>	<b>\$0.00</b>	<b>\$27,580.59</b>	<b>\$75,239.41</b>	<b>27%</b>	<b>\$113,217.04</b>
<i>Charges for Goods and Services</i>										
3417	Resale of Merchandise	8,250.00	.00	8,250.00	339.00	.00	1,428.00	6,822.00	17	3,732.25
3418	Concession Sales	8,000.00	.00	8,000.00	236.25	.00	1,661.00	6,339.00	21	7,268.25
<b>3471</b>										
3471.101	Pool Admissions	83,000.00	.00	83,000.00	3,944.50	.00	25,877.00	57,123.00	31	81,704.28
3471.102	Pool Memberships	85,120.00	.00	85,120.00	3,513.86	.00	12,151.35	72,968.65	14	70,158.01
3471.103	Pool Rentals	7,000.00	.00	7,000.00	.00	.00	40.00	6,960.00	1	700.50
3471.104	Swimming Lessons	25,000.00	.00	25,000.00	2,395.00	.00	5,435.00	19,565.00	22	23,509.50
3471.105	Pool Sponsorships	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	.00
<b>3471 - Totals</b>		<b>\$201,620.00</b>	<b>\$0.00</b>	<b>\$201,620.00</b>	<b>\$9,853.36</b>	<b>\$0.00</b>	<b>\$43,503.35</b>	<b>\$158,116.65</b>	<b>22%</b>	<b>\$176,072.29</b>
3472	Rural Readers' Fees	1,000.00	.00	1,000.00	.00	.00	75.00	925.00	8	300.00
<b>3473</b>										
3473.101	Youth Sports	15,000.00	.00	15,000.00	789.75	.00	1,717.25	13,282.75	11	16,559.42
3473.102	Adult Sports	4,000.00	.00	4,000.00	.00	.00	.00	4,000.00	0	.00
3473.103	Youth Program	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0	(5,349.00)
3473.106	Recreation - Sponsorship Revenue	3,000.00	.00	3,000.00	3,500.00	.00	3,500.00	(500.00)	117	3,500.00
3473.111	Active Adult	2,000.00	.00	2,000.00	.00	.00	45.00	1,955.00	2	1,105.00
<b>3473 - Totals</b>		<b>\$26,500.00</b>	<b>\$0.00</b>	<b>\$26,500.00</b>	<b>\$4,289.75</b>	<b>\$0.00</b>	<b>\$5,262.25</b>	<b>\$21,237.75</b>	<b>20%</b>	<b>\$15,815.42</b>
<b>3474</b>										
3474	Event Admission & Vendor Fees	1,500.00	.00	1,500.00	.00	.00	75.00	1,425.00	5	1,735.00
3474.099	Fiesta Event Admissions & Vendor Fees	70,000.00	.00	70,000.00	.00	.00	36,881.00	33,119.00	53	62,947.89
<b>3474 - Totals</b>		<b>\$71,500.00</b>	<b>\$0.00</b>	<b>\$71,500.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$36,956.00</b>	<b>\$34,544.00</b>	<b>52%</b>	<b>\$64,682.89</b>



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<b>Fund 001 - General Fund</b>										
Department <b>411 - Community Services</b>										
<b>REVENUE</b>										
<i>Charges for Goods and Services</i>										
<b>3476</b>										
3476	Event Sponsorships	12,000.00	.00	12,000.00	5,200.00	.00	9,700.00	2,300.00	81	20,650.00
3476.099	Fiesta Event Sponsorships	80,000.00	.00	80,000.00	13,000.00	.00	57,726.00	22,274.00	72	69,530.00
	<b>3476 - Totals</b>	<b>\$92,000.00</b>	<b>\$0.00</b>	<b>\$92,000.00</b>	<b>\$18,200.00</b>	<b>\$0.00</b>	<b>\$67,426.00</b>	<b>\$24,574.00</b>	<b>73%</b>	<b>\$90,180.00</b>
3491	Rental Income	29,790.00	.00	29,790.00	1,575.00	.00	26,683.00	3,107.00	90	38,946.00
	<i>Charges for Goods and Services Totals</i>	<b>\$438,660.00</b>	<b>\$0.00</b>	<b>\$438,660.00</b>	<b>\$34,493.36</b>	<b>\$0.00</b>	<b>\$182,994.60</b>	<b>\$255,665.40</b>	<b>42%</b>	<b>\$396,997.10</b>
<i>Fines and Forfeits</i>										
3536	Library Fines	350.00	.00	350.00	42.00	.00	113.34	236.66	32	257.10
	<i>Fines and Forfeits Totals</i>	<b>\$350.00</b>	<b>\$0.00</b>	<b>\$350.00</b>	<b>\$42.00</b>	<b>\$0.00</b>	<b>\$113.34</b>	<b>\$236.66</b>	<b>32%</b>	<b>\$257.10</b>
<i>Miscellaneous Revenue</i>										
3625	Facilities Rent	15,000.00	.00	15,000.00	1,926.00	.00	4,998.00	10,002.00	33	22,828.00
3651	Internal Rent Revenue	78,100.00	.00	78,100.00	6,508.33	.00	19,524.99	58,575.01	25	85,280.04
<b>3672</b>										
3672	Donations-Library	.00	.00	.00	20.00	.00	20.00	(20.00)	+++	156.28
3672.001	Donations-Library - Music in the Park	.00	.00	.00	.00	.00	30.00	(30.00)	+++	2,000.00
	<b>3672 - Totals</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$20.00</b>	<b>\$0.00</b>	<b>\$50.00</b>	<b>(\$50.00)</b>	<b>+++</b>	<b>\$2,156.28</b>
3695	Lost Book Revenue	.00	.00	.00	177.71	.00	329.61	(329.61)	+++	1,179.74
<b>3698</b>										
3698.102	Library	.00	.00	.00	5.70	.00	6.10	(6.10)	+++	36.44
3698.103	Aquatics	.00	.00	.00	.00	.00	(48.50)	48.50	+++	16.34
3698.104	Recreation	.00	.00	.00	(.50)	.00	53.95	(53.95)	+++	(74.09)
	<b>3698 - Totals</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$5.20</b>	<b>\$0.00</b>	<b>\$11.55</b>	<b>(\$11.55)</b>	<b>+++</b>	<b>(\$21.31)</b>
<b>3699</b>										
3699	Other Miscellaneous Income	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	13.50
3699.102	Library	4,500.00	.00	4,500.00	559.16	.00	1,712.76	2,787.24	38	5,897.14
	<b>3699 - Totals</b>	<b>\$5,500.00</b>	<b>\$0.00</b>	<b>\$5,500.00</b>	<b>\$559.16</b>	<b>\$0.00</b>	<b>\$1,712.76</b>	<b>\$3,787.24</b>	<b>31%</b>	<b>\$5,910.64</b>
	<i>Miscellaneous Revenue Totals</i>	<b>\$98,600.00</b>	<b>\$0.00</b>	<b>\$98,600.00</b>	<b>\$9,196.40</b>	<b>\$0.00</b>	<b>\$26,626.91</b>	<b>\$71,973.09</b>	<b>27%</b>	<b>\$117,333.39</b>
	<b>REVENUE TOTALS</b>	<b>\$640,430.00</b>	<b>\$0.00</b>	<b>\$640,430.00</b>	<b>\$68,292.25</b>	<b>\$0.00</b>	<b>\$237,315.44</b>	<b>\$403,114.56</b>	<b>37%</b>	<b>\$627,804.63</b>
	Department <b>411 - Community Services Totals</b>	<b>\$640,430.00</b>	<b>\$0.00</b>	<b>\$640,430.00</b>	<b>\$68,292.25</b>	<b>\$0.00</b>	<b>\$237,315.44</b>	<b>\$403,114.56</b>	<b>37%</b>	<b>\$627,804.63</b>
Department <b>511 - Planning</b>										
<b>REVENUE</b>										
<i>Licenses and Permits</i>										
3451	T&E Planning Develop Fee	125,000.00	.00	125,000.00	7,555.24	.00	56,605.36	68,394.64	45	107,208.73
3456	Planning Fees	200,000.00	.00	200,000.00	41,110.00	.00	50,450.00	149,550.00	25	190,153.50
	<i>Licenses and Permits Totals</i>	<b>\$325,000.00</b>	<b>\$0.00</b>	<b>\$325,000.00</b>	<b>\$48,665.24</b>	<b>\$0.00</b>	<b>\$107,055.36</b>	<b>\$217,944.64</b>	<b>33%</b>	<b>\$297,362.23</b>
	<b>REVENUE TOTALS</b>	<b>\$325,000.00</b>	<b>\$0.00</b>	<b>\$325,000.00</b>	<b>\$48,665.24</b>	<b>\$0.00</b>	<b>\$107,055.36</b>	<b>\$217,944.64</b>	<b>33%</b>	<b>\$297,362.23</b>
	Department <b>511 - Planning Totals</b>	<b>\$325,000.00</b>	<b>\$0.00</b>	<b>\$325,000.00</b>	<b>\$48,665.24</b>	<b>\$0.00</b>	<b>\$107,055.36</b>	<b>\$217,944.64</b>	<b>33%</b>	<b>\$297,362.23</b>



# Revenue Budget Performance Report

Fiscal Year to Date 09/30/24  
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
<b>Fund 001 - General Fund</b>										
Department <b>651 - Engineering</b>										
<b>REVENUE</b>										
<i>Licenses and Permits</i>										
<b>3221</b>										
3221.111	Demo Permits	.00	.00	.00	.00	.00	300.00	(300.00)	+++	450.00
	<b>3221 - Totals</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$300.00	(\$300.00)	+++	\$450.00
3224	R/W Construction Permits	125,000.00	.00	125,000.00	34,365.45	.00	64,849.45	60,150.55	52	325,416.88
3451	T&E Planning Develop Fee	50,000.00	.00	50,000.00	3,778.76	.00	28,311.14	21,688.86	57	53,665.44
	<i>Licenses and Permits Totals</i>	\$175,000.00	\$0.00	\$175,000.00	\$38,144.21	\$0.00	\$93,460.59	\$81,539.41	53%	\$379,532.32
<i>Intergovernmental</i>										
3656	Engineering Internal Project WO Revenue	120,000.00	.00	120,000.00	4,618.15	.00	12,352.84	107,647.16	10	78,711.56
	<i>Intergovernmental Totals</i>	\$120,000.00	\$0.00	\$120,000.00	\$4,618.15	\$0.00	\$12,352.84	\$107,647.16	10%	\$78,711.56
	<b>REVENUE TOTALS</b>	\$295,000.00	\$0.00	\$295,000.00	\$42,762.36	\$0.00	\$105,813.43	\$189,186.57	36%	\$458,243.88
	Department <b>651 - Engineering Totals</b>	\$295,000.00	\$0.00	\$295,000.00	\$42,762.36	\$0.00	\$105,813.43	\$189,186.57	36%	\$458,243.88
	Fund <b>001 - General Fund Totals</b>	\$35,456,380.00	\$189,610.00	\$35,645,990.00	\$522,344.23	\$0.00	\$1,439,482.64	\$34,206,507.36		\$19,895,403.77
<b>Fund 110 - Transit Fund</b>										
Department <b>000 - Revenue</b>										
<b>REVENUE</b>										
<i>Fund Balance</i>										
3081	Beginning Fund Balance	916,000.00	.00	916,000.00	.00	.00	.00	916,000.00	0	.00
	<i>Fund Balance Totals</i>	\$916,000.00	\$0.00	\$916,000.00	\$0.00	\$0.00	\$0.00	\$916,000.00	0%	\$0.00
<i>Intergovernmental</i>										
3332	Federal Grants	1,824,150.00	.00	1,824,150.00	.00	.00	.00	1,824,150.00	0	.00
<b>3333</b>										
3333.601	5310 Discretionary Ops	72,440.00	.00	72,440.00	.00	.00	.00	72,440.00	0	55,562.00
3333.603	5311 Formula Operation	167,500.00	.00	167,500.00	.00	.00	.00	167,500.00	0	285,191.00
3333.605	Veh Prev Maint	40,650.00	.00	40,650.00	.00	.00	.00	40,650.00	0	54,869.00
	<b>3333 - Totals</b>	\$280,590.00	\$0.00	\$280,590.00	\$0.00	\$0.00	\$0.00	\$280,590.00	0%	\$395,622.00
3341	State Grants	423,670.00	.00	423,670.00	.00	.00	.00	423,670.00	0	.00
3345	Statewide Transit	792,650.00	.00	792,650.00	.00	.00	.00	792,650.00	0	939,454.00
	<i>Intergovernmental Totals</i>	\$3,321,060.00	\$0.00	\$3,321,060.00	\$0.00	\$0.00	\$0.00	\$3,321,060.00	0%	\$1,335,076.00
<i>Miscellaneous Revenue</i>										
3611	Interest from Investments	11,000.00	.00	11,000.00	3,826.78	.00	8,119.90	2,880.10	74	26,972.46
3617	Change in Fair Value of Investments	.00	.00	.00	667.77	.00	2,478.57	(2,478.57)	+++	2,639.04
3676	Donations-Transit	6,000.00	.00	6,000.00	727.00	.00	1,698.00	4,302.00	28	8,105.75
3678	Developer Contributions	.00	.00	.00	.00	.00	.00	.00	+++	40,268.40
3699	Other Miscellaneous Income	300,000.00	.00	300,000.00	.00	.00	.00	300,000.00	0	.00
	<i>Miscellaneous Revenue Totals</i>	\$317,000.00	\$0.00	\$317,000.00	\$5,221.55	\$0.00	\$12,296.47	\$304,703.53	4%	\$77,985.65





# Revenue Budget Performance Report

Fiscal Year to Date 09/30/24  
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
<b>Fund 110 - Transit Fund</b>										
Department <b>000 - Revenue</b>										
REVENUE										
<i>Transfers In</i>										
<b>3971</b>										
3971.001	Transfer From General Fund	150,000.00	.00	150,000.00	12,500.00	.00	37,500.00	112,500.00	25	99,999.96
3971.136	Transfer from American Rescue Plan Fund	186,000.00	.00	186,000.00	.00	.00	.00	186,000.00	0	81,062.00
<b>3971 - Totals</b>		<b>\$336,000.00</b>	<b>\$0.00</b>	<b>\$336,000.00</b>	<b>\$12,500.00</b>	<b>\$0.00</b>	<b>\$37,500.00</b>	<b>\$298,500.00</b>	<b>11%</b>	<b>\$181,061.96</b>
<i>Transfers In Totals</i>		<i>\$336,000.00</i>	<i>\$0.00</i>	<i>\$336,000.00</i>	<i>\$12,500.00</i>	<i>\$0.00</i>	<i>\$37,500.00</i>	<i>\$298,500.00</i>	<i>11%</i>	<i>\$181,061.96</i>
<b>REVENUE TOTALS</b>		<b>\$4,890,060.00</b>	<b>\$0.00</b>	<b>\$4,890,060.00</b>	<b>\$17,721.55</b>	<b>\$0.00</b>	<b>\$49,796.47</b>	<b>\$4,840,263.53</b>	<b>1%</b>	<b>\$1,594,123.61</b>
Department <b>000 - Revenue Totals</b>		<b>\$4,890,060.00</b>	<b>\$0.00</b>	<b>\$4,890,060.00</b>	<b>\$17,721.55</b>	<b>\$0.00</b>	<b>\$49,796.47</b>	<b>\$4,840,263.53</b>	<b>1%</b>	<b>\$1,594,123.61</b>
Fund <b>110 - Transit Fund Totals</b>		<b>\$4,890,060.00</b>	<b>\$0.00</b>	<b>\$4,890,060.00</b>	<b>\$17,721.55</b>	<b>\$0.00</b>	<b>\$49,796.47</b>	<b>\$4,840,263.53</b>		<b>\$1,594,123.61</b>
<b>Fund 123 - Building Inspection Fund</b>										
Department <b>000 - Revenue</b>										
REVENUE										
<i>Fund Balance</i>										
3081	Beginning Fund Balance	8,536,540.00	.00	8,536,540.00	.00	.00	.00	8,536,540.00	0	.00
<i>Fund Balance Totals</i>		<i>\$8,536,540.00</i>	<i>\$0.00</i>	<i>\$8,536,540.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$8,536,540.00</i>	<i>0%</i>	<i>\$0.00</i>
<i>Licenses and Permits</i>										
<b>3221</b>										
3221.101	Building Permits	570,000.00	.00	570,000.00	39,218.52	.00	303,517.34	266,482.66	53	719,264.46
3221.102	Mechanical Permits	80,000.00	.00	80,000.00	16,137.00	.00	43,477.80	36,522.20	54	90,357.94
3221.105	Plan Check Fees	600,000.00	.00	600,000.00	44,490.91	.00	165,799.07	434,200.93	28	821,341.81
3221.106	Fire Check Fees	225,000.00	.00	225,000.00	536.45	.00	86,489.15	138,510.85	38	288,038.30
3221.109	Plan Check--Mechanical	33,000.00	.00	33,000.00	4,726.20	.00	8,465.70	24,534.30	26	33,745.60
3221.110	CET Administrative Fee	30,000.00	.00	30,000.00	2,722.84	.00	20,260.54	9,739.46	68	35,094.82
3221.111	Demo Permits	2,000.00	.00	2,000.00	.00	.00	300.00	1,700.00	15	450.00
<b>3221 - Totals</b>		<b>\$1,540,000.00</b>	<b>\$0.00</b>	<b>\$1,540,000.00</b>	<b>\$107,831.92</b>	<b>\$0.00</b>	<b>\$628,309.60</b>	<b>\$911,690.40</b>	<b>41%</b>	<b>\$1,988,292.93</b>
<i>Licenses and Permits Totals</i>		<i>\$1,540,000.00</i>	<i>\$0.00</i>	<i>\$1,540,000.00</i>	<i>\$107,831.92</i>	<i>\$0.00</i>	<i>\$628,309.60</i>	<i>\$911,690.40</i>	<i>41%</i>	<i>\$1,988,292.93</i>
<i>Intergovernmental</i>										
<b>3891</b>										
3891	Construction Excise Tax	1,000,000.00	.00	1,000,000.00	65,348.13	.00	486,252.94	513,747.06	49	842,275.38
3891.159	State Surcharge	90,000.00	.00	90,000.00	6,789.32	.00	41,686.58	48,313.42	46	97,137.29
3891.259	State Manufactured Home Fee	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	.00
<b>3891 - Totals</b>		<b>\$1,091,000.00</b>	<b>\$0.00</b>	<b>\$1,091,000.00</b>	<b>\$72,137.45</b>	<b>\$0.00</b>	<b>\$527,939.52</b>	<b>\$563,060.48</b>	<b>48%</b>	<b>\$939,412.67</b>
<i>Intergovernmental Totals</i>		<i>\$1,091,000.00</i>	<i>\$0.00</i>	<i>\$1,091,000.00</i>	<i>\$72,137.45</i>	<i>\$0.00</i>	<i>\$527,939.52</i>	<i>\$563,060.48</i>	<i>48%</i>	<i>\$939,412.67</i>
<i>Miscellaneous Revenue</i>										
3611	Interest from Investments	250,000.00	.00	250,000.00	37,735.46	.00	100,072.96	149,927.04	40	345,802.68
3617	Change in Fair Value of Investments	.00	.00	.00	9,983.73	.00	37,586.32	(37,586.32)	+++	33,630.98



# Revenue Budget Performance Report

Fiscal Year to Date 09/30/24  
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
<b>Fund 123 - Building Inspection Fund</b>										
Department <b>000 - Revenue</b>										
REVENUE										
<i>Miscellaneous Revenue</i>										
3699	Other Miscellaneous Income	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	16.25
<i>Miscellaneous Revenue Totals</i>		\$251,000.00	\$0.00	\$251,000.00	\$47,719.19	\$0.00	\$137,659.28	\$113,340.72	55%	\$379,449.91
<b>REVENUE TOTALS</b>		\$11,418,540.00	\$0.00	\$11,418,540.00	\$227,688.56	\$0.00	\$1,293,908.40	\$10,124,631.60	11%	\$3,307,155.51
Department <b>000 - Revenue Totals</b>		\$11,418,540.00	\$0.00	\$11,418,540.00	\$227,688.56	\$0.00	\$1,293,908.40	\$10,124,631.60	11%	\$3,307,155.51
<b>Fund 123 - Building Inspection Fund Totals</b>		\$11,418,540.00	\$0.00	\$11,418,540.00	\$227,688.56	\$0.00	\$1,293,908.40	\$10,124,631.60		\$3,307,155.51
<b>Fund 132 - Asset Forfeiture</b>										
Department <b>000 - Revenue</b>										
REVENUE										
<i>Fund Balance</i>										
3081	Beginning Fund Balance	29,630.00	.00	29,630.00	.00	.00	.00	29,630.00	0	.00
<i>Fund Balance Totals</i>		\$29,630.00	\$0.00	\$29,630.00	\$0.00	\$0.00	\$0.00	\$29,630.00	0%	\$0.00
<i>Miscellaneous Revenue</i>										
3611	Interest from Investments	900.00	.00	900.00	132.48	.00	354.36	545.64	39	1,193.62
3617	Change in Fair Value of Investments	.00	.00	.00	35.81	.00	135.07	(135.07)	+++	86.16
3692	Confiscated Cash	.00	.00	.00	.00	.00	.00	.00	+++	8,495.52
3693	Sale of Confiscated Prop	1,800.00	.00	1,800.00	.00	.00	.00	1,800.00	0	2,780.00
<i>Miscellaneous Revenue Totals</i>		\$2,700.00	\$0.00	\$2,700.00	\$168.29	\$0.00	\$489.43	\$2,210.57	18%	\$12,555.30
<b>REVENUE TOTALS</b>		\$32,330.00	\$0.00	\$32,330.00	\$168.29	\$0.00	\$489.43	\$31,840.57	2%	\$12,555.30
Department <b>000 - Revenue Totals</b>		\$32,330.00	\$0.00	\$32,330.00	\$168.29	\$0.00	\$489.43	\$31,840.57	2%	\$12,555.30
<b>Fund 132 - Asset Forfeiture Totals</b>		\$32,330.00	\$0.00	\$32,330.00	\$168.29	\$0.00	\$489.43	\$31,840.57		\$12,555.30
<b>Fund 133 - National Opioid Settlement Fund</b>										
Department <b>000 - Revenue</b>										
REVENUE										
<i>Miscellaneous Revenue</i>										
<b>3699</b>										
3699.108	National Opioid Settlement	30,000.00	.00	30,000.00	5,383.86	.00	35,539.30	(5,539.30)	118	.00
<b>3699 - Totals</b>		\$30,000.00	\$0.00	\$30,000.00	\$5,383.86	\$0.00	\$35,539.30	(\$5,539.30)	118%	\$0.00
<i>Miscellaneous Revenue Totals</i>		\$30,000.00	\$0.00	\$30,000.00	\$5,383.86	\$0.00	\$35,539.30	(\$5,539.30)	118%	\$0.00
<i>Transfers In</i>										
<b>3971</b>										
3971.001	Transfer From General Fund	200,000.00	.00	200,000.00	.00	.00	.00	200,000.00	0	.00
<b>3971 - Totals</b>		\$200,000.00	\$0.00	\$200,000.00	\$0.00	\$0.00	\$0.00	\$200,000.00	0%	\$0.00
<i>Transfers In Totals</i>		\$200,000.00	\$0.00	\$200,000.00	\$0.00	\$0.00	\$0.00	\$200,000.00	0%	\$0.00
<b>REVENUE TOTALS</b>		\$230,000.00	\$0.00	\$230,000.00	\$5,383.86	\$0.00	\$35,539.30	\$194,460.70	15%	\$0.00
Department <b>000 - Revenue Totals</b>		\$230,000.00	\$0.00	\$230,000.00	\$5,383.86	\$0.00	\$35,539.30	\$194,460.70	15%	\$0.00
<b>Fund 133 - National Opioid Settlement Fund Totals</b>		\$230,000.00	\$0.00	\$230,000.00	\$5,383.86	\$0.00	\$35,539.30	\$194,460.70		\$0.00



# Revenue Budget Performance Report

Fiscal Year to Date 09/30/24  
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
<b>Fund 136 - American Rescue Plan Fund</b>										
Department <b>000 - Revenue</b>										
REVENUE										
<i>Fund Balance</i>										
3081	Beginning Fund Balance	1,917,660.00	.00	1,917,660.00	.00	.00	.00	1,917,660.00	0	.00
	<i>Fund Balance Totals</i>	\$1,917,660.00	\$0.00	\$1,917,660.00	\$0.00	\$0.00	\$0.00	\$1,917,660.00	0%	\$0.00
<i>Miscellaneous Revenue</i>										
3611	Interest from Investments	.00	.00	.00	.00	.00	.00	.00	+++	25,863.42
3617	Change in Fair Value of Investments	.00	.00	.00	.00	.00	.00	.00	+++	12,424.99
	<i>Miscellaneous Revenue Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$38,288.41
	<b>REVENUE TOTALS</b>	\$1,917,660.00	\$0.00	\$1,917,660.00	\$0.00	\$0.00	\$0.00	\$1,917,660.00	0%	\$38,288.41
	Department <b>000 - Revenue Totals</b>	\$1,917,660.00	\$0.00	\$1,917,660.00	\$0.00	\$0.00	\$0.00	\$1,917,660.00	0%	\$38,288.41
	<b>Fund 136 - American Rescue Plan Fund Totals</b>	\$1,917,660.00	\$0.00	\$1,917,660.00	\$0.00	\$0.00	\$0.00	\$1,917,660.00		\$38,288.41
<b>Fund 137 - Housing Rehab Fund</b>										
Department <b>000 - Revenue</b>										
REVENUE										
<i>Fund Balance</i>										
3081	Beginning Fund Balance	45,790.00	.00	45,790.00	.00	.00	.00	45,790.00	0	.00
	<i>Fund Balance Totals</i>	\$45,790.00	\$0.00	\$45,790.00	\$0.00	\$0.00	\$0.00	\$45,790.00	0%	\$0.00
<i>Miscellaneous Revenue</i>										
3611	Interest from Investments	1,300.00	.00	1,300.00	239.62	.00	624.26	675.74	48	1,848.12
3617	Change in Fair Value of Investments	.00	.00	.00	55.77	.00	207.86	(207.86)	+++	148.48
	<i>Miscellaneous Revenue Totals</i>	\$1,300.00	\$0.00	\$1,300.00	\$295.39	\$0.00	\$832.12	\$467.88	64%	\$1,996.60
<i>Other Financing Sources</i>										
<b>3824</b>										
3824.010	Loan Payback 2010	8,000.00	.00	8,000.00	.00	.00	10,228.93	(2,228.93)	128	18,752.12
	<b>3824 - Totals</b>	\$8,000.00	\$0.00	\$8,000.00	\$0.00	\$0.00	\$10,228.93	(\$2,228.93)	128%	\$18,752.12
	<i>Other Financing Sources Totals</i>	\$8,000.00	\$0.00	\$8,000.00	\$0.00	\$0.00	\$10,228.93	(\$2,228.93)	128%	\$18,752.12
	<b>REVENUE TOTALS</b>	\$55,090.00	\$0.00	\$55,090.00	\$295.39	\$0.00	\$11,061.05	\$44,028.95	20%	\$20,748.72
	Department <b>000 - Revenue Totals</b>	\$55,090.00	\$0.00	\$55,090.00	\$295.39	\$0.00	\$11,061.05	\$44,028.95	20%	\$20,748.72
	<b>Fund 137 - Housing Rehab Fund Totals</b>	\$55,090.00	\$0.00	\$55,090.00	\$295.39	\$0.00	\$11,061.05	\$44,028.95		\$20,748.72
<b>Fund 140 - Street Fund</b>										
Department <b>000 - Revenue</b>										
REVENUE										
<i>Fund Balance</i>										
3081	Beginning Fund Balance	6,909,170.00	.00	6,909,170.00	.00	.00	.00	6,909,170.00	0	.00
	<i>Fund Balance Totals</i>	\$6,909,170.00	\$0.00	\$6,909,170.00	\$0.00	\$0.00	\$0.00	\$6,909,170.00	0%	\$0.00
<i>Taxes</i>										
3171	City Gas Tax	110,000.00	.00	110,000.00	10,806.98	.00	20,183.74	89,816.26	18	109,191.19
	<i>Taxes Totals</i>	\$110,000.00	\$0.00	\$110,000.00	\$10,806.98	\$0.00	\$20,183.74	\$89,816.26	18%	\$109,191.19



# 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
<b>Fund 140 - Street Fund</b>										
Department <b>000 - Revenue</b>										
<b>REVENUE</b>										
<i>Licenses and Permits</i>										
3223	Curb Cuts and Bores	100.00	.00	100.00	.00	.00	67.00	33.00	67	67.00
<i>Licenses and Permits Totals</i>		\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$67.00	\$33.00	67%	\$67.00
<i>Intergovernmental</i>										
<b>3333</b>										
3333.001	DoT Fund Exchange	300,000.00	.00	300,000.00	.00	.00	.00	300,000.00	0	1,714,965.12
<b>3333 - Totals</b>		\$300,000.00	\$0.00	\$300,000.00	\$0.00	\$0.00	\$0.00	\$300,000.00	0%	\$1,714,965.12
3361	State Gas Tax	2,080,000.00	.00	2,080,000.00	166,417.42	.00	344,802.19	1,735,197.81	17	2,128,408.79
<i>Intergovernmental Totals</i>		\$2,380,000.00	\$0.00	\$2,380,000.00	\$166,417.42	\$0.00	\$344,802.19	\$2,035,197.81	14%	\$3,843,373.91
<i>Franchise Fees</i>										
3141	Privilege Tax, PGE	348,000.00	.00	348,000.00	.00	.00	.00	348,000.00	0	356,743.11
3142	Privilege Tax, NW Natural	160,000.00	.00	160,000.00	.00	.00	.00	160,000.00	0	158,286.95
<i>Franchise Fees Totals</i>		\$508,000.00	\$0.00	\$508,000.00	\$0.00	\$0.00	\$0.00	\$508,000.00	0%	\$515,030.06
<i>Miscellaneous Revenue</i>										
3611	Interest from Investments	115,000.00	.00	115,000.00	30,829.86	.00	82,876.32	32,123.68	72	251,338.65
3617	Change in Fair Value of Investments	.00	.00	.00	8,425.70	.00	31,781.57	(31,781.57)	+++	23,935.48
3654	Garage WO Revenue	60,000.00	.00	60,000.00	26,422.06	.00	26,422.06	33,577.94	44	71,175.49
3678	Developer Contributions	.00	.00	.00	.00	.00	.00	.00	+++	31,418.00
3699	Other Miscellaneous Income	500.00	.00	500.00	.00	.00	836.62	(336.62)	167	602.52
<i>Miscellaneous Revenue Totals</i>		\$175,500.00	\$0.00	\$175,500.00	\$65,677.62	\$0.00	\$141,916.57	\$33,583.43	81%	\$378,470.14
<i>Transfers In</i>										
<b>3971</b>										
3971.470	Transfer From Water	30,000.00	.00	30,000.00	.00	.00	.00	30,000.00	0	.00
3971.472	Transfer From Sewer	120,000.00	.00	120,000.00	10,000.00	.00	30,000.00	90,000.00	25	90,000.00
<b>3971 - Totals</b>		\$150,000.00	\$0.00	\$150,000.00	\$10,000.00	\$0.00	\$30,000.00	\$120,000.00	20%	\$90,000.00
<i>Transfers In Totals</i>		\$150,000.00	\$0.00	\$150,000.00	\$10,000.00	\$0.00	\$30,000.00	\$120,000.00	20%	\$90,000.00
<b>REVENUE TOTALS</b>		\$10,232,770.00	\$0.00	\$10,232,770.00	\$252,902.02	\$0.00	\$536,969.50	\$9,695,800.50	5%	\$4,936,132.30
Department <b>000 - Revenue Totals</b>		\$10,232,770.00	\$0.00	\$10,232,770.00	\$252,902.02	\$0.00	\$536,969.50	\$9,695,800.50	5%	\$4,936,132.30
Fund <b>140 - Street Fund Totals</b>		\$10,232,770.00	\$0.00	\$10,232,770.00	\$252,902.02	\$0.00	\$536,969.50	\$9,695,800.50		\$4,936,132.30
<b>Fund 250 - GO Debt Service Fund</b>										
Department <b>000 - Revenue</b>										
<b>REVENUE</b>										
<i>Fund Balance</i>										
3081	Beginning Fund Balance	48,000.00	.00	48,000.00	.00	.00	.00	48,000.00	0	.00
<i>Fund Balance Totals</i>		\$48,000.00	\$0.00	\$48,000.00	\$0.00	\$0.00	\$0.00	\$48,000.00	0%	\$0.00
<i>Taxes</i>										
3111	Property Tax - Current	.00	.00	.00	140.19	.00	142.49	(142.49)	+++	613,456.68
3112	Property Tax - Delinquent	.00	.00	.00	1,101.49	.00	5,295.50	(5,295.50)	+++	11,523.23



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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
<b>Fund 250 - GO Debt Service Fund</b>										
Department <b>000 - Revenue</b>										
<b>REVENUE</b>										
	<i>Taxes Totals</i>	\$0.00	\$0.00	\$0.00	\$1,241.68	\$0.00	\$5,437.99	(\$5,437.99)	+++	\$624,979.91
	<i>Miscellaneous Revenue</i>									
3611	Interest from Investments	.00	.00	.00	.00	.00	.00	.00	+++	7,094.55
3617	Change in Fair Value of Investments	.00	.00	.00	.00	.00	.00	.00	+++	2,360.55
	<i>Miscellaneous Revenue Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$9,455.10
	<b>REVENUE TOTALS</b>	\$48,000.00	\$0.00	\$48,000.00	\$1,241.68	\$0.00	\$5,437.99	\$42,562.01	11%	\$634,435.01
	Department <b>000 - Revenue Totals</b>	\$48,000.00	\$0.00	\$48,000.00	\$1,241.68	\$0.00	\$5,437.99	\$42,562.01	11%	\$634,435.01
	<b>Fund 250 - GO Debt Service Fund Totals</b>	\$48,000.00	\$0.00	\$48,000.00	\$1,241.68	\$0.00	\$5,437.99	\$42,562.01		\$634,435.01
<b>Fund 358 - General Cap Const Fund</b>										
Department <b>000 - Revenue</b>										
<b>REVENUE</b>										
	<i>Intergovernmental</i>									
3332	Federal Grants	1,700,000.00	.00	1,700,000.00	.00	.00	.00	1,700,000.00	0	.00
3341	State Grants	725,000.00	.00	725,000.00	47,300.96	.00	47,300.96	677,699.04	7	.00
	<i>Intergovernmental Totals</i>	\$2,425,000.00	\$0.00	\$2,425,000.00	\$47,300.96	\$0.00	\$47,300.96	\$2,377,699.04	2%	\$0.00
	<i>Miscellaneous Revenue</i>									
3678	Developer Contributions	.00	.00	.00	.00	.00	.00	.00	+++	106,090.00
	<i>Miscellaneous Revenue Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$106,090.00
	<i>Transfers In</i>									
<b>3971</b>										
3971.001	Transfer From General Fund	612,600.00	.00	612,600.00	58,750.93	.00	146,440.68	466,159.32	24	66,470.00
3971.123	Transfer From Building	420,000.00	.00	420,000.00	81,012.78	.00	202,108.16	217,891.84	48	.00
3971.136	Transfer from American Rescue Plan Fund	120,000.00	.00	120,000.00	.00	.00	.00	120,000.00	0	81,978.88
3971.364	Transfer From Parks SDC	937,400.00	.00	937,400.00	19,041.78	.00	20,205.50	917,194.50	2	80,298.25
3971.376	Transfer From Street SDC	200,000.00	.00	200,000.00	43.26	.00	216.28	199,783.72	0	20,241.59
	<b>3971 - Totals</b>	\$2,290,000.00	\$0.00	\$2,290,000.00	\$158,848.75	\$0.00	\$368,970.62	\$1,921,029.38	16%	\$248,988.72
	<i>Transfers In Totals</i>	\$2,290,000.00	\$0.00	\$2,290,000.00	\$158,848.75	\$0.00	\$368,970.62	\$1,921,029.38	16%	\$248,988.72
	<b>REVENUE TOTALS</b>	\$4,715,000.00	\$0.00	\$4,715,000.00	\$206,149.71	\$0.00	\$416,271.58	\$4,298,728.42	9%	\$355,078.72
	Department <b>000 - Revenue Totals</b>	\$4,715,000.00	\$0.00	\$4,715,000.00	\$206,149.71	\$0.00	\$416,271.58	\$4,298,728.42	9%	\$355,078.72
	<b>Fund 358 - General Cap Const Fund Totals</b>	\$4,715,000.00	\$0.00	\$4,715,000.00	\$206,149.71	\$0.00	\$416,271.58	\$4,298,728.42		\$355,078.72
<b>Fund 359 - Community Center Cap Const Fund</b>										
Department <b>000 - Revenue</b>										
<b>REVENUE</b>										
	<i>Intergovernmental</i>									
3341	State Grants	1,740,000.00	.00	1,740,000.00	.00	.00	.00	1,740,000.00	0	.00
	<i>Intergovernmental Totals</i>	\$1,740,000.00	\$0.00	\$1,740,000.00	\$0.00	\$0.00	\$0.00	\$1,740,000.00	0%	\$0.00



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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
<b>Fund 359 - Community Center Cap Const Fund</b>										
Department <b>000 - Revenue</b>										
REVENUE										
<i>Transfers In</i>										
<b>3971</b>										
3971.001	Transfer From General Fund	1,000,000.00	.00	1,000,000.00	.00	.00	.00	1,000,000.00	0	.00
3971.136	Transfer from American Rescue Plan Fund	385,000.00	.00	385,000.00	.00	.00	.00	385,000.00	0	.00
<b>3971 - Totals</b>		<b>\$1,385,000.00</b>	<b>\$0.00</b>	<b>\$1,385,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,385,000.00</b>	<b>0%</b>	<b>\$0.00</b>
<i>Transfers In Totals</i>		<i>\$1,385,000.00</i>	<i>\$0.00</i>	<i>\$1,385,000.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$1,385,000.00</i>	<i>0%</i>	<i>\$0.00</i>
<b>REVENUE TOTALS</b>		<b>\$3,125,000.00</b>	<b>\$0.00</b>	<b>\$3,125,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3,125,000.00</b>	<b>0%</b>	<b>\$0.00</b>
Department <b>000 - Revenue Totals</b>		<b>\$3,125,000.00</b>	<b>\$0.00</b>	<b>\$3,125,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3,125,000.00</b>	<b>0%</b>	<b>\$0.00</b>
Fund <b>359 - Community Center Cap Const Fund Totals</b>		<b>\$3,125,000.00</b>	<b>\$0.00</b>	<b>\$3,125,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3,125,000.00</b>	<b>0%</b>	<b>\$0.00</b>
<b>Fund 360 - Special Assessment Fund</b>										
Department <b>000 - Revenue</b>										
REVENUE										
<i>Fund Balance</i>										
3081	Beginning Fund Balance	44,670.00	.00	44,670.00	.00	.00	.00	44,670.00	0	.00
<i>Fund Balance Totals</i>		<i>\$44,670.00</i>	<i>\$0.00</i>	<i>\$44,670.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$44,670.00</i>	<i>0%</i>	<i>\$0.00</i>
<i>Miscellaneous Revenue</i>										
3611	Interest from Investments	1,300.00	.00	1,300.00	196.80	.00	524.19	775.81	40	1,842.81
3614	Special Assessment-Intere	1,600.00	.00	1,600.00	200.00	.00	600.00	1,000.00	38	2,400.00
3617	Change in Fair Value of Investments	.00	.00	.00	53.38	.00	201.46	(201.46)	+++	181.47
3681	Special Assessment Princi	200.00	.00	200.00	.00	.00	.00	200.00	0	.00
<i>Miscellaneous Revenue Totals</i>		<i>\$3,100.00</i>	<i>\$0.00</i>	<i>\$3,100.00</i>	<i>\$450.18</i>	<i>\$0.00</i>	<i>\$1,325.65</i>	<i>\$1,774.35</i>	<i>43%</i>	<i>\$4,424.28</i>
<b>REVENUE TOTALS</b>		<b>\$47,770.00</b>	<b>\$0.00</b>	<b>\$47,770.00</b>	<b>\$450.18</b>	<b>\$0.00</b>	<b>\$1,325.65</b>	<b>\$46,444.35</b>	<b>3%</b>	<b>\$4,424.28</b>
Department <b>000 - Revenue Totals</b>		<b>\$47,770.00</b>	<b>\$0.00</b>	<b>\$47,770.00</b>	<b>\$450.18</b>	<b>\$0.00</b>	<b>\$1,325.65</b>	<b>\$46,444.35</b>	<b>3%</b>	<b>\$4,424.28</b>
Fund <b>360 - Special Assessment Fund Totals</b>		<b>\$47,770.00</b>	<b>\$0.00</b>	<b>\$47,770.00</b>	<b>\$450.18</b>	<b>\$0.00</b>	<b>\$1,325.65</b>	<b>\$46,444.35</b>	<b>3%</b>	<b>\$4,424.28</b>
<b>Fund 363 - Street &amp; Storm Cap Const Fund</b>										
Department <b>000 - Revenue</b>										
REVENUE										
<i>Fund Balance</i>										
3081	Beginning Fund Balance	1,032,990.00	.00	1,032,990.00	.00	.00	.00	1,032,990.00	0	.00
<i>Fund Balance Totals</i>		<i>\$1,032,990.00</i>	<i>\$0.00</i>	<i>\$1,032,990.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$1,032,990.00</i>	<i>0%</i>	<i>\$0.00</i>
<i>Intergovernmental</i>										
<b>3333</b>										
3333.001	DoT Fund Exchange	.00	.00	.00	.00	.00	.00	.00	+++	667,833.00
<b>3333 - Totals</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>+++</b>	<b>\$667,833.00</b>
3341	State Grants	1,000,000.00	.00	1,000,000.00	.00	.00	.00	1,000,000.00	0	.00
3351	Grants	.00	.00	.00	.00	.00	.00	.00	+++	122,728.50
<i>Intergovernmental Totals</i>		<i>\$1,000,000.00</i>	<i>\$0.00</i>	<i>\$1,000,000.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$1,000,000.00</i>	<i>0%</i>	<i>\$790,561.50</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
<b>Fund 363 - Street &amp; Storm Cap Const Fund</b>										
Department <b>000 - Revenue</b>										
<b>REVENUE</b>										
<i>Miscellaneous Revenue</i>										
3611	Interest from Investments	30,000.00	.00	30,000.00	8,634.70	.00	22,719.92	7,280.08	76	58,223.12
3617	Change in Fair Value of Investments	.00	.00	.00	2,200.43	.00	8,275.74	(8,275.74)	+++	640.42
3678	Developer Contributions	.00	.00	.00	2,690.00	.00	71,770.60	(71,770.60)	+++	640,924.17
<i>Miscellaneous Revenue Totals</i>		\$30,000.00	\$0.00	\$30,000.00	\$13,525.13	\$0.00	\$102,766.26	(\$72,766.26)	343%	\$699,787.71
<i>Transfers In</i>										
<b>3971</b>										
3971.140	Transfer From Street	1,007,000.00	.00	1,007,000.00	1,676.81	.00	4,566.94	1,002,433.06	0	.00
3971.376	Transfer From Street SDC	1,285,000.00	.00	1,285,000.00	2,249.26	.00	4,048.67	1,280,951.33	0	168,325.54
3971.377	Transfer From Storm SDC	70,000.00	.00	70,000.00	.00	.00	17.30	69,982.70	0	45,364.91
<b>3971 - Totals</b>		\$2,362,000.00	\$0.00	\$2,362,000.00	\$3,926.07	\$0.00	\$8,632.91	\$2,353,367.09	0%	\$213,690.45
<i>Transfers In Totals</i>		\$2,362,000.00	\$0.00	\$2,362,000.00	\$3,926.07	\$0.00	\$8,632.91	\$2,353,367.09	0%	\$213,690.45
<b>REVENUE TOTALS</b>		\$4,424,990.00	\$0.00	\$4,424,990.00	\$17,451.20	\$0.00	\$111,399.17	\$4,313,590.83	3%	\$1,704,039.66
Department <b>000 - Revenue Totals</b>		\$4,424,990.00	\$0.00	\$4,424,990.00	\$17,451.20	\$0.00	\$111,399.17	\$4,313,590.83	3%	\$1,704,039.66
Fund <b>363 - Street &amp; Storm Cap Const Fund Totals</b>		\$4,424,990.00	\$0.00	\$4,424,990.00	\$17,451.20	\$0.00	\$111,399.17	\$4,313,590.83		\$1,704,039.66
<b>Fund 364 - Parks SDC Fund</b>										
Department <b>000 - Revenue</b>										
<b>REVENUE</b>										
<i>Fund Balance</i>										
3081	Beginning Fund Balance	6,345,680.00	.00	6,345,680.00	.00	.00	.00	6,345,680.00	0	.00
<i>Fund Balance Totals</i>		\$6,345,680.00	\$0.00	\$6,345,680.00	\$0.00	\$0.00	\$0.00	\$6,345,680.00	0%	\$0.00
<i>Charges for Goods and Services</i>										
<b>3458</b>										
3458.501	Park's SDC's	1,700,000.00	.00	1,700,000.00	83,646.00	.00	1,222,529.00	477,471.00	72	2,142,615.00
<b>3458 - Totals</b>		\$1,700,000.00	\$0.00	\$1,700,000.00	\$83,646.00	\$0.00	\$1,222,529.00	\$477,471.00	72%	\$2,142,615.00
<i>Charges for Goods and Services Totals</i>		\$1,700,000.00	\$0.00	\$1,700,000.00	\$83,646.00	\$0.00	\$1,222,529.00	\$477,471.00	72%	\$2,142,615.00
<i>Miscellaneous Revenue</i>										
3611	Interest from Investments	100,000.00	.00	100,000.00	33,828.55	.00	84,755.05	15,244.95	85	260,771.53
3617	Change in Fair Value of Investments	.00	.00	.00	7,982.67	.00	29,951.48	(29,951.48)	+++	20,136.18
<i>Miscellaneous Revenue Totals</i>		\$100,000.00	\$0.00	\$100,000.00	\$41,811.22	\$0.00	\$114,706.53	(\$14,706.53)	115%	\$280,907.71
<b>REVENUE TOTALS</b>		\$8,145,680.00	\$0.00	\$8,145,680.00	\$125,457.22	\$0.00	\$1,337,235.53	\$6,808,444.47	16%	\$2,423,522.71
Department <b>000 - Revenue Totals</b>		\$8,145,680.00	\$0.00	\$8,145,680.00	\$125,457.22	\$0.00	\$1,337,235.53	\$6,808,444.47	16%	\$2,423,522.71
Fund <b>364 - Parks SDC Fund Totals</b>		\$8,145,680.00	\$0.00	\$8,145,680.00	\$125,457.22	\$0.00	\$1,337,235.53	\$6,808,444.47		\$2,423,522.71
<b>Fund 376 - Transportation SDC Fund</b>										
Department <b>000 - Revenue</b>										
<b>REVENUE</b>										
<i>Fund Balance</i>										
3081	Beginning Fund Balance	14,980,710.00	.00	14,980,710.00	.00	.00	.00	14,980,710.00	0	.00



# Revenue Budget Performance Report

Fiscal Year to Date 09/30/24  
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
<b>Fund 376 - Transportation SDC Fund</b>										
Department <b>000 - Revenue</b>										
<b>REVENUE</b>										
<i>Fund Balance Totals</i>		\$14,980,710.00	\$0.00	\$14,980,710.00	\$0.00	\$0.00	\$0.00	\$14,980,710.00	0%	\$0.00
<i>Charges for Goods and Services</i>										
<b>3458</b>										
3458.101	Transportation Impact Fees	1,150,000.00	.00	1,150,000.00	155,379.03	.00	1,214,107.79	(64,107.79)	106	2,364,370.34
<b>3458 - Totals</b>		\$1,150,000.00	\$0.00	\$1,150,000.00	\$155,379.03	\$0.00	\$1,214,107.79	(\$64,107.79)	106%	\$2,364,370.34
<i>Charges for Goods and Services Totals</i>		\$1,150,000.00	\$0.00	\$1,150,000.00	\$155,379.03	\$0.00	\$1,214,107.79	(\$64,107.79)	106%	\$2,364,370.34
<i>Miscellaneous Revenue</i>										
3611	Interest from Investments	300,000.00	.00	300,000.00	75,608.13	.00	197,193.00	102,807.00	66	642,083.68
3617	Change in Fair Value of Investments	.00	.00	.00	19,140.02	.00	71,980.15	(71,980.15)	+++	59,096.15
<i>Miscellaneous Revenue Totals</i>		\$300,000.00	\$0.00	\$300,000.00	\$94,748.15	\$0.00	\$269,173.15	\$30,826.85	90%	\$701,179.83
<b>REVENUE TOTALS</b>		\$16,430,710.00	\$0.00	\$16,430,710.00	\$250,127.18	\$0.00	\$1,483,280.94	\$14,947,429.06	9%	\$3,065,550.17
Department <b>000 - Revenue Totals</b>		\$16,430,710.00	\$0.00	\$16,430,710.00	\$250,127.18	\$0.00	\$1,483,280.94	\$14,947,429.06	9%	\$3,065,550.17
Fund <b>376 - Transportation SDC Fund Totals</b>		\$16,430,710.00	\$0.00	\$16,430,710.00	\$250,127.18	\$0.00	\$1,483,280.94	\$14,947,429.06		\$3,065,550.17
<b>Fund 377 - Storm SDC Fund</b>										
Department <b>000 - Revenue</b>										
<b>REVENUE</b>										
<i>Fund Balance</i>										
3081	Beginning Fund Balance	1,052,570.00	.00	1,052,570.00	.00	.00	.00	1,052,570.00	0	.00
<i>Fund Balance Totals</i>		\$1,052,570.00	\$0.00	\$1,052,570.00	\$0.00	\$0.00	\$0.00	\$1,052,570.00	0%	\$0.00
<i>Charges for Goods and Services</i>										
<b>3458</b>										
3458.201	Storm SDC's	50,000.00	.00	50,000.00	4,267.00	.00	36,972.71	13,027.29	74	61,794.48
<b>3458 - Totals</b>		\$50,000.00	\$0.00	\$50,000.00	\$4,267.00	\$0.00	\$36,972.71	\$13,027.29	74%	\$61,794.48
<i>Charges for Goods and Services Totals</i>		\$50,000.00	\$0.00	\$50,000.00	\$4,267.00	\$0.00	\$36,972.71	\$13,027.29	74%	\$61,794.48
<i>Miscellaneous Revenue</i>										
3611	Interest from Investments	25,000.00	.00	25,000.00	4,372.31	.00	11,713.44	13,286.56	47	46,885.04
3617	Change in Fair Value of Investments	.00	.00	.00	1,220.32	.00	4,614.56	(4,614.56)	+++	5,435.19
<i>Miscellaneous Revenue Totals</i>		\$25,000.00	\$0.00	\$25,000.00	\$5,592.63	\$0.00	\$16,328.00	\$8,672.00	65%	\$52,320.23
<b>REVENUE TOTALS</b>		\$1,127,570.00	\$0.00	\$1,127,570.00	\$9,859.63	\$0.00	\$53,300.71	\$1,074,269.29	5%	\$114,114.71
Department <b>000 - Revenue Totals</b>		\$1,127,570.00	\$0.00	\$1,127,570.00	\$9,859.63	\$0.00	\$53,300.71	\$1,074,269.29	5%	\$114,114.71
Fund <b>377 - Storm SDC Fund Totals</b>		\$1,127,570.00	\$0.00	\$1,127,570.00	\$9,859.63	\$0.00	\$53,300.71	\$1,074,269.29		\$114,114.71
<b>Fund 465 - Sewer Cap Const Fund</b>										
Department <b>000 - Revenue</b>										
<b>REVENUE</b>										
<i>Transfers In</i>										
<b>3971</b>										
3971.140	Transfer From Street	1,000,000.00	.00	1,000,000.00	.00	.00	82.39	999,917.61	0	.00





# Revenue Budget Performance Report

Fiscal Year to Date 09/30/24  
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
<b>Fund 465 - Sewer Cap Const Fund</b>										
Department <b>000 - Revenue</b>										
REVENUE										
<i>Transfers In</i>										
<b>3971</b>										
3971.472	Transfer From Sewer	6,160,000.00	.00	6,160,000.00	86.51	.00	692.08	6,159,307.92	0	116,387.12
3971.475	Transfer From Sewer SDC	3,660,000.00	.00	3,660,000.00	.00	.00	90.63	3,659,909.37	0	.00
<b>3971 - Totals</b>		<b>\$10,820,000.00</b>	<b>\$0.00</b>	<b>\$10,820,000.00</b>	<b>\$86.51</b>	<b>\$0.00</b>	<b>\$865.10</b>	<b>\$10,819,134.90</b>	<b>0%</b>	<b>\$116,387.12</b>
<i>Transfers In Totals</i>		<i>\$10,820,000.00</i>	<i>\$0.00</i>	<i>\$10,820,000.00</i>	<i>\$86.51</i>	<i>\$0.00</i>	<i>\$865.10</i>	<i>\$10,819,134.90</i>	<i>0%</i>	<i>\$116,387.12</i>
<b>REVENUE TOTALS</b>		<b>\$10,820,000.00</b>	<b>\$0.00</b>	<b>\$10,820,000.00</b>	<b>\$86.51</b>	<b>\$0.00</b>	<b>\$865.10</b>	<b>\$10,819,134.90</b>	<b>0%</b>	<b>\$116,387.12</b>
Department <b>000 - Revenue Totals</b>		<b>\$10,820,000.00</b>	<b>\$0.00</b>	<b>\$10,820,000.00</b>	<b>\$86.51</b>	<b>\$0.00</b>	<b>\$865.10</b>	<b>\$10,819,134.90</b>	<b>0%</b>	<b>\$116,387.12</b>
<b>Fund 465 - Sewer Cap Const Fund Totals</b>		<b>\$10,820,000.00</b>	<b>\$0.00</b>	<b>\$10,820,000.00</b>	<b>\$86.51</b>	<b>\$0.00</b>	<b>\$865.10</b>	<b>\$10,819,134.90</b>	<b>0%</b>	<b>\$116,387.12</b>
<b>Fund 466 - Water Cap Const Fund</b>										
Department <b>000 - Revenue</b>										
REVENUE										
<i>Fund Balance</i>										
3081	Beginning Fund Balance	723,000.00	.00	723,000.00	.00	.00	.00	723,000.00	0	.00
<i>Fund Balance Totals</i>		<i>\$723,000.00</i>	<i>\$0.00</i>	<i>\$723,000.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$723,000.00</i>	<i>0%</i>	<i>\$0.00</i>
<i>Miscellaneous Revenue</i>										
3611	Interest from Investments	9,000.00	.00	9,000.00	.00	.00	.00	9,000.00	0	9,831.84
3617	Change in Fair Value of Investments	.00	.00	.00	.00	.00	.00	.00	+++	1,287.19
<i>Miscellaneous Revenue Totals</i>		<i>\$9,000.00</i>	<i>\$0.00</i>	<i>\$9,000.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$9,000.00</i>	<i>0%</i>	<i>\$11,119.03</i>
<i>Transfers In</i>										
<b>3971</b>										
3971.470	Transfer From Water	2,575,000.00	.00	2,575,000.00	.00	.00	173.02	2,574,826.98	0	78,542.84
3971.474	Transfer From Water SDC	936,450.00	.00	936,450.00	432.55	.00	2,162.75	934,287.25	0	875,374.69
<b>3971 - Totals</b>		<b>\$3,511,450.00</b>	<b>\$0.00</b>	<b>\$3,511,450.00</b>	<b>\$432.55</b>	<b>\$0.00</b>	<b>\$2,335.77</b>	<b>\$3,509,114.23</b>	<b>0%</b>	<b>\$953,917.53</b>
<i>Transfers In Totals</i>		<i>\$3,511,450.00</i>	<i>\$0.00</i>	<i>\$3,511,450.00</i>	<i>\$432.55</i>	<i>\$0.00</i>	<i>\$2,335.77</i>	<i>\$3,509,114.23</i>	<i>0%</i>	<i>\$953,917.53</i>
<b>REVENUE TOTALS</b>		<b>\$4,243,450.00</b>	<b>\$0.00</b>	<b>\$4,243,450.00</b>	<b>\$432.55</b>	<b>\$0.00</b>	<b>\$2,335.77</b>	<b>\$4,241,114.23</b>	<b>0%</b>	<b>\$965,036.56</b>
Department <b>000 - Revenue Totals</b>		<b>\$4,243,450.00</b>	<b>\$0.00</b>	<b>\$4,243,450.00</b>	<b>\$432.55</b>	<b>\$0.00</b>	<b>\$2,335.77</b>	<b>\$4,241,114.23</b>	<b>0%</b>	<b>\$965,036.56</b>
<b>Fund 466 - Water Cap Const Fund Totals</b>		<b>\$4,243,450.00</b>	<b>\$0.00</b>	<b>\$4,243,450.00</b>	<b>\$432.55</b>	<b>\$0.00</b>	<b>\$2,335.77</b>	<b>\$4,241,114.23</b>	<b>0%</b>	<b>\$965,036.56</b>
<b>Fund 470 - Water Fund</b>										
Department <b>000 - Revenue</b>										
REVENUE										
<i>Fund Balance</i>										
3081	Beginning Fund Balance	1,671,740.00	.00	1,671,740.00	.00	.00	.00	1,671,740.00	0	.00
<i>Fund Balance Totals</i>		<i>\$1,671,740.00</i>	<i>\$0.00</i>	<i>\$1,671,740.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$1,671,740.00</i>	<i>0%</i>	<i>\$0.00</i>
<i>Charges for Goods and Services</i>										
<b>3434</b>										
3434.101	Water Sales Revenue	5,453,300.00	.00	5,453,300.00	569,649.08	.00	1,838,122.20	3,615,177.80	34	5,170,429.64



# 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
<b>Fund 470 - Water Fund</b>										
Department <b>000 - Revenue</b>										
<b>REVENUE</b>										
<i>Charges for Goods and Services</i>										
<b>3434</b>										
3434.102	New Services	54,000.00	.00	54,000.00	9,619.60	.00	46,871.77	7,128.23	87	88,674.51
3434.103	Re-connection Fees	21,000.00	.00	21,000.00	2,335.00	.00	5,520.00	15,480.00	26	21,205.00
3434.104	Vacations	2,200.00	.00	2,200.00	140.00	.00	210.00	1,990.00	10	2,590.00
3434.106	NSF Check Fee	1,000.00	.00	1,000.00	70.00	.00	495.00	505.00	50	1,505.00
3434.108	Bulk Water Sales	2,000.00	.00	2,000.00	(1,442.85)	.00	(1,442.85)	3,442.85	-72	89,062.54
3434.111	Collections	500.00	.00	500.00	.00	.00	(41.25)	541.25	-8	956.93
3434.112	Late Fees	75,000.00	.00	75,000.00	6,540.00	.00	18,930.00	56,070.00	25	74,410.00
<b>3434 - Totals</b>		<b>\$5,609,000.00</b>	<b>\$0.00</b>	<b>\$5,609,000.00</b>	<b>\$586,910.83</b>	<b>\$0.00</b>	<b>\$1,908,664.87</b>	<b>\$3,700,335.13</b>	<b>34%</b>	<b>\$5,448,833.62</b>
<i>Charges for Goods and Services Totals</i>		<b>\$5,609,000.00</b>	<b>\$0.00</b>	<b>\$5,609,000.00</b>	<b>\$586,910.83</b>	<b>\$0.00</b>	<b>\$1,908,664.87</b>	<b>\$3,700,335.13</b>	<b>34%</b>	<b>\$5,448,833.62</b>
<i>Miscellaneous Revenue</i>										
3611	Interest from Investments	55,000.00	.00	55,000.00	12,443.18	.00	29,736.03	25,263.97	54	72,189.18
3617	Change in Fair Value of Investments	.00	.00	.00	2,510.91	.00	9,335.28	(9,335.28)	+++	7,954.40
3625	Facilities Rent	60,000.00	.00	60,000.00	3,834.40	.00	12,897.54	47,102.46	21	67,814.24
3699	Other Miscellaneous Income	4,000.00	.00	4,000.00	.00	.00	.00	4,000.00	0	1,662.83
<i>Miscellaneous Revenue Totals</i>		<b>\$119,000.00</b>	<b>\$0.00</b>	<b>\$119,000.00</b>	<b>\$18,788.49</b>	<b>\$0.00</b>	<b>\$51,968.85</b>	<b>\$67,031.15</b>	<b>44%</b>	<b>\$149,620.65</b>
<b>REVENUE TOTALS</b>		<b>\$7,399,740.00</b>	<b>\$0.00</b>	<b>\$7,399,740.00</b>	<b>\$605,699.32</b>	<b>\$0.00</b>	<b>\$1,960,633.72</b>	<b>\$5,439,106.28</b>	<b>26%</b>	<b>\$5,598,454.27</b>
Department <b>000 - Revenue Totals</b>		<b>\$7,399,740.00</b>	<b>\$0.00</b>	<b>\$7,399,740.00</b>	<b>\$605,699.32</b>	<b>\$0.00</b>	<b>\$1,960,633.72</b>	<b>\$5,439,106.28</b>	<b>26%</b>	<b>\$5,598,454.27</b>
Fund <b>470 - Water Fund Totals</b>		<b>\$7,399,740.00</b>	<b>\$0.00</b>	<b>\$7,399,740.00</b>	<b>\$605,699.32</b>	<b>\$0.00</b>	<b>\$1,960,633.72</b>	<b>\$5,439,106.28</b>		<b>\$5,598,454.27</b>
<b>Fund 472 - Sewer Fund</b>										
Department <b>000 - Revenue</b>										
<b>REVENUE</b>										
<i>Fund Balance</i>										
3081	Beginning Fund Balance	22,186,360.00	.00	22,186,360.00	.00	.00	.00	22,186,360.00	0	.00
<i>Fund Balance Totals</i>		<b>\$22,186,360.00</b>	<b>\$0.00</b>	<b>\$22,186,360.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$22,186,360.00</b>	<b>0%</b>	<b>\$0.00</b>
<i>Charges for Goods and Services</i>										
<b>3434</b>										
3434.112	Late Fees	75,000.00	.00	75,000.00	6,540.00	.00	18,930.00	56,070.00	25	74,410.00
<b>3434 - Totals</b>		<b>\$75,000.00</b>	<b>\$0.00</b>	<b>\$75,000.00</b>	<b>\$6,540.00</b>	<b>\$0.00</b>	<b>\$18,930.00</b>	<b>\$56,070.00</b>	<b>25%</b>	<b>\$74,410.00</b>
<b>3435</b>										
3435.101	Sewer System Revenue	10,386,860.00	.00	10,386,860.00	883,992.63	.00	2,532,342.60	7,854,517.40	24	10,227,880.14
3435.103	Septage Dumping	120,000.00	.00	120,000.00	12,327.28	.00	27,524.33	92,475.67	23	178,072.28
3435.111	Collections	500.00	.00	500.00	.00	.00	(41.25)	541.25	-8	956.98
<b>3435 - Totals</b>		<b>\$10,507,360.00</b>	<b>\$0.00</b>	<b>\$10,507,360.00</b>	<b>\$896,319.91</b>	<b>\$0.00</b>	<b>\$2,559,825.68</b>	<b>\$7,947,534.32</b>	<b>24%</b>	<b>\$10,406,909.40</b>
<i>Charges for Goods and Services Totals</i>		<b>\$10,582,360.00</b>	<b>\$0.00</b>	<b>\$10,582,360.00</b>	<b>\$902,859.91</b>	<b>\$0.00</b>	<b>\$2,578,755.68</b>	<b>\$8,003,604.32</b>	<b>24%</b>	<b>\$10,481,319.40</b>
<i>Fines and Forfeits</i>										
3535	Sewer Discharge Fines	.00	.00	.00	.00	.00	.00	.00	+++	100.00



# 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
<b>Fund 472 - Sewer Fund</b>										
Department <b>000 - Revenue</b>										
<b>REVENUE</b>										
<i>Fines and Forfeits Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$100.00
<i>Miscellaneous Revenue</i>										
3611	Interest from Investments	550,000.00	.00	550,000.00	102,408.79	.00	268,979.88	281,020.12	49	849,305.04
3617	Change in Fair Value of Investments	.00	.00	.00	26,554.79	.00	99,981.32	(99,981.32)	+++	70,384.72
<b>3699</b>										
3699.472	PGE Energy Partner Program (WWTP)	5,600.00	.00	5,600.00	642.20	.00	1,204.23	4,395.77	22	7,591.34
<b>3699 - Totals</b>		\$5,600.00	\$0.00	\$5,600.00	\$642.20	\$0.00	\$1,204.23	\$4,395.77	22%	\$7,591.34
<i>Miscellaneous Revenue Totals</i>		\$555,600.00	\$0.00	\$555,600.00	\$129,605.78	\$0.00	\$370,165.43	\$185,434.57	67%	\$927,281.10
<b>REVENUE TOTALS</b>		\$33,324,320.00	\$0.00	\$33,324,320.00	\$1,032,465.69	\$0.00	\$2,948,921.11	\$30,375,398.89	9%	\$11,408,700.50
Department <b>000 - Revenue Totals</b>		\$33,324,320.00	\$0.00	\$33,324,320.00	\$1,032,465.69	\$0.00	\$2,948,921.11	\$30,375,398.89	9%	\$11,408,700.50
Fund <b>472 - Sewer Fund Totals</b>		\$33,324,320.00	\$0.00	\$33,324,320.00	\$1,032,465.69	\$0.00	\$2,948,921.11	\$30,375,398.89		\$11,408,700.50
<b>Fund 474 - Water SDC Fund</b>										
Department <b>000 - Revenue</b>										
<b>REVENUE</b>										
<i>Fund Balance</i>										
3081	Beginning Fund Balance	3,809,790.00	.00	3,809,790.00	.00	.00	.00	3,809,790.00	0	.00
<i>Fund Balance Totals</i>		\$3,809,790.00	\$0.00	\$3,809,790.00	\$0.00	\$0.00	\$0.00	\$3,809,790.00	0%	\$0.00
<i>Charges for Goods and Services</i>										
<b>3458</b>										
3458.301	Water SDC's	755,000.00	.00	755,000.00	99,914.00	.00	644,188.00	110,812.00	85	900,578.60
<b>3458 - Totals</b>		\$755,000.00	\$0.00	\$755,000.00	\$99,914.00	\$0.00	\$644,188.00	\$110,812.00	85%	\$900,578.60
<i>Charges for Goods and Services Totals</i>		\$755,000.00	\$0.00	\$755,000.00	\$99,914.00	\$0.00	\$644,188.00	\$110,812.00	85%	\$900,578.60
<i>Miscellaneous Revenue</i>										
3611	Interest from Investments	130,000.00	.00	130,000.00	20,217.89	.00	52,032.29	77,967.71	40	177,813.81
3617	Change in Fair Value of Investments	.00	.00	.00	5,076.00	.00	19,084.17	(19,084.17)	+++	19,745.37
<i>Miscellaneous Revenue Totals</i>		\$130,000.00	\$0.00	\$130,000.00	\$25,293.89	\$0.00	\$71,116.46	\$58,883.54	55%	\$197,559.18
<b>REVENUE TOTALS</b>		\$4,694,790.00	\$0.00	\$4,694,790.00	\$125,207.89	\$0.00	\$715,304.46	\$3,979,485.54	15%	\$1,098,137.78
Department <b>000 - Revenue Totals</b>		\$4,694,790.00	\$0.00	\$4,694,790.00	\$125,207.89	\$0.00	\$715,304.46	\$3,979,485.54	15%	\$1,098,137.78
Fund <b>474 - Water SDC Fund Totals</b>		\$4,694,790.00	\$0.00	\$4,694,790.00	\$125,207.89	\$0.00	\$715,304.46	\$3,979,485.54		\$1,098,137.78
<b>Fund 475 - Sewer SDC Fund</b>										
Department <b>000 - Revenue</b>										
<b>REVENUE</b>										
<i>Fund Balance</i>										
3081	Beginning Fund Balance	4,171,380.00	.00	4,171,380.00	.00	.00	.00	4,171,380.00	0	.00
<i>Fund Balance Totals</i>		\$4,171,380.00	\$0.00	\$4,171,380.00	\$0.00	\$0.00	\$0.00	\$4,171,380.00	0%	\$0.00
<i>Charges for Goods and Services</i>										
<b>3458</b>										
3458.401	Sewer SDC's	1,100,000.00	.00	1,100,000.00	82,494.00	.00	841,629.00	258,371.00	77	1,505,565.40



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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
<b>Fund 475 - Sewer SDC Fund</b>										
Department <b>000 - Revenue</b>										
<b>REVENUE</b>										
<i>Charges for Goods and Services</i>										
	<b>3458 - Totals</b>	\$1,100,000.00	\$0.00	\$1,100,000.00	\$82,494.00	\$0.00	\$841,629.00	\$258,371.00	77%	\$1,505,565.40
	<i>Charges for Goods and Services Totals</i>	\$1,100,000.00	\$0.00	\$1,100,000.00	\$82,494.00	\$0.00	\$841,629.00	\$258,371.00	77%	\$1,505,565.40
<i>Miscellaneous Revenue</i>										
3611	Interest from Investments	100,000.00	.00	100,000.00	21,706.90	.00	54,579.50	45,420.50	55	169,172.29
3617	Change in Fair Value of Investments	.00	.00	.00	5,165.08	.00	19,390.97	(19,390.97)	+++	13,813.40
	<i>Miscellaneous Revenue Totals</i>	\$100,000.00	\$0.00	\$100,000.00	\$26,871.98	\$0.00	\$73,970.47	\$26,029.53	74%	\$182,985.69
	<b>REVENUE TOTALS</b>	\$5,371,380.00	\$0.00	\$5,371,380.00	\$109,365.98	\$0.00	\$915,599.47	\$4,455,780.53	17%	\$1,688,551.09
	Department <b>000 - Revenue Totals</b>	\$5,371,380.00	\$0.00	\$5,371,380.00	\$109,365.98	\$0.00	\$915,599.47	\$4,455,780.53	17%	\$1,688,551.09
	<b>Fund 475 - Sewer SDC Fund Totals</b>	\$5,371,380.00	\$0.00	\$5,371,380.00	\$109,365.98	\$0.00	\$915,599.47	\$4,455,780.53		\$1,688,551.09
<b>Fund 568 - Information Technology Fund</b>										
Department <b>000 - Revenue</b>										
<b>REVENUE</b>										
<i>Fund Balance</i>										
3081	Beginning Fund Balance	305,790.00	.00	305,790.00	.00	.00	.00	305,790.00	0	.00
	<i>Fund Balance Totals</i>	\$305,790.00	\$0.00	\$305,790.00	\$0.00	\$0.00	\$0.00	\$305,790.00	0%	\$0.00
<i>Charges for Goods and Services</i>										
	<b>3421</b>									
3421.002	Reimbursements Hubbard	500.00	.00	500.00	.00	.00	.00	500.00	0	.00
3421.003	Reimbursements Mt Angel	5,200.00	.00	5,200.00	.00	.00	.00	5,200.00	0	6,800.00
3421.004	Reimbursements Silverton	32,000.00	.00	32,000.00	.00	.00	.00	32,000.00	0	14,747.50
3421.005	Reimbursements Aurora FD	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	680.00
3421.006	Reimbursements Monitor FD	500.00	.00	500.00	.00	.00	.00	500.00	0	.00
3421.007	Reimbursements Mt Angel FD	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	2,911.25
3421.008	Reimbursement METCOM (Norcom)	63,000.00	.00	63,000.00	.00	.00	.00	63,000.00	0	47,502.66
3421.009	Reimbursement Gervais	7,200.00	.00	7,200.00	.00	.00	.00	7,200.00	0	6,098.75
3421.010	Reimbursement Woodburn Fire Dist	3,000.00	.00	3,000.00	.00	.00	.00	3,000.00	0	2,741.25
3421.015	Reimbursements Silverton FD	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	.00
3421.018	Reimbursements Monitor Fire District	.00	.00	.00	.00	.00	.00	.00	+++	510.00
3421.019	Reimbursements Hubbard Fire Department	.00	.00	.00	.00	.00	.00	.00	+++	276.25
3421.020	Reimbursements Silver Falls Library	500.00	.00	500.00	.00	.00	.00	500.00	0	658.75
	<b>3421 - Totals</b>	\$119,900.00	\$0.00	\$119,900.00	\$0.00	\$0.00	\$0.00	\$119,900.00	0%	\$82,926.41
	<b>3422</b>									
3422.002	Rec Mgmt (RMS) Hubbard	14,540.00	.00	14,540.00	.00	.00	.00	14,540.00	0	14,320.00
3422.003	Rec Mgmt (RMS) Mt Angel	14,870.00	.00	14,870.00	.00	.00	.00	14,870.00	0	14,650.00
3422.004	Rec Mgmt (RMS) Silverton	43,500.00	.00	43,500.00	.00	.00	.00	43,500.00	0	42,510.00
3422.007	Rec Mgmt (RMS) Mt Angel FD	1,250.00	.00	1,250.00	.00	.00	.00	1,250.00	0	1,220.00
3422.010	Rec Mgmt (RMS) Woodburn Fire Dist	6,000.00	.00	6,000.00	.00	.00	.00	6,000.00	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
<b>Fund 568 - Information Technology Fund</b>										
Department <b>000 - Revenue</b>										
<b>REVENUE</b>										
<i>Charges for Goods and Services</i>										
<b>3422</b>										
3422.011	Rec Mgmt (RMS) Stayton PD	14,490.00	.00	14,490.00	.00	.00	.00	14,490.00	0	14,190.00
3422.012	Rec Mgmt (RMS) Turner PD	3,860.00	.00	3,860.00	.00	.00	.00	3,860.00	0	3,780.00
3422.017	Rec Mgmt (RMS) Aumsville PD	4,140.00	.00	4,140.00	.00	.00	.00	4,140.00	0	4,060.00
<b>3422 - Totals</b>		<b>\$102,650.00</b>	<b>\$0.00</b>	<b>\$102,650.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$102,650.00</b>	<b>0%</b>	<b>\$94,730.00</b>
<i>Charges for Goods and Services Totals</i>		<b>\$222,550.00</b>	<b>\$0.00</b>	<b>\$222,550.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$222,550.00</b>	<b>0%</b>	<b>\$177,656.41</b>
<i>Miscellaneous Revenue</i>										
3611	Interest from Investments	5,000.00	.00	5,000.00	(61.68)	.00	739.26	4,260.74	15	10,219.49
3617	Change in Fair Value of Investments	.00	.00	.00	349.18	.00	1,395.22	(1,395.22)	+++	1,193.34
<b>3652</b>										
3652.001	IT Revenue - General Fund	1,153,350.00	.00	1,153,350.00	96,112.50	.00	288,337.50	865,012.50	25	1,025,220.00
3652.110	IT Revenue - Transit	41,670.00	.00	41,670.00	3,472.50	.00	10,417.50	31,252.50	25	32,850.00
3652.123	IT Revenue - Building Inspection	46,620.00	.00	46,620.00	3,885.00	.00	11,655.00	34,965.00	25	42,300.00
3652.140	IT Revenue - Street	46,000.00	.00	46,000.00	3,833.33	.00	11,499.99	34,500.01	25	45,109.92
3652.470	IT Revenue - Water	72,790.00	.00	72,790.00	6,065.83	.00	18,197.49	54,592.51	25	64,909.92
3652.472	IT Revenue - Sewer	128,340.00	.00	128,340.00	10,695.00	.00	32,085.00	96,255.00	25	125,520.00
3652.720	IT Revenue - Urban Renewal	10,420.00	.00	10,420.00	868.33	.00	2,604.99	7,815.01	25	9,450.00
<b>3652 - Totals</b>		<b>\$1,499,190.00</b>	<b>\$0.00</b>	<b>\$1,499,190.00</b>	<b>\$124,932.49</b>	<b>\$0.00</b>	<b>\$374,797.47</b>	<b>\$1,124,392.53</b>	<b>25%</b>	<b>\$1,345,359.84</b>
3699	Other Miscellaneous Income	6,900.00	.00	6,900.00	.00	.00	.00	6,900.00	0	6,789.37
<i>Miscellaneous Revenue Totals</i>		<b>\$1,511,090.00</b>	<b>\$0.00</b>	<b>\$1,511,090.00</b>	<b>\$125,219.99</b>	<b>\$0.00</b>	<b>\$376,931.95</b>	<b>\$1,134,158.05</b>	<b>25%</b>	<b>\$1,363,562.04</b>
<b>REVENUE TOTALS</b>		<b>\$2,039,430.00</b>	<b>\$0.00</b>	<b>\$2,039,430.00</b>	<b>\$125,219.99</b>	<b>\$0.00</b>	<b>\$376,931.95</b>	<b>\$1,662,498.05</b>	<b>18%</b>	<b>\$1,541,218.45</b>
Department <b>000 - Revenue Totals</b>		<b>\$2,039,430.00</b>	<b>\$0.00</b>	<b>\$2,039,430.00</b>	<b>\$125,219.99</b>	<b>\$0.00</b>	<b>\$376,931.95</b>	<b>\$1,662,498.05</b>	<b>18%</b>	<b>\$1,541,218.45</b>
Fund <b>568 - Information Technology Fund Totals</b>		<b>\$2,039,430.00</b>	<b>\$0.00</b>	<b>\$2,039,430.00</b>	<b>\$125,219.99</b>	<b>\$0.00</b>	<b>\$376,931.95</b>	<b>\$1,662,498.05</b>		<b>\$1,541,218.45</b>
<b>Fund 581 - Insurance Fund</b>										
Department <b>000 - Revenue</b>										
<b>REVENUE</b>										
<i>Fund Balance</i>										
3081	Beginning Fund Balance	644,280.00	.00	644,280.00	.00	.00	.00	644,280.00	0	.00
<i>Fund Balance Totals</i>		<b>\$644,280.00</b>	<b>\$0.00</b>	<b>\$644,280.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$644,280.00</b>	<b>0%</b>	<b>\$0.00</b>
<i>Miscellaneous Revenue</i>										
3611	Interest from Investments	7,000.00	.00	7,000.00	(454.15)	.00	2,372.77	4,627.23	34	15,487.01
3617	Change in Fair Value of Investments	.00	.00	.00	690.42	.00	2,731.00	(2,731.00)	+++	2,179.13
<b>3658</b>										
3658.101	General Liability	669,650.00	.00	669,650.00	55,804.17	.00	167,412.51	502,237.49	25	521,049.96
3658.104	Workers Comp	241,560.00	.00	241,560.00	20,130.00	.00	60,390.00	181,170.00	25	230,000.04
<b>3658 - Totals</b>		<b>\$911,210.00</b>	<b>\$0.00</b>	<b>\$911,210.00</b>	<b>\$75,934.17</b>	<b>\$0.00</b>	<b>\$227,802.51</b>	<b>\$683,407.49</b>	<b>25%</b>	<b>\$751,050.00</b>



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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
<b>Fund 581 - Insurance Fund</b>										
Department <b>000 - Revenue</b>										
<b>REVENUE</b>										
<i>Miscellaneous Revenue</i>										
3699	Other Miscellaneous Income	1,000.00	.00	1,000.00	.00	.00	2,812.50	(1,812.50)	281	25.00
<i>Miscellaneous Revenue Totals</i>		\$919,210.00	\$0.00	\$919,210.00	\$76,170.44	\$0.00	\$235,718.78	\$683,491.22	26%	\$768,741.14
<b>REVENUE TOTALS</b>		\$1,563,490.00	\$0.00	\$1,563,490.00	\$76,170.44	\$0.00	\$235,718.78	\$1,327,771.22	15%	\$768,741.14
Department <b>000 - Revenue Totals</b>		\$1,563,490.00	\$0.00	\$1,563,490.00	\$76,170.44	\$0.00	\$235,718.78	\$1,327,771.22	15%	\$768,741.14
Fund <b>581 - Insurance Fund Totals</b>		\$1,563,490.00	\$0.00	\$1,563,490.00	\$76,170.44	\$0.00	\$235,718.78	\$1,327,771.22		\$768,741.14
<b>Fund 591 - Equipment Replacement Fund</b>										
Department <b>000 - Revenue</b>										
<b>REVENUE</b>										
<i>Fund Balance</i>										
3081	Beginning Fund Balance	1,097,010.00	.00	1,097,010.00	.00	.00	.00	1,097,010.00	0	.00
<i>Fund Balance Totals</i>		\$1,097,010.00	\$0.00	\$1,097,010.00	\$0.00	\$0.00	\$0.00	\$1,097,010.00	0%	\$0.00
<i>Miscellaneous Revenue</i>										
3611	Interest from Investments	30,000.00	.00	30,000.00	5,225.79	.00	13,872.01	16,127.99	46	46,634.52
3617	Change in Fair Value of Investments	.00	.00	.00	1,397.93	.00	5,272.68	(5,272.68)	+++	4,348.88
3631	Insurance Recoveries	.00	.00	.00	5,025.00	.00	5,025.00	(5,025.00)	+++	.00
<i>Miscellaneous Revenue Totals</i>		\$30,000.00	\$0.00	\$30,000.00	\$11,648.72	\$0.00	\$24,169.69	\$5,830.31	81%	\$50,983.40
<i>Transfers In</i>										
<b>3971</b>										
3971.140	Transfer From Street	60,000.00	.00	60,000.00	5,000.00	.00	15,000.00	45,000.00	25	60,000.00
3971.470	Transfer From Water	60,000.00	.00	60,000.00	5,000.00	.00	15,000.00	45,000.00	25	60,000.00
3971.472	Transfer From Sewer	60,000.00	.00	60,000.00	5,000.00	.00	15,000.00	45,000.00	25	60,000.00
<b>3971 - Totals</b>		\$180,000.00	\$0.00	\$180,000.00	\$15,000.00	\$0.00	\$45,000.00	\$135,000.00	25%	\$180,000.00
<i>Transfers In Totals</i>		\$180,000.00	\$0.00	\$180,000.00	\$15,000.00	\$0.00	\$45,000.00	\$135,000.00	25%	\$180,000.00
<b>REVENUE TOTALS</b>		\$1,307,010.00	\$0.00	\$1,307,010.00	\$26,648.72	\$0.00	\$69,169.69	\$1,237,840.31	5%	\$230,983.40
Department <b>000 - Revenue Totals</b>		\$1,307,010.00	\$0.00	\$1,307,010.00	\$26,648.72	\$0.00	\$69,169.69	\$1,237,840.31	5%	\$230,983.40
Fund <b>591 - Equipment Replacement Fund Totals</b>		\$1,307,010.00	\$0.00	\$1,307,010.00	\$26,648.72	\$0.00	\$69,169.69	\$1,237,840.31		\$230,983.40
<b>Fund 693 - Reserve for PERS</b>										
Department <b>000 - Revenue</b>										
<b>REVENUE</b>										
<i>Fund Balance</i>										
3081	Beginning Fund Balance	391,120.00	.00	391,120.00	.00	.00	.00	391,120.00	0	.00
<i>Fund Balance Totals</i>		\$391,120.00	\$0.00	\$391,120.00	\$0.00	\$0.00	\$0.00	\$391,120.00	0%	\$0.00
<b>REVENUE TOTALS</b>		\$391,120.00	\$0.00	\$391,120.00	\$0.00	\$0.00	\$0.00	\$391,120.00	0%	\$0.00
Department <b>000 - Revenue Totals</b>		\$391,120.00	\$0.00	\$391,120.00	\$0.00	\$0.00	\$0.00	\$391,120.00	0%	\$0.00
Fund <b>693 - Reserve for PERS Totals</b>		\$391,120.00	\$0.00	\$391,120.00	\$0.00	\$0.00	\$0.00	\$391,120.00		\$0.00



# Revenue Budget Performance Report

Fiscal Year to Date 09/30/24  
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
<b>Fund 695 - Lavelle Black Trust Fund</b>										
Department <b>000 - Revenue</b>										
<b>REVENUE</b>										
<i>Fund Balance</i>										
3081	Beginning Fund Balance	35,820.00	.00	35,820.00	.00	.00	.00	35,820.00	0	.00
<i>Fund Balance Totals</i>		\$35,820.00	\$0.00	\$35,820.00	\$0.00	\$0.00	\$0.00	\$35,820.00	0%	\$0.00
<i>Miscellaneous Revenue</i>										
3611	Interest from Investments	1,000.00	.00	1,000.00	154.77	.00	413.98	586.02	41	1,545.81
3617	Change in Fair Value of Investments	.00	.00	.00	42.50	.00	160.49	(160.49)	+++	160.47
3673	Donations-Police	.00	.00	.00	.00	.00	.00	.00	+++	2,167.00
<i>Miscellaneous Revenue Totals</i>		\$1,000.00	\$0.00	\$1,000.00	\$197.27	\$0.00	\$574.47	\$425.53	57%	\$3,873.28
<b>REVENUE TOTALS</b>		\$36,820.00	\$0.00	\$36,820.00	\$197.27	\$0.00	\$574.47	\$36,245.53	2%	\$3,873.28
Department <b>000 - Revenue Totals</b>		\$36,820.00	\$0.00	\$36,820.00	\$197.27	\$0.00	\$574.47	\$36,245.53	2%	\$3,873.28
<b>Fund 695 - Lavelle Black Trust Fund Totals</b>		\$36,820.00	\$0.00	\$36,820.00	\$197.27	\$0.00	\$574.47	\$36,245.53		\$3,873.28
<b>Fund 720 - Urban Renewal Fund</b>										
Department <b>000 - Revenue</b>										
<b>REVENUE</b>										
<i>Fund Balance</i>										
3081	Beginning Fund Balance	683,130.00	.00	683,130.00	.00	.00	.00	683,130.00	0	.00
<i>Fund Balance Totals</i>		\$683,130.00	\$0.00	\$683,130.00	\$0.00	\$0.00	\$0.00	\$683,130.00	0%	\$0.00
<i>Taxes</i>										
3111	Property Tax - Current	1,136,960.00	.00	1,136,960.00	251.95	.00	256.08	1,136,703.92	0	1,102,417.80
3112	Property Tax - Delinquent	15,500.00	.00	15,500.00	1,783.14	.00	8,981.35	6,518.65	58	16,648.47
<i>Taxes Totals</i>		\$1,152,460.00	\$0.00	\$1,152,460.00	\$2,035.09	\$0.00	\$9,237.43	\$1,143,222.57	1%	\$1,119,066.27
<i>Miscellaneous Revenue</i>										
3611	Interest from Investments	35,000.00	.00	35,000.00	3,827.15	.00	10,805.08	24,194.92	31	57,356.97
3617	Change in Fair Value of Investments	.00	.00	.00	1,451.33	.00	5,570.94	(5,570.94)	+++	7,336.91
<i>Miscellaneous Revenue Totals</i>		\$35,000.00	\$0.00	\$35,000.00	\$5,278.48	\$0.00	\$16,376.02	\$18,623.98	47%	\$64,693.88
<b>REVENUE TOTALS</b>		\$1,870,590.00	\$0.00	\$1,870,590.00	\$7,313.57	\$0.00	\$25,613.45	\$1,844,976.55	1%	\$1,183,760.15
Department <b>000 - Revenue Totals</b>		\$1,870,590.00	\$0.00	\$1,870,590.00	\$7,313.57	\$0.00	\$25,613.45	\$1,844,976.55	1%	\$1,183,760.15
<b>Fund 720 - Urban Renewal Fund Totals</b>		\$1,870,590.00	\$0.00	\$1,870,590.00	\$7,313.57	\$0.00	\$25,613.45	\$1,844,976.55		\$1,183,760.15
<b>Grand Totals</b>		\$175,359,690.00	\$189,610.00	\$175,549,300.00	\$3,746,048.63	\$0.00	\$14,027,166.33	\$161,522,133.67		\$62,709,416.62

# Accounts Payable Report



# Payment Register

From Payment Date: 9/1/2024 - To Payment Date: 9/30/2024

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
AP-A/P - Accounts Payable									
Check									
153953	09/05/2024	Reconciled		09/09/2024	Accounts Payable	911 SUPPLY	\$2,480.54	\$2,480.54	\$0.00
153954	09/05/2024	Reconciled		09/09/2024	Accounts Payable	A & A PEST CONTROL INC	\$108.00	\$108.00	\$0.00
153955	09/05/2024	Reconciled		09/12/2024	Accounts Payable	AARON N DEVOE	\$14.65	\$14.65	\$0.00
153956	09/05/2024	Reconciled		09/26/2024	Accounts Payable	ACTIVE MEDIA INC	\$3,971.00	\$3,971.00	\$0.00
153957	09/05/2024	Reconciled		09/09/2024	Accounts Payable	ADDIELOISE INC. dba CITY WIDE FACILITY SOLUTIONS	\$1,110.34	\$1,110.34	\$0.00
153958	09/05/2024	Reconciled		09/17/2024	Accounts Payable	ADVANCED RV PAINTING & REP LLC	\$32.59	\$32.59	\$0.00
153959	09/05/2024	Reconciled		09/09/2024	Accounts Payable	AL'S GARDEN CENTER	\$49.99	\$49.99	\$0.00
153960	09/05/2024	Reconciled		09/09/2024	Accounts Payable	AMAZON CAPITAL SERVICES, INC	\$938.52	\$938.52	\$0.00
153961	09/05/2024	Reconciled		09/09/2024	Accounts Payable	ANI'S PARTY SUPPLY LLC	\$480.00	\$480.00	\$0.00
153962	09/05/2024	Reconciled		09/09/2024	Accounts Payable	ASHLAND BROTHERS LANDSCAPES IN	\$705.00	\$705.00	\$0.00
153963	09/05/2024	Reconciled		09/13/2024	Accounts Payable	AXON ENTERPRISE INC	\$4,058.14	\$4,058.14	\$0.00
153964	09/05/2024	Reconciled		09/09/2024	Accounts Payable	BECKWITH & KUFFEL, INC.	\$60,103.21	\$60,103.21	\$0.00
153965	09/05/2024	Reconciled		09/10/2024	Accounts Payable	BRIDGE TOWER OPCO, LLC	\$258.94	\$258.94	\$0.00
153966	09/05/2024	Reconciled		09/09/2024	Accounts Payable	CASCADE COLUMBIA DIST CO	\$6,072.85	\$6,072.85	\$0.00
153967	09/05/2024	Reconciled		09/16/2024	Accounts Payable	CASCADE MOTO PORTLAND, LLC	\$151.60	\$151.60	\$0.00
153968	09/05/2024	Reconciled		09/10/2024	Accounts Payable	CASCADE WATER WORKS INC	\$14,627.00	\$14,627.00	\$0.00
153969	09/05/2024	Reconciled		09/12/2024	Accounts Payable	CDW GOVERNMENT INC	\$33,169.17	\$33,169.17	\$0.00
153970	09/05/2024	Reconciled		09/13/2024	Accounts Payable	CINTAS CORPORATION - 463	\$979.85	\$979.85	\$0.00
153971	09/05/2024	Reconciled		09/09/2024	Accounts Payable	CLAIR COMPANY, INC	\$6,089.34	\$6,089.34	\$0.00
153972	09/05/2024	Reconciled		09/19/2024	Accounts Payable	COUNTRY COTTAGE RESTAURANT LLC	\$2,196.79	\$2,196.79	\$0.00
153973	09/05/2024	Open			Accounts Payable	CUMMINS NW LLC	\$3,705.75		
153974	09/05/2024	Reconciled		09/13/2024	Accounts Payable	D.R. HORTON, INC. - PORTLAND	\$1,056.23	\$1,056.23	\$0.00
153975	09/05/2024	Reconciled		09/10/2024	Accounts Payable	DATAVISION COMMUNICATIONS	\$1,457.98	\$1,457.98	\$0.00
153976	09/05/2024	Reconciled		09/13/2024	Accounts Payable	DAVID DOUGHERTY dba DLA INC.	\$11,102.27	\$11,102.27	\$0.00
153977	09/05/2024	Reconciled		09/10/2024	Accounts Payable	DAVISON AUTO PARTS, INC.	\$997.00	\$997.00	\$0.00
153978	09/05/2024	Reconciled		09/09/2024	Accounts Payable	DCC PROPANE, LLC dba PACER PROPANE	\$250.00	\$250.00	\$0.00
153979	09/05/2024	Reconciled		09/16/2024	Accounts Payable	EDGE ANALYTICAL INC	\$99.00	\$99.00	\$0.00
153980	09/05/2024	Reconciled		09/13/2024	Accounts Payable	FEDERAL EXPRESS CORP	\$233.00	\$233.00	\$0.00
153981	09/05/2024	Reconciled		09/11/2024	Accounts Payable	GALAXY T-SHIRT SCREENING INC	\$1,339.00	\$1,339.00	\$0.00
153982	09/05/2024	Reconciled		09/10/2024	Accounts Payable	GALE/CENGAGE LEARNING	\$116.20	\$116.20	\$0.00
153983	09/05/2024	Reconciled		09/20/2024	Accounts Payable	GONZALEZ, MIGUEL, ANGEL	\$500.00	\$500.00	\$0.00
153984	09/05/2024	Reconciled		09/10/2024	Accounts Payable	GRAINGER INC	\$319.28	\$319.28	\$0.00
153985	09/05/2024	Reconciled		09/06/2024	Accounts Payable	GRIFFIN, IAN	\$200.00	\$200.00	\$0.00
153986	09/05/2024	Reconciled		09/09/2024	Accounts Payable	HERC RENTALS INC	\$275.00	\$275.00	\$0.00
153987	09/05/2024	Reconciled		09/10/2024	Accounts Payable	HIGHWAY FUEL CO	\$6,396.00	\$6,396.00	\$0.00
153988	09/05/2024	Reconciled		09/12/2024	Accounts Payable	HILLTOP REFRIGERATION INC	\$2,391.89	\$2,391.89	\$0.00
153989	09/05/2024	Reconciled		09/10/2024	Accounts Payable	HILLYER'S MID CITY FORD	\$314.97	\$314.97	\$0.00
153990	09/05/2024	Reconciled		09/09/2024	Accounts Payable	IDEXX DISTRIBUTION CORP	\$1,346.60	\$1,346.60	\$0.00
153991	09/05/2024	Reconciled		09/10/2024	Accounts Payable	INGRAM LIBRARY SERVICES	\$36.51	\$36.51	\$0.00
153992	09/05/2024	Reconciled		09/09/2024	Accounts Payable	JUBITZ CORPORATION	\$3,598.85	\$3,598.85	\$0.00
153993	09/05/2024	Reconciled		09/09/2024	Accounts Payable	KILLMER, CHRIS	\$25.33	\$25.33	\$0.00
153994	09/05/2024	Reconciled		09/09/2024	Accounts Payable	KITTELSON & ASSOC INC	\$20,016.25	\$20,016.25	\$0.00
153995	09/05/2024	Reconciled		09/11/2024	Accounts Payable	KPA SERVICES LLC	\$235.87	\$235.87	\$0.00

# Payment Register

From Payment Date: 9/1/2024 - To Payment Date: 9/30/2024

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
153996	09/05/2024	Voided	Wrong Vendor	09/30/2024	Accounts Payable	LEAGUE OF OREGON CITIES	\$3,500.00		
153997	09/05/2024	Reconciled		09/09/2024	Accounts Payable	LEGACY MEDICAL GROUP	\$645.00	\$645.00	\$0.00
153998	09/05/2024	Reconciled		09/12/2024	Accounts Payable	LEWIS DESIGN, LLC dba LEWIS MEDIA GROUP	\$430.00	\$430.00	\$0.00
153999	09/05/2024	Reconciled		09/11/2024	Accounts Payable	MANDOS MUNDO ENTERTAINMENT, LLC.	\$22,339.00	\$22,339.00	\$0.00
154000	09/05/2024	Reconciled		09/09/2024	Accounts Payable	METRO PRESORT	\$2,658.72	\$2,658.72	\$0.00
154001	09/05/2024	Reconciled		09/10/2024	Accounts Payable	MIDWEST TAPE, LLC	\$26.99	\$26.99	\$0.00
154002	09/05/2024	Reconciled		10/01/2024	Accounts Payable	MULTIVERSE INTERPRETING INC	\$385.00	\$385.00	\$0.00
154003	09/05/2024	Reconciled		09/11/2024	Accounts Payable	NATALYS CONSTRUCTION LLC	\$9,750.00	\$9,750.00	\$0.00
154004	09/05/2024	Reconciled		09/10/2024	Accounts Payable	NET ASSETS CORPORATION	\$1,290.00	\$1,290.00	\$0.00
154005	09/05/2024	Reconciled		09/11/2024	Accounts Payable	NICHOLAS TAYLOR dba TAYLORD LAWN CARE	\$5,100.00	\$5,100.00	\$0.00
154006	09/05/2024	Reconciled		09/10/2024	Accounts Payable	OFFICE DEPOT	\$577.71	\$577.71	\$0.00
154007	09/05/2024	Reconciled		09/11/2024	Accounts Payable	OP SIS ARCHITECTURE, LLP	\$7,533.34	\$7,533.34	\$0.00
154008	09/05/2024	Reconciled		09/12/2024	Accounts Payable	OR CITY ATTORNEYS ASSOC	\$510.00	\$510.00	\$0.00
154009	09/05/2024	Reconciled		09/19/2024	Accounts Payable	OREGON PORTABLE TOILETS LLC	\$4,226.00	\$4,226.00	\$0.00
154010	09/05/2024	Reconciled		09/09/2024	Accounts Payable	PACIFIC MOBILE STRUCTURES, INC.	\$796.25	\$796.25	\$0.00
154011	09/05/2024	Reconciled		09/09/2024	Accounts Payable	PAPE' MACHINERY	\$76.24	\$76.24	\$0.00
154012	09/05/2024	Reconciled		09/09/2024	Accounts Payable	PETERSON MACHINERY	\$31.86	\$31.86	\$0.00
154013	09/05/2024	Reconciled		09/09/2024	Accounts Payable	PETROCARD	\$2,702.76	\$2,702.76	\$0.00
154014	09/05/2024	Reconciled		09/09/2024	Accounts Payable	PHENOVA INC	\$1,462.00	\$1,462.00	\$0.00
154015	09/05/2024	Reconciled		09/09/2024	Accounts Payable	PHOENIX ASPHALT & MAIN CO dba SEALMASTER PORTLAND	\$19,249.97	\$19,249.97	\$0.00
154016	09/05/2024	Reconciled		09/18/2024	Accounts Payable	PLAYAWAY PRODUCTS LLC	\$559.90	\$559.90	\$0.00
154017	09/05/2024	Reconciled		09/16/2024	Accounts Payable	POMP'S TIRE SERVICE INC.	\$77.72	\$77.72	\$0.00
154018	09/05/2024	Reconciled		09/18/2024	Accounts Payable	PORTLAND FITNESS EQUIPMENT LLC	\$3,784.00	\$3,784.00	\$0.00
154019	09/05/2024	Reconciled		09/11/2024	Accounts Payable	PORTLAND GENERAL ELECTRIC	\$113,529.54	\$113,529.54	\$0.00
154020	09/05/2024	Reconciled		10/01/2024	Accounts Payable	POWERDMS INC	\$550.00	\$550.00	\$0.00
154021	09/05/2024	Reconciled		09/12/2024	Accounts Payable	PROFESSIONAL INTERPRETERS, INC	\$187.50	\$187.50	\$0.00
154022	09/05/2024	Reconciled		09/12/2024	Accounts Payable	QUADIENT FINANCE USA, INC.	\$252.57	\$252.57	\$0.00
154023	09/05/2024	Reconciled		09/12/2024	Accounts Payable	QUADIENT LEASING USA, INC.	\$411.90	\$411.90	\$0.00
154024	09/05/2024	Reconciled		09/10/2024	Accounts Payable	R&R TREE AND LANDSCAPING INC	\$900.00	\$900.00	\$0.00
154025	09/05/2024	Reconciled		09/12/2024	Accounts Payable	REEVES COMPANY INC	\$69.41	\$69.41	\$0.00
154026	09/05/2024	Reconciled		09/13/2024	Accounts Payable	SAFEGUARD	\$863.93	\$863.93	\$0.00
154027	09/05/2024	Reconciled		09/12/2024	Accounts Payable	SIERRA SPRINGS	\$42.76	\$42.76	\$0.00
154028	09/05/2024	Reconciled		09/10/2024	Accounts Payable	SNAP-ON CREDIT LLC	\$62.41	\$62.41	\$0.00
154029	09/05/2024	Reconciled		09/09/2024	Accounts Payable	SOLUTIONS YES, LLC	\$1,590.78	\$1,590.78	\$0.00
154030	09/05/2024	Reconciled		09/09/2024	Accounts Payable	SOUTHLAND INDUSTRIES	\$575.00	\$575.00	\$0.00
154031	09/05/2024	Reconciled		09/12/2024	Accounts Payable	STATEWIDE RENT-A-FENCE OF OREGON, INC	\$3,250.00	\$3,250.00	\$0.00
154032	09/05/2024	Reconciled		09/10/2024	Accounts Payable	STEELE ELECTRIC LLC	\$119.85	\$119.85	\$0.00
154033	09/05/2024	Reconciled		09/10/2024	Accounts Payable	STOUT, JACOB	\$250.00	\$250.00	\$0.00
154034	09/05/2024	Reconciled		09/09/2024	Accounts Payable	STRONG REFUGE POOL, LLC	\$259.75	\$259.75	\$0.00
154035	09/05/2024	Reconciled		09/09/2024	Accounts Payable	SUNBELT RENTALS INC	\$553.91	\$553.91	\$0.00
154036	09/05/2024	Reconciled		09/09/2024	Accounts Payable	THE AUTOMATION GROUP INC	\$388.00	\$388.00	\$0.00
154037	09/05/2024	Reconciled		09/09/2024	Accounts Payable	THE POOL & SPA HOUSE	\$41.99	\$41.99	\$0.00
154038	09/05/2024	Reconciled		09/09/2024	Accounts Payable	TIMECLOCK PLUS, LLC	\$472.00	\$472.00	\$0.00

# Payment Register

From Payment Date: 9/1/2024 - To Payment Date: 9/30/2024

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
154039	09/05/2024	Reconciled		09/16/2024	Accounts Payable	TIMMONS GROUP, INC.	\$11,839.70	\$11,839.70	\$0.00
154040	09/05/2024	Reconciled		09/10/2024	Accounts Payable	TOVUTI, INC.	\$3,399.00	\$3,399.00	\$0.00
154041	09/05/2024	Reconciled		09/09/2024	Accounts Payable	TROJAN TECHNOLOGIES INC	\$12,874.20	\$12,874.20	\$0.00
154042	09/05/2024	Reconciled		09/11/2024	Accounts Payable	TRUGREEN COMMERCIAL	\$249.42	\$249.42	\$0.00
154043	09/05/2024	Reconciled		09/11/2024	Accounts Payable	US BANCORP ASSET MNGMNT dba PFM ASSET MNGMNT	\$4,311.71	\$4,311.71	\$0.00
154044	09/05/2024	Reconciled		09/16/2024	Accounts Payable	VICTORY CLEANING SERVICES LLC	\$3,510.00	\$3,510.00	\$0.00
154045	09/05/2024	Open			Accounts Payable	WOODBURN PLUMBING	\$147.00		
154046	09/05/2024	Reconciled		09/10/2024	Accounts Payable	XTREME GRAFX, LLC dba XTREME GRAFX	\$8,163.00	\$8,163.00	\$0.00
154047	09/05/2024	Reconciled		09/09/2024	Accounts Payable	YES GRAPHICS PRINTING CO. INC.	\$855.00	\$855.00	\$0.00
154048	09/05/2024	Reconciled		09/09/2024	Accounts Payable	ASHLAND BROTHERS LANDSCAPING	\$200.00	\$200.00	\$0.00
154049	09/05/2024	Reconciled		09/13/2024	Accounts Payable	JBN MECHANICAL	\$693.30	\$693.30	\$0.00
154050	09/05/2024	Reconciled		09/17/2024	Accounts Payable	DELPHIA CONSULTING, LLC	\$824.10	\$824.10	\$0.00
154051	09/05/2024	Reconciled		09/05/2024	Accounts Payable	LOVE INC OF NORTH MARION COUNTY	\$2,500.00	\$2,500.00	\$0.00
154052	09/05/2024	Reconciled		09/24/2024	Utility Management Refund	DAT REAL ESTATE SOLUTIONS PC	\$42.09	\$42.09	\$0.00
154053	09/05/2024	Reconciled		09/09/2024	Utility Management Refund	ESTATE OF DAWN ACKLIN-NISBET	\$72.45	\$72.45	\$0.00
154054	09/05/2024	Reconciled		09/18/2024	Utility Management Refund	ESTATE OF JOHN DE DIOS CORDOVA JR.	\$140.22	\$140.22	\$0.00
154055	09/05/2024	Reconciled		09/23/2024	Utility Management Refund	IRETON, PEARL & PATRICK	\$63.71	\$63.71	\$0.00
154056	09/05/2024	Open			Utility Management Refund	KRINITSYN, ALEKANDR & ANNA	\$39.35		
154057	09/05/2024	Reconciled		09/09/2024	Utility Management Refund	OWNER: RH SPRINGHAVEN APARTMENTS	\$91.23	\$91.23	\$0.00
154058	09/05/2024	Reconciled		09/09/2024	Utility Management Refund	PERKINS, ROBERT M.	\$10.30	\$10.30	\$0.00
154059	09/05/2024	Reconciled		09/26/2024	Utility Management Refund	SANDOVAL, DANNY	\$41.74	\$41.74	\$0.00
154060	09/06/2024	Reconciled		09/16/2024	Utility Management Refund	GAVEA, NADIA	\$908.52	\$908.52	\$0.00
154061	09/06/2024	Reconciled		09/10/2024	Utility Management Refund	HIGGNBOTHAM, DEBORAH	\$26.21	\$26.21	\$0.00
154062	09/06/2024	Reconciled		09/11/2024	Utility Management Refund	MARTUSHEV, LARISA	\$52.75	\$52.75	\$0.00
154063	09/06/2024	Reconciled		09/20/2024	Accounts Payable	HITZ, MITCHEL	\$123.28	\$123.28	\$0.00
154064	09/06/2024	Reconciled		10/08/2024	Accounts Payable	TAYLOR, KRISTEN	\$21.62	\$21.62	\$0.00
154065	09/10/2024	Reconciled		09/17/2024	Accounts Payable	TRUGREEN COMMERCIAL	\$249.42	\$249.42	\$0.00
154066	09/11/2024	Reconciled		09/13/2024	Accounts Payable	ARREOLA, EMILY	\$90.00	\$90.00	\$0.00
154067	09/11/2024	Reconciled		09/19/2024	Utility Management Refund	PARMELEE, JANELL	\$23.55	\$23.55	\$0.00
154068	09/11/2024	Open			Accounts Payable	BRUNGARDT, EUGENE, WILLIAM	\$53.00		
154069	09/11/2024	Reconciled		09/30/2024	Utility Management Refund	JOE, PATSY & VICTOR	\$51.72	\$51.72	\$0.00
154070	09/11/2024	Reconciled		09/13/2024	Accounts Payable	NORTHWEST NATURAL GAS	\$6,473.18	\$6,473.18	\$0.00
154071	09/18/2024	Open			Accounts Payable	AVILA, FABRIZIO	\$244.80		

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Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
154072	09/18/2024	Reconciled		10/11/2024	Accounts Payable	GITT, MELISSA	\$30.50	\$30.50	\$0.00
154073	09/18/2024	Open			Accounts Payable	SCHACHER, JULIE , ANN	\$64.00		
154074	09/19/2024	Reconciled		09/23/2024	Accounts Payable	911 SUPPLY	\$962.39	\$962.39	\$0.00
154075	09/19/2024	Reconciled		09/23/2024	Accounts Payable	A & A PEST CONTROL INC	\$108.00	\$108.00	\$0.00
154076	09/19/2024	Reconciled		09/23/2024	Accounts Payable	ADDIELOISE INC. dba CITY WIDE FACILITY SOLUTIONS	\$1,287.50	\$1,287.50	\$0.00
154077	09/19/2024	Reconciled		09/23/2024	Accounts Payable	AIRGAS USA LLC	\$1,569.10	\$1,569.10	\$0.00
154078	09/19/2024	Reconciled		09/25/2024	Accounts Payable	AL'S GARDEN CENTER	\$150.00	\$150.00	\$0.00
154079	09/19/2024	Reconciled		10/08/2024	Accounts Payable	ALOHA SOUND LLC	\$975.00	\$975.00	\$0.00
154080	09/19/2024	Reconciled		09/23/2024	Accounts Payable	AMAZON CAPITAL SERVICES, INC	\$527.68	\$527.68	\$0.00
154081	09/19/2024	Open			Accounts Payable	BURKOVSKAYA, LOLA	\$130.00		
154082	09/19/2024	Reconciled		09/26/2024	Accounts Payable	CASCADE WATER WORKS INC	\$16,201.00	\$16,201.00	\$0.00
154083	09/19/2024	Reconciled		09/30/2024	Accounts Payable	CDW GOVERNMENT INC	\$3,935.03	\$3,935.03	\$0.00
154084	09/19/2024	Reconciled		09/26/2024	Accounts Payable	CENTURYLINK	\$618.25	\$618.25	\$0.00
154085	09/19/2024	Reconciled		09/27/2024	Accounts Payable	CFM STRATEGIC COMMUNICATIONS, INC dba CFM ADVOCATE	\$5,000.00	\$5,000.00	\$0.00
154086	09/19/2024	Reconciled		09/27/2024	Accounts Payable	CINTAS CORPORATION - 463	\$1,829.88	\$1,829.88	\$0.00
154087	09/19/2024	Reconciled		09/23/2024	Accounts Payable	CMG OREGON LLC dba CARPENTER MEDIA GROUP OREGON	\$269.80	\$269.80	\$0.00
154088	09/19/2024	Reconciled		10/03/2024	Accounts Payable	COMLIGO USA, INC. dba COMLIGO	\$560.00	\$560.00	\$0.00
154089	09/19/2024	Reconciled		09/23/2024	Accounts Payable	COMPLETE WIRELESS SOLUTNS INC	\$319.00	\$319.00	\$0.00
154090	09/19/2024	Reconciled		10/03/2024	Accounts Payable	D.R. HORTON, INC. - PORTLAND	\$1,208.03	\$1,208.03	\$0.00
154091	09/19/2024	Reconciled		10/08/2024	Accounts Payable	DAVID DOUGHERTY dba DLA INC.	\$7,896.25	\$7,896.25	\$0.00
154092	09/19/2024	Reconciled		09/24/2024	Accounts Payable	DECA ARCHITECTURE INC	\$4,054.53	\$4,054.53	\$0.00
154093	09/19/2024	Reconciled		09/25/2024	Accounts Payable	DELPHIA CONSULTING, LLC	\$844.11	\$844.11	\$0.00
154094	09/19/2024	Reconciled		09/30/2024	Accounts Payable	DOUGLAS Q. RIES dba DNR HEATING & AIR CONDITIONING	\$1,475.00	\$1,475.00	\$0.00
154095	09/19/2024	Reconciled		09/23/2024	Accounts Payable	FARMERS STATE BANK OF CALHAN	\$46,400.00	\$46,400.00	\$0.00
154096	09/19/2024	Reconciled		09/27/2024	Accounts Payable	FEDERAL EXPRESS CORP	\$87.74	\$87.74	\$0.00
154097	09/19/2024	Reconciled		09/23/2024	Accounts Payable	FERGUSON ENTERPRISES INC	\$1,065.50	\$1,065.50	\$0.00
154098	09/19/2024	Reconciled		10/04/2024	Accounts Payable	FIRST ALERT SECURITY LLC	\$3,700.00	\$3,700.00	\$0.00
154099	09/19/2024	Reconciled		09/23/2024	Accounts Payable	G&G AUTO CARE SUPPLY INC dba G&G SUPPLY CO	\$331.94	\$331.94	\$0.00
154100	09/19/2024	Reconciled		09/25/2024	Accounts Payable	GALAXY T-SHIRT SCREENING INC	\$530.00	\$530.00	\$0.00
154101	09/19/2024	Reconciled		09/25/2024	Accounts Payable	GALE/CENGAGE LEARNING	\$131.16	\$131.16	\$0.00
154102	09/19/2024	Reconciled		09/23/2024	Accounts Payable	GONZALEZ, MIGUEL, ANGEL	\$500.00	\$500.00	\$0.00
154103	09/19/2024	Reconciled		09/23/2024	Accounts Payable	GR SMITH CONSTRUCTION CORPORATION	\$129,322.47	\$129,322.47	\$0.00
154104	09/19/2024	Reconciled		09/30/2024	Accounts Payable	GRANITE TELECOMMUNICATIONS, LLC	\$2,232.13	\$2,232.13	\$0.00
154105	09/19/2024	Reconciled		09/23/2024	Accounts Payable	H.D. FOWLER CO INC	\$243.01	\$243.01	\$0.00
154106	09/19/2024	Reconciled		09/25/2024	Accounts Payable	HARDY DIAGNOSTICS	\$36.35	\$36.35	\$0.00
154107	09/19/2024	Reconciled		09/25/2024	Accounts Payable	HILLTOP REFRIGERATION INC	\$402.50	\$402.50	\$0.00
154108	09/19/2024	Reconciled		09/25/2024	Accounts Payable	HILLYER'S MID CITY FORD	\$136.41	\$136.41	\$0.00
154109	09/19/2024	Reconciled		09/23/2024	Accounts Payable	HOFFMAN PRESSURE WASHING	\$655.00	\$655.00	\$0.00
154110	09/19/2024	Open			Accounts Payable	INDUSTRIAL WELDING SUPPLY	\$5.00		
154111	09/19/2024	Reconciled		09/23/2024	Accounts Payable	JUBITZ CORPORATION	\$851.06	\$851.06	\$0.00

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154112	09/19/2024	Reconciled		09/23/2024	Accounts Payable	K&E EXCAVATING INC	\$21,234.45	\$21,234.45	\$0.00
154113	09/19/2024	Reconciled		09/24/2024	Accounts Payable	KIMBALL MIDWEST	\$288.20	\$288.20	\$0.00
154114	09/19/2024	Reconciled		09/24/2024	Accounts Payable	KIWANIS CLUB OF WOODBURN	\$180.00	\$180.00	\$0.00
154115	09/19/2024	Reconciled		09/24/2024	Accounts Payable	LANGUAGE LINE SERVICES INC	\$3,176.25	\$3,176.25	\$0.00
154116	09/19/2024	Reconciled		09/25/2024	Accounts Payable	LANGUAGE TESTING INTERNATIONAL INC	\$73.00	\$73.00	\$0.00
154117	09/19/2024	Reconciled		09/24/2024	Accounts Payable	LEAF CAPITAL FUNDING, LLC	\$5,966.84	\$5,966.84	\$0.00
154118	09/19/2024	Reconciled		09/26/2024	Accounts Payable	LEAGUE OF OREGON CITIES	\$535.00	\$535.00	\$0.00
154119	09/19/2024	Reconciled		10/01/2024	Accounts Payable	LIVING WATER PLUMBING INC.	\$14,696.16	\$14,696.16	\$0.00
154120	09/19/2024	Reconciled		09/26/2024	Accounts Payable	LOOMIS	\$327.24	\$327.24	\$0.00
154121	09/19/2024	Reconciled		10/01/2024	Accounts Payable	MARION COUNTY FINANCE	\$5,834.05	\$5,834.05	\$0.00
154122	09/19/2024	Reconciled		09/30/2024	Accounts Payable	MARQUEZ BALTAZAR, JUDITH	\$200.00	\$200.00	\$0.00
154123	09/19/2024	Reconciled		09/19/2024	Accounts Payable	MAXWELL, KAYLAH	\$54.81	\$54.81	\$0.00
154124	09/19/2024	Reconciled		09/23/2024	Accounts Payable	METRO PRESORT	\$1,959.71	\$1,959.71	\$0.00
154125	09/19/2024	Reconciled		09/27/2024	Accounts Payable	MIDWEST TAPE, LLC	\$190.64	\$190.64	\$0.00
154126	09/19/2024	Reconciled		10/01/2024	Accounts Payable	MULTIVERSE INTERPRETING INC	\$385.00	\$385.00	\$0.00
154127	09/19/2024	Reconciled		09/23/2024	Accounts Payable	NATALYS CONSTRUCTION LLC	\$12,475.00	\$12,475.00	\$0.00
154128	09/19/2024	Reconciled		09/23/2024	Accounts Payable	NORTHSTAR CHEMICAL INC	\$3,815.00	\$3,815.00	\$0.00
154129	09/19/2024	Reconciled		09/24/2024	Accounts Payable	NW NAVIGATOR LUXURY COACHES LLC	\$28,700.00	\$28,700.00	\$0.00
154130	09/19/2024	Reconciled		09/26/2024	Accounts Payable	OFFICE DEPOT	\$547.95	\$547.95	\$0.00
154131	09/19/2024	Reconciled		09/24/2024	Accounts Payable	OP SIS ARCHITECTURE, LLP	\$1,653.66	\$1,653.66	\$0.00
154132	09/19/2024	Reconciled		09/24/2024	Accounts Payable	OR DEPT OF REVENUE	\$18,376.73	\$18,376.73	\$0.00
154133	09/19/2024	Reconciled		09/25/2024	Accounts Payable	OREGON ASSOCIATION OF CONVENTION AND VISITOR BUREA	\$300.00	\$300.00	\$0.00
154134	09/19/2024	Reconciled		09/27/2024	Accounts Payable	OREGON BUILDING OFFICIALS	\$395.00	\$395.00	\$0.00
154135	09/19/2024	Reconciled		09/27/2024	Accounts Payable	OREGON GOVERNMENT ETHICS COMMISSION	\$1,323.95	\$1,323.95	\$0.00
154136	09/19/2024	Reconciled		09/23/2024	Accounts Payable	OREGON STATE FAIR COUNCIL	\$1,500.00	\$1,500.00	\$0.00
154137	09/19/2024	Reconciled		09/27/2024	Accounts Payable	OSCAR LUNDEEN INC	\$205.00	\$205.00	\$0.00
154138	09/19/2024	Reconciled		10/01/2024	Accounts Payable	PEREZ 1 PEST CONTROL INC	\$475.00	\$475.00	\$0.00
154139	09/19/2024	Reconciled		09/23/2024	Accounts Payable	PETROCARD	\$2,400.76	\$2,400.76	\$0.00
154140	09/19/2024	Reconciled		10/03/2024	Accounts Payable	PLAYAWAY PRODUCTS LLC	\$334.94	\$334.94	\$0.00
154141	09/19/2024	Reconciled		09/25/2024	Accounts Payable	POMP'S TIRE SERVICE INC.	\$518.34	\$518.34	\$0.00
154142	09/19/2024	Reconciled		09/25/2024	Accounts Payable	PORTLAND GENERAL ELECTRIC	\$24,878.24	\$24,878.24	\$0.00
154143	09/19/2024	Reconciled		09/24/2024	Accounts Payable	PRAXIS POLITICAL LLC	\$3,500.00	\$3,500.00	\$0.00
154144	09/19/2024	Reconciled		10/04/2024	Accounts Payable	PREGAME INC	\$9,255.00	\$9,255.00	\$0.00
154145	09/19/2024	Reconciled		09/26/2024	Accounts Payable	QUILL	\$143.93	\$143.93	\$0.00
154146	09/19/2024	Reconciled		09/25/2024	Accounts Payable	REDFLEX TRAFFIC SYSTEMS INC	\$14,190.00	\$14,190.00	\$0.00
154147	09/19/2024	Reconciled		09/24/2024	Accounts Payable	RGL WATER PURIFICATION INC	\$527.75	\$527.75	\$0.00
154148	09/19/2024	Reconciled		09/25/2024	Accounts Payable	RITZ SAFETY LLC	\$257.10	\$257.10	\$0.00
154149	09/19/2024	Reconciled		09/24/2024	Accounts Payable	RMT EQUIPMENT	\$338.90	\$338.90	\$0.00
154150	09/19/2024	Reconciled		09/23/2024	Accounts Payable	ROSE CITY PHILANTHROPY	\$7,000.00	\$7,000.00	\$0.00
154151	09/19/2024	Reconciled		09/25/2024	Accounts Payable	ROW CONSULTANTS LLC	\$42,661.22	\$42,661.22	\$0.00
154152	09/19/2024	Reconciled		09/24/2024	Accounts Payable	S.O.S. LOCK SERVICE	\$720.00	\$720.00	\$0.00
154153	09/19/2024	Reconciled		09/27/2024	Accounts Payable	SAN DIEGO POLICE EQUIPMENT	\$267.61	\$267.61	\$0.00
154154	09/19/2024	Reconciled		09/26/2024	Accounts Payable	SIERRA SPRINGS	\$162.38	\$162.38	\$0.00
154155	09/19/2024	Reconciled		09/23/2024	Accounts Payable	SOUTHLAND INDUSTRIES	\$1,746.00	\$1,746.00	\$0.00
154156	09/19/2024	Reconciled		09/24/2024	Accounts Payable	STEELE ELECTRIC LLC	\$107.10	\$107.10	\$0.00

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Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
154157	09/19/2024	Reconciled		09/23/2024	Accounts Payable	TECHNOLOGY INTEGRATION GROUP	\$614.40	\$614.40	\$0.00
154158	09/19/2024	Reconciled		09/24/2024	Accounts Payable	THOMSON REUTERS-WEST PAYMENT CENTER	\$982.68	\$982.68	\$0.00
154159	09/19/2024	Reconciled		09/24/2024	Accounts Payable	VALLEY PACIFIC FLORAL	\$139.90	\$139.90	\$0.00
154160	09/19/2024	Reconciled		09/30/2024	Accounts Payable	VERIZON WIRELESS	\$7,946.67	\$7,946.67	\$0.00
154161	09/19/2024	Reconciled		09/26/2024	Accounts Payable	WALTER E NELSON CO	\$926.95	\$926.95	\$0.00
154162	09/19/2024	Reconciled		09/24/2024	Accounts Payable	WAVE BROADBAND	\$300.83	\$300.83	\$0.00
154163	09/19/2024	Reconciled		09/27/2024	Accounts Payable	WOODBURN SCHOOL DIST 103C	\$271,030.88	\$271,030.88	\$0.00
154164	09/19/2024	Reconciled		09/26/2024	Accounts Payable	XYLEM WATER SOLUTIONS USA INC	\$492.39	\$492.39	\$0.00
154165	09/19/2024	Reconciled		09/24/2024	Accounts Payable	YES GRAPHICS PRINTING CO. INC.	\$2,493.00	\$2,493.00	\$0.00
154166	09/19/2024	Open			Accounts Payable	ASCENCIO SOLORZANO, ROSA	\$15.00		
154167	09/19/2024	Reconciled		09/24/2024	Accounts Payable	HAWKINS , JON, D.	\$137.00	\$137.00	\$0.00
154168	09/19/2024	Open			Accounts Payable	JAIPAL, JAIPAL	\$212.00		
154169	09/19/2024	Reconciled		09/24/2024	Accounts Payable	MILLER, JULIE , MARIE	\$64.00	\$64.00	\$0.00
154170	09/19/2024	Reconciled		09/24/2024	Accounts Payable	MYATT, SANDRA , LOUISE	\$33.00	\$33.00	\$0.00
154171	09/19/2024	Reconciled		09/24/2024	Accounts Payable	PINA, JAMES	\$165.00	\$165.00	\$0.00
154172	09/19/2024	Reconciled		09/24/2024	Accounts Payable	TRAGLIO, ALLEN, CLARK	\$137.00	\$137.00	\$0.00
154173	09/19/2024	Reconciled		09/25/2024	Accounts Payable	VAHIDI, KATAYOUN	\$64.00	\$64.00	\$0.00
154174	09/19/2024	Reconciled		09/25/2024	Accounts Payable	WATERS, TAMMIE , IRENE	\$64.00	\$64.00	\$0.00
154175	09/19/2024	Reconciled		09/24/2024	Accounts Payable	WIERMAN, MICHAEL, JOHN	\$64.00	\$64.00	\$0.00
154176	09/24/2024	Open			Accounts Payable	JESSE PONCE	\$750.00		
Type Check Totals:							\$1,221,235.76	\$1,212,369.86	\$0.00
224 Transactions									
<u>EFT</u>									
2297	09/30/2024	Reconciled		09/30/2024	Accounts Payable	US BANK	\$1,862.71	\$1,862.71	\$0.00
2298	09/30/2024	Reconciled		09/30/2024	Accounts Payable	US BANK	\$532.19	\$532.19	\$0.00
2299	09/30/2024	Reconciled		09/30/2024	Accounts Payable	US BANK	\$209.95	\$209.95	\$0.00
2300	09/30/2024	Reconciled		09/30/2024	Accounts Payable	US BANK	\$3,055.98	\$3,055.98	\$0.00
2301	09/30/2024	Reconciled		09/30/2024	Accounts Payable	US BANK	\$131.78	\$131.78	\$0.00
2302	09/30/2024	Reconciled		09/30/2024	Accounts Payable	US BANK	\$880.29	\$880.29	\$0.00
2303	09/30/2024	Reconciled		09/30/2024	Accounts Payable	US BANK	\$64.99	\$64.99	\$0.00
2304	09/30/2024	Reconciled		09/30/2024	Accounts Payable	US BANK	\$166.00	\$166.00	\$0.00
2305	09/30/2024	Reconciled		09/30/2024	Accounts Payable	US BANK	\$15.00	\$15.00	\$0.00
2306	09/30/2024	Reconciled		09/30/2024	Accounts Payable	US BANK	\$177.89	\$177.89	\$0.00
2307	09/30/2024	Reconciled		09/30/2024	Accounts Payable	US BANK	\$732.44	\$732.44	\$0.00
2308	09/30/2024	Reconciled		09/30/2024	Accounts Payable	US BANK	\$1,872.16	\$1,872.16	\$0.00
2309	09/30/2024	Reconciled		09/30/2024	Accounts Payable	US BANK	\$596.18	\$596.18	\$0.00
2310	09/30/2024	Reconciled		09/30/2024	Accounts Payable	US BANK	\$238.00	\$238.00	\$0.00
2311	09/30/2024	Reconciled		09/30/2024	Accounts Payable	US BANK	\$1,416.39	\$1,416.39	\$0.00
2312	09/30/2024	Reconciled		09/30/2024	Accounts Payable	US BANK	\$812.20	\$812.20	\$0.00
2313	09/30/2024	Reconciled		09/30/2024	Accounts Payable	US BANK	\$1,785.91	\$1,785.91	\$0.00
2314	09/30/2024	Reconciled		09/30/2024	Accounts Payable	US BANK	\$650.11	\$650.11	\$0.00
2315	09/30/2024	Reconciled		09/30/2024	Accounts Payable	US BANK	\$68.03	\$68.03	\$0.00
2316	09/30/2024	Reconciled		09/30/2024	Accounts Payable	US BANK	\$37.94	\$37.94	\$0.00
2317	09/30/2024	Reconciled		09/30/2024	Accounts Payable	US BANK	\$2,640.15	\$2,640.15	\$0.00
2318	09/30/2024	Reconciled		09/30/2024	Accounts Payable	US BANK	\$2,050.95	\$2,050.95	\$0.00
2319	09/30/2024	Reconciled		09/30/2024	Accounts Payable	US BANK	\$2,596.85	\$2,596.85	\$0.00
2320	09/30/2024	Reconciled		09/30/2024	Accounts Payable	US BANK	\$6,595.49	\$6,595.49	\$0.00
2321	09/30/2024	Reconciled		09/30/2024	Accounts Payable	US BANK	\$4,550.73	\$4,550.73	\$0.00

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Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
2322	09/30/2024	Reconciled		09/30/2024	Accounts Payable	US BANK	\$4,883.46	\$4,883.46	\$0.00
2323	09/30/2024	Reconciled		09/30/2024	Accounts Payable	US BANK	\$1,652.27	\$1,652.27	\$0.00
2324	09/30/2024	Reconciled		09/30/2024	Accounts Payable	US BANK	\$445.00	\$445.00	\$0.00
Type EFT Totals:							\$40,721.04	\$40,721.04	\$0.00
AP-A/P - Accounts Payable Totals									

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	11	\$5,365.90	\$0.00
	Reconciled	212	\$1,212,369.86	\$1,212,369.86
	Voided	1	\$3,500.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	<b>Total</b>	<b>224</b>	<b>\$1,221,235.76</b>	<b>\$1,212,369.86</b>

EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	0	\$0.00	\$0.00
	Reconciled	28	\$40,721.04	\$40,721.04
	Voided	0	\$0.00	\$0.00
	<b>Total</b>	<b>28</b>	<b>\$40,721.04</b>	<b>\$40,721.04</b>

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	11	\$5,365.90	\$0.00
	Reconciled	240	\$1,253,090.90	\$1,253,090.90
	Voided	1	\$3,500.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	<b>Total</b>	<b>252</b>	<b>\$1,261,956.80</b>	<b>\$1,253,090.90</b>

Grand Totals:

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	11	\$5,365.90	\$0.00
	Reconciled	212	\$1,212,369.86	\$1,212,369.86
	Voided	1	\$3,500.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	<b>Total</b>	<b>224</b>	<b>\$1,221,235.76</b>	<b>\$1,212,369.86</b>

EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	0	\$0.00	\$0.00
	Reconciled	28	\$40,721.04	\$40,721.04
	Voided	0	\$0.00	\$0.00
	<b>Total</b>	<b>28</b>	<b>\$40,721.04</b>	<b>\$40,721.04</b>

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	11	\$5,365.90	\$0.00
	Reconciled	240	\$1,253,090.90	\$1,253,090.90
	Voided	1	\$3,500.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	<b>Total</b>	<b>252</b>	<b>\$1,261,956.80</b>	<b>\$1,253,090.90</b>

# Cash and Investment Reconciliation Report



**City of Woodburn**  
**CASH & INVESTMENT RECONCILIATION September 30, 2024**  
(rounded to \$1,000's)

	Bank Accounts	LGIP	PFMAM Investment Portfolio	USB Retainage Escrow	Total
<b>Statement Balance 8/31/2024</b>	\$ 4,136,000	\$ 45,171,000	\$ 48,933,000	\$ 26,000	\$ 98,266,000
Change in Market Value & Gain/(Loss) on Maturity/Sale	\$ -	\$ -	\$ 110,000	\$ -	\$ 110,000
Deposits/Security Purchases	\$ 5,047,000	\$ 251,000	\$ 4,007,000	\$ 9,000	\$ 9,314,000
Interest	\$ -	\$ 197,000	\$ 211,000	\$ -	\$ 408,000
Withdrawals/Disbursements/Maturities	\$ (4,755,000)	\$ -	\$ (4,339,000)	\$ -	\$ (9,094,000)
<b>Statement Balance 9/30/2024</b>	\$ 4,428,000	\$ 45,619,000	\$ 48,922,000	\$ 35,000	\$ 99,004,000
Deposits in Transit	\$ 177,000				\$ 177,000
Outstanding Checks - A/P & Payroll	\$ (56,000)				\$ (56,000)
					-
<b>General Ledger Balance 9/30/2024</b>	\$ 4,549,000	\$ 45,619,000	\$ 48,922,000	\$ 35,000	\$ 99,125,000

**CASH & INVESTMENT CLASSIFICATION**

Unrestricted	\$ 36,767,000
Restricted	
Capital Construction	\$ 2,899,000
System Development Charges	\$ 36,852,000
Debt Reserve	\$ -
Other Restrictions	\$ 16,012,000
URA	\$ 872,000
SMR Reserve	\$ 5,687,000
Held in Trust	\$ 36,000
	<u>\$ 99,125,000</u>

**INVESTMENT REPORTING (in compliance with City policy)**

	Average Rate		9/30/2024 Balance
LGIP	5.30%	\$ 45,619,000	\$ 45,619,000
PFMAM Investment Portfolio	4.56%	\$ 48,922,000	\$ 48,922,000
		<u>\$ 45,619,000</u>	<u>\$ 94,576,000</u>



# Agenda Item

October 28, 2024

TO: Honorable Mayor and City Council through City Administrator

FROM: Curtis Stultz, Public Works Director

SUBJECT: **Acceptance of Easement and Right of Way at 2355 North Boones Ferry Rd (Tax Lot 051W07BA00900)**

**RECOMMENDATION:**

Authorize the acceptance of one easement and a right of way dedication from WMC Holding Company II LLC, for real property at 2355 North Boones Ferry Road, and identified as Tax Lot 051W07BA00900.

**BACKGROUND:**

Per the conditions of the Planning Commission's Final Decision for the Woodburn II Assisted Living Facility Project, dated December 8, 2022, the developer is required to grant one easement and dedicate right of way to the City.

**DISCUSSION:**

The documents under consideration are summarized in the table below:

DEDICATED USE	LOCATION	SIZE
Public Utility Easement	Country Club Rd frontage	1,065 sq. ft.
Right of Way	Country Club Rd frontage	642 sq. ft.

The Woodburn Development Ordinance (WDO) section 3.02.01B requires a minimum five-foot wide PUE along each lot line abutting a public street. PUE's are reserved for the construction, reconstruction, operation, and maintenance of public utilities on private property. Additional right of way is required to comply with WDO section 3.01.01A.

**FINANCIAL IMPACT:**

There is no cost to the City for this easement.

---

Agenda Item Review: City Administrator \_\_\_x\_\_\_ City Attorney \_\_\_x\_\_\_ Finance \_\_\_x\_\_\_

**After Recording Return to:**  
City Recorder  
City of Woodburn  
270 Montgomery Street  
Woodburn, Oregon 97071

**Send Tax Statements to:**  
City Recorder  
City of Woodburn  
270 Montgomery Street  
Woodburn, Oregon 97071

**DEDICATION DEED**

**(RIGHT OF WAY)**

2355 N. Boones Ferry Road, Woodburn, OR

WMC HOLDING COMPANY II LLC, an Oregon limited liability company, as grantor (“Grantor”), does hereby grant to the CITY OF WOODBURN, a municipal corporation of the State of Oregon, as grantee (“Grantee”), the following real property situated in the County of Marion, State of Oregon, to be used and held by the City of Woodburn for public street, road, right-of-way, and utility purposes, bounded and described as follows:

See attached **EXHIBIT A** Legal Description; and

See attached **EXHIBIT B** Drawing for Legal Description.

The true consideration for this conveyance is: \$0.00, the receipt and sufficiency of which is hereby acknowledged by GRANTOR.

GRANTOR hereby covenants to GRANTEE that GRANTOR is the fee title owner of the above described real property, free from all encumbrances (except such encumbrances that are of public record), that GRANTOR has the right to convey the property to GRANTEE, and that GRANTOR and their heirs and personal representatives shall warrant and forever defend the title to the property against all lawful claims and demands whatsoever.

[Signatures and acknowledgements on following pages.]



**GRANTEE'S ACCEPTANCE**

By Signature below, the City of Woodburn, Oregon, hereby accepts this dedication pursuant to ORS 92.014.

\_\_\_\_\_  
By: \_\_\_\_\_  
Title: \_\_\_\_\_

State of Oregon        )  
                                  ) ss.  
County of Marion     )

This instrument was acknowledged before me on \_\_\_\_\_, \_\_\_\_\_, by Scott Derickson, City Administrator of the City of Woodburn, acting under authority granted to him by the Woodburn City Council.

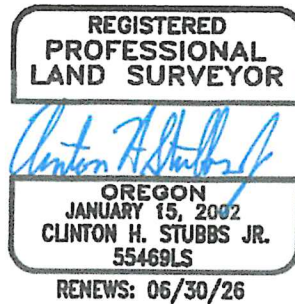
\_\_\_\_\_  
Notary Public for Oregon  
My Commission Expires \_\_\_\_\_

## EXHIBIT A

### DESCRIPTION OF LAND TO BE DEDICATION FOR RIGHT-OF-WAY



1815 NW 169<sup>th</sup> Place, Suite 2090  
Beaverton, OR 97006  
Telephone: 503-848-2127



### Exhibit A

#### PROPERTY DESCRIPTION

September 5, 2024  
NWS Project No. 2821  
Country Club Road Dedication

A 3.00 foot wide tract of land being a portion of Parcel 1 of Partition Plat No. 2013-08, located in the northwest one-quarter of Section 7, Township 5 South, Range 1 West, Willamette Meridian, City of Woodburn, Marion County, Oregon, being more particularly described as follows:

Beginning at the northwest corner of said Parcel 1, said point being on the southerly right-of-way line of Country Club Road (30.00 feet southerly from the centerline thereof, when measured at right angles), and being marked by a 5/8-inch iron rod with a yellow plastic cap stamped "DLT& ASSOC. PLS 1362"; Thence along the southerly right-of-way line of said Country Club Road, South 87°44'55" East 214.28 feet to the most northerly northeast corner of said Parcel 1, said point being marked by a 1/2-inch iron pipe; Thence along the most northerly east line of said Parcel 1, South 15°44'42" West 3.09 feet to a point located 33.00 feet southerly from the centerline of said Country Club Road, when measured at right angles; Thence parallel with and 33.00 feet southerly from the centerline of said Country Club Road, when measured at right angles, North 87°44'55" West 213.56 feet to a point on the most northerly west line of said Parcel 1; Thence along the most northerly west line of said Parcel 1, North 02°10'39" East 3.00 feet to the Point of Beginning.

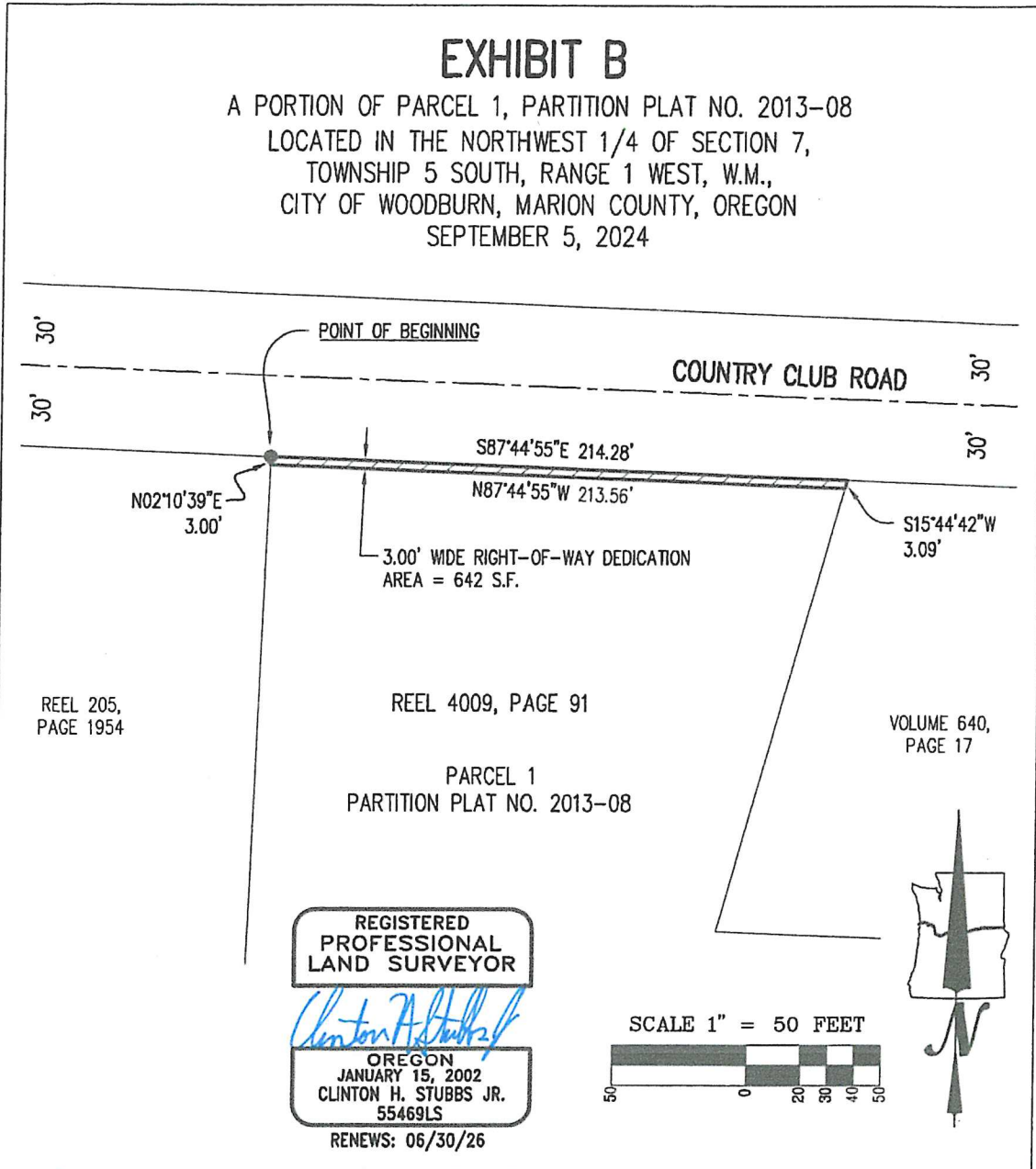
Said described tract of land contains 642 square feet, more or less.

Bearings are based on Partition Plat No. 2013-08, Plat Records of Marion County, Oregon.

The above described tract of land is depicted on attached Exhibit B.

## EXHIBIT B

DRAWING FOR LEGAL DESCRIPTION OF LAND TO BE DEDICATION FOR RIGHT-OF-WAY



<p><b>PREPARED FOR:</b></p> <p>BENICIA SENIOR LIVING, LLC                  1800 BLANKSHIP ROAD                  SUITE 475                  WEST LINN, OR 97068</p>	<p><b>JOB NAME:</b> BENICIA SENIOR LIVING</p> <p><b>JOB NUMBER:</b> 2821</p> <p><b>DRAWING NUMBER:</b> 2821 EX</p> <p><b>DRAWN BY:</b> BJA</p> <p><b>CHECKED BY:</b> CHS</p>	<div style="display: flex; justify-content: space-between;"> <div style="font-size: 2em; font-weight: bold; line-height: 1;">                 NORTHWEST                  SURVEYING, Inc.             </div> <div style="font-size: 0.8em;">                 1815 NW 169th PLACE,                  SUITE 2090                  BEAVERTON, OR 97006                  PHONE: 503-848-2127                  FAX: 503-848-2179                  nwsurveying@nwsrvy.com             </div> </div>
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AFTER RECORDING RETURN TO:

Woodburn City Recorder  
City of Woodburn  
270 Montgomery Street  
Woodburn, OR 97071

**CITY OF WOODBURN, OREGON  
PUBLIC UTILITY EASEMENTS  
(Temporary and Permanent)  
2355 N. Boones Ferry Road, Woodburn, OR**

WMC HOLDING COMPANY II LLC, an Oregon limited liability company, as grantor (“GRANTOR”) grants to the CITY OF WOODBURN, OREGON, a municipal corporation of the State of Oregon (“CITY”), a permanent easement and right-of-way, including the permanent right to construct, reconstruct, operate, and maintain gas, power and fiber optic utilities on the following described land:

*See attached Exhibit “A” Legal Description of Permanent Easement and attached Exhibit “B” Sketch for Legal Description of Permanent Easement which are by this reference incorporated herein*

GRANTOR reserves the right to use the surface of the land for any purpose that will not be inconsistent or interfere with the use of the easement by CITY. No building or utility shall be placed upon, under, or within the property subject to the foregoing easement during the term thereof, however, without the written permission of CITY.

Upon completion of the construction, CITY shall restore the surface of the property to its original condition and shall indemnify and hold GRANTOR harmless against any and all loss, cost, or damage arising out of the exercise of the rights granted herein.

The true consideration of this conveyance is \$0.00 and other valuable consideration, the receipt of which is acknowledged by GRANTOR.

GRANTOR covenants to CITY that GRANTOR is lawfully seized in fee simple of the above-granted premises, free from all encumbrances (except such encumbrances that are of public record) and that GRANTOR and their heirs and personal representatives shall warrant and forever defend the said premises and every part thereof to CITY against the lawful claims and demands of all persons claiming by, through, or under GRANTOR.

[Signatures and acknowledgements on following pages.]



Dated this 17 day of September, 2024.

**GRANTOR:**

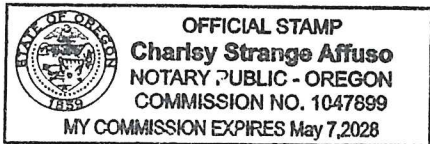
WMC HOLDING COMPANY II LLC,  
an Oregon limited liability company

By: Benicia Senior Living, LLC, its Manager

By: *Terri Waldroff*  
Name: Terri Waldroff  
Its: Manager

State of Oregon )  
County of CLACKAMAS ) ss.

This instrument was acknowledged before me on this 17 day of SEPTEMBER, 2024,  
**Terri Waldroff**, the Manager of Benicia Senior Living, LLC, the Manager of **WMC Holding Company II LLC**, an Oregon limited liability company.



*Charly Strange Affuso*  
Notary Public for Oregon 05-07-2028  
My Commission Expires \_\_\_\_\_

City of Woodburn  
270 Montgomery Street  
Woodburn, OR 97071

---

(Grantee's Name and Address)

By Signature below, the City of Woodburn, Oregon,  
Approves and Accepts this Conveyance Pursuant to ORS  
93.808.

City Recorder:

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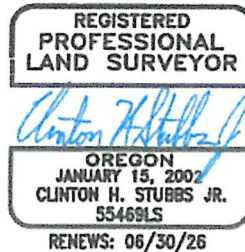
Heather Pierson

## EXHIBIT "A"

### Legal Description of Permanent Easement



1815 NW 169<sup>th</sup> Place, Suite 2090  
Beaverton, OR 97006  
Telephone: 503-848-2127



#### Exhibit C

#### EASEMENT DESCRIPTION

September 5, 2024  
NWS Project No. 2821  
Country Club Road Public Utility Easement

A 5.00 foot wide easement being a portion of Parcel 1 of Partition Plat No. 2013-08, located in the northwest one-quarter of Section 7, Township 5 South, Range 1 West, Willamette Meridian, City of Woodburn, Marion County, Oregon, being more particularly described as follows:

Commencing at the northwest corner of said Parcel 1, said point being on the southerly right-of-way line of Country Club Road (30.00 feet southerly from the centerline thereof, when measured at right angles), and being marked by a 5/8-inch iron rod with a yellow plastic cap stamped "DLT& ASSOC. PLS 1362"; Thence along the most northerly west line of said Parcel 1, South 02°10'39" West 3.00 feet to a point located 33.00 feet southerly from the centerline of said Country Club Road, when measured at right angles, and the Point of Beginning;

Thence parallel with and 33.00 feet southerly from the centerline of said Country Club Road, when measured at right angles, South 87°44'55" East 213.56 feet to a point on the most northerly east line of said Parcel 1; Thence along the most northerly east line of said Parcel 1, South 15°44'42" West 5.14 feet to a point located 38.00 feet southerly from the centerline of said Country Club Road, when measured at right angles; Thence parallel with and 38.00 feet southerly from the centerline of said Country Club Road, when measured at right angles, North 87°44'55" West 212.35 feet to a point on the most northerly west line of said Parcel 1; Thence along the most northerly west line of said Parcel 1, North 02°10'39" East 5.00 feet to the Point of Beginning.

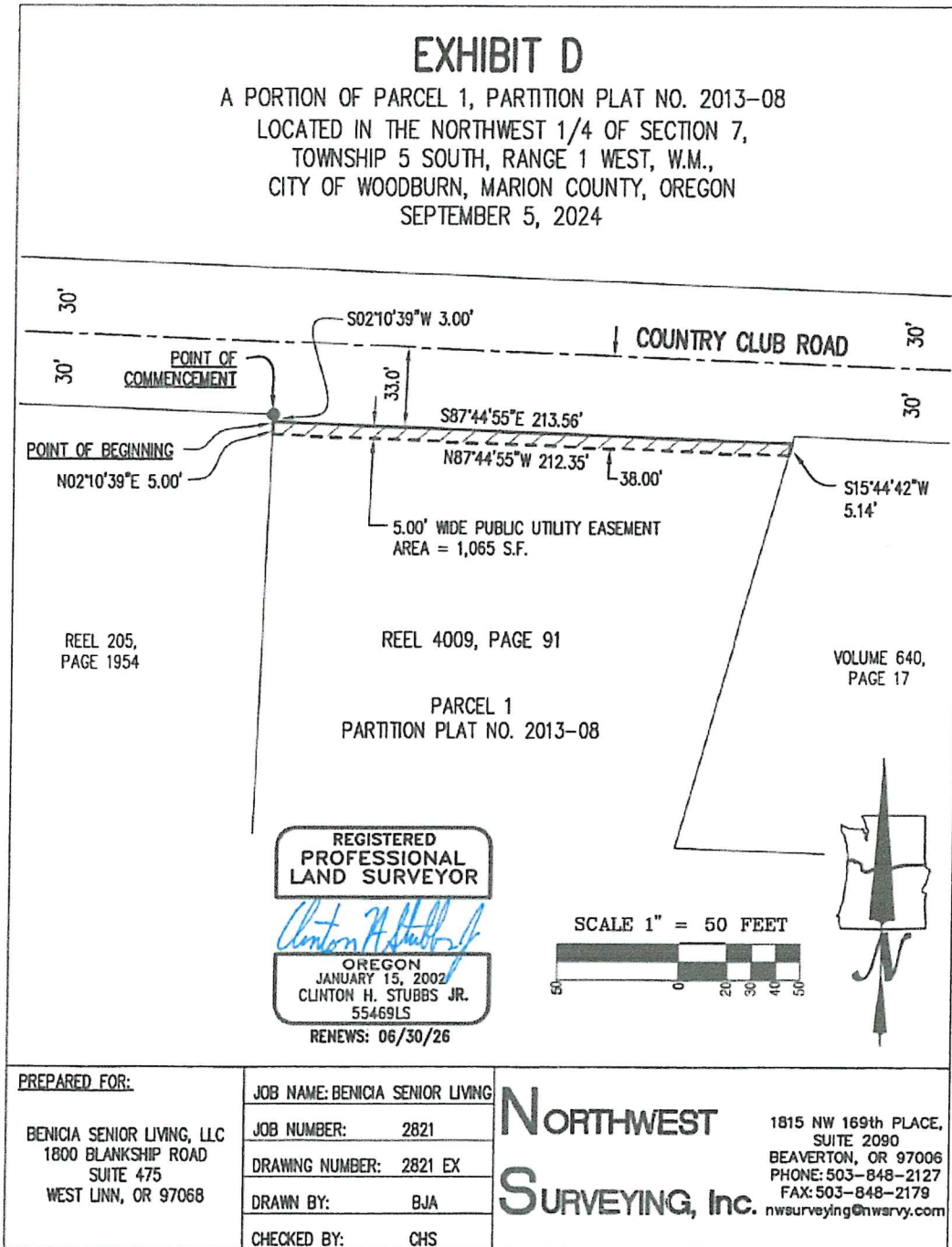
Said described easement contains 1,065 square feet, more or less.

Bearings are based on Partition Plat No. 2013-08, Plat Records of Marion County, Oregon.

The above described easement is depicted on attached Exhibit D.

**EXHIBIT "B"**

**Sketch for Legal Description of Permanent Easement**





# Agenda Item

October 28, 2024

TO: Honorable Mayor and City Council through City Administrator

FROM: Curtis Stultz, Public Works Director

SUBJECT: **Acceptance of Easements at 2385 Sprague Lane (Tax Lot 052W12B000100)**

**RECOMMENDATION:**

Authorize the acceptance of four easements from WB Sprague Lane LLC, for real property at 2385 Sprague Lane, and identified as Tax Lot 052W12B000100.

**BACKGROUND:**

Per the conditions of the Planning Commission's Final Decision for the Sprague Lane Multifamily Project, dated March 23, 2023, the developer is required to grant several easements to the City.

**DISCUSSION:**

The easements under consideration are summarized in the table below:

DEDICATED USE	LOCATION	SIZE
Public Utility Easement	Sprague Lane Frontage	247 sq. ft.
Waterline Easement	Internal to site	13,519 sq. ft.
Public Utility Easement – Future ROW & PUE	South side of site	21,140 sq. ft.
Access and Riparian Corridor Easement	Extent of 100-year floodplain within site	264,084 sq.ft.

The Woodburn Development Ordinance (WDO) section 3.02.01B requires a minimum five-foot wide PUE along each lot line abutting a public street. PUE's are reserved for the construction, reconstruction, operation, and maintenance of public utilities on private property.

**FINANCIAL IMPACT:**

There is no cost to the City for this easement.

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Agenda Item Review: City Administrator \_\_\_x\_\_\_ City Attorney \_\_\_x\_\_\_ Finance \_\_\_x\_\_\_

AFTER RECORDING RETURN TO:  
Woodburn City Recorder  
City of Woodburn  
270 Montgomery Street  
Woodburn, OR 97071

**CITY OF WOODBURN, OREGON  
GENERAL PUBLIC PURPOSE EASEMENT  
(PUBLIC PEDESTRIAN, BICYCLE PATHWAY, RIPARIAN CORRIDOR AND  
WETLAND OVERLAY DISTRICT  
(RCWOD) & PUBLIC UTILITY EASEMENTS)**

WB Sprague Lane LLC, *GRANTOR*, grants to the CITY OF WOODBURN, OREGON, hereinafter called *CITY*, permanent easements, including unrestricted ingress and egress rights for the purposes of:

- (i) construction, reconstruction, operation, maintenance, repair, and use of a public pedestrian and bicycle pathway and its lateral and supporting structures;
- (ii) inspection and monitoring of uses within- and the character of the riparian corridor and undertaking restoration of the riparian habitat and flood plain conditions along East Senecal Creek; and
- (iii) construction, reconstruction, operation, maintenance, and repair of public utilities, over, across, in and through the real property ("property") owned by *GRANTOR* located in Marion County, State of Oregon, and more particularly described as follows:

*See attached Exhibit "A" Legal Description of Permanent Easement and attached Exhibit "B" Sketch for Legal Description of Permanent Easement, which are by this reference incorporated herein.*

*The purpose of the Easement granted herein is for public rights of access by bicycles and pedestrians to the pathway over and across the Easement area. Additionally, the CITY shall have the exclusive right to construct, install, maintain, operate and access the pathway as well as all public utilities, and all related facilities within the easement. GRANTOR may use the surface of the easement provided such use does not interfere with CITY's rights contained in this easement. Prohibited uses shall consist of, but are not limited to, permanent structures, buildings, fences, or any excavation or alteration within the easement area. GRANTOR shall not permit any other utilities to be located in the easement without the written consent of CITY.*

The easement and all rights granted herein shall perpetually encumber the property.

Upon completion of any construction, the *CITY* shall be responsible for the maintenance of the pathway and public utilities, and related facilities located within the easement. *CITY's* use of the easement shall not unreasonably interfere with *GRANTOR's* use of its property.

Upon completion of any construction, the CITY shall indemnify and hold GRANTOR harmless against any and all loss, cost, or damage arising out of the existence of the rights granted herein.

The true consideration of this conveyance is zero dollars (\$0.00), and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged by GRANTOR.

GRANTOR covenants to CITY that GRANTOR is lawfully seized in fee simple of the above-granted premises, free from all encumbrances and that GRANTOR and its heirs and personal representatives shall warrant and forever defend the said premises and every part thereof to CITY against the lawful claims and demands of all person claiming by, through, and under GRANTOR.

DATED this day of 14 October, 2024.

WB Sprague Lane LLC

BY: [Signature]  
Bart Dickson, Managing Member

PERSONAL ACKNOWLEDGEMENT

STATE OF OREGON, County of Washington ss.

The foregoing instrument was acknowledged before me this 14  
day of October, 2024 by Bart Dickson



NOTARY PUBLIC FOR OREGON  
My Commission Expires: Sept 5, 2027

CITY OF WOODBURN  
270 Montgomery Street  
Woodburn, OR 97071

---

By Signature below, the City of Woodburn, Oregon Approves and Accepts this  
Conveyance Pursuant to ORS 93.808.

City Recorder:

---

Heather Pierson



**EXHIBIT "A"**  
**PUBLIC RIPARIAN CORRIDOR & WETLAND EASEMENT**

A PERPETUAL, VARIABLE WIDTH, PUBLIC RIPARIAN CORRIDOR & WETLAND EASEMENT ENCUMBERING A PORTION OF THE LAND DESCRIBED IN THAT CERTAIN DEED RECORDED IN REEL 4643, PAGE 179, MARION COUNTY DEED RECORDS; SAID EASEMENT BEING LOCATED IN THE NORTHWEST QUARTER OF SECTION 12, TOWNSHIP 5 SOUTH, RANGE 2 WEST OF THE WILLAMETTE MERIDIAN, CITY OF WOODBURN, MARION COUNTY, OREGON, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

THAT PORTION OF THE LAND DESCRIBED IN SAID DEED LYING NORTHERLY AND WESTERLY OF THE FOLLOWING DESCRIBED LINE:

COMMENCING FROM A POINT, SAID POINT BEING THE NORTHEASTERLY CORNER OF PARCEL 3, OF THAT CERTAIN PARTITION PLAT RECORDED AS PARTITION PLAT NUMBER 90-14, IN MARION COUNTY DEED RECORD AT REEL 764, PAGE 193, SAID POINT BEING MONUMENTED WITH A 5/8" IRON ROD WITH A YELLOW PLASTIC CAP MARKED "W&H PACIFIC" AND ALSO BEING LABELED "POINT OF COMMENCEMENT" ON ATTACHED EXHIBIT "B";

THENCE, LEAVING SAID POINT AND CONTINUING ALONG A LINE COINCIDENT WITH THE NORTHERLY BOUNDARY OF SAID PARCEL 3, AT A BEARING OF SOUTH 80° 27' 57" WEST, A DISTANCE OF 450.30-FEET TO A CALCULATED POINT, SAID CALCULATED POINT BEING LABELED AS "POINT OF BEGINNING" ON ATTACHED EXHIBIT "B";

THENCE, LEAVING SAID "POINT OF BEGINNING" ALONG A LINE WITH A BEARING OF NORTH 39° 46' 47" EAST, A DISTANCE OF 20.91-FEET TO A CALCULATED POINT, SAID CALCULATED POINT BEING LABELED "A" ON ATTACHED EXHIBIT "B";

THENCE, LEAVING SAID CALCULATED POINT AND CONTINUING ALONG A LINE AT A BEARING OF NORTH 33° 11' 37" EAST, A DISTANCE OF 62.22-FEET TO A CALCULATED POINT, SAID CALCULATED POINT BEING LABELED "B" ON ATTACHED EXHIBIT "B";

THENCE, LEAVING SAID CALCULATED POINT AND CONTINUING ALONG A LINE AT A BEARING OF NORTH 22° 56' 12" EAST, A DISTANCE OF 58.51-FEET TO A CALCULATED POINT, SAID CALCULATED POINT BEING LABELED "C" ON ATTACHED EXHIBIT "B";

THENCE, LEAVING SAID CALCULATED POINT AND CONTINUING ALONG A LINE AT A BEARING OF NORTH 39° 50' 28" EAST, A DISTANCE OF 75.23-FEET TO A CALCULATED POINT, SAID CALCULATED POINT BEING LABELED "D" ON ATTACHED EXHIBIT "B";

THENCE, LEAVING SAID CALCULATED POINT AND CONTINUING ALONG A LINE AT A BEARING OF NORTH 28° 03' 28" EAST, A DISTANCE OF 74.37-FEET TO A CALCULATED POINT, SAID CALCULATED POINT BEING LABELED "E" ON ATTACHED EXHIBIT "B";

THENCE, LEAVING SAID CALCULATED POINT AND CONTINUING ALONG A LINE AT A BEARING OF NORTH 19° 47' 10" EAST, A DISTANCE OF 74.19-FEET TO A CALCULATED POINT, SAID CALCULATED POINT BEING LABELED "F" ON ATTACHED EXHIBIT "B";

THENCE, LEAVING SAID CALCULATED POINT AND CONTINUING ALONG A LINE AT A BEARING OF NORTH 49° 31' 22" EAST, A DISTANCE OF 83.76-FEET TO A CALCULATED POINT, SAID CALCULATED POINT BEING LABELED "G" ON ATTACHED EXHIBIT "B";

THENCE, LEAVING SAID CALCULATED POINT AND CONTINUING ALONG A LINE AT A BEARING OF NORTH 47° 19' 12" EAST, A DISTANCE OF 80.43-FEET TO A CALCULATED POINT, SAID CALCULATED POINT BEING LABELED "H" ON ATTACHED EXHIBIT "B";

THENCE, LEAVING SAID CALCULATED POINT AND CONTINUING ALONG A LINE AT A BEARING OF NORTH 53° 48' 05" EAST, A DISTANCE OF 41.75-FEET TO A CALCULATED POINT, SAID CALCULATED POINT BEING LABELED "I" ON ATTACHED EXHIBIT "B";

THENCE, LEAVING SAID CALCULATED POINT AND CONTINUING ALONG A LINE AT A BEARING OF NORTH 13° 50' 35" EAST, A DISTANCE OF 20.11-FEET TO A CALCULATED POINT, SAID CALCULATED POINT BEING LABELED "J" ON ATTACHED EXHIBIT "B";

THENCE, LEAVING SAID CALCULATED POINT AND CONTINUING ALONG A LINE AT A BEARING OF NORTH 70° 44' 28" EAST, A DISTANCE OF 29.87-FEET TO A CALCULATED POINT, SAID CALCULATED POINT BEING LABELED "K" ON ATTACHED EXHIBIT "B";

THENCE, LEAVING SAID CALCULATED POINT AND CONTINUING ALONG A LINE AT A BEARING OF NORTH 53° 15' 46" EAST, A DISTANCE OF 65.84-FEET TO A CALCULATED POINT, SAID CALCULATED POINT BEING LABELED "L" ON ATTACHED EXHIBIT "B";

THENCE, LEAVING SAID CALCULATED POINT AND CONTINUING ALONG A LINE AT A BEARING OF NORTH 57° 58' 28" EAST, A DISTANCE OF 6.27-FEET TO A CALCULATED POINT, SAID CALCULATED POINT BEING LABELED "M" ON ATTACHED EXHIBIT "B";

THENCE, LEAVING SAID CALCULATED POINT AND CONTINUING ALONG A LINE AT A BEARING OF SOUTH 23° 05' 02" EAST, A DISTANCE OF 44.77-FEET TO A CALCULATED POINT, SAID CALCULATED POINT BEING LABELED "N" ON ATTACHED EXHIBIT "B";

THENCE, LEAVING SAID CALCULATED POINT AND CONTINUING ALONG A LINE AT A BEARING OF SOUTH 42° 40' 07" EAST, A DISTANCE OF 12.45-FEET TO A CALCULATED POINT, SAID CALCULATED POINT BEING LOCATED ON THE BOUNDARY OF THE LAND DESCRIBED IN SAID DEED AND LABELED "POINT OF TERMINATION" ON ATTACHED EXHIBIT "B";

BEARINGS FOR THIS DESCRIPTION ARE BASED ON THE OREGON STATE PLANE COORDINATE SYSTEM, OREGON NORTH, ZONE 3601, NORTH AMERICAN DATUM 1983(2011) EPOCH 2010,

WITH GROUND DISTANCES REPORTED; A MEASURED BEARING OF SOUTH 80° 27' 57" WEST ALONG THE NORTHERLY LINE OF SAID PARCEL 3 WAS HELD, REFERENCE NOTE ON ATTACHED EXHIBIT "B";

THE ABOVE-DESCRIBED EASEMENT HAS AN AREA OF 264,084-SQUARE FEET, MORE OR LESS.

THIS EASEMENT DESCRIPTION HAS BEEN PREPARED TO BE COMPLEMENTARY TO THE ATTACHED EXHIBIT "B".

REGISTERED  
PROFESSIONAL  
LAND SURVEYOR

*Keith Whisenhunt 8/14/24*

OREGON  
MAY 15, 2012  
KEITH WHISENHUNT  
62679

EXPIRES: JUNE 30, 2026

**LEGEND:**

- FOUND 5/8" IRON ROD WITH A YELLOW PLASTIC CAP MARKED "W&H PACIFIC"
- ✱ FOUND 5/8" IRON ROD WITH A YELLOW PLASTIC CAP MARKED "NORTHWEST SURVEYING INC"

- ROW RIGHT-OF-WAY
- MCDR MARION COUNTY DEED RECORDS
- RCWOD RIPARIAN CORRIDOR & WETLANDS OVERLAY DISTRICT

**NOTE:**

BEARINGS ARE BASED ON THE OREGON STATE PLANE COORDINATE SYSTEM, OREGON NORTH, ZONE 3601, NORTH AMERICAN DATUM 1983(2011) EPOCH 2010, WITH GROUND DISTANCES REPORTED; A MEASURED BEARING OF SOUTH 87° 27' 57" WEST ALONG THE NORTHEASTERLY CORNER OF PARCEL 3, PARTITION PLAT NUMBER 90-14, MARION COUNTY PARTITION PLATS WAS HELD.

**REGISTERED  
PROFESSIONAL  
LAND SURVEYOR**

*Keith Whisenhunt 8/14/24*

OREGON  
MAY 15, 2012  
KEITH WHISENHUNT  
62679

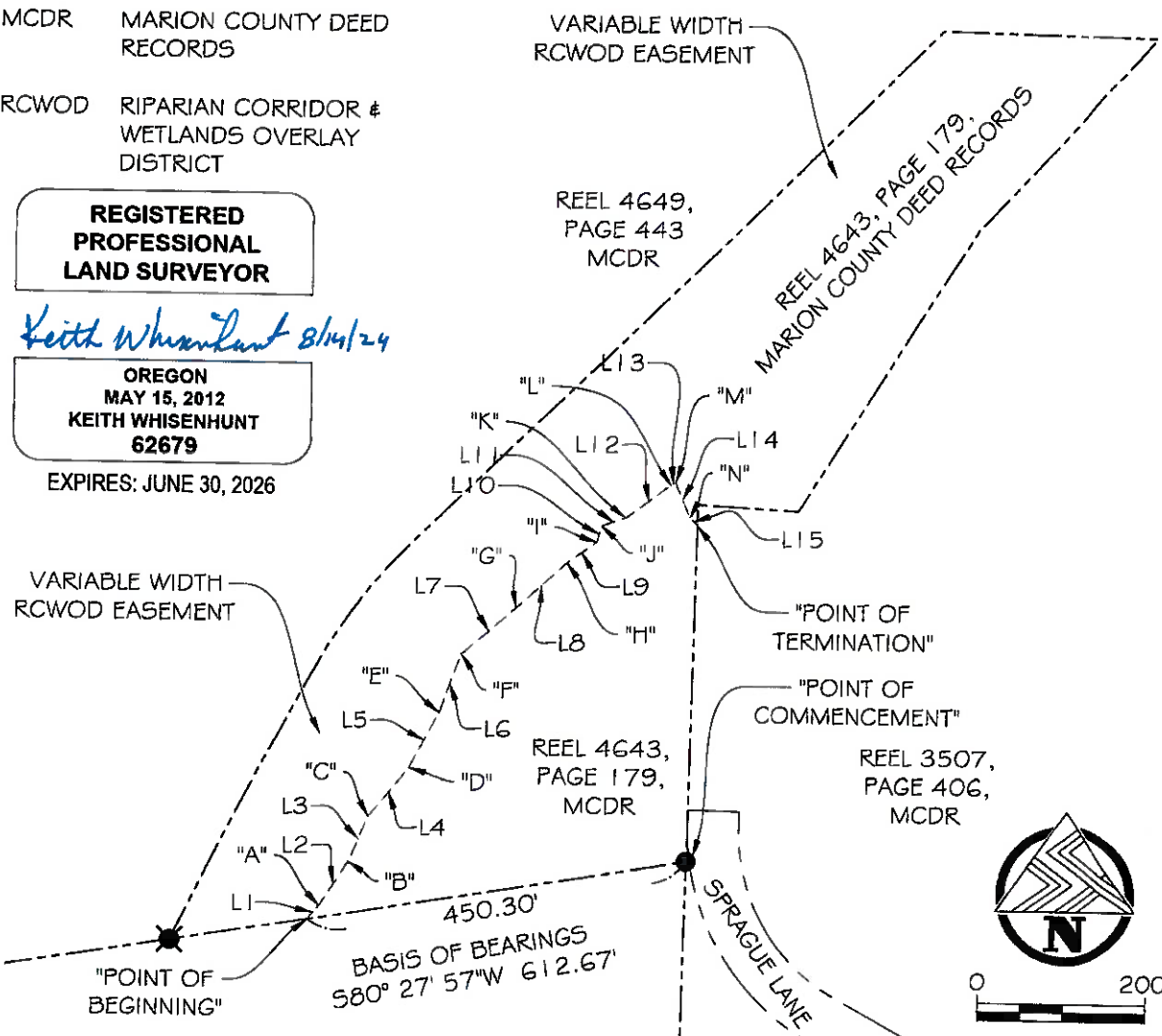
EXPIRES: JUNE 30, 2026

VARIABLE WIDTH  
RCWOD EASEMENT

VARIABLE WIDTH  
RCWOD EASEMENT

REEL 4649,  
PAGE 443  
MCDR

REEL 4643, PAGE 179,  
MARION COUNTY DEED RECORDS



PARCEL 3, PARTITION PLAT  
NUMBER 90-14,  
MARION COUNTY RECORD  
OF PARTITION PLATS

CIVIL ENGINEERS  
LAND SURVEYORS  
PROJECT MANAGERS  
PLANNERS



EXHIBIT "B" - PAGE 1 OF 2

ILLUSTRATION OF EASEMENT DESCRIBED IN EXHIBIT "A"

LINE TABLE		
LINE #	LENGTH	DIRECTION
L1	20.91'	N39° 46' 47"E
L2	62.22'	N33° 11' 37"E
L3	58.51'	N22° 56' 12"E
L4	75.23'	N39° 50' 28"E
L5	74.37'	N28° 03' 28"E
L6	74.19'	N19° 47' 10"E
L7	83.76'	N49° 31' 22"E
L8	80.43'	N47° 19' 12"E
L9	41.75'	N53° 48' 05"E
L10	20.11'	N13° 50' 35"E
L11	29.87'	N70° 44' 28"E
L12	65.84'	N53° 15' 46"E
L13	6.27'	N57° 58' 28"E
L14	44.77'	S23° 05' 02"E
L15	12.45'	S42° 40' 07"E

**REGISTERED  
PROFESSIONAL  
LAND SURVEYOR**

*Keith Whisenhunt 8/14/14*

**OREGON  
MAY 15, 2012  
KEITH WHISENHUNT  
62679**

EXPIRES: JUNE 30, 2026

CIVIL ENGINEERS  
LAND SURVEYORS  
PROJECT MANAGERS  
PLANNERS



EXHIBIT "B" - PAGE 2 OF 2

ILLUSTRATION OF EASEMENT DESCRIBED IN EXHIBIT "A"

AFTER RECORDING RETURN TO:  
City of Woodburn  
Woodburn City Recorder  
270 Montgomery Street  
Woodburn, OR 97071

**CITY OF WOODBURN, OREGON**

**PUBLIC UTILITY EASEMENT  
(Permanent)**

WB Sprague Lane LLC, *GRANTOR*, grants to the CITY OF WOODBURN, OREGON ("*CITY*") a permanent public utility easement, including a grant of unrestricted ingress and egress over and across *GRANTOR*'s property, including the right to construct, reconstruct, operate, and maintain public utilities on the following described land:

*See attached Exhibit "A" Legal Description of Permanent Easement and attached Exhibit "B" Sketch for Legal Description of Permanent Easement, which are, by this reference, incorporated herein.*

The true and actual consideration of this conveyance is (\$0) and other valuable consideration, the receipt and sufficiency of which is hereby acknowledged by *GRANTOR*.

The Easement and all rights granted herein shall perpetually encumber the property.

*GRANTOR* reserves the right to use the surface of the land for any purpose that will not be inconsistent or interfere with the use of the easement by the *CITY*. No building, permanent structures, or fences shall be placed upon, under or within the property subject to the foregoing easement during the term thereof without the written permission of the *CITY*.

The *CITY* has no maintenance responsibilities for the easement granted herein, however, should it complete any maintenance or repair work that may result in disturbance to the surface of the easement area and any associated landscaping and vegetation, the *CITY* shall promptly restore the surface of the property and any associated landscaping and vegetation to its original condition.

*CITY* hereby agrees to indemnify, defend and hold harmless *GRANTOR* from and against any liens, claims, liability and costs (including court costs and reasonable attorney and witness fees) arising from or in connection with entry onto or activities on the property pursuant to this easement by *CITY* or any party affiliated with *CITY*.



CITY OF WOODBURN  
270 Montgomery Street  
Woodburn, OR 97071

---

By Signature below, the City of Woodburn, Oregon Approves and Accepts this  
Conveyance Pursuant to ORS 93.808.

City Recorder:

---

Heather Pierson



**EXHIBIT "A"**  
**PUBLIC UTILITY EASEMENT**

A PERPETUAL, VARIABLE WIDTH, PUBLIC UTILITY EASEMENT ENCUMBERING A PORTION OF THE LAND DESCRIBED IN THAT CERTAIN DEED RECORDED IN REEL 4643, PAGE 179, MARION COUNTY DEED RECORDS; SAID EASEMENT BEING LOCATED IN THE NORTHWEST QUARTER OF SECTION 12, TOWNSHIP 5 SOUTH, RANGE 2 WEST OF THE WILLAMETTE MERIDIAN, CITY OF WOODBURN, MARION COUNTY, OREGON, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT, SAID POINT BEING THE NORTHEASTERLY CORNER OF PARCEL 3, OF THAT CERTAIN PARTITION PLAT RECORDED AS PARTITION PLAT NUMBER 90-14, IN MARION COUNTY DEED RECORD AT REEL 764, PAGE 193, SAID POINT BEING MONUMENTED WITH A 5/8" IRON ROD WITH A YELLOW PLASTIC CAP MARKED "W&H PACIFIC" AND ALSO BEING LABELED "POINT OF BEGINNING" ON ATTACHED EXHIBIT "B";

THENCE, LEAVING SAID POINT AND CONTINUING ALONG A LINE COINCIDENT WITH THE EASTERLY BOUNDARY OF THE LAND DESCRIBED IN SAID DEED, AT A BEARING OF NORTH 2° 45' 45" EAST, A DISTANCE OF 20.05-FEET TO A POINT, SAID POINT MONUMENTED WITH A 1" ANGLE IRON, TIED AT THE ANGLE, SAID POINT ALSO BEING AN ANGLE POINT IN THE EASTERLY BOUNDARY OF THE LAND DESCRIBED IN SAID DEED, AND ALSO BEING LABELED AS "A" ON ATTACHED EXHIBIT "B";

THENCE, LEAVING SAID POINT AND CONTINUING ALONG A LINE COINCIDENT WITH THE EASTERLY BOUNDARY OF THE LAND DESCRIBED IN SAID DEED, AT A BEARING OF NORTH 1° 05' 07" EAST, A DISTANCE OF 41.17-FEET TO A CALCULATED POINT, SAID POINT BEING LABELED AS "B" ON ATTACHED EXHIBIT "B";

THENCE, LEAVING SAID CALCULATED POINT AND SAID EASTERLY BOUNDARY AND CONTINUING ALONG A LINE AT A BEARING OF NORTH 88° 54' 53" WEST, A DISTANCE OF 5.00-FEET TO A CALCULATED POINT BEING LABELED "C" ON ATTACHED EXHIBIT "B";

THENCE, LEAVING SAID CALCULATED POINT AND CONTINUING ALONG A LINE AT A BEARING OF SOUTH 1° 05' 07" WEST, A DISTANCE OF 16.08-FEET TO A CALCULATED POINT, SAID CALCULATED POINT BEING THE BEGINNING OF A CURVE TO THE LEFT AND LABELED "D" ON ATTACHED EXHIBIT "B";

THENCE, LEAVING SAID CALCULATED POINT AND CONTINUING ALONG AN ARC TO THE LEFT, SAID ARC HAVING A RADIUS OF 290.00-FEET, A CENTRAL ANGLE OF 8° 59' 07" EAST, AN ARC LENGTH OF 45.48-FEET, A CHORD BEARING OF SOUTH 3° 24' 26" EAST AND A CHORD LENGTH OF 45.43-FEET TO A CALCULATED POINT, SAID CALCULATED POINT BEING LOCATED ON THE SOUTH LINE OF THE LAND DESCRIBED IN THE DEED RECORDED IN REEL 4643, PAGE 179, MARION COUNTY DEED RECORDS AND LABELED "E" ON ATTACHED EXHIBIT "B";

THENCE, LEAVING SAID CALCULATED POINT AND CONTINUING ALONG A LINE COINCIDENT WITH THE SOUTHERLY BOUNDARY OF THE LAND DESCRIBED IN SAID DEED AT A BEARING OF NORTH 80° 27' 57" EAST, A DISTANCE OF 0.87- FEET TO A POINT, SAID POINT BEING THE NORTHEASTERLY CORNER OF PARCEL 3, OF THAT CERTAIN PARTITION PLAT RECORDED AS PARTITION PLAT NUMBER 90-14, IN MARION COUNTY DEED RECORD AT REEL 764, PAGE 193, SAID POINT BEING MONUMENTED WITH A 5/8" IRON ROD WITH A YELLOW PLASTIC CAP MARKED "W&H PACIFIC" BEING LABELED "POINT OF BEGINNING" ON ATTACHED EXHIBIT "B";

THE ABOVE-DESCRIBED EASEMENT HAS AN AREA OF 247-SQUARE FEET, MORE OR LESS.

THIS EASEMENT DESCRIPTION HAS BEEN PREPARED TO BE COMPLEMENTARY TO THE ATTACHED EXHIBIT "B".

REGISTERED  
PROFESSIONAL  
LAND SURVEYOR

*Keith Whisenhunt 5/14/24*

OREGON  
MAY 15, 2012  
KEITH WHISENHUNT  
62679

EXPIRES: JUNE 30, 2026

**LEGEND:**

● FOUND 5/8" IRON ROD WITH  
A YELLOW PLASTIC CAP  
MARKED "W&H PACIFIC"

ROW RIGHT-OF-WAY

MCDR MARION COUNTY

DEED RECORDS N88° 54' 53"W 5.00'

**NOTE:**

BEARINGS ARE BASED ON THE OREGON STATE PLANE  
COORDINATE SYSTEM, OREGON NORTH, ZONE 3601, NORTH  
AMERICAN DATUM 1983(2011) EPOCH 2010, WITH GROUND  
DISTANCES REPORTED; A MEASURED BEARING OF NORTH 80° 27'  
57" EAST ALONG THE NORTHEASTERLY CORNER OF PARCEL 3,  
PARTITION PLAT NUMBER 90-14, MARION COUNTY PARTITION  
PLATS WAS HELD.

REEL 3507,  
PAGE 406,  
MCDR

S1° 05' 07"W 16.08'

REEL 4643,  
PAGE 179,  
MCDR

VARIABLE WIDTH  
PUBLIC UTILITY EASEMENT

SPRAGUE LANE  
(60' ROW)

**REGISTERED  
PROFESSIONAL  
LAND SURVEYOR**

*Keith Whisenhunt 3/14/24*

OREGON  
MAY 15, 2012  
KEITH WHISENHUNT  
62679

EXPIRES: JUNE 30, 2026

L=45.48'  
R=290.00'  
Δ=8° 59' 07"  
CHORD=53° 24' 26"E  
45.43'

REEL 4476,  
PAGE 2,  
MCDR



N80° 27' 57"E 0.87'

PARCEL 3, PARTITION PLAT  
NUMBER 90-14,  
MARION COUNTY RECORD  
OF PARTITION PLATS

"POINT OF BEGINNING"

EXHIBIT "B"

ILLUSTRATION OF EASEMENT DESCRIBED IN EXHIBIT "A"

CIVIL ENGINEERS  
LAND SURVEYORS  
PROJECT MANAGERS  
PLANNERS



AFTER RECORDING RETURN TO:  
City of Woodburn  
Woodburn City Recorder  
270 Montgomery Street  
Woodburn, OR 97071

**CITY OF WOODBURN, OREGON**  
**PUBLIC UTILITY EASEMENT**

WB Sprague Lane LLC, *GRANTOR*, grants to the CITY OF WOODBURN, OREGON, hereinafter called *CITY*, a street reservation and public utility easement to implement Woodburn Comprehensive Plan Policy H-2.2 and Transportation System Plan (TSP) Figure 6 (2019) by reserving on the subject property a portion of real property for a future street and public utility easement to construct, reconstruct, operate, and maintain street improvements and public utilities on the following described land:

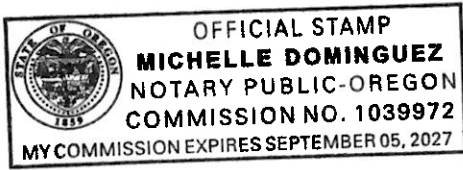
*See attached Exhibit "A" Legal Description of Permanent Easement and attached Exhibit "B" Sketch for Legal Description of Permanent Easement, which are by this reference incorporated herein.*

*GRANTOR* reserves the right to use the surface of the land for any purpose that will not be inconsistent or interfere with the use of the easement by the *CITY*. No building, permanent structures, or fences shall be placed upon, under or within the property subject to the foregoing easement during the term thereof without the written permission of the *CITY*.

When the *CITY*, or their designee, decides to construct improvements in the public utility easement area, *CITY* shall provide Grantor with a 180-day notice to remove the private improvements from the roadway easement area. If Grantor fails to perform in this regard, the *CITY* may remove the private improvements and collect the costs to do so from the Grantor.

*GRANTOR* covenants to *CITY* that *GRANTOR* is lawfully seized in fee simple of the above-granted premises, subject only to those encumbrances of public record, and that *GRANTOR* and their heirs and personal representatives shall warrant and forever defend the said premises and every part thereof to *CITY* against the lawful claims and demands of all persons claiming by, though, or under *GRANTOR*.

DATED THIS 14 DAY OF October, 2024.



WB Sprague Lane LLC

By: [Signature]

Name: Bart Dickson

Title: Managing Member

CORPORATE ACKNOWLEDGEMENT

State of Oregon )

County of Washington ) ss.

This instrument was acknowledged before me on this 14 day of October, 2024

by Bart Dickson, as managing member  
(Signer's Name) (Title; write N/A if not applicable)

of WB Sprague Lane LLC  
(Name of Entity of whose behalf record is executed; write N/A if not applicable)

Notary Public for Oregon  
My Commission Expires Sept 5, 2027

CITY OF WOODBURN  
270 Montgomery Street  
Woodburn, OR 97071

By Signature below, the City of Woodburn, Oregon Approves and Accepts this  
Conveyance Pursuant to ORS 93.808.

City Recorder:

Heather Pierson

**EXHIBIT "A"**  
**PUBLIC UTILITY EASEMENT**

A PUBLIC UTILITY EASEMENT ENCUMBERING A PORTION OF THE LAND DESCRIBED IN THAT CERTAIN DEED RECORDED IN REEL 4643, PAGE 179, MARION COUNTY DEED RECORDS; SAID EASEMENT BEING LOCATED IN THE NORTHWEST QUARTER OF SECTION 12, TOWNSHIP 5 SOUTH, RANGE 2 WEST OF THE WILLAMETTE MERIDIAN, CITY OF WOODBURN, MARION COUNTY, OREGON, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

THAT PORTION OF THE LAND DESCRIBED IN SAID DEED LYING 35.00-FEET NORTHERLY AND WESTERLY OF, AND PERPENDICULAR TO, THE FOLLOWING DESCRIBED LINE, SAID LINE BEING THE SOUTHERLY LINE OF THE LAND DESCRIBED IN SAID DEED:

BEGINNING AT A POINT, SAID POINT BEING THE NORTHEASTERLY CORNER OF PARCEL 3, OF THAT CERTAIN PARTITION PLAT RECORDED AS PARTITION PLAT NUMBER 90-14, IN MARION COUNTY DEED RECORD AT REEL 764, PAGE 193, SAID POINT BEING MONUMENTED WITH A 5/8" IRON ROD WITH A YELLOW PLASTIC CAP MARKED "W&H PACIFIC" AND ALSO BEING LABELED "POINT OF BEGINNING" ON ATTACHED EXHIBIT "B";

THENCE, LEAVING SAID POINT AND CONTINUING ALONG A LINE COINCIDENT WITH THE NORTHERLY BOUNDARY OF SAID PARCEL 3, AT A BEARING OF SOUTH 80° 27' 57" WEST, A DISTANCE OF 612.67-FEET TO A THE NORTHWEST CORNER OF SAID PARCEL 3, SAID POINT MONUMENTED WITH A 5/8" IRON ROD WITH A YELLOW PLASTIC CAP MARKED "NORTHWEST SURVEYING INC", SAID POINT ALSO BEING THE SOUTHWEST CORNER OF THE LAND DESCRIBED IN SAID DEED, AND ALSO BEING LABELED AS "POINT OF TERMINATION" ON ATTACHED EXHIBIT "B";

SAID LINE LYING 35.00-FEET NORTHERLY AND WESTERLY OF, AND PERPENDICULAR TO, THE HEREIN DESCRIBED LINE BEING SHORTENED AND LENGTHENED SUCH THAT IT TERMINATES AT THE WESTERLY AND EASTERLY BOUNDARY OF THE LAND DESCRIBED IN SAID DEED.

BEARINGS FOR THIS DESCRIPTION ARE BASED ON THE OREGON STATE PLANE COORDINATE SYSTEM, OREGON NORTH, ZONE 3601, NORTH AMERICAN DATUM 1983(2011) EPOCH 2010, WITH GROUND DISTANCES REPORTED; A MEASURED BEARING OF SOUTH 80° 27' 57" WEST ALONG THE NORTHERLY LINE OF SAID PARCEL 3 WAS HELD, REFERENCE NOTE ON ATTACHED EXHIBIT "B";

THE ABOVE-DESCRIBED EASEMENT HAS AN AREA OF 21,140-SQUARE FEET, MORE OR LESS.

THIS EASEMENT DESCRIPTION HAS BEEN PREPARED TO BE COMPLEMENTARY TO THE ATTACHED EXHIBIT "B".

REGISTERED  
PROFESSIONAL  
LAND SURVEYOR

*Keith Whisenhunt 10/11/24*

OREGON  
MAY 15, 2012  
KEITH WHISENHUNT  
62679

EXPIRES: JUNE 30, 2026

**LEGEND:**

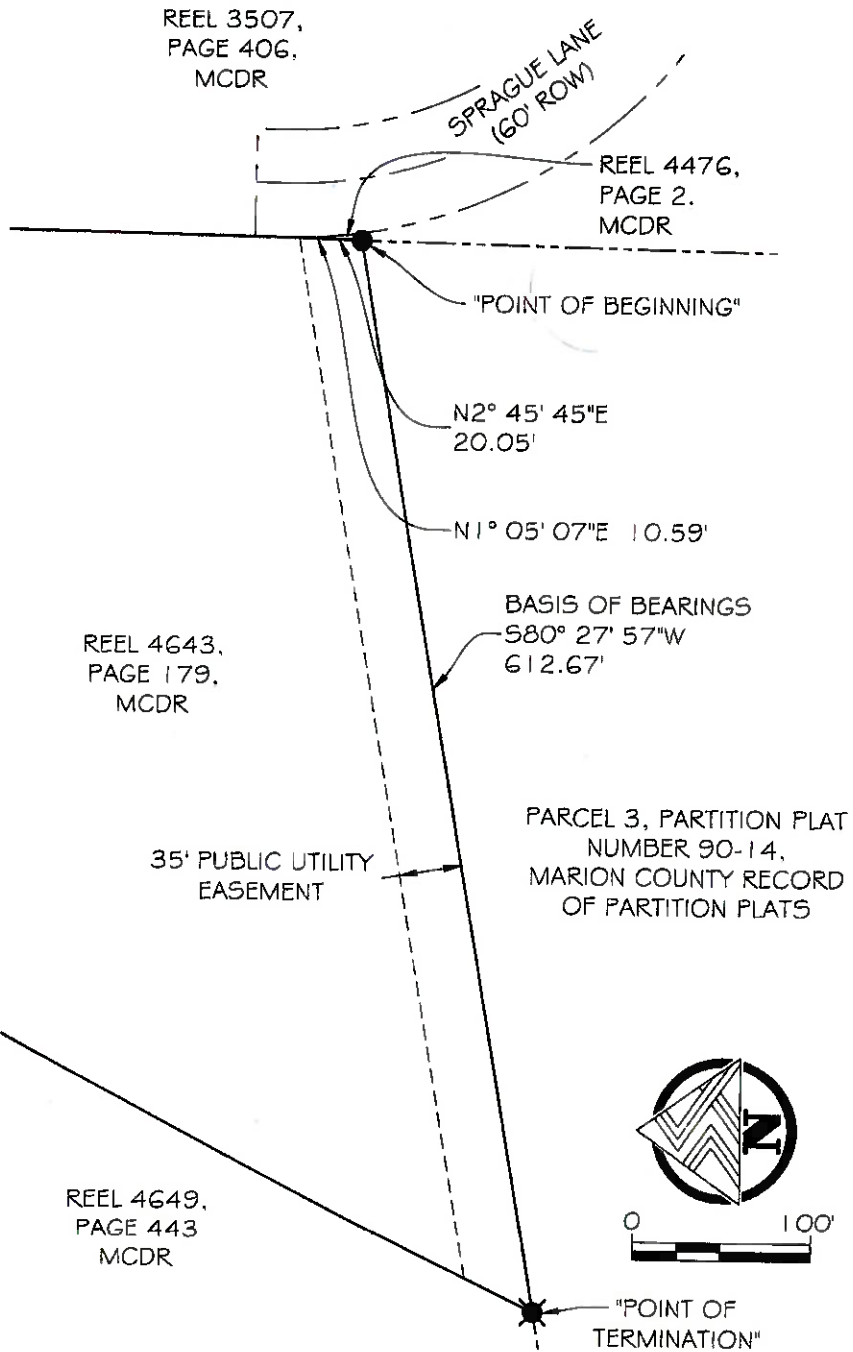
- FOUND 5/8" IRON ROD WITH A YELLOW PLASTIC CAP MARKED "W&H PACIFIC"
- ✱ FOUND 5/8" IRON ROD WITH A YELLOW PLASTIC CAP MARKED "NORTHWEST SURVEYING INC"

ROW RIGHT-OF-WAY

MCDR MARION COUNTY DEED RECORDS

**NOTE:**

BEARINGS ARE BASED ON THE OREGON STATE PLANE COORDINATE SYSTEM, OREGON NORTH, ZONE 3601, NORTH AMERICAN DATUM 1983(2011) EPOCH 2010. WITH GROUND DISTANCES REPORTED: A MEASURED BEARING OF SOUTH 80° 27' 57" WEST ALONG THE NORTHEASTERLY CORNER OF PARCEL 3, PARTITION PLAT NUMBER 90-14, MARION COUNTY PARTITION PLATS WAS HELD.



REEL 3507,  
PAGE 406,  
MCDR

SPRAGUE LANE  
(60' ROW)

REEL 4476,  
PAGE 2,  
MCDR

"POINT OF BEGINNING"

N2° 45' 45"E  
20.05'

N1° 05' 07"E 10.59'

BASIS OF BEARINGS  
S80° 27' 57"W  
612.67'

REEL 4643,  
PAGE 179,  
MCDR

35' PUBLIC UTILITY  
EASEMENT

PARCEL 3, PARTITION PLAT  
NUMBER 90-14,  
MARION COUNTY RECORD  
OF PARTITION PLATS

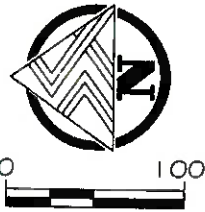
**REGISTERED  
PROFESSIONAL  
LAND SURVEYOR**

*Keith Whisenhunt*

OREGON  
MAY 15, 2012  
KEITH WHISENHUNT  
62679

EXPIRES: JUNE 30, 2026

REEL 4649,  
PAGE 443  
MCDR



"POINT OF  
TERMINATION"

CIVIL ENGINEERS  
LAND SURVEYORS  
PROJECT MANAGERS  
PLANNERS



EXHIBIT "B"

ILLUSTRATION OF PUBLIC UTILITY EASEMENT DESCRIBED IN EXHIBIT "A"



AFTER RECORDING RETURN TO:  
Woodburn City Recorder  
City of Woodburn  
270 Montgomery Street  
Woodburn, OR 97071

**CITY OF WOODBURN, OREGON  
PUBLIC UTILITY EASEMENTS**

WB Sprague Lane LLC, *GRANTOR*, grants to the CITY OF WOODBURN, OREGON, hereinafter called *CITY*, a permanent easement and right-of-way, including the permanent right to construct, reconstruct, operate, and maintain public water utility on the following described land:

*See attached Exhibit "A" Legal Description of Permanent Easement and attached Exhibit "B" Sketch for Legal Description of Permanent Easement which are by this reference incorporated herein*

*GRANTOR* reserves the right to use the surface of the land for any purpose that will not be inconsistent or interfere with the use of the easement by *CITY*. No building or utility shall be placed upon, under, or within the property subject to the foregoing easement during the term thereof, however, without the written permission of *CITY*.

Upon completion of the construction, *CITY* shall restore the surface of the property to its original condition and shall indemnify and hold *GRANTOR* harmless against any and all loss, cost, or damage arising out of the exercise of the rights granted herein.

The true consideration of this conveyance is no money, and other valuable consideration, the receipt of which is acknowledged by *GRANTOR*.

*GRANTOR* covenants to *CITY* that *GRANTOR* is lawfully seized in fee simple of the above-granted premises, free from all encumbrances and that *GRANTOR* and their heirs and personal representatives shall warrant and forever defend the said premises and every part thereof to *CITY* against the lawful claims and demands of all persons claiming by, through, or under *GRANTOR*.

DATED THIS 14 DAY OF October, 2024.



WB Sprague Lane LLC

By: [Signature]

Name: Bart Dickson

Title: Managing Member

CORPORATE ACKNOWLEDGEMENT

State of Oregon

County of Washington ) ss.

This instrument was acknowledged before me on this 14 day of October, 2024

by Bart Dickson, as Managing member  
(Signer's Name) (Title; write N/A if not applicable)

of WB Sprague Lane LLC  
(Name of Entity of whose behalf record is executed; write N/A if not applicable)

Notary Public for Oregon  
My Commission Expires Sept 5 2027

CITY OF WOODBURN  
270 Montgomery Street  
Woodburn, OR 97071

\_\_\_\_\_

By Signature below, the City of Woodburn, Oregon Approves and Accepts this Conveyance Pursuant to ORS 93.808.

City Recorder:

\_\_\_\_\_  
Heather Pierson

**EXHIBIT "A"**  
**PUBLIC WATERLINE EASEMENT**

A PERPETUAL, VARIABLE WIDTH, PUBLIC WATERLINE EASEMENT ENCUMBERING A PORTION OF THE LAND DESCRIBED IN THAT CERTAIN DEED RECORDED IN REEL 4643, PAGE 179, MARION COUNTY DEED RECORDS; SAID EASEMENT BEING LOCATED IN THE NORTHWEST QUARTER OF SECTION 12, TOWNSHIP 5 SOUTH, RANGE 2 WEST OF THE WILLAMETTE MERIDIAN, CITY OF WOODBURN, MARION COUNTY, OREGON, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING FROM A POINT, SAID POINT BEING THE NORTHEASTERLY CORNER OF PARCEL 3, OF THAT CERTAIN PARTITION PLAT RECORDED AS PARTITION PLAT NUMBER 90-14, IN MARION COUNTY DEED RECORD AT REEL 764, PAGE 193, SAID POINT BEING MONUMENTED WITH A 5/8" IRON ROD WITH A YELLOW PLASTIC CAP MARKED "W&H PACIFIC" AND ALSO BEING LABELED "POINT OF COMMENCEMENT" ON ATTACHED EXHIBIT "B";

THENCE, LEAVING SAID POINT AND CONTINUING ALONG A LINE COINCIDENT WITH THE NORTHERLY BOUNDARY OF SAID PARCEL 3, AT A BEARING OF SOUTH 80° 27' 57" WEST, A DISTANCE OF 306.70-FEET TO A CALCULATED POINT, SAID CALCULATED POINT BEING THE BEGINNING OF THIS DESCRIPTION AND ALSO BEING LABELED AS "POINT OF BEGINNING" ON ATTACHED EXHIBIT "B";

THENCE, LEAVING SAID "POINT OF BEGINNING" AND CONTINUING ALONG SAID NORTHERLY BOUNDARY AT A BEARING OF SOUTH 80° 27' 57" WEST, A DISTANCE OF 65.51-FEET TO A CALCULATED POINT, SAID CALCULATED POINT BEING LABELED "A" ON ATTACHED EXHIBIT "B";

THENCE, LEAVING SAID CALCULATED POINT AND CONTINUING ALONG A LINE AT A BEARING OF NORTH 09° 32' 04" WEST, A DISTANCE OF 15.56-FEET TO A CALCULATED POINT, SAID CALCULATED POINT BEING LABELED "B" ON ATTACHED EXHIBIT "B";

THENCE, LEAVING SAID CALCULATED POINT AND CONTINUING ALONG A LINE AT A BEARING OF NORTH 80° 27' 56" EAST, A DISTANCE OF 58.72-FEET TO A CALCULATED POINT, SAID CALCULATED POINT BEING LABELED "C" ON ATTACHED EXHIBIT "B";

THENCE, LEAVING SAID CALCULATED POINT AND CONTINUING ALONG A LINE AT A BEARING OF NORTH 37° 18' 24" EAST, A DISTANCE OF 24.36-FEET TO A CALCULATED POINT, SAID CALCULATED POINT BEING LABELED "D" ON ATTACHED EXHIBIT "B";

THENCE, LEAVING SAID CALCULATED POINT AND CONTINUING ALONG A LINE AT A BEARING OF NORTH 52° 40' 54" WEST, A DISTANCE OF 6.41-FEET TO A CALCULATED POINT, SAID CALCULATED POINT BEING LABELED "E" ON ATTACHED EXHIBIT "B";

THENCE, LEAVING SAID CALCULATED POINT AND CONTINUING ALONG A LINE AT A BEARING OF NORTH 37° 19' 06" EAST, A DISTANCE OF 16.00-FEET TO A CALCULATED POINT, SAID CALCULATED POINT BEING LABELED "F" ON ATTACHED EXHIBIT "B";

THENCE, LEAVING SAID CALCULATED POINT AND CONTINUING ALONG A LINE AT A BEARING OF SOUTH 52° 40' 54" EAST, A DISTANCE OF 6.41-FEET TO A CALCULATED POINT, SAID CALCULATED POINT BEING LABELED "G" ON ATTACHED EXHIBIT "B";

THENCE, LEAVING SAID CALCULATED POINT AND CONTINUING ALONG A LINE AT A BEARING OF NORTH 37° 18' 24" EAST, A DISTANCE OF 243.29-FEET TO A CALCULATED POINT, SAID CALCULATED POINT BEING LABELED "H" ON ATTACHED EXHIBIT "B";

THENCE, LEAVING SAID CALCULATED POINT AND CONTINUING ALONG A LINE AT A BEARING OF NORTH 52° 03' 34" WEST, A DISTANCE OF 37.17-FEET TO A CALCULATED POINT, SAID CALCULATED POINT BEING LABELED "I" ON ATTACHED EXHIBIT "B";

THENCE, LEAVING SAID CALCULATED POINT AND CONTINUING ALONG A LINE AT A BEARING OF NORTH 37° 56' 26" EAST, A DISTANCE OF 16.00-FEET TO A CALCULATED POINT, SAID CALCULATED POINT BEING LABELED "J" ON ATTACHED EXHIBIT "B";

THENCE, LEAVING SAID CALCULATED POINT AND CONTINUING ALONG A LINE AT A BEARING OF SOUTH 52° 03' 34" EAST, A DISTANCE OF 37.00-FEET TO A CALCULATED POINT, SAID CALCULATED POINT BEING LABELED "K" ON ATTACHED EXHIBIT "B";

THENCE, LEAVING SAID CALCULATED POINT AND CONTINUING ALONG A LINE AT A BEARING OF NORTH 37° 18' 24" EAST, A DISTANCE OF 130.60-FEET TO A CALCULATED POINT, SAID CALCULATED POINT BEING LABELED "L" ON ATTACHED EXHIBIT "B";

THENCE, LEAVING SAID CALCULATED POINT AND CONTINUING ALONG A LINE AT A BEARING OF SOUTH 88° 53' 52" EAST, A DISTANCE OF 5.85-FEET TO A CALCULATED POINT, SAID CALCULATED POINT BEING LABELED "M" ON ATTACHED EXHIBIT "B";

THENCE, LEAVING SAID CALCULATED POINT AND CONTINUING ALONG A LINE AT A BEARING OF NORTH 01° 06' 08" EAST, A DISTANCE OF 8.54-FEET TO A CALCULATED POINT, SAID CALCULATED POINT BEING LABELED "N" ON ATTACHED EXHIBIT "B";

THENCE, LEAVING SAID CALCULATED POINT AND CONTINUING ALONG A LINE AT A BEARING OF SOUTH 88° 53' 52" EAST, A DISTANCE OF 16.00-FEET TO A CALCULATED POINT, SAID CALCULATED POINT BEING LABELED "O" ON ATTACHED EXHIBIT "B";

THENCE, LEAVING SAID CALCULATED POINT AND CONTINUING ALONG A LINE AT A BEARING OF SOUTH 01° 06' 08" WEST, A DISTANCE OF 8.54-FEET TO A CALCULATED POINT, SAID CALCULATED POINT BEING LABELED "P" ON ATTACHED EXHIBIT "B";

THENCE, LEAVING SAID CALCULATED POINT AND CONTINUING ALONG A LINE AT A BEARING OF SOUTH 88° 53' 52" EAST, A DISTANCE OF 1.52-FEET TO A CALCULATED POINT, SAID CALCULATED POINT BEING LABELED "Q" ON ATTACHED EXHIBIT "B";

THENCE, LEAVING SAID CALCULATED POINT AND CONTINUING ALONG A LINE AT A BEARING OF SOUTH 55° 15' 10" EAST, A DISTANCE OF 15.15-FEET TO A CALCULATED POINT, SAID CALCULATED POINT BEING LABELED "R" ON ATTACHED EXHIBIT "B";

THENCE, LEAVING SAID CALCULATED POINT AND CONTINUING ALONG A LINE AT A BEARING OF SOUTH 01° 06' 08" WEST, A DISTANCE OF 245.25-FEET TO A CALCULATED POINT, SAID CALCULATED POINT BEING LABELED "S" ON ATTACHED EXHIBIT "B";

THENCE, LEAVING SAID CALCULATED POINT AND CONTINUING ALONG A LINE AT A BEARING OF SOUTH 86° 29' 59" EAST, A DISTANCE OF 21.46-FEET TO A CALCULATED POINT, SAID CALCULATED POINT BEING ON THE WESTERLY BOUNDARY OF THE LAND DESCRIBED IN THAT CERTAIN DEED RECORDED IN REEL 3507, PAGE 406, MARION COUNTY DEED RECORDS, AND ALSO LABELED "T" ON ATTACHED EXHIBIT "B";

THENCE, LEAVING SAID CALCULATED POINT AND CONTINUING ALONG A LINE COINCIDENT WITH SAID WESTERLY BOUNDARY, PASSING THROUGH AN ANGLE POINT IN SAID WESTERLY BOUNDARY AND BECOMING COINCIDENT WITH THE WESTERLY RIGHT-OF-WAY OF SPRAGUE LANE, AT A BEARING OF SOUTH 01° 05' 07" WEST, A DISTANCE OF 16.01-FEET TO A CALCULATED POINT, SAID CALCULATED POINT BEING LABELED "U" ON ATTACHED EXHIBIT "B";

THENCE, LEAVING SAID CALCULATED POINT AND SAID WESTERLY RIGHT-OF-WAY AND CONTINUING ALONG A LINE AT A BEARING OF NORTH 86° 29' 59" WEST, A DISTANCE OF 37.48- FEET TO A CALCULATED POINT, SAID CALCULATED POINT BEING LABELED "V" ON ATTACHED EXHIBIT "B";

THENCE, LEAVING SAID CALCULATED POINT AND CONTINUING ALONG A LINE AT A BEARING OF NORTH 01° 06' 08" EAST, A DISTANCE OF 252.02- FEET TO A CALCULATED POINT, SAID CALCULATED POINT BEING LABELED "W" ON ATTACHED EXHIBIT "B";

THENCE, LEAVING SAID CALCULATED POINT AND CONTINUING ALONG A LINE AT A BEARING OF NORTH 55° 15' 10" WEST, A DISTANCE OF 1.74- FEET TO A CALCULATED POINT, SAID CALCULATED POINT BEING LABELED "X" ON ATTACHED EXHIBIT "B";

THENCE, LEAVING SAID CALCULATED POINT AND CONTINUING ALONG A LINE AT A BEARING OF NORTH 88° 53' 52" WEST, A DISTANCE OF 10.41- FEET TO A CALCULATED POINT, SAID CALCULATED POINT BEING LABELED "Y" ON ATTACHED EXHIBIT "B";

THENCE, LEAVING SAID CALCULATED POINT AND CONTINUING ALONG A LINE AT A BEARING OF SOUTH 37° 18' 24" WEST, A DISTANCE OF 427.83- FEET TO A CALCULATED POINT, SAID CALCULATED POINT BEING THE "POINT OF BEGINNING";

BEARINGS FOR THIS DESCRIPTION ARE BASED ON THE OREGON STATE PLANE COORDINATE SYSTEM, OREGON NORTH, ZONE 3601, NORTH AMERICAN DATUM 1983(2011) EPOCH 2010, WITH GROUND DISTANCES REPORTED; A MEASURED BEARING ALONG THE NORTHERLY LINE OF SAID PARCEL 3 WAS HELD, REFERENCE NOTE ON ATTACHED EXHIBIT "B";

THE ABOVE-DESCRIBED EASEMENT HAS AN AREA OF 13,519-SQUARE FEET, MORE OR LESS.

THIS EASEMENT DESCRIPTION HAS BEEN PREPARED TO BE COMPLEMENTARY TO THE ATTACHED EXHIBIT "B".

REGISTERED  
PROFESSIONAL  
LAND SURVEYOR

*Keith Whisenhunt 8/14/24*

OREGON  
MAY 15, 2012  
KEITH WHISENHUNT  
62679

EXPIRES: JUNE 30, 2026

**LEGEND:**

- FOUND 5/8" IRON ROD WITH A YELLOW PLASTIC CAP MARKED "W&H PACIFIC"
- ✖ FOUND 5/8" IRON ROD WITH A YELLOW PLASTIC CAP MARKED "NORTHWEST SURVEYING INC"

ROW RIGHT-OF-WAY

MCDR MARION COUNTY DEED RECORDS

**REGISTERED  
PROFESSIONAL  
LAND SURVEYOR**

*Bryan C. Whisenhunt*

OREGON  
NOVEMBER 9, 2021  
BRYAN C. WHISENHUNT  
89395

EXPIRES: JUNE 30, 2026

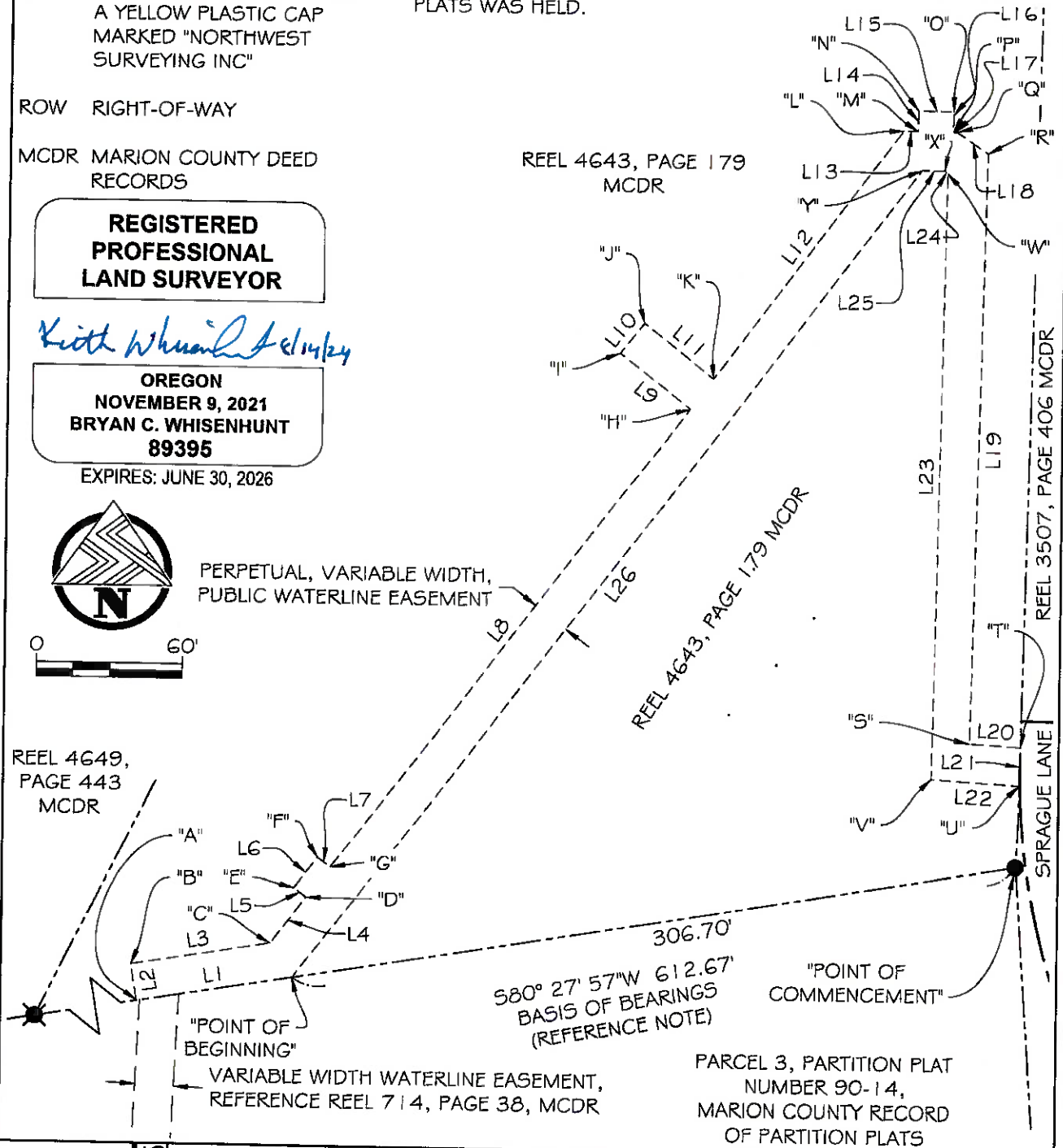


PERPETUAL, VARIABLE WIDTH,  
PUBLIC WATERLINE EASEMENT



**NOTE:**

BEARINGS ARE BASED ON THE OREGON STATE PLANE COORDINATE SYSTEM, OREGON NORTH, ZONE 3601, NORTH AMERICAN DATUM 1983(2011) EPOCH 2010, WITH GROUND DISTANCES REPORTED; A MEASURED BEARING OF SOUTH 87° 27' 57" WEST ALONG THE NORTHEASTERLY CORNER OF PARCEL 3, PARTITION PLAT NUMBER 90-14, MARION COUNTY PARTITION PLATS WAS HELD.



CIVIL ENGINEERS  
LAND SURVEYORS  
PROJECT MANAGERS  
PLANNERS



EXHIBIT "B" - PAGE 1 OF 2

ILLUSTRATION OF EASEMENT DESCRIBED IN EXHIBIT "A"

LINE TABLE			LINE TABLE		
LINE #	LENGTH	DIRECTION	LINE #	LENGTH	DIRECTION
L1	65.51'	S80° 27' 57"W	L14	8.54'	N01° 06' 08"E
L2	15.56'	N09° 32' 04"W	L15	16.00'	S88° 53' 52"E
L3	58.72'	N80° 27' 56"E	L16	8.54'	S01° 06' 08"W
L4	24.36'	N37° 18' 24"E	L17	1.52'	S88° 53' 52"E
L5	6.41'	N52° 40' 54"W	L18	15.15'	S55° 15' 10"E
L6	16.00'	N37° 19' 06"E	L19	245.25'	S01° 06' 08"W
L7	6.41'	S52° 40' 54"E	L20	21.46'	S86° 29' 59"E
L8	243.29'	N37° 18' 24"E	L21	16.01'	S01° 05' 07"W
L9	37.17'	N52° 03' 34"W	L22	37.48'	N86° 29' 59"W
L10	16.00'	N37° 56' 26"E	L23	252.02'	N01° 06' 08"E
L11	37.00'	S52° 03' 34"E	L24	1.74'	N55° 15' 10"W
L12	130.60'	N37° 18' 24"E	L25	10.41'	N88° 53' 52"W
L13	5.85'	S88° 53' 52"E	L26	427.83'	S37° 18' 24"W

**REGISTERED  
PROFESSIONAL  
LAND SURVEYOR**

*Bryan C. Whisenhunt*

**OREGON  
NOVEMBER 9, 2021  
BRYAN C. WHISENHUNT  
89395**

EXPIRES: JUNE 30, 2026

CIVIL ENGINEERS  
LAND SURVEYORS  
PROJECT MANAGERS  
PLANNERS



EXHIBIT "B" - PAGE 2 OF 2

ILLUSTRATION OF EASEMENT DESCRIBED IN EXHIBIT "A"



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

### Red Light Enforcement

	July 2024	August 2024	September 2024	July-Sept 2024 (Combined)
Total Processed Incidents	420	576	487	<b>1,483</b>
Obstructions*	21	22	30	73
Police Rejections*	133	280	184	597
Registration Issues*	20	42	26	88
Process Rejections*	120	122	130	372
Total Rejections	294	466	370	1,130
Approved Violations/Notices Printed	126	110	117	<b>353</b>

### Speed Enforcement (46 mph+) \*Aug 2024 included hardware/software updates that delayed the receipt of violations and total processed incidents for that time period.\*

	July 2024	August 2024	September 2024	July-Sept 2024 (Combined)
Total Processed Incidents	586	291	321	<b>1,198</b>
Obstructions*	17	8	7	32
Police Rejections*	115	67	68	250
Registration Issues*	30	14	17	61
Process Rejections*	66	52	28	146
Total Rejections	228	141	120	489
Approved Violations/Notices Printed	358	150	201	<b>709</b>

#### \*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.



October 28, 2024

TO: Honorable Mayor and City Council

FROM: Scott Derickson, City Administrator

SUBJECT: **Intergovernmental Agreement with Woodburn Urban Renewal Agency for Loan of \$1,360,000 to be used for the Agency’s purchase of the Young Street Property**

**RECOMMENDATION:**

Approve an Intergovernmental Agreement (“IGA”) with the Woodburn Urban Agency that specifies the terms and conditions under which the City will loan the Agency \$1,360,000 to be used for the purchase of the property at 1030 Young Street, Woodburn, Oregon, and authorize the City Administrator to sign said agreement.

**BACKGROUND:**

The City has identified a parcel of property within the Urban Renewal Boundary, located at 1030 Young Street, in Woodburn, Marion County, Oregon (Marion County Assessor’s Tax Lot # 051W17BC06800) for an affordable housing project. At its September 23rd meeting, the Urban Renewal Agency authorized the purchase of said property from West Coast Home Solutions LLC (Seller) in the amount of \$1,315,000.

In order to assist the Agency in effectuating the purchase of the Property, the City is being presented with a Supplemental Budget Resolution that will include an increased transfer out of the general fund in order to provide an interagency loan from the City to the Agency.

**DISCUSSION:**

The City’s general fund will provide the Urban Renewal Agency with an interagency loan in the amount of \$1,360,000. The terms and conditions for repayment of the City Loan are included in the attached Intergovernmental Agreement (“IGA”), but generally include that the loan will carry an interest rate of 4.66% per annum and follow a 10-year repayment plan schedule secured by

Agenda Item Review: City Administrator  City Attorney  Finance

the URA's Tax Increment Financing (TIF). The interest rate proposed for the City Loan is based upon the City's prior year's combined portfolio rate. It is proposed that this interest rate be fixed through the full term of the Loan, however, the City and Agency may later agree to restructure the loan terms to achieve costs savings.

**FINANCIAL IMPACT:**

It is expected that with closing, brokerage, and appraisal costs, the total expenditure amount to complete the purchase of the subject property will be around \$1,360,000, which is the authorized amount of the loan under the IGA.

**Attachment:**

Intergovernmental Agreement with Woodburn Urban Renewal Agency for Loan

**INTERGOVERNMENTAL AGREEMENT  
BETWEEN THE CITY OF WOODBURN & WOODBURN URBAN RENEWAL AGENCY  
FOR THE LOAN OF \$1,360,000**

THIS Intergovernmental Agreement (“IGA”) is made pursuant to ORS 190.010 between the City of Woodburn, an Oregon municipal corporation (“City”), and the Woodburn Urban Renewal Agency, a public body created under ORS Chapter 457 (the “Agency”) (collectively the “Parties”).

**BACKGROUND**

- A. Pursuant to ORS 190.010, units of local government are authorized to enter into intergovernmental agreements with other units of local governments for the performance of any or all functions and activities that a party to the agreement, its officers or agencies, have the authority to perform.
- B. Each of the parties to this IGA are a unit of local government as defines in ORS 190.003. Each of the parties has the legal authority for the performance of any and all functions and activities set forth herein.
- C. The Agency, as the duly authorized and acting urban renewal agency of the City of Woodburn, Oregon, is charged to undertake certain redevelopment activities in the urban renewal area pursuant to ORS Chapter 457 and the Agency’s urban renewal plan (the “Plan”).
- D. Pursuant to ORS 457.190, the Agency is authorized to borrow money and accept advances, loans, grants, and any other form of financial assistance from a public body for the purposes of undertaking and carrying out Plan projects.
- E. Pursuant to ORS 457.320, the City is authorized to exercise any of its powers to assist in the planning or the carrying out of an urban renewal plan.
- F. The City and the Agency are currently planning projects set forth in the Plan, including the acquisition of land for future housing projects.
- G. The Agency is charged with acquiring certain real property necessary for future housing projects and has negotiated a Purchase and Sale Agreement for the acquisition of a parcel of property located at 1030 Young Street, Woodburn, Oregon (the “Property”).
- H. The Agency has approved the Purchase and Sale Agreement by separate action and the closing of the purchase is subject to available funding.
- I. The Agency has a need for funds in the amount of one million three hundred sixty thousand 0/100 dollars (\$1,360,000) to complete and close the purchase of the

Property, subject to the satisfaction of all contingencies in the Purchase and Sale Agreement.

- J. The City has sufficient uncommitted funds available to loan to the Agency on reasonable terms to allow such closing.
- K. The Agency finds it desirable to authorize the borrowing of not more than \$1,360,000 to be used for acquisition of the Property and to pledge the Tax Increment Revenues of the Agency area as security for such borrowing ("City Loan").
- L. The City has determined that the Agency has the capacity to repay the City Loan according to the terms and conditions of this IGA and hereby finds it desirable to make the City Loan on the terms and conditions described herein.

NOW THEREFORE, the Parties Agree as Follows:

#### AGREEMENT

1. Grant of Loan; Incursion of Debt and Promise to Pay. In consideration of the terms and conditions set forth herein, the City agrees to loan up to one million three hundred sixty thousand 0/100 dollars (\$1,360,000) to the Agency in exchange for the Agency's promise to repay the loan from the Tax Increment Revenues of the Agency's renewal area. The City's Loan will bear an interest rate of 4.66% per annum, compounded daily, with a maturity of not more than 10 years. The Agency shall make principal and interest payments to the City according to the Loan Repayment Schedule attached as Exhibit A.
2. City Loan Disbursal. The City Loan shall be made from the City's General Fund to the Agency's Capital Outlay Fund on or before the closing date specified in the Purchase and Sale Agreement for the Property. No funds will be advanced until all contingencies to closing for the Property have been satisfied or waived and parties to the Purchase and Sale Agreement and the parties are prepared to close except for availability of funds. Upon acceptance of the City Loan proceeds, the Agency agrees to proceed with closing to acquire title to the Property.
3. Security for City Loan. The principal and interest on the City Loan shall be secured by and payable solely from (i) the Tax Increment Revenues of the Agency, meaning all ad valorem tax revenues which are attributable to the increase in assessed value of property within the Agency area; and (ii) any proceeds of the City Loan. The Agency's Tax Increment Revenues shall be available to repay the City Loan but the availability of such revenues is subject to the lien of any prior debt of the Agency. The Agency hereby pledges and grants a subordinate lien and security interest in the Agency's right, title, and interest in the Tax Increment Revenues.
4. Prepayment Permitted. Prepayment of the City Loan is permitted and shall not be subject to a prepayment fee.

5. Conditions of the City Loan.

5.1. Agency Expenditure of Tax Increment. The Agency agrees that so long as the City Loan remains outstanding, it will expend the Tax Increment Revenues from the area in the following order of priority: (i) to repay outstanding indebtedness issued or incurred prior to the Effective Date; (ii) to repay the City Loan; and (iii) for any other lawful purpose.

5.2. Adverse Impacts. The Agency shall immediately notify the City of any development which is likely to have a material, adverse effect on the financial condition of the Agency or the collection of Tax Increment Revenues while any amount remains outstanding under the City Loan.

5.3. Authorization. The City and Agency have each taken the actions necessary to authorize this IGA and no challenge to such action is pending. The Authorized Representatives of each party are authorized to execute this IGA on behalf of their respective bodies.

5.4. Delegation. The Authorized Representatives of each party, being the signatories below, are hereby authorized on behalf of the Parties, respectively, and without further action by the Agency or the City:

- (i) To establish the effective date of the City Loan, its maturity date, and other terms as necessary so long as not in direct conflict with any terms and conditions in this IGA;
- (ii) To execute and deliver any and all documents necessary or desirable in connection with the City Loan; and
- (iii) To take any other action which is desirable in order to deliver the City Loan in accordance with this IGA.

6. Default. If an event of default occurs, the City may exercise any remedy available to it at law or in equity. No remedy shall be exclusive. The City may also waive any Event of Default. An Event of Default includes (i) any failure to of the Agency to pay principal or interest when due under this IGA, which failure continues and is not cured for a period of more than 30 days after the City has made written demand on the Agency to cure such failure; or (ii) any material misrepresentation by the Agency in this IGA.

7. Term & Termination. This IGA shall become effective upon the date of the last signature hereon, and shall continue in full force and effect until the City Loan is paid in full per the repayment schedule (Exhibit A). If the closing for the Property does not occur on or before December 31, 2024, this IGA will terminate upon Agency's notice to the City that the closing has not occurred and no loan will be extended.

This IGA may also be terminated by mutual consent of both Parties at any time. Notwithstanding any mutual agreement to terminate, the Agency shall remain obligated with respect to any unfulfilled financial obligation which accrued hereunder prior to the effective date of such termination.

8. Assignment. Neither Party shall assign or transfer any of its interest in this IGA without the written consent of the other Party.

9. Third-Party Beneficiaries. No provision of this IGA is 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. Compliance with Applicable Laws. The Parties agree that both shall comply with all federal, state, and local laws and ordinances applicable to the City Loan under this IGA. The parties agree that this agreement shall be administered and construed under the laws of the state of Oregon.

11. Amendments. The terms of this IGA shall not be waived, altered, modified, supplemented or amended except by written instrument signed by both parties.

12. Notices. Any notice under this IGA will be in writing and effective upon personal delivery to the signatories below or two days after mailing, first class postage prepaid, to a party at the addresses given.

IN WITNESS WHEREOF, the Parties have caused this IGA to be signed in their respective names by their duly authorized representatives as of the dates set forth below.

**THE CITY OF WOODBURN**

**THE WOODBURN URBAN RENEWAL AGENCY**

\_\_\_\_\_  
Scott Derickson  
City Administrator

\_\_\_\_\_  
Jamie Johnk  
Urban Renewal Manager

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

# EXHIBIT A LOAN REPAYMENT SCHEDULE

10/08/2024 9:50 PM

Compounding Period: Daily

Nominal Annual Rate: 4.660%

## Cash Flow Data - Loans and Payments

	Event	Date	Amount	Number	Period	End Date
1	Loan	10/29/2024	1,360,000.00	1		
2	Payment	06/01/2025	90,000.00	1		
3	Payment	12/01/2025	90,000.00	1		
4	Payment	06/01/2026	90,000.00	1		
5	Payment	12/01/2026	90,000.00	1		
6	Payment	06/01/2027	90,000.00	1		
7	Payment	12/01/2027	90,000.00	1		
8	Payment	06/01/2028	90,000.00	1		
9	Payment	12/01/2028	90,000.00	1		
10	Payment	06/01/2029	90,000.00	1		
11	Payment	12/01/2029	90,000.00	1		
12	Payment	06/01/2030	90,000.00	1		
13	Payment	12/01/2030	90,000.00	1		
14	Payment	06/01/2031	90,000.00	1		
15	Payment	12/01/2031	90,000.00	1		
16	Payment	06/01/2032	90,000.00	1		
17	Payment	12/01/2032	90,000.00	1		
18	Payment	06/01/2033	90,000.00	1		
19	Payment	12/01/2033	90,000.00	1		
20	Payment	06/01/2034	90,289.45	1		

## TValue Amortization Schedule - Normal, 365 Day Year

	Date	Payment	Interest	Principal	Balance
Loan	10/29/2024				1,360,000.00
1	06/01/2025	90,000.00	37,845.70	52,154.30	1,307,845.70
<b>2025 Totals</b>		<b>90,000.00</b>	<b>37,845.70</b>	<b>52,154.30</b>	
2	12/01/2025	90,000.00	30,914.05	59,085.95	1,248,759.75
3	06/01/2026	90,000.00	29,354.23	60,645.77	1,188,113.98
<b>2026 Totals</b>		<b>180,000.00</b>	<b>60,268.28</b>	<b>119,731.72</b>	
4	12/01/2026	90,000.00	28,083.90	61,916.10	1,126,197.88
5	06/01/2027	90,000.00	26,473.21	63,526.79	1,062,671.09
<b>2027 Totals</b>		<b>180,000.00</b>	<b>54,557.11</b>	<b>125,442.89</b>	
6	12/01/2027	90,000.00	25,118.76	64,881.24	997,789.85
7	06/01/2028	90,000.00	23,585.14	66,414.86	931,374.99



	Date	Payment	Interest	Principal	Balance
<b>2028 Totals</b>		<b>180,000.00</b>	<b>48,703.90</b>	<b>131,296.10</b>	
8	12/01/2028	90,000.00	22,015.27	67,984.73	863,390.26
9	06/01/2029	90,000.00	20,295.46	69,704.54	793,685.72
<b>2029 Totals</b>		<b>180,000.00</b>	<b>42,310.73</b>	<b>137,689.27</b>	
10	12/01/2029	90,000.00	18,760.65	71,239.35	722,446.37
11	06/01/2030	90,000.00	16,982.34	73,017.66	649,428.71
<b>2030 Totals</b>		<b>180,000.00</b>	<b>35,742.99</b>	<b>144,257.01</b>	
12	12/01/2030	90,000.00	15,350.79	74,649.21	574,779.50
13	06/01/2031	90,000.00	13,511.17	76,488.83	498,290.67
<b>2031 Totals</b>		<b>180,000.00</b>	<b>28,861.96</b>	<b>151,138.04</b>	
14	12/01/2031	90,000.00	11,778.29	78,221.71	420,068.96
15	06/01/2032	90,000.00	9,929.33	80,070.67	339,998.29
<b>2032 Totals</b>		<b>180,000.00</b>	<b>21,707.62</b>	<b>158,292.38</b>	
16	12/01/2032	90,000.00	8,036.67	81,963.33	258,034.96
17	06/01/2033	90,000.00	6,065.55	83,934.45	174,100.51
<b>2033 Totals</b>		<b>180,000.00</b>	<b>14,102.22</b>	<b>165,897.78</b>	
18	12/01/2033	90,000.00	4,115.28	85,884.72	88,215.79
19	06/01/2034	90,289.45	2,073.66	88,215.79	0.00
<b>2034 Totals</b>		<b>180,289.45</b>	<b>6,188.94</b>	<b>174,100.51</b>	
<b>Grand Totals</b>		<b>1,710,289.45</b>	<b>350,289.45</b>	<b>1,360,000.00</b>	

<b>ANNUAL PERCENTAGE RATE</b>	<b>FINANCE CHARGE</b>	<b>Amount Financed</b>	<b>Total of Payments</b>
The cost of your credit as a yearly rate.	The dollar amount the credit will cost you.	The amount of credit provided to you or on your behalf.	The amount you will have paid after you have made all payments as scheduled.
<b>4.714%</b>	<b>\$350,289.45</b>	<b>\$1,360,000.00</b>	<b>\$1,710,289.45</b>



# Agenda Item

October 21, 2024

TO: Honorable Mayor and City Council through City Administrator

FROM: Renata Wakeley, Special Projects Director  
Chris Kerr, Community Development Director

SUBJECT: **Legislative Amendment 2024-01 (LA-24-01) and Public Hearing for adoption of Comprehensive Plan Map Amendment to incorporate previously established Urban Reserve Area (URA)**

### **RECOMMENDATION:**

Conduct a public hearing and tentatively approve Legislative Amendment LA 24-01, adopting a Comprehensive Plan Map Amendment based on the Analyses and Findings (Exhibit A), and hold the first reading of Ordinance 2633 to implement the amendment.

### **BACKGROUND:**

In January 2024, the Woodburn City Council adopted the 2023 Buildable Lands Inventory ("BLI") and Economic Opportunities Analysis ("EOA") via Ordinance 2619, following public hearings before the Planning Commission and City Council.

In March 2024, the Woodburn City Council directed staff to initiate legislative amendments to the Comprehensive Plan Map and Urban Growth Boundary as a result of findings made in the newly adopted BLI and EOA, via Resolution 2230.

The EOA identified the following need/deficit to Woodburn's employment land:

- A Commercial (Retail and Office) deficit of 106.6 gross acres to meet Woodburn's adopted 20-year (2023-2043) employment land demand.
- An Industrial (Industrial and Office) deficit of 272.6 gross acres to meet Woodburn's adopted 20-year (2023-2043) employment land demand.

The Planning Commission held a public hearing on LA-24-01 on October 10, 2024 and receive written and verbal testimony in support of the proposal. Following the public hearing, the Planning Commission unanimously voted to recommend the Woodburn City Council approve LA-24-01. Pending a City Council decision, the

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Agenda Item Review: City Administrator \_\_\_x\_\_\_ City Attorney \_\_\_x\_\_\_ Finance \_\_\_x\_\_\_

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proposed Comprehensive Plan Map Amendment will then be reviewed by the Marion County Board of Commissioners at a future hearing date and, pending Marion County Board of Commissioners approval, the ordinance will be brought back to the City Council for final adoption. Under state law ORS 197.175, when a city inside the county revises its UGB, the establishment and change of the boundary shall be a cooperative process between a city and the county.

**DISCUSSION:**

The proposed UGB expansion includes the previously adopted Urban Reserve Area (URA) consisting of 237 gross acres. Upon expansion of the Urban Growth Boundary (UGB) into the URA, the City will continue to have a deficit of 107 gross acres of Commercial employment land demand and approximately 36 gross acres of Industrial employment land demand. The City intends to pursue a more robust engineering and efficiency measures analysis, soil type analysis, public engagement process, and other Goal 14 locational factor analysis under ORS 197A.320, following expansion of the UGB into the URA. However, since Urban Reserve Areas are identified under ORS 197.298 to be the first tier of UGB expansions, the City Council directed staff to prioritize incorporation of the previously established Urban Reserve Area (URA) into the UGB prior to initiating the more extensive, longer term analysis requirements under Goal 14 as an immediate need was identified now.

Woodburn, like all jurisdictions in Marion County has an Urban Growth Coordination Agreement (UGCA) with the County. The UGCA addresses city/county coordination on land use issues on lands within the UGB but not annexed into the City. City staff worked with Marion County staff to review the previous 2015 UGCA and does not recommend amendment of the 2015 UGCA at this time. DLCD staff has also reviewed and provided comments to the City in advance of the scheduling the local hearings.

Technically, what remains is for the City to demonstrate under state land use law, based on the existing record, that the UGB expansion package complies with the statewide goals and other applicable laws. Staff believes that the extensive Findings under Exhibit A demonstrate this compliance and, therefore, recommends approval.

**FINANCIAL IMPACT:**

As future Annexation of the Urban Reserve Area (URA) is a separate land use action typically requiring petition/application by the property owner(s) and no

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change to the city limits will occur at this time, if LA-24-01 is approved, there is no financial impact on City resources at this time. A zone map amendment also applies at the time of potential annexation application.

Attachment(S):

101. Testimony/Correspondence

October 6, 2024

City of Woodburn  
Planning Commission  
270 Montgomery Street  
Woodburn, Oregon 97071-4320

LA 24-01  
RECEIVED

OCT 07 2024

COMMUNITY DEVELOPMENT  
DEPARTMENT

Re; LA 24-01 incorporate Urban Reserve Area

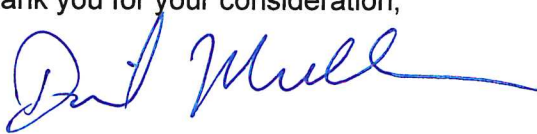
Dear Planning Commission,

I am submitting this testimony in hopes for your future support. The properties you are taking into the UGB are strategic for the City of Woodburn to continue its growth on the south side of town.

At a lunch meeting with Mayor Lonergan, Councilor Cantu, and County Commissioner Willis we discussed the ability to farm ground on the west side of Butteville road south of the I 5 overpass on Butteville Road. The ground I am referencing is directly west of the Urban Reserve Area. It is land locked by I 5 to its western border and the City of Woodburn to the east. Mayor Lonergan educated the group that with the last UGB with the state, that 1000 Friends of Oregon negotiated that no building could be on the West side of Butteville Road. That is a good plan for the area that is across from Amazon. That is a failed plan for the couple properties that border interstate 5.

Farming today comes with multiple liabilities. Spraying, creating dust, moving equipment on the road, are problems that have exponentially increased with growth around the City of Woodburn. After your incorporation of the URA this year, I am asking that when the UGB is negotiated to include the properties that are on the west side of Butteville Road that are trapped by I 5. Our property that is hindered is west of 14366 Butteville Road. We put the solar panels on a third of the property to lower the amount of dust and spraying needed to farm the ground. As you look at the map, two properties are affected that I am referencing.

Thank you for your consideration,



Daniel Mullen

**From:** Clayton Madey [clayton@macadamforbes.com](mailto:clayton@macadamforbes.com)  
**Sent:** Wednesday, October 9, 2024 3:00 PM  
**To:** Renata Wakeley  
**Cc:** Cassandra Bassich  
**Subject:** Woodburn's Contemplated UGB Expansion

Renata,

Good afternoon – I am a real estate broker at Macadam Forbes, Inc. and I focus on industrial/employment property, both buildings and land. I am currently working on over 500 combined acres of employment lands around the State of Oregon including a ~265 acre master planned development in Hillsboro, Oregon.

I am writing to offer my support of the contemplated UGB expansion in Woodburn, specifically to include more employment lands in the southern area of the City. Every single day of my professional life I observe the lack of supply for employment lands. Demand, from both industrial users and industrial developers, is robust, but the supply of viable sites is virtually nonexistent, especially for sites of scale (50+ acres). To me the expansion represents a tremendous opportunity to continue to allow Woodburn to grow in a smart way, while also meeting the needs of industry that will benefit the region.

I also welcome the chance to testify at any future upcoming meetings, or meet with City/State staff involved in the UGB expansion effort. I am passionate about this topic.

I support the expansion. Thank you for your time.

Best,  
--

Clayton Madey  
Macadam Forbes, Inc.  
2 Centerpointe Drive, Suite 500  
Lake Oswego OR 97035  
**Main:** 503.227.2500 | **Direct:** 503.972.7277 | **Cell:** 503.896.6286  
*Important disclosure information for clients:*  
[Initial Agency Disclosure Pamphlet](#)



LA 24-01  
RECEIVED  
OCT 09 2024  
COMMUNITY DEVELOPMENT  
DEPARTMENT

Attachment 101.B1

**From:** Clayton Madey [clayton@macadamforbes.com](mailto:clayton@macadamforbes.com)  
**Sent:** Wednesday October 9, 2024 3:52 PM  
**To:** Renata Wakeley, Cassandra Bassich  
**Subject:** Re: Woodburn's Contemplated UGB Expansion

Thank you kindly. I forgot to mention that I am working on the Cobalt Commerce industrial development project at 1414 Commerce Way in Woodburn, and also the 74.65 acre sale of the Burlingham Farms property for residential development at 1505 Boones Ferry Rd in Woodburn.

Thank you,

--

Clayton Madey  
Macadam Forbes, Inc.  
2 Centerpointe Drive, Suite 500  
Lake Oswego OR 97035  
**Main:** 503.227.2500 | **Direct:** 503.972.7277 | **Cell:**503.896.6286

LA 24-01

RECEIVED

OCT 09 2024

COMMUNITY DEVELOPMENT  
DEPARTMENT

Attachment 101.B2

**From:** Linda Weisz <[senecal6@icloud.com](mailto:senecal6@icloud.com)>  
**Sent:** Thursday, October 10, 2024 12:15 PM  
**To:** Renata Wakeley <[Renata.Wakeley@ci.woodburn.or.us](mailto:Renata.Wakeley@ci.woodburn.or.us)>  
**Subject:** Re: Legislative Amendment LA-24-01 for UGB expansion

\*\*\*\* This email is from an EXTERNAL sender. Exercise caution when opening attachments or click links from unknown senders or unexpected email. \*\*\*\*

Thank you Renata for reaching out to us to let us know what is going on. We approve of the UGB expansion and appreciate your time given our hectic schedules.

Linda Weisz

Sent from my iPhone

LA 24-01  
RECEIVED  
OCT 10 2024  
COMMUNITY DEVELOPMENT  
DEPARTMENT

Attachment 101.C



# Trailer World

A Division of

## BLASER TRAILER SALES

8097 Parr Road NE  
Gervais, OR 97026

Phone 503-981-8777  
Fax 503-981-8778

October 10, 2024

To whom it may concern,

Concerning the development property around Parr Road that will be annexed into the city of Woodburn, we feel it will be a boost for everybody to have the city of Woodburn working on the safety of the intersection and Parr and Butteville Road. In addition, we feel it will be an improvement to have the city police patrolling the area because of the lack of county services currently available. We also believe it will be a huge step forward in growth as Marion County is not looking for growth where the city of Woodburn will nurture and help develop the entire area with the desire of growth. This will bring more employment opportunities as well as growth of the public schools and the city services with more people moving into the area.

Sincerely,



Greg Blaser  
President  
Blaser Trailer Sales, Inc.  
DBA Trailer World

LA 24-01  
RECEIVED

OCT 10 2024

COMMUNITY DEVELOPMENT  
DEPARTMENT

Attachment 101.D

**COUNCIL BILL NO. 3264**

**ORDINANCE NO. 2633**

**AN ORDINANCE ADOPTING LEGISLATIVE AMENDMENT 2024-01 (LA-24-01) FOR COMPREHENSIVE PLAN MAP AMENDMENT TO INCORPORATE PREVIOUSLY ESTABLISHED URBAN RESERVE AREA (URA)**

**WHEREAS**, Oregon Administrative Rule (OAR) 660-009 (Goal 9-Economic Development) provides that cities must adopt measures to ensure sufficiency of employment land and employment growth in Oregon; and

**WHEREAS**, in January 2024, the Woodburn City Council adopted the 2023 Buildable Lands Inventory (“BLI”) and Economic Opportunities Analysis (“EOA”) via Ordinance 2619, following public hearings before the Planning Commission and City Council; and

**WHEREAS**, in March 2024, the Woodburn City Council directed staff to initiate legislative amendments to the Comprehensive Plan Map and Urban Growth Boundary as a result of findings made in the newly adopted BLI and EOA, via Resolution 2230, and in compliance with WDO 4.01.09 which permits the City Council to initiate consideration of potential legislative amendments to the Comprehensive Plan; and

**WHEREAS**, pursuant to ORS 197.610, the City provided notice and submitted the proposed comprehensive plan map changes to the Department of Land Conservation and Development prior to the first evidentiary hearing; and

**WHEREAS**, on October 10, 2024, in conformance with WDO 4.01.09B and 4.01.10B, the Planning Commission held a fully noticed public hearing and unanimously recommended approval of the amendments to the City Council; and

**WHEREAS**, on October 28, 2024, the City Council held a fully noticed public hearing and requested this Ordinance effecting the amendment (LA 24-01); and

**WHEREAS**, at the close of the public hearing, the City Council determined that the evidence and argument presented in the public hearing and on the record showed that the requested legislative amendment complies with all applicable provisions of the Woodburn Development Ordinance, Woodburn Comprehensive Plan, and applicable state law, as explained in Exhibit A;

**WHEREAS**, following the 1<sup>st</sup> reading of the ordinance, the City will send the ordinance to the Marion County Board of Commissioners for concurrence.

**NOW, THEREFORE,**

**THE CITY OF WOODBURN ORDAINS AS FOLLOWS:**

**Section 1.** The Woodburn Comprehensive Plan Map and urban growth boundary is amended as depicted in Exhibit B, attached hereto and incorporated herein.

**Section 2.** After this ordinance amendment is adopted, the Community Development Director shall update the Woodburn Comprehensive Plan Map to incorporate all revisions contained herein.

**Section 3.** The legislative action taken by the Ordinance is explained and justified by the analysis and findings attached hereto and incorporated herein as Exhibit A.

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

**ANALYSES & FINDINGS**

**Woodburn Comprehensive Plan Map Amendment and UGB Expansion into Urban Reserve Area**

**I. INTRODUCTION**

In January 2024, the City adopted an update to our Economic Opportunities Analysis (“EOA”) which included an employment growth rate of 2.3%, adding an estimated 6,830 jobs by the year 2043. The 2023-2043 Economic Opportunities Analysis (“EOA”) and Buildable Land Inventory (“BLI”) reconciled the 20-year employment demand with existing employment land supply within the existing Urban Growth Boundary (UGB) for an identified need (deficit) of 379.2 total acres of employment land need- see Table 1 below.

Upon adoption of the 2023-2043 Economic Opportunities Analysis (“EOA”) and Buildable Land Inventory (“BLI”), the City Council initiated a Woodburn Comprehensive Plan Map amendment and an amendment to the City of Woodburn/Marion County Urban Growth Coordination Agreement (Coordination Agreement) to incorporate the 237 gross acres identified as the Urban Reserve Area/Southwest Industrial Reserve into the Woodburn Urban Growth Boundary (“UGB”), in order to comply with Goal 9 and Goal 14 under Oregon Administrative Rule (OAR) 660, and meet some of the adopted employment need/deficit.

**A. Timeline**

Following is the timeline of relevant events carrying out this Legislative Amendment:

- March 25, 2024: Resolution 2230-A Resolution Initiating Consideration of Proposed Legislative Amendments to the Woodburn Comprehensive Plan Map to Amend the Urban Growth Boundary and Incorporate the Previously Established Urban Reserve Area (URA)
- September 4, 2024: 35-day PAPA notice to DLCD
- September 24, 2024: Woodburn Development Ordinance (WDO) notice requirements for legislative amendments mailed and posted
- October 10, 2024: Woodburn Planning Commission Meeting, following a duly noticed public hearing notice
- October 28, 2024: Woodburn City Council Meeting, following a duly noticed public hearing notice

**II. APPLICABLE LAW**

**A. General**

Evaluation and expansion of a UGB requires application of several interrelated administrative statutes, Oregon Statewide Planning Goals, Oregon Revised Statute (ORS) 197.298, and the Woodburn Comprehensive Plan.

As part of the Goal 14 UGB analysis, Woodburn previously addressed capacity needs under Goal 9 (Economic Development) and related statutes and administrative rules under OAR chapter 660 via the previously adopted 2023-2043 Buildable Land Inventory and Economic Opportunities Analysis (Ordinance 2619, January 2024).

## **B. Amount of Land**

The applicable requirements are found in ORS 197.298 and 197.712, Goal 9, OAR chapter 660-009, and Goal 14. The first step is to determine the “amount of land needed” and a “differentiation of land use types according to their land consumption attributes,” under Goal 14.

Goal 14 requires that (emphasis added):

“Establishment and change of urban growth boundaries shall be based on the following:

- (1) *Demonstrated need to accommodate long range urban population*, consistent with a 20-year population forecast coordinated with affected local governments; and
- (2) *Demonstrated need for housing, employment opportunities*, livability or uses such as public facilities, streets and roads, schools, parks or open space, or any combination of the need categories in this subsection (2).

“In determining need, local government may specify characteristics, such as parcel size, topography or proximity, necessary for land to be suitable for an identified need.”

## **C. Alternative Sites Analysis**

The Goal 9 rule provides that cities “must adopt measures adequate to implement policies adopted pursuant to OAR 660-009-0020”. To accomplish that, compatible employment uses with similar site characteristics may be combined into “broad site categories (OAR 660-009-0025(1)). In addition, OAR 660-009-0025(2) requires jurisdictions to ensure the total acreage of land designated must at least equal the total projected land needs for each industrial or other employment use category identified in the plan during the 20-year planning period.

If there is a need to accommodate population or employment growth, the jurisdiction must first look to land inside the existing UGB to accommodate that need. If some or all of the identified need cannot be accommodated inside the UGB, the jurisdiction then moves to the second step: “application of ORS 197A.320(2)(c), together with Goal 14, to locate and justify inclusion of land to fill that quantified need.” The jurisdiction must follow the priority statute, ORS 197.298(1)(a-d), sequentially. When determining which lands to include within the UGB of a city outside of Metro, the rules of ORS 197A.320 must also be applied.

Marion County and the City of Woodburn adopted Woodburn’s current Urban Reserve Area via Ordinance 2530 in December 2015. Because the City has an adopted, designated Urban Reserve Area to meet 237 gross acres of industrial employment land that is suitable to respond to economic development opportunities and needs, the City Council intends to apply ORS 197.298(1)(a) first.

A local government cannot include lower priority lands within the UGB pursuant to an exception to that priority scheme without first applying the priority scheme to determine whether higher

priority lands can accommodate the identified need. **Since the subject property the City is proposing to bring into the UGB is already Urban Reserve Area (URA), it is the sequential first priority for UGB inclusion.**

As the subsequent priorities under ORS 197.298(1)(b-d) require a more in-depth and costly “locational factor” analysis such as soils analysis, engineering work related to the provision and cost of facilities and services, and assessment of other development hazards or natural resources, the City Council intends to address any remaining employment land deficits adopted in the 2023-2043 EOA and BLI via a later, separate land use process.

Put more simply, the City, when seeking a UGB expansion, will first look to lands within our previously designated Urban Reserve Area (URA) before addressing remaining need under ORS 197.298(1)(b-d) via a separate legislative amendment process.

### **III. LAND USE DECISION - UGB**

#### **A. Summary of Decision**

The Urban Reserve Area (URA) is west and south of Parr Road, and consists of approximately 237 gross acres, and forms the Southwest Industrial Reserve (SWIR). In particular, the URA was established to inform the City’s decisions to plan, zone, and protect future industrial land consistent with the City’s adopted Targeted Industries report and EOA for a diversity of lot size and type. The adopted EOA describes seven (7) targeted industries for Woodburn, with a variety of different site size and location preferences. The transportation needs also vary, from industries that desire foot traffic and local shoppers to those that move materials by freight and need good road access for trucks.

#### **1. Employment Land Need**

As part of the adopted Buildable Land Inventory (BLI), the City identified 696 individual tax lots and 1,302 gross acres of land zoned for employment (commercial or industrial) within the current Woodburn Urban Growth Boundary. After removing “development constraints” as defined under OAR 660-009, “developed” employment land under OAR 660-038, and other safe harbor deductions to calculate available net acreage of available employment, the resulting BLI study identified 64.8 net acres of remaining commercial/mixed use land and 77.3 net developable acres of remaining industrial land (identified as vacant, partially vacant, and redevelopable)<sup>1</sup>. This land is available for future industrial uses, either by new employers or by existing employers expanding their businesses. Notably, the BLI study also identified no availability of commercial/mixed use lots larger than 10 acres and no availability of industrial lots larger than 20 acres to meet targeted industries in the adopted Economic Opportunities Analysis (EOA).

Further, the EOA then provided a forecast for employment land need under Goal 9 and provided a reconciliation of remaining employment land from the BLI. The reports found that in order to reconcile our 20-year forecast of employment land need, the City of Woodburn faces a deficit of employment land over the planning period in both the commercial and industrial categories:

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<sup>1</sup> 2023 Buildable Land Inventory (adopted January 2024 via Ordinance 2619).

- **Commercial.** In addition to existing capacity within the UGB, Woodburn will need to add 107 gross acres for non-industrial employment land as identified in the BLI and EOA.
- **Industrial.** In addition to existing capacity within the UGB, Woodburn will need to add approximately 273 gross acres for new industrial capacity.

#### IV. URBAN RESERVE AREA/URBAN GROWTH BOUNDARY MAP AMENDMENT

In order to address the identified employment land need in an expeditious manner and to allow Woodburn to address the immediate lack of larger lots to meet identified targeted industries, the expansion of the Urban Growth Boundary to incorporate the previously established URA will include eight (8) tax lots and ~237 gross<sup>2</sup> acres of land to be zoned Southwest Industrial Reserve (SWIR). See Attachment 1 for the previously adopted Urban Reserve Area (URA) Map.

Map	Tax Lot	Acres
052W12	1100	24.02
052W14	0900	42.88
052W14	1000	10.0
052W14	1100	21.74
052W14	1200	3.88
052W14	1500	59.43
052W14	1600	25.0
052W23	0100	50.18

#### V. STATEWIDE PLANNING GOALS AND STATUTORY FINDINGS

##### A. Applicable Goals

Staff finds that the Statewide Planning Goals applicable to this land use decision are as follows:

- Goal 1: Citizen Involvement
- Goal 2: Land Use Planning
- Goal 3: Agricultural Lands
- Goal 5: Natural Resources, Scenic and Historic Areas, and Open Spaces
- Goal 6: Air, Water and Land Resources Quality
- Goal 7: Areas Subject to Natural Hazards
- Goal 9: Economic Development
- Goal 11: Public Facilities and Services
- Goal 12: Transportation
- Goal 13: Energy Conservation
- Goal 14: Urbanization

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<sup>2</sup> The employment buildable land inventory applies net acreage deductions to gross acreage because street and road improvements are anticipated for development of vacant properties as commercial and industrial properties require streets and roads, public facilities, setbacks, easements, etc. which deduct from actual buildable lot sizes. Meaning, net acreage results in less buildable lot size than gross acreage needed to meet identified demand.

Staff further determines that Goal 15 for the Willamette River Greenway and Goals 16-19 for Coastal Statewide Planning Goals are not applicable.

**B. Goal 1: Citizen Involvement - OAR 660-015-0000(1)**

The intent of Goal 1 is to ensure that citizens have meaningful opportunities to participate in land use planning decisions. In relation to Goal 1: Citizen Involvement, Staff finds that the City utilized an extensive public outreach effort via a technical advisory group established to work with the consultant prior to adoption of the BLI and EOA. In addition, the data upon which the UGB expansion is based was shared on the city's project website and with DLCD and Marion County prior to being reviewed at duly noticed public hearings before the Woodburn Planning Commission and the Woodburn City Council and eventual adoption via ORD 2619.

This legislative amendment (LA-24-01) was mailed to all property owners within the Urban Reserve Area (URA) as well as property owners within 250 feet of the URA boundary and interested parties in compliance with the WDO requirements. Notices of both tentatively scheduled Planning Commission and the City Council hearings were included with the WDO notice. All documents relied upon and the proposed amendments were available on the City's website. All of the public input received in the hearing processes was considered and retained under Exhibit B to the staff report.

Following public hearings before the Planning Commission and City Council, the Marion County Board of Commissioners will schedule and conduct a public hearing and provide an additional opportunity for public input on the proposed UGB expansion and Comprehensive Plan Map Amendment based on evidence contained in the record. On October 10, 2024, the Woodburn Planning Commission held their public hearing, reviewed testimony, and unanimously voted to recommend the Woodburn City Council adopt LA-24-01.

Staff concludes that Goal 1 is applicable to its decision and is met.

**C. Goal 2: Land Use Planning - OAR 660-015-0000(2)**

Goal 2 requires all incorporated cities to establish and maintain comprehensive land use plans and implementing ordinances. It also requires cities to coordinate with other affected government entities in legislative land use processes. The purpose of Goal 2 is to establish a land use planning process and policy framework as a basis for all decisions and actions related to use of land and to assure an "adequate factual basis" for such decisions and actions. Goal 2 also requires the City to communicate and coordinate with all affected cities, counties, special districts, state, and federal agencies.

In approving the UGB expansion and Comprehensive Plan Map Amendment, the City relies on the following land use studies, incorporated into the existing record, that have been prepared by the City or by firms contracted by the City:

- 2023-2043 Woodburn Buildable Land Inventory (Johnson Economics, January 2024)



- 2023-2043 Woodburn Economic Opportunities Analysis (Johnson Economics, January 2024), including Woodburn Population and Employment Projections 2023-2043
- City of Woodburn Public Facilities Plan (October 2005)
- City of Woodburn/Marion County Urban Growth Coordination Agreement (2015)
- Woodburn Comprehensive Plan and Proposed Plan and Zoning Map Changes (Woodburn Community Development Department, 2024)
- Woodburn Transportation System Plan (September 2019)
- Woodburn Parks Master Plan (February 2024)

Staff finds that the above referenced documents provide the foundation for the proposed UGB expansion and Comprehensive Plan Map Amendment. More specifically, the City prepared, and relies on, technical analyses for expanding the urban growth boundary area in accordance with applicable state laws. The City is implementing the Portland State University Population Research Center most current population forecasts and adopted employment growth forecasts, as adopted in the EOA.

Staff further finds, based on the existing record, that the specified studies that the City has undertaken and information received through the public hearing process has provided the City with an adequate factual basis for the UGB expansion into the Urban Reserve Area (URA).

Finally, Goal 2 requires that the City communicate and coordinate with all affected cities, counties, special districts, and state and federal agencies. A Notice of Public Hearing announcing the October 10, 2024 Planning Commission and October 28, 2024 City Council public hearings for LA-24-01, explaining the nature of the proposed amendments and soliciting comments, was mailed to the following potentially affected units of government and agencies on September 24, 2024:

- Marion County Planning Department
- Marion County Public Works
- Marion Soil and Water Conservation District
- Oregon Department of Land Conservation and Development (DLCDD)
- Oregon Department of Energy (ODOE)
- Oregon Department of Environmental Quality (ODEQ)
- Oregon Department of State Lands (DSL)
- Oregon Department of Transportation (ODOT)
- Oregon Water Resources Department
- Pudding River Watershed Council
- Woodburn School District
- Woodburn Fire District

Specifically, in regard to coordination with Marion County, the City has followed the Coordination Agreement which provides guidance regarding the applicable UGB amendment process. As coordination with affected cities, Woodburn additionally provided notice and an opportunity to comment to the cities of Hubbard and Gervais.

Notice of the City public hearing was provided to the Department of Land Conservation and Development (DLCD) at least 35 days in advance of the Woodburn Planning Commission hearing date. Notices were sent to all of the other agencies noted above 20 days in advance of the joint hearing in compliance with the WDO. On October 10, 2024, the Woodburn Planning Commission held their public hearing, reviewed testimony, and unanimously voted to recommend the Woodburn City Council adopt LA-24-01.

Staff concludes that Goal 2 is applicable to its decision and is met.

**D. Goal 3: Agriculture Lands - OAR 660-015-0000(3)**

Woodburn is surrounded by lands designated for agricultural use. Compliance with Goal 3 in the context of a UGB amendment relies on satisfaction of Goal 14 requirements and ORS 197.298 for prioritization of land designated as urban reserve. The establishment of the 237-acre Urban Reserve Area (URA) was established in the 2015 UGCA with Marion County and DLCD provided their order approving the submittal in January 2016.

Staff concludes that Goal 3 is applicable to its decision and is met.

**E. Goal 4: Forest Lands - OAR 660-015-0000(4)**

Because no land within the URA is designated for forestry use, Goal 4 does not apply.

**F. Goal 5: Natural Resources, Scenic and Historic Areas, and Open Spaces - OAR 660-015-0000(5)**

Statewide Planning Goal 5 and OAR chapter 660, division 23, address protection of significant natural, scenic and historic resources and open space. Rules in OAR 660, division 23, specify which resource categories must be protected by comprehensive plans and which are subject to local discretion and circumstances; the rules provide guidance on how to complete inventories and protection programs, and when the rule requirements apply. OAR 660, division 23, requires cities to inventory significant riparian areas, wetlands and wildlife habitat.

Goal 5 requires cities to inventory specified resources and to adopt programs to “protect natural resources” and “conserve scenic, historic and open space resources.” Staff finds that some of the resources that the goal requires to be inventoried do not exist in Woodburn (specifically: federal wild and scenic rivers; state scenic waterways; approved Oregon recreation trails; natural areas listed on the register of natural resources; and federally designated wildlife areas). The Goal 5 resources that *may* apply to Woodburn are limited to the following:

- a. Riparian corridors, including water and riparian areas and fish habitat;
- b. Wetlands;
- c. Wildlife habitat;
- d. Groundwater resources;
- e. Mineral and aggregate resources;
- f. Energy sources;
- g. Cultural areas.

OAR 660-023-0030 through 660-023-0050 contain the requirements for all resources. For each resource category, the rule contains standard requirements and, in some instances, an alternative “safe harbor” standard for satisfying Goal 5. There are safe harbor alternatives for riparian corridors and wetlands (OAR 660-023-090 and 660-023-100).

Riparian Corridors and Wetlands (OAR 660-023-0090 and 660-023-0100)

Safe harbor provisions allow the City to determine significant riparian corridors by using a standard setback distance from all fish-bearing streams, based on ODFW maps indicating fish habitat. The Oregon Department of Fish and Wildlife has designated Mill Creek and Senecal Creek as fish bearing streams. For streams with an average annual stream flow less than 1,000 cubic feet, the riparian corridor standard setback distance of 50 feet upland from the top of each bank defined as the 2-year flood elevation. Where a riparian corridor includes all or part of a significant wetland, the riparian corridor extends upland 50 feet from the upland edge of the wetland. Woodburn has adopted plan policies and implementing regulations that satisfy the riparian corridor and wetland overlay district safe harbor provisions under our Riparian Corridor and Wetlands Overlay District (RCWOD)- see WDO 2.05.05 and 5.01.09. In addition, City staff reviewed and make note of the Oregon Department of State Lands (DSL) Statewide Wetlands Inventory (SWI) map and notes no identified wetlands within the adopted Urban Reserve Area (URA)- see Attachment 4<sup>3</sup>. Staff also conducted outreach to DSL with the URA SWI map for coordination and DSL notes that wetlands *may* be present and further investigation may be needed. However, the potential for hydric soils within the URA does not preclude the City’s ability to complete the UGB expansion for first priority lands, as requirements for wetland delineations can be conditioned at the time of proposed development and not at the time of a proposed UGB expansion. Staff notes that Woodburn Development Ordinance 2.05.05(H) for RCWOG requires the City to notify DSL “in writing of all applications to the City for development activities, including applications for plan and/or zone amendments, development or building permits, as well as any development proposals by the City that may affect any wetlands, creeks or waterways”. Staff further notes continued coordination with DSL but as no zone amendments or development activity is being proposed at this time, this criteria is met.

Wildlife Habitat for Special Status Species (OAR 660-023-0110(4))

OAR 660, division 23 contains safe harbor provisions for wildlife habitat areas that narrow potentially significant habitats to only the following:

1. Habitat used by a species designated as threatened, endangered or sensitive;
2. Nesting, roosting or watering habitat of osprey or great blue heron;
3. A habitat included in a ODFW adopted management plan;
4. A habitat mapped by ODFW for a species or habitat of concern.

Staff finds that there are no wildlife habitat resources in the UGB expansion area that the City is required to protect other than meeting the minimum protection requirements of the 50 feet riparian corridor and the wetlands protection requirements. The City has a tree preservation ordinance that aims to preserve as many trees as possible during development that received an update and public hearings in 2023.

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<sup>3</sup> <https://maps.dsl.state.or.us/swi/> October 2024

Groundwater Resources (OAR 660-023-0140)

The City is required to inventory and protect significant groundwater resources. Significant groundwater resources are limited to: (1) critical groundwater areas and groundwater limited areas designated by Oregon Water Resources Commission and (2) wellhead protection areas if the City chooses to designate such areas.

The Oregon Department of Human Services and Oregon Department of Environmental Quality have developed a Source Water Protection Plan for the City. The plan inventories potential sources of contamination, establishes best management practices for industries within the influence zone of the City's wells, allows the City to develop ordinances to provide protection of the aquifer, and maps the flow patterns of the aquifers in compliance with the OAR. Additionally, the City has adopted and compliant stormwater discharge permits and a stormwater protection ordinance to eliminate illicit discharge (ORD 2556), in consultation with the Oregon Dept. of Environmental Quality.

Mineral and Aggregate Resources (OAR 660-023-0180)

OAR 660-023-0180 addresses identification of significant aggregate resources, approval of mining activity, and protection of the resource from conflicting uses. The rule sets criteria for significance and prescribes a process for evaluating potential impacts from the proposed mining activity. The City takes official notice of the Marion County Comprehensive Plan and notes that its inventory does not contain any mineral or aggregate resource sites in the UGB expansion area. Consequently, Staff finds that OAR 660-023-0180 is inapplicable to the UGB expansion.

Energy Sources (OAR 660-023-0190)

No natural gas, surface water, geothermal, solar, or wind area resource sites have been identified in the Woodburn area and Staff finds that OAR 660-023-0190 is inapplicable to the UGB expansion and URA.

Inventories Required by Goal 5 Performance

Woodburn has previously inventoried all natural resources, scenic, historic and open spaces, amending the Comprehensive Plan, Park Master Plan and Woodburn Development Ordinance accordingly. Adopted goals, policies, and land use standards meet state standards and the City has been found in compliance with Goal 5.

Staff concludes that Goal 5 is applicable to its decision and is met.

**G. Goal 6: Air, Water, and Land Resources Quality - OAR 660-015-0000(6)**

Goal 6 requires that “air, water and land resource quality” not be “degraded” because of planned urban development. DEQ is responsible for administration of the Clear Air Act and the Clean Water Act at the state level. Cities meet Goal 6 through demonstration of compliance with Environmental Quality Commission (EQC) air, water, and land quality administrative rules. Water quality standards typically are met through EQC approval of plans for sanitary sewer systems. DEQ also regulates point and non-point source emissions related to water and air quality.

Along with other affected state agencies, DEQ was notified of the proposed plan amendment package. Woodburn is in compliance with all applicable EQC requirements.

Staff concludes that Goal 6 is applicable to its decision and is met.

**H. Goal 7: Areas Subject to Natural Disasters and Hazards**

Goal 7 requires cities to adopt measures to protect people and property from natural hazards, such as floods, erosion, landslides, earthquakes, and weak foundation soils. Because Woodburn is relatively flat, it does not have significant land slide hazards or erosion and deposition hazards. Woodburn has land within the 100-year floodplains of Mill Creek, Senecal Creek and their tributaries. Woodburn has adopted National Floodplain regulations through the Woodburn Development Ordinance and the City is in compliance with Goal 7.

Staff concludes that Goal 7 is applicable to its decision and is met.

**I. Goal 8: Recreational Needs - OAR 660-015-0000(8)**

The City of Woodburn update its Parks and Recreation Plan in 2024 in compliance with Goal 8. While the proposed UGB expansion into the Urban Reserve Area is limited to a Southwest Industrial Reserve (SWIR) employment zone upon annexation and does not address or meet recreation land needs, the expansion does not propose removal or rezone of any public recreation land. Indeed, while employment land typically creates little impact upon park resources as compared to housing land, the City does have an adopted Parks SDC for employment lands which can have a net positive for future park and recreation land and connectivity via the development of the street network and connections via sidewalks and bike lane improvements.

Staff concludes that Goal 8 is applicable to its decision and is met.

**J. Goal 9: Economic Development- OAR 660-015-0000(9)**

The Goal 9 rule provides that “[t]he total acreage of land designated in each site category shall at least equal the projected land needs for each category during the 20-year planning period.” OAR 660-009-0025 (2024). This work was completed by the recently adopted EOA. To accomplish Goal 9, compatible employment uses with similar site characteristics are combined into “broad site categories.” In addition, OAR 660-009-0025(1) requires jurisdictions to limit incompatible uses on and adjacent to sites as necessary to protect them for their intended employment function.

This work was completed in the 2015 establishment of an Urban Reserve Area (URA) to be designated as Southwest Industrial Reserve (SWIR) upon annexation. When the 2015 UGB amendment to the Woodburn Comprehensive Plan was adopted, the amendment recognized that the City intended the expansion areas known as the SWIR to be reserved for large lot industrial, creating the specific SWIR zone that limited the size and number of future lots and further addressed development impacts upon adjacent agricultural activities. More specifically, the Woodburn Development Ordinance (WDO) for the Southwest Industrial Reserve (SWIR) Table 2.04.F applies large minimum parcel sizes to ensure needed large industrial sites are preserved,

cannot be converted or rezoned, to further protect the SWIR for intended employment functions. Further, the City’s UGCA, Section V requires the City and County to “apply a rural resource zone that establishes a minimum parcel size of at least 80 acres”, requires Marion County and City to ensure the URA lands comply with the Woodburn Comprehensive Plan until annexed to the City, and further stipulates that Marion County “shall forward land use activities being considered within the Urban Growth Area by the County to the City for comments and recommendations” (UGCA, I.2). Staff also notes that Woodburn Development Ordinance 2.05.02 for the Interchange Management Area Overlay District (IMA), of which the Urban Reserve Area (URA) is wholly within, protects these lands against rezoning or comprehensive plan map amendment of URA lands to any other uses outside of Southwest Industrial Reserve (SWIR) under Section 2.116.07.B. of the IMA and 2.05.02 of the WDO.

Upon UGB expansion and prior to annexation of the subject properties, Marion County will designate an urban zone (Urban Transition-UT) until the lands are annexed into the City.

Staff concludes that Goal 9 is applicable to its decision and can be met by implementation of the urban growth boundary expansion.

**K. Goal 10: Housing - OAR 660-015-0000(10)**

The overall intent of Goal 10 is to provide for the housing needs of citizens of the state. The City of Woodburn last updated its Housing Needs Assessment (HNA) in 2019. While some commercially zoned lands in Woodburn may provide housing opportunities, the intent of LA-24-01 is to solely address some of the need (deficit) of industrial employment land identified in the adopted EOA.

The adopted Woodburn HNA does not currently show a housing need (deficit) and Staff concludes that Goal 10 does not apply.

**L. Goal 11: Public Facilities and Services - OAR 660-015-0000(11)**

Goal 11 requires Woodburn to demonstrate that it can provide adequate public facilities and services to serve buildable land within the UGB. Woodburn and Marion County have agreed in their Coordination Agreement that Woodburn shall be responsible for public facilities planning within the Woodburn UGB. Goal 11 requires Woodburn to adopt “public facilities plans” that address sanitary sewer, storm drainage, water and transportation facilities necessary to support planned growth. The City of Woodburn has adopted and complaint Public Facilities Plans and Transportation Systems Plan, coordinated with Marion County, ODOT, and the Woodburn Fire District and School District to ensure adequate public facilities are available to meet the needs of the community. While the City currently has storm water, wastewater, and transportation system plan updates underway that take into consideration the Urban Reserve Area for future provision of public services, the City of Woodburn also requires a master development plan for streets, sanitary sewer, storm water and water facilities prior to annexation of any Southwest Industrial Reserve (SWIR) lands under WDO 2.05.06.D.

The net to gross acreage assumptions in the adopted EOA include a 20% net to gross for general commercial and a 15% net to gross for industrial uses generally. For example, 10 net acres of commercial land for development would require 2 acres for infrastructure for a total of 12 gross acres. The adopted EOA includes these allowances for needed infrastructure in the estimated gross acreage need, based upon zoning.

In addition, the City of Woodburn requires a master development plan for streets, sanitary sewer, storm water and water facilities prior to annexation of any Southwest Industrial Reserve (SWIR) lands under WDO 2.02.06.D.

Staff finds the City's current public infrastructure plans show an ability to serve the URA and concludes that Goal 11 is applicable to its decision and can be met.

**M. Goal 12: Transportation - OAR 660-015-0000(12)**

The Transportation Planning Rule (TPR) and the Oregon Highway Plan (OHP) implement Goal 12. The TPR requires local governments to prepare a transportation systems plan (TSP) that meets the requirements of OAR 660-012-020 through 055.

In compliance with OAR 660-012-0350(3), or the Transportation Planning Rule (TPR), where an urban growth boundary is intended to follow an existing or planned street, road or highway right-of-way, the boundary shall be placed on the rural side of the right-of-way or planned right-of-way, so that the right or way is inside the urban growth boundary. In order to comply with this rule, the proposed URA expansion area includes the 60 feet of ROW west of the URA expansion area to accommodate the existing Butteville Road, and 60 feet of future ROW east of the URA expansion area to accommodate the southern future extension of Parr Road.

Woodburn's adopted 2019 Transportation System Plan (TSP) establishes a transportation system that is adequate to serve lands within the UGB and is consistent with the Marion County TSP, and coordinated with ODOT and DLCD. In 2024, the City initiated completion of a TSP "sub-area" plan update for portions of the Southwest Industrial Reserve (SWIR), including the previously adopted Urban Reserve Area (URA), to assess the needs of the road system; public transportation; bicycle and pedestrian system; air, rail, water and pipeline transportation, in coordination with Marion County and ODOT. In addition, the City of Woodburn requires a master development plan for streets, sanitary sewer, storm water and water facilities prior to annexation of any Southwest Industrial Reserve (SWIR) lands under WDO 2.05.06.D.

Woodburn Development Ordinance 2.05.02 for the Interchange Management Area Overlay District (IMA), of which the Urban Reserve Area (URA) is wholly within, ensures that certain industrial land envisioned by the City's adopted targeted industries and Comprehensive Plan are preserved. The Interchange Management Area (IMA) agreement, in coordination with ODOT, already included the adopted Urban Reserve Area in factoring for future employment and IMA trip counts.

The City's Transportation System Plan complies with the requirements of Goal 12 regarding transportation and Staff concludes that Goal 12 is applicable to its decision and is met.

**N. Goal 13: Energy Conservation - OAR 660-015-0000(13)**

Goal 13 provides as follows: To conserve energy. Land and uses developed on the land shall be managed and controlled so as to maximize the conservation of all forms of energy, based upon sound economic principles. The URA is adjacent to the existing UGB, thus maintaining a contiguous, compact, energy-efficient urban growth form and reducing vehicle miles traveled by placing employment opportunities near available housing. The UGB expansion area will rely upon municipal services, thereby providing for a logical and economical extension of public facilities.

Staff concludes that Goal 13 is met.

**O. Goal 14: Urbanization - OAR 660-015-0000(13)**

The net to gross acreage assumptions in the adopted EOA include a 20% net to gross for general commercial and a 15% net to gross for industrial uses generally. For example, 10 net acres of commercial land for development would require 2 acres for infrastructure for a total of 12 gross acres. The adopted EOA includes these allowances for needed infrastructure in the estimated gross acreage need, based upon zoning.

Table 1. Employment Land need (Figure 7.04 from Economic Opportunities Analysis, 2024)

**FIGURE 7.04: RECONCILIATION OF LAND SUPPLY AND 20-YEAR DEMAND (WOODBURN)**

EMPLOYMENT ZONING DESIGNATION	20 YR. DEMAND (Gross Acres)	BUILDABLE LAND (Acres)	Plus Known Future Emp. Sites (Acres) <sup>1</sup>	TOTAL BLI + Known Sites (Acres)	SURPLUS OR (DEFICIT) (Gross Acres)
<b>COMMERCIAL (RETAIL AND OFFICE)</b>	<b>171.4</b>	<b>64.8</b>	<b>0.0</b>	<b>64.8</b>	<b>(106.6)</b>
Commercial General (CG)		38.2			
Commercial Office (CO)		4.4			
Downtown Dev. & Conservation (DDC)		0.8			
Mixed Use Village (MUV)		0.5			
UGB Commercial		21.0			
<b>INDUSTRIAL (INDUSTRIAL AND OFFICE)</b>	<b>460.7</b>	<b>77.3</b>	<b>110.8</b>	<b>188.1</b>	<b>(272.6)</b>
Light Industrial (IL)		36.6	110.8	147.4	
Industrial Park (IP)		20.4		0	
UGB Industrial		20.2		0	
<b>TOTAL:</b>	<b>632.1</b>	<b>142.1</b>	<b>110.8</b>	<b>252.9</b>	<b>(379.2)</b>

<sup>1</sup> Two known sites are currently permitted or under construction for new industrial space that will house future employment. Because of the development status of these sites, they were not counted among the inventory of remaining buildable land. However, these sites do not yet house their future employment and therefore are counted here as providing estimated capacity to hold a share of projected jobs over the next 20 years. These sites are the Amazon distribution facility (81.3 acres), near completion at the time of this analysis. The other site is a planned and permitted multi-tenant industrial development (29.6 acres) also located in the Southwest Industrial Reserve.

Source: Johnson Economics, MIG

Prior to pursuing a UGB expansion, a City must demonstrate that the land needs cannot reasonably be accommodated on land already within the existing UGB by evaluating measures for efficient development of existing land. The supply and type of vacant and partially vacant land within Woodburn’s existing UGB is limited however. As demonstrated in the adopted Economic Opportunities Analysis, the largest remaining contiguous development sites in Woodburn are under 20 acres in size, with most being five (5) acres or less (there are no commercial lots over 10 acres and no industrial lots over 20 acres). The EOA also identifies roughly one third of remaining



buildable land in the current UGB are classified as partially vacant parcels “where the decision to add further development is subject to the desires of current property owners and/or tenants... the land for large-lot industrial or large commercial employers is very limited” which limits the City’s ability to meet identified, adopted target services and industries such as those specifically reserved to be accommodated for in the Urban Reserve Area and future Southwest Industrial Reserve (SWIR) zone. Existing parcelization and lot sizes make much of this land unsuitable to meet the identified employment need as demonstrated under OAR 660-024-0067(5) subsections (a) through (g).

In addition, as part of the BLI and EOA public engagement work and eventual adoption, the City and consultant assessed Goal 14 efficiency measures and strategies and the City amended its Goal 14 Comprehensive Plan policies in 2023 (Ordinance 2619) to include:

*Goal E- 1.1 The City should encourage a healthy, diversified, and sustainable job market within the City through fostering growth and recruitment of employers of a range of sizes, industries, and pay scales, and enough available industrial land for industrial growth to accommodate the residential growth expected in the City.*

*Goal E-2.1 Land within the SWIR designation shall be reserved exclusively for industrial uses identified in the EOA and shall not be converted to another commercial or residential land use map designation.*

*Goal F-1.8 Ensure that existing commercial sites are used efficiently. Consider the potential for reuse, re-tenanting, or redevelopment of existing commercial sites and modifications to zoning regulations that urbanize development to attract new investment.*

*Goal F-2.4 The City shall provide for a range of incentive options to attract targeted industries.*

City staff finds that in order to “encourage a healthy, diversified, and sustainable job market within the City through fostering growth and recruitment of employers of a range of sizes, industries, and pay scales, and enough available industrial land for industrial growth”, the proposed LA-24-01 complies with the City’s Comprehensive Plan Goal Policies and specifically, Goal 9 and Goal 14.

Further, City staff notes that of the 24 efficiency measures identified with the consultant through the EOA adoption process, the City of Woodburn currently uses or partners with local agencies to implement or support at least 23, if not all, efficiency measures / strategies for increasing the development capacity/efficiency of land within the existing UGB (see Attachment 5).

Pursuant to OAR 660-024-0065 and Statewide Planning Goal 14, the City Council has determined the Urban Reserve Area (URA) is identified as a higher priority than any other potential UGB expansion areas, and are therefore discarded from analysis at this time. As shown in Attachment 2 (Marion County zoning and comprehensive plan maps), there are a few acres of rural exception land or publicly zoned lands adjacent to the northeast corner of the city along Highway 99. However, as adopted in the City’s 2015 Comprehensive Plan map (see Attachment

1), the rural exception lands are subject to an adopted 20-year UGB expansion limitation (2015-2035). The Publicly zoned Marion County land, shown in the NE of the UGB along Highway 99E under Attachment A, is an existing youth juvenile facility currently in operation and not available to help meet the City's adopted employment land needs. Additionally, Urban Reserve Area land is first identified as the highest priority for UGB expansion under OAR 660-024-0065 (i.e. all other lands are considered lower priority and thus discarded from future analysis until such time that the Urban Reserve Area land is first brought in).

In accordance with OAR 660-024-0050(4), Staff finds that the BLI inventory "demonstrates that the development capacity of land inside the UGB is inadequate to accommodate the estimated 20-year needs determined under OAR 660-024-0040 (Land Need), and the local government must amend the plan to satisfy the need deficiency, either by increasing the development capacity of land already inside the city or by expanding the UGB, or both". As the adopted BLI indicates, the City lacks any remaining industrial lots >20 acres and, as included in the adopted EOA, the City finds "the largest remaining contiguous development sites in Woodburn are under 20 acres in size, with most being five acres or less and roughly one-third of the remaining buildable land is found in partially vacant parcels where the decision to add further development is subject to the desires of current property owners and/or tenants. The land for large-lot industrial or large commercial employers is very limited" or non-existent. As such, to meet the identified employment need as demonstrated under OAR 660-024-0067(5) subsections (a) through (g) and as identified in the Woodburn Comprehensive Plan, BLI, and EOA, the City cannot reasonably accommodate this employment land need inside the UGB.

The City Council directed the City to initiate completion of the priority expansion in the Urban Reserve Area (URA) and will direct staff to initiate work to address the remaining deficit of commercial and industrial land need following OAR 660-024-0065 and potential additional expansion study area(s), as is permitted under OAR 660-024-0065(9).

Staff concludes that Goal 14 and the City's Comprehensive Plan Goals for Goal 14 are met.

**P. Overall Conclusion – Statewide Planning Goals**

Based on the foregoing, Staff concludes that Woodburn's UGB amendment (File LA-24-01) conforms to all applicable Statewide Planning Goals.

**VI. WOODBURN DEVELOPMENT ORDINANCE**

FINDINGS: Amendments to the Comprehensive Plan map enacted by the City Council (see Resolution 2230) are considered Type V Legislative Decisions under Woodburn Development Ordinance (WDO) 4.01.02.E. In compliance with WDO 4.01.014.C. and 4.01.014.D, notice of public hearings for LA-24-01 was published in a newspaper of general circulation at least seven (7) days prior to the Planning Commission and City Council hearings and notice of the scheduled public hearings before the Planning Commission and City Council was sent to affected government entities and affected recognized neighborhood associations as required by the WDO.

Woodburn Development Ordinance 2.05.02 for the Interchange Management Area Overlay District (IMA), of which the Urban Reserve Area (URA) is wholly within, ensures that certain industrial land envisioned by the City's adopted targeted industries and Comprehensive Plan are preserved. In coordination with ODOT, the Urban Reserve Area is already included and accounted for in the IMA trip counts.

Further, the proposed comprehensive plan map amendment from Marion County designation as Exclusive Farm Use (EFU) to City of Woodburn comprehensive plan designation as Southwest Industrial Reserve (SWIR) is found to comply with WDO 2.05.02.F. as the URA is already included and accounted for in the IMA and WDO 2.05.06 which requires master planning prior to annexation.

Staff concludes that the applicable provisions of the Woodburn Development Ordinance are met.

## **VII. Woodburn Comprehensive Plan**

One of four employment areas in Woodburn, the Southwest Industrial Reserve (SWIR) and Interchange Management Area (IMA) overlay is identified in the Woodburn Comprehensive Plan as "an excellent site for target industries identified in previous economic planning efforts...*(with)* access to, and visibility from, Interstate 5... the SWIR was established along Interstate 5 and provides the primary location for some targeted industries in Woodburn."

As identified in the Woodburn Comprehensive Plan, as amended when adopting the 2024 BLI and EOA, Goal E-1 states, "Woodburn shall provide and maintain an adequate supply of suitable industrial sites to attract targeted firms consistent with Statewide Planning Goal 9 (Economy of the State), the recommendations of the 2023 Woodburn Economic Opportunities Analysis, and the Woodburn Economic Development Strategy". Staff finds that in order to "allow residents of the City of Woodburn to work in Woodburn and not have to seek employment in other areas... the City should encourage a healthy, diversified, and sustainable job market within the City through fostering growth and recruitment of employers of a range of sizes, industries, and pay scales, and enough available industrial land for industrial growth to accommodate the residential growth expected in the City (Policy E-1.1, Woodburn Comprehensive Plan).

The Urban Reserve Area (URA) was adopted and acknowledged as part of the 2015 Woodburn Comprehensive Plan update via Ordinance No. 2530 in December 2015 and is included as the first priority land for inclusion into the UGB once a demonstrated need for employment opportunities is adopted in compliance with Goal 9. Upon comp plan map amendment to bring in the URA, and in compliance with Woodburn Growth Management Policy G-1.24 and Figure G-1.21, "Consistent with other provisions contained in the Woodburn Comprehensive Plan, all land within the Southwest Industrial Reserve shall be reserved exclusively for industrial uses identified in the EOA and shall not be converted to another commercial or residential plan designation. Specific lot size standards shall be established limiting the size and number of future lots for these properties". Upon future annexation, the URA shall be zoned Southwest Industrial Reserve (SWIR).

Staff concludes that the applicable Woodburn Comprehensive Plan Goals and Policies are met.

### VIII. Marion County Code for Urbanization compliance

The Woodburn Comprehensive Plan is considered a component of Marion County’s Comprehensive Plan, and Oregon Revised Statutes 197.025(1) gives the county responsibility to coordinate all planning activities with the county and consider whether to concur in a city’s amendment. In addition, Goal 14—Urbanization, states:

*Establishment and change of urban growth boundaries shall be a cooperative process among cities, counties and, where applicable, regional governments. An urban growth boundary and amendments to the boundary shall be adopted by all cities within the boundary and by the county or counties within which the boundary is located, consistent with intergovernmental agreements [...].*

FINDINGS: The Marion County Board of Commissioners adopted the last Woodburn Urban Growth Boundary in December 2015 (Ordinance 2530). Marion County and the City of Woodburn also entered into an Urban Growth Coordination Agreement (UGCA) on December 23, 2015. The UGCA establishes procedures for coordinating land use matters of mutual concern, including County concurrence on a city’s urban growth boundary amendment, including plan map amendments affecting properties in the urban growth area.

The City finds, and Marion County concurs, that the Urbanization and Agricultural Lands Goal apply to this legislative amendment. While the established Urban Reserve Area (URA), coordinated between the City and Marion County, maintains a Exclusive Farm Use (EFU) zone until such time as UGB expansion, the Urban Growth Coordination Agreement (UGCA) between the City and Marion County gave “careful consideration shall be given the adverse impact on the integrity of the farmland preservation program when considering the approval of non-farm uses in the midst of areas designated Primary Agriculture” and the City amended and adopted the Southwest Industrial Reserve (SWIR) zone and updated the UGCA to specifically address and meet these goals.

The establishment of the URA was completed in 2015, and the City and County found that Marion County’s Agricultural Land Policies were addressed/met at that time and Goal 3 to discourage development of non-farm uses on high-value farmland to ensure uses do not cause adverse impacts on farm uses continues to be met through the UGCA and the careful consideration of the location and the establishment of the URA. Following public hearings before the Planning Commission and City Council, the City will forward the proposed UGB and Plan Map amendment to Marion County, including any comments received, prior to a hearing before the Marion County Board of Commissioners. The City will continue to work cooperatively with Marion County on the co-adoption of the UGB and Comprehensive Plan Map amendments.

The City further finds, and Marion County concurs, the following County comprehensive plan goals apply and are met:

*Urban Land Use Goals*

Urban Growth Policies

- 2. The provision of urban services and facilities should be in an orderly economic basis according to a phased growth plan.
- 3. Development of the urban area should proceed from its center outward.
- 4. Development should occur in areas of existing services before extending new services.
- 9. Sufficient developable land shall be made available to provide choices in the marketplace.

FINDINGS: The City finds and Marion County concurs that in the 2015 establishment of an Urban Reserve Area (URA), to be designated as SWIR upon annexation, the amendment recognized that the City intended the expansion areas known as the SWIR to be reserved for large lot industrial, creating the specific SWIR zone that limited the size and number of future lots and further addressed development impacts upon adjacent agricultural activities. The Woodburn EOA identifies a deficit of 272.6 acres of industrial employment land and, upon expansion of the UGB to incorporate the URA lands, said land will be zoned SWIR in order to partially address the adopted and identified need for large lot industrial in the Woodburn EOA. The previously identified URA site characteristics include that the site is adjacent to the city limits, and has direct access to urban services and facilities to provide for an orderly fashion. In conclusion, the City finds the proposed UGB amendment is consistent with Marion County’s policies related to Urban Land Use Goals.

*12. An updated intergovernmental agreement between the County and a city that is consistent with the Urban Growth Policies may be required when a city goes through periodic review or updates its comprehensive plan where County concurrence is necessary.*

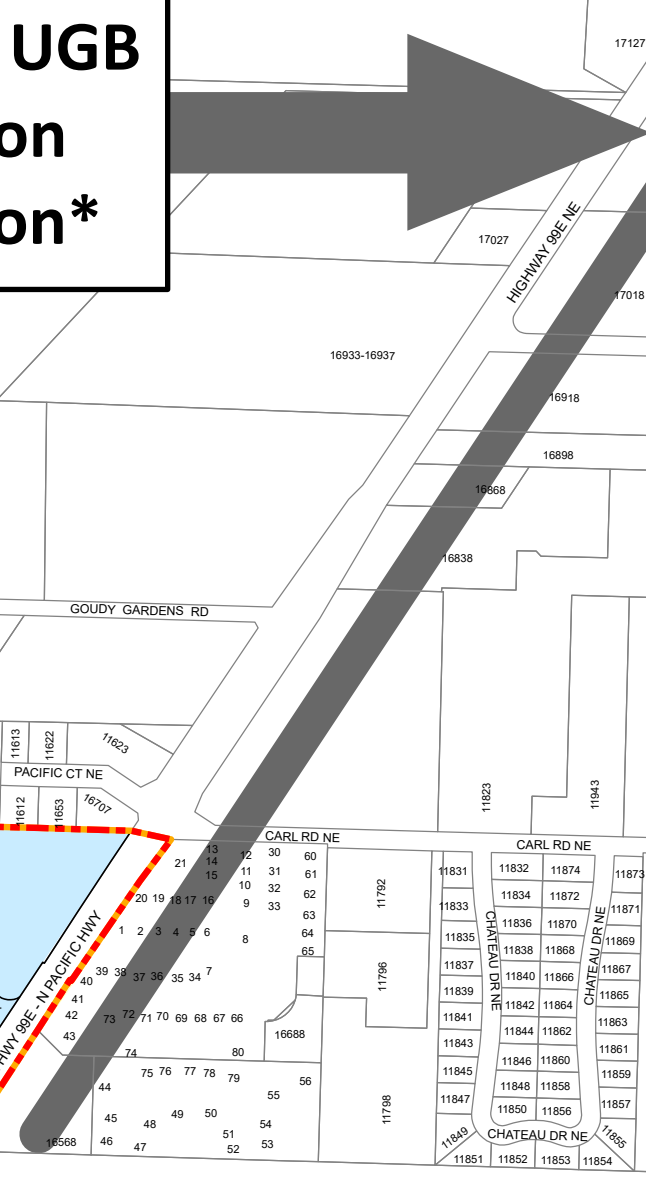
FINDINGS: The City finds, and Marion County concurs, that the existing 2015 Urban Growth Coordination Agreement established the 237- acre Urban Reserve Area. This legislative amendment action is implementing the policies and goals agreed to in the 2015 UGCA and therefore the UGCA is not in need of amendment or updating. At such time that the City initiates the process of a potential UGB amendment to address remaining need identified in the EOA, the City and County may wish to update the UGCA.

City staff concludes that the applicable Marion County Comprehensive Plan Goals and Policies are met.

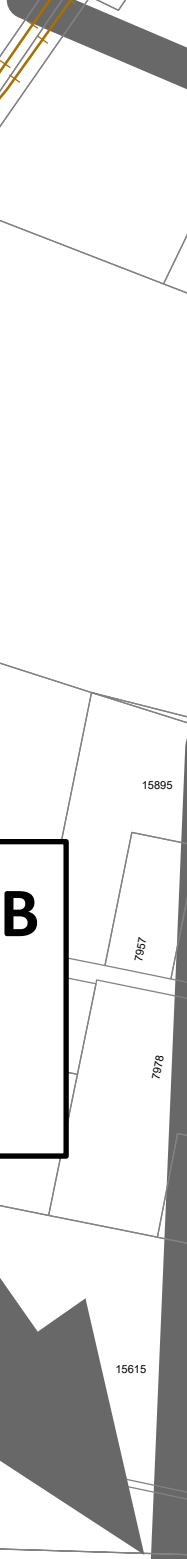
**IX. ATTACHMENTS**

- Attachment 1: Urban Reserve Area (URA) Map
- Attachment 2: Marion County Zoning and Comprehensive Plan Map, including URA and one mile radius in compliance with OAR 660-024-0065(1)(a) and (b)
- Attachment 3: Marion County Soils Map, including URA and one mile radius in compliance with OAR 660-024-0065(1)(a) and (b)
- Attachment 4: Department of State Lands (DSL) Statewide Wetlands Inventory map, showing URA
- Attachment 5: Goal 14 Efficiency Measures

20-Year UGB Expansion Limitation\*



20-Year UGB Expansion Limitation\*



# ATTACHMENT 1

## COMPREHENSIVE LEGEND

- Low Density Residential
- Medium Density Residential
- Commercial
- Industrial
- Open Space and Parks
- Public Use
- Urban Reserve
- Mixed Use Village Overlay (MUVO)
- Nodal Development Overlay (NDO)
- Southwest Industrial Reserve (SWIR)

- ### Interchange Management Overlay (IMA)
- |  |   |   |   |
|--|---|---|---|
| <span style="border: 1px solid red; padding: 2px;">A; C; F; J; L; M</span> | <span style="border: 1px solid orange; padding: 2px;">B; D; G; K</span> | <span style="border: 1px solid blue; padding: 2px;">E</span>  | <span style="border: 1px solid red; padding: 2px;">H</span>   |
| <span style="border: 1px solid red; padding: 2px;">I</span>                | <span style="border: 1px solid blue; padding: 2px;">J</span>            | <span style="border: 1px solid green; padding: 2px;">K</span> | <span style="border: 1px solid black; padding: 2px;">L</span> |
| <span style="border: 1px solid black; padding: 2px;">M</span>              | <span style="border: 1px solid red; padding: 2px;">N</span>             | <span style="border: 1px solid blue; padding: 2px;">O</span>  | <span style="border: 1px solid black; padding: 2px;">P</span> |

\*20-Year UGB Expansion Limited Until January 11, 2036.  
 Acknowledged by The State of Oregon on December 22, 2006. For The Area Inside The City Limits. Adopted by The Woodburn City Council on October 31, 2005 (Ordinance Number 2391). Last Revised: January 26, 2016.  
 \*20-Year UGB Expansion Limited Until January 11, 2036.

**LEGEND**

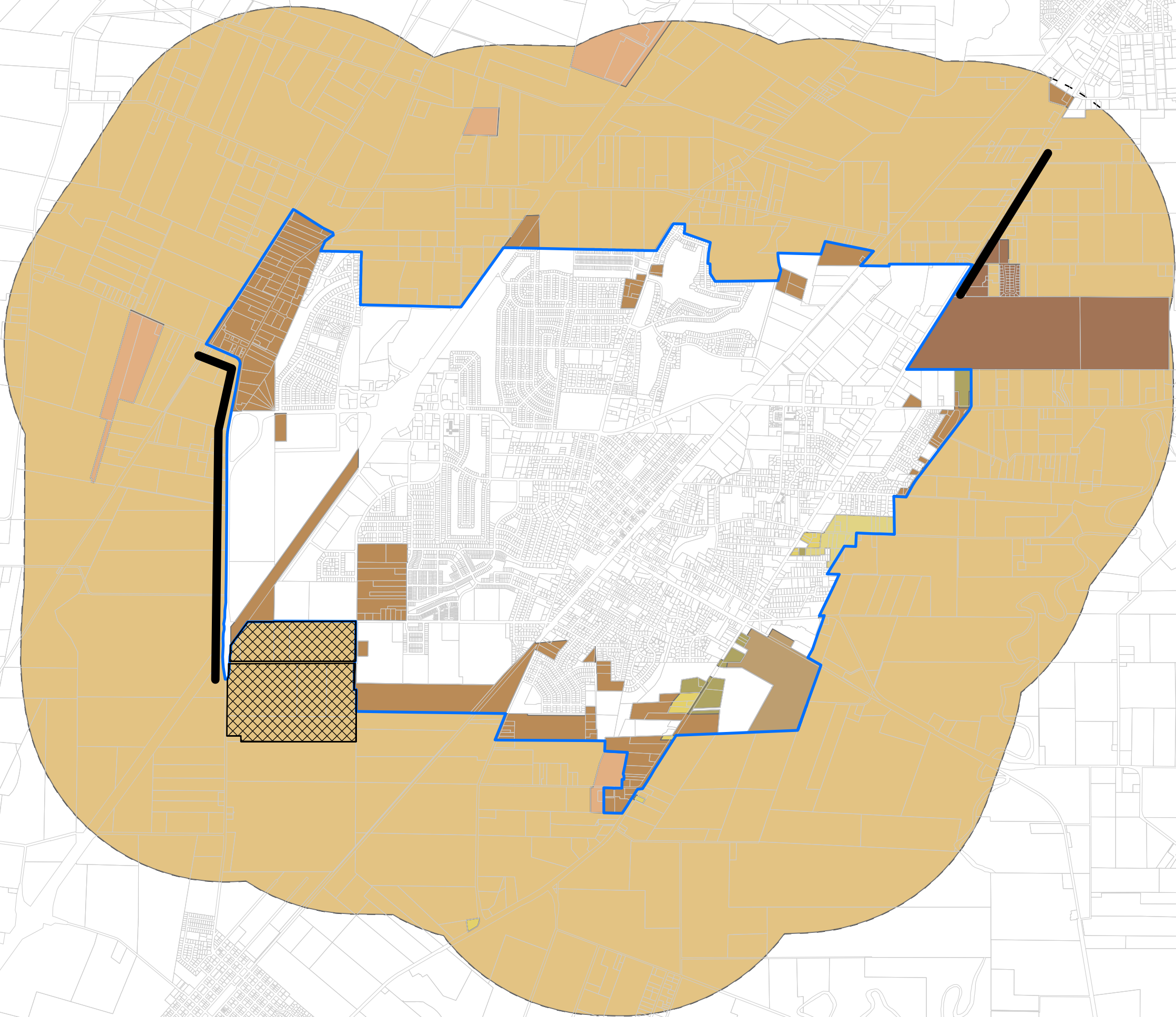
<span style="border: 1px dashed red; padding: 2px;">City Limits</span>	<span style="border-bottom: 1px solid blue; width: 20px; display: inline-block;">Stream</span>
<span style="border: 1px dashed orange; padding: 2px;">Urban Growth Boundary</span>	<span style="border-bottom: 1px solid orange; width: 20px; display: inline-block;">Railroad</span>
<span style="border: 1px solid black; padding: 2px;">Assessor Taxlot</span>	<span style="border-bottom: 1px solid gray; width: 20px; display: inline-block;">City ROW</span>

0 300 600  
Feet

Disclaimer: This map is a graphic representation using the most current information available. The City of Woodburn is not responsible for any inaccurate and/or incomplete data. This map is for informational purposes only.

WOODBURN  
Last updated on 9/30/2024.





## ATTACHMENT 2

**Legend**

**Marion County Zoning**

	Industrial
	Industrial/Commercial
	Multi Residential
	Public
	Single Residential
	Special Agriculture
	Timber Conservation
	Urban Development
	Urban Transition
	Acreage Residential
	Commercial
	Commercial General
	Commercial Office
	EFU
	Farm Timber

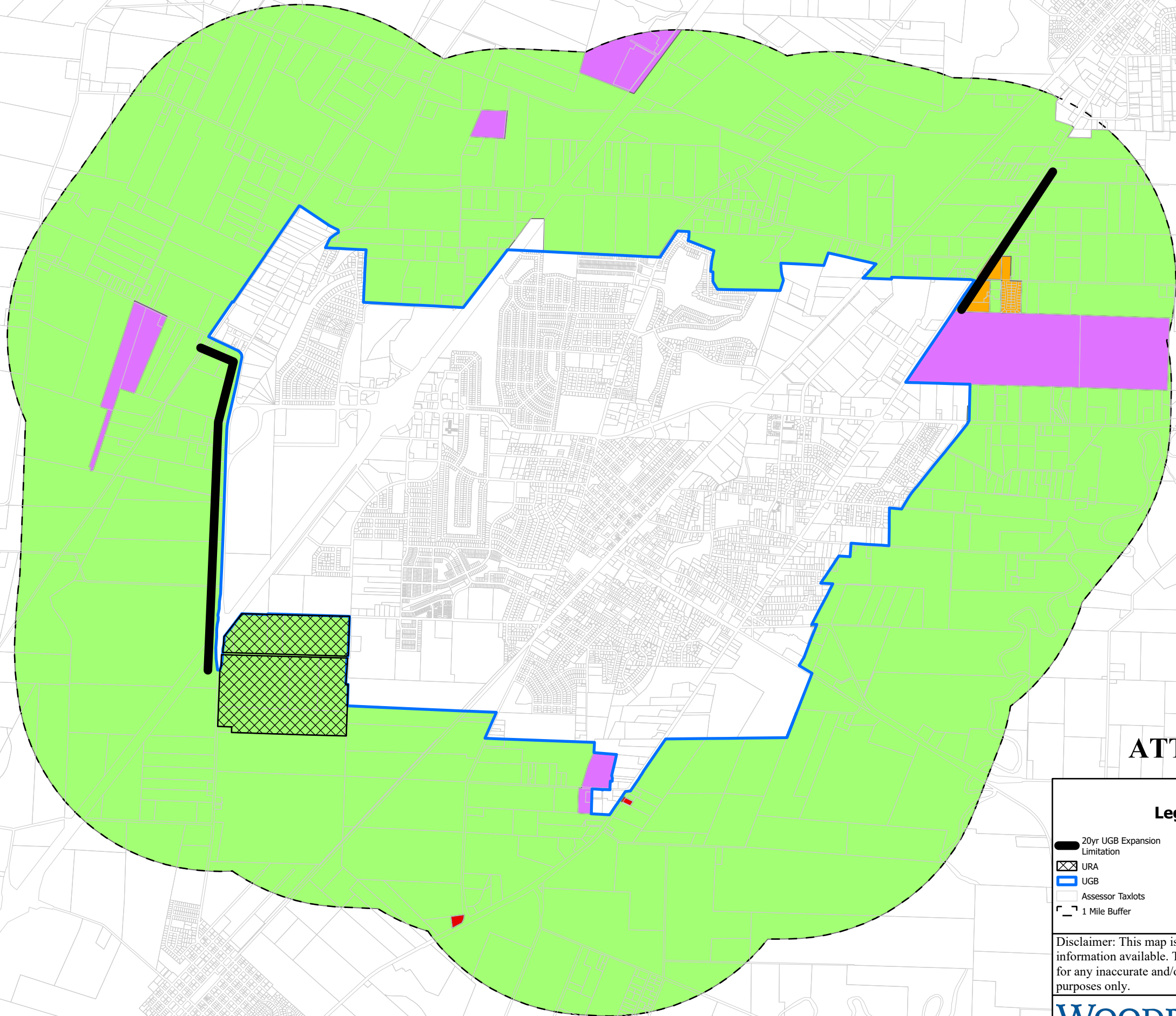
**Legend**

	1 Mile Buffer
	URA
	UGB
	Assessor Taxlots
	20yr UGB Expansion Limitation

Miles  
0 0.25 0.5

Disclaimer: This map is a graphic representation using the most current information available. The City of Woodburn is not responsible for any inaccurate and/or incomplete data. This map is for informational purposes only.





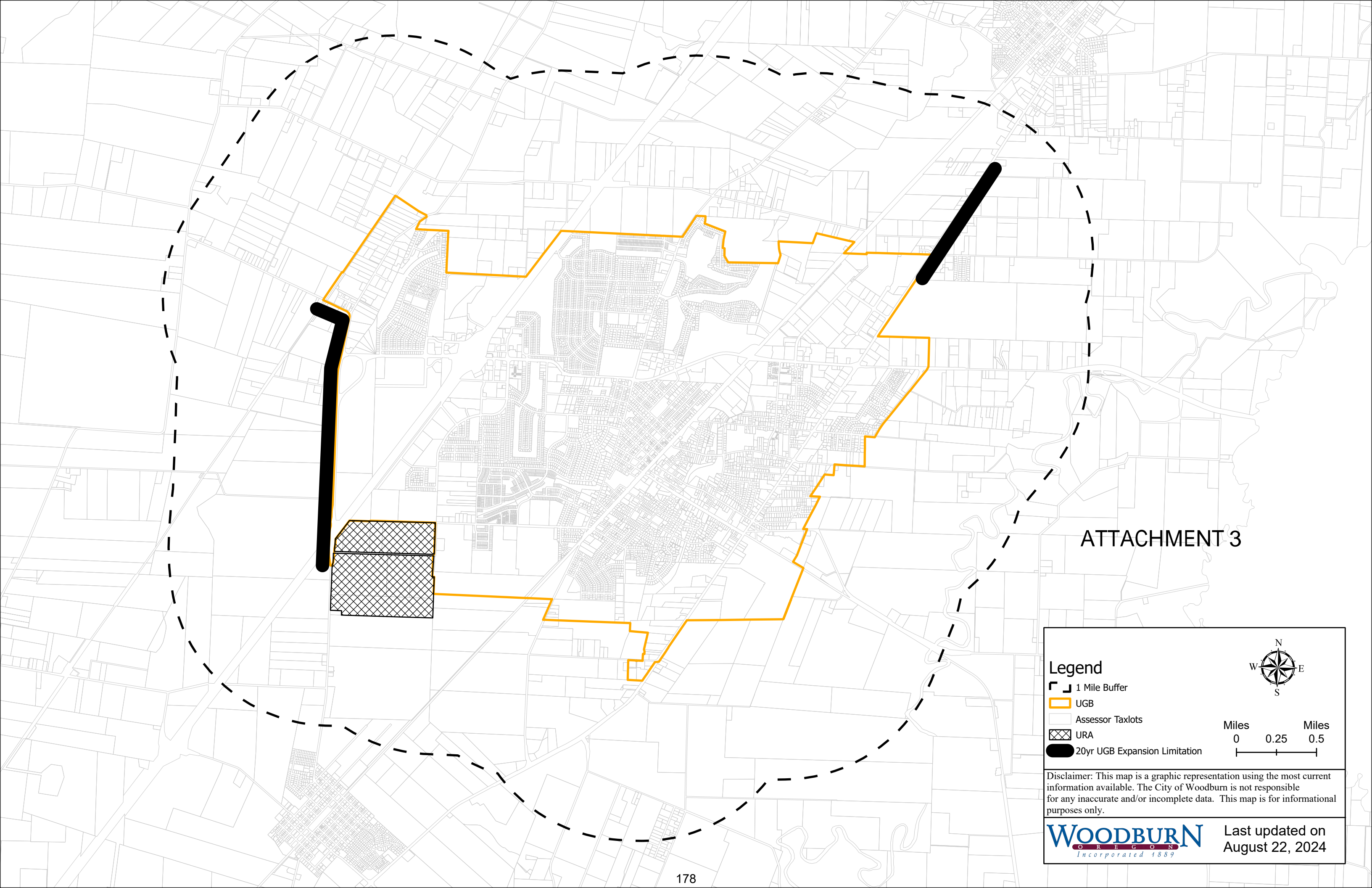
## ATTACHMENT 2

Legend		Marion County Comp Plan	
	20yr UGB Expansion Limitation		Commercial
	URA		Primary Agriculture
	UGB		Public
	Assessor Taxlots		Rural Residential
	1 Mile Buffer	<div style="display: flex; justify-content: space-between;"> <span>Miles</span> <span>Miles</span> </div> <div style="display: flex; justify-content: space-between;"> <span>0</span> <span>0.25</span> <span>0.5</span> </div>	

Disclaimer: This map is a graphic representation using the most current information available. The City of Woodburn is not responsible for any inaccurate and/or incomplete data. This map is for informational purposes only.

**WOODBURN**  
OREGON  
Incorporated 1889

Last updated on  
September 04, 2024



# ATTACHMENT 3

**Legend**

- 1 Mile Buffer
- UGB
- Assessor Taxlots
- URA
- 20yr UGB Expansion Limitation

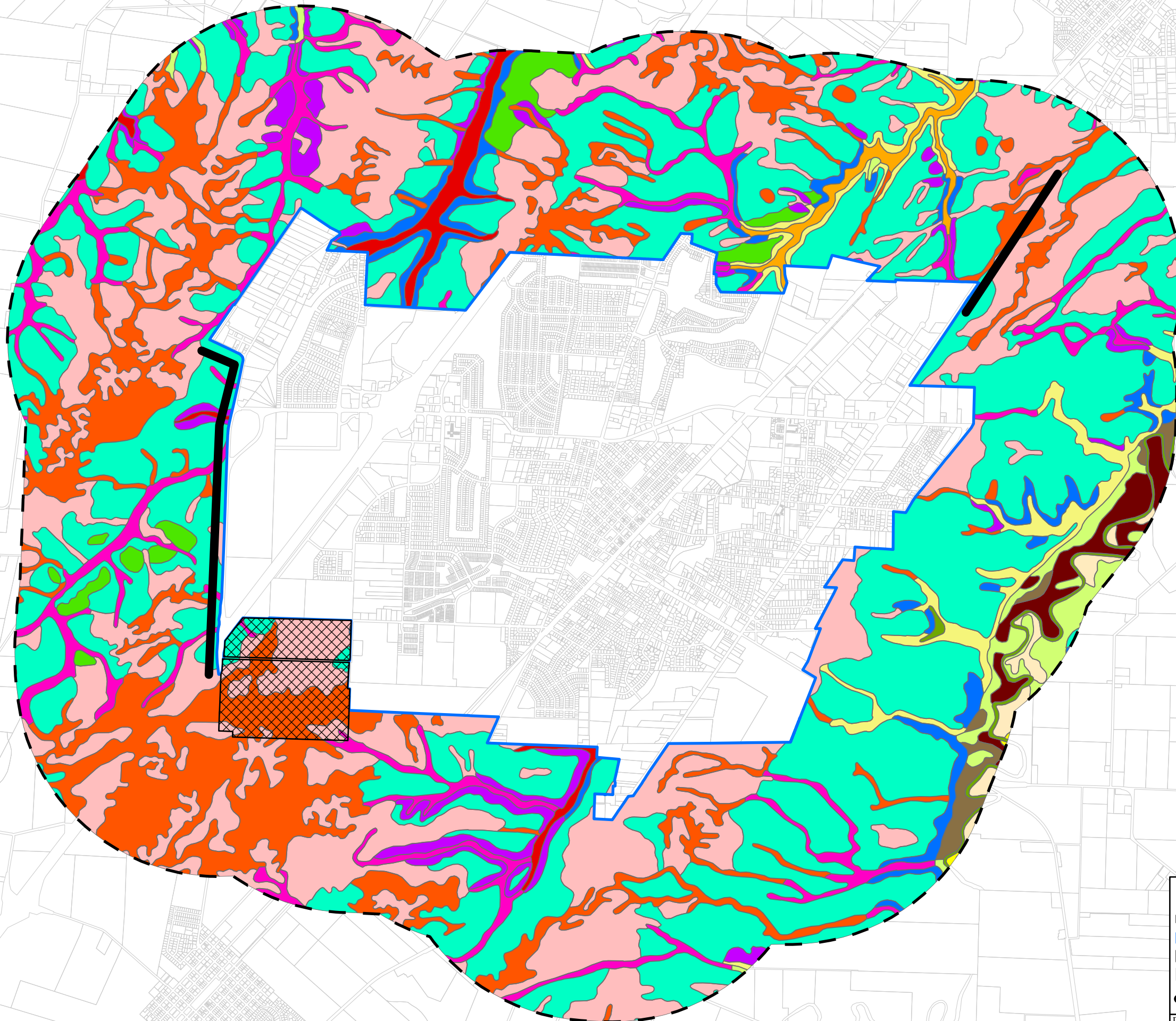
Miles 0 0.25 0.5

Disclaimer: This map is a graphic representation using the most current information available. The City of Woodburn is not responsible for any inaccurate and/or incomplete data. This map is for informational purposes only.

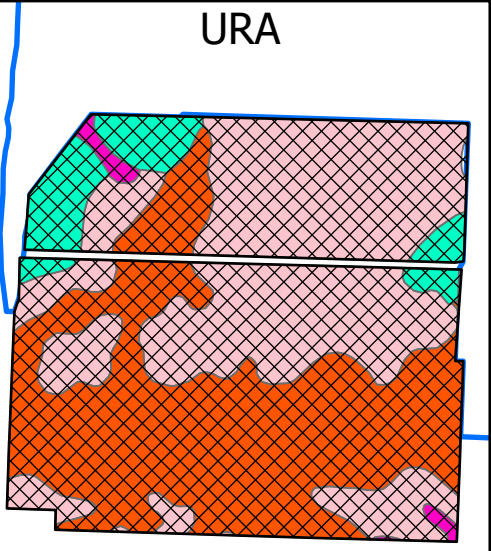
**WOODBURN**  
OREGON  
Incorporated 1889

Last updated on August 22, 2024

# ATTACHMENT 3



- ### Legend
- #### Marion County Soils
- Amity silt loam
  - Bashaw clay
  - Chehalis silty clay loam
  - Cloquato silt loam
  - Concord silt loam
  - Dayton silt loam
  - Labish silty clay loam
  - McBee silty clay loam
  - Newberg fine sandy loam
  - Terrace escarpments
  - Wapato silty clay loam
  - Water
  - Willamette silt loam, 0%-3% slopes
  - Woodburn silt loam, 0%-3% slopes
  - Woodburn silt loam, 12%-20% slopes
  - Woodburn silt loam, 3%-12% slopes



- ### Legend
- URA
  - UGB
- #### URA Soils
- Soil Type, URA Percentage
- Amity silt loam, 47%
  - Concord silt loam, 44%
  - Dayton silt loam, 1%
  - Woodburn silt loam, 0%-3% slopes, 8%

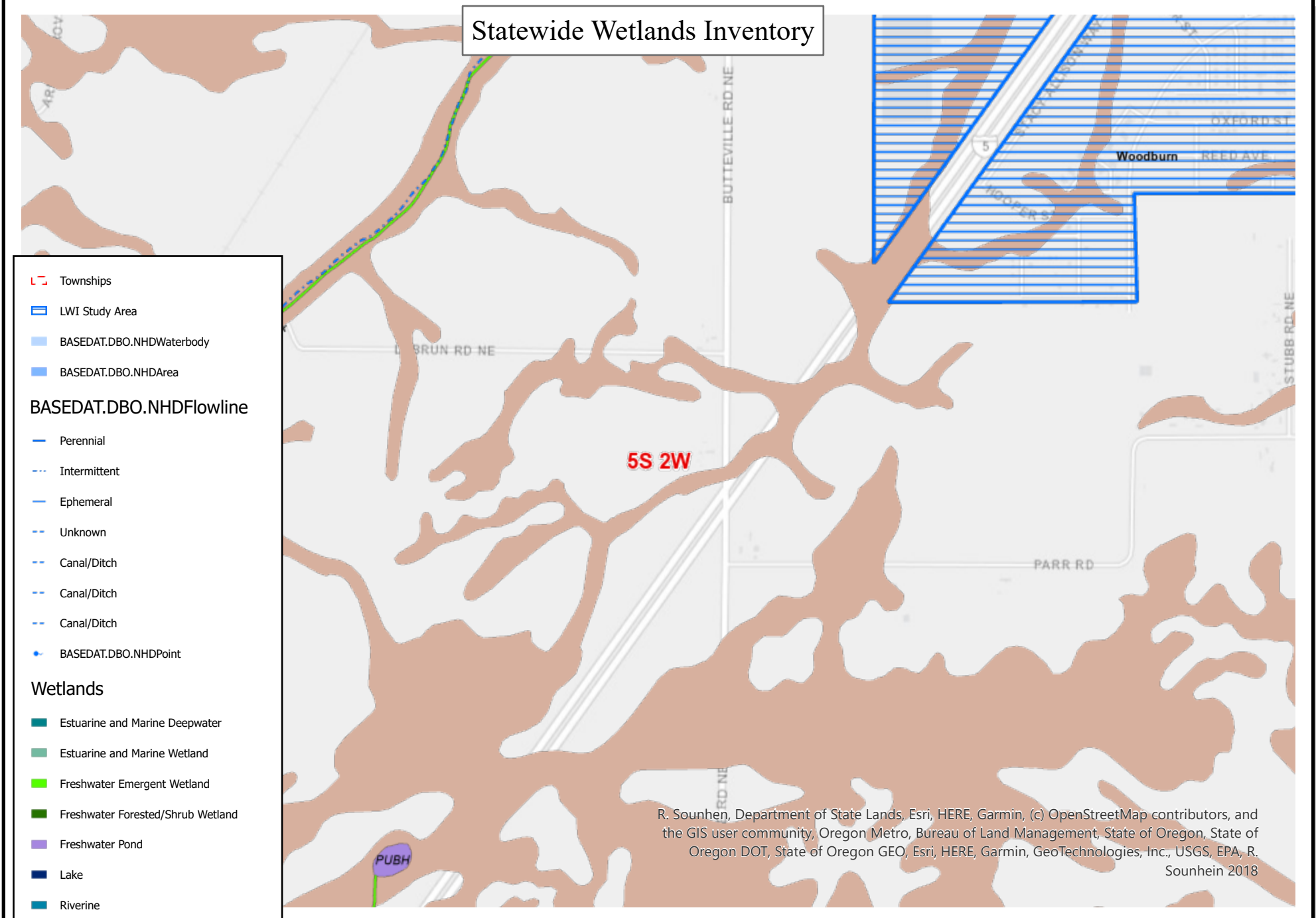
### Legend

- 1 Mile Buffer
- UGB
- URA
- Assessor Taxlots
- 20yr UGB Expansion Limitation

Miles  
0 0.25 0.5

Disclaimer: This map is a graphic representation using the most current information available. The City of Woodburn is not responsible for any inaccurate and/or incomplete data. This map is for informational purposes only.

Statewide Wetlands Inventory



- └─┘ Townships
- LWI Study Area
- BASEDAT.DBO.NHDWaterbody
- BASEDAT.DBO.NHDArea
- BASEDAT.DBO.NHDFlowline**
- Perennial
- Intermittent
- Ephemeral
- Unknown
- Canal/Ditch
- Canal/Ditch
- Canal/Ditch
- BASEDAT.DBO.NHDPoint
- Wetlands**
- Estuarine and Marine Deepwater
- Estuarine and Marine Wetland
- Freshwater Emergent Wetland
- Freshwater Forested/Shrub Wetland
- Freshwater Pond
- Lake
- Riverine
- SWI Agate-Winlo Soils
- SWI Predominantly Hydric Soil Map Units

R. Sounhein, Department of State Lands, Esri, HERE, Garmin, (c) OpenStreetMap contributors, and the GIS user community, Oregon Metro, Bureau of Land Management, State of Oregon, State of Oregon DOT, State of Oregon GEO, Esri, HERE, Garmin, GeoTechnologies, Inc., USGS, EPA, R. Sounhein 2018



Date: 10/2/2024



State of Oregon  
Department of State Lands  
775 Summer Street, NE, Ste 100  
Salem, OR 97301-1279



## EXCERPT FROM November 1, 2023 MEMORANDUM from Johnson Economics, LLC

### Economic Opportunities Analysis Implementation Recommendations

This section discusses a range of strategies and/or action items that the city may consider that are consistent with the findings of the 2023 Economic Opportunities Analysis (EOA). Adoption of the EOA report does not imply commitment to any of these steps although some of these strategies may be incorporated in Comprehensive Plan policies in some form as part of the EOA adoption process.

<b>PROVIDE AN ADEQUATE SUPPLY OF EMPLOYMENT LAND &amp; SITES</b>		
<b>CORE INITIATIVE</b>		<b>City Findings</b>
<b>Actions</b>	<b>Notes</b>	
<b>MEET INDUSTRIAL AND COMMERCIAL LAND NEEDS</b>		
1	Establish and maintain a competitive short-term and long-term supply of employment land, in readily developable sites.	The City should maintain an inventory of available employment land to meet the 20-year economic development needs of the community, including identifying sites of varying sizes that can be readily served with new infrastructure in the short-term. <u>Options:</u> UGB swap or expansion to increase the land supply; rezoning of other land categories to employment categories; public effort to prioritize and serve key employment areas.
		✓ City Council Resolution 2230 and direction to initiate LA-24-01.



2	<p>Prioritize serving key industrial subareas and sites in the TSP and Capital Improvement Plan</p>	<p>Given limited public resources, ensure that all planning efforts reflect the prioritization and sequencing of infrastructure projects to serve key sites and areas.</p>	<p>✓ Updates to the City sewer, water, and storm master plans are currently underway, and an update to the TSP SWIR subarea was initiated in August 2023.</p>
3	<p>Encourage infill, redevelopment and/or adaptive reuse of obsolete or underused properties in current employment zones.</p>	<p>Existing commercial and retail space in the Downtown area and along commercial corridors might be more intensively used, accommodating more job growth in existing employment areas. More intensive development and mixed- use construction often encounter a feasibility gap between costs and end value. Common approaches to bridging this gap include TIF funding, tax credit programs, tax incentives, and public/private partnerships.</p>	<p>✓ City has an existing Urban Renewal Area and Enterprise Zone that include our Downtown areas and commercial corridors and includes URA programs such as façade renewal, business resource programming and assistance, and technical assistance on financial resources to support infill and reuse through our partnerships and Economic Dev. Dept.</p>
4	<p>Inventory properties that might be good opportunity sites for potential public/private catalyst projects.</p>	<p>Public control of a property by the City, TIF agency, or other public agency provides the public with a valuable incentive with which to forge a public/private deal that provides public benefits that a private development might not. Examples include incentivizing the developer to build at greater density, mixed uses, design elements, transit- oriented or other design elements, and other public goods.</p>	<p>✓ The City's Economic and Community Development Depts. maintain inventories of public properties, the City has multiple adopted mixed-use, nodal, and Gateway zones which permit greater densities and mixed uses.</p>



5	Evaluate assisting in wetland mitigation to increase developable land inventory, including creating or partnering in a wetland mitigation bank	Costs of mitigating can be prohibitive for industrial users while on-site mitigation reduces usable site area and can be difficult for a business operator to maintain over time. Mitigation banks allow for off-site mitigation. Credits at existing banks can be difficult or expensive to obtain. A local bank would provide more certainty for mitigation; however, an extensive interagency process is involved.	✓ City staff has engaged with Oregon Councils of Governments (COGs) and Economic Development Districts (EDDs) MWVCOG, in coordination and convening meetings with Jevra Brown.
6	Facilitate clean up and utilization of identified brownfield sites	Work with the appropriate agencies to identify requirements, as well as potential funding sources, to bring environmentally contaminated sites to productive use. Possible incentives include local and state tax abatement programs, and surcharge-based clean up funds.	✓ City staff are listed as a coalition partner in a 2024 EPA Brownfield Assessment Grant with MWVCOG. In addition, the City has a long history of partnerships with Business Oregon and Oregon Dept of Env Quality in assisting private and public cleanup of identified brownfield or USTs (First Street project, AWARE Food Bank Reconstruction, etc.)



POLICY AND CODE STRATEGIES			
7	Continue to improve and streamline development regulations and review processes where possible, to reduce cost and time, and provide predictability.	The community and city work to be development and employer friendly.	✓ Woodburn partners and supports the Woodburn Area Chamber of Commerce which provides a meeting and office space to serve the region. In addition, the City has a full-time Economic Development Dept to respond to business needs and opportunities, including façade renewal, business lending programs, quarterly Industrial Business Roundtable meetings, the North Marion Tourism Alliance, a “Explore North Marion” website and resource <a href="https://nmc-works.com/">https://nmc-works.com/</a> , and quarterly business resource fairs to name a few.
8	Ensure that applicable Comp Plan designations and zoning allow the mix of uses sought in employment areas, and if necessary, limit those uses that don't contribute to goals.	Ensure that the desired zones are in place and permit the uses that are foreseen in the City’s existing and future employment areas. Where current zoning does not match the vision, consider rezoning, or amending zone standards.	✓ The City’s Economic and Community Development Depts. maintain inventories of public properties and the City has multiple adopted mixed-use, nodal, and gateway zones which permit greater densities and mixed uses. However, in order to protect industrial employment lands, the Interchange Management Area (IMA) now prohibits residential uses in the IMA overlay in order to preserve and protect this employment zone/ overlay.





9	Review and update Development Code language to support the desired development types and streetscape initiatives.	A review of code standards can reveal where the adopted standards for elements like building height, setbacks, floor-area-ratio, parking, etc. may be posing difficulties in achieving feasible development in the target industries. Some large-lot commercial businesses and industrial users may benefit from more flexibility in site and building design to allow for creative design solutions and make projects more feasible.	<p>✓ The City’s Economic and Community Development Depts. conducted comprehensive development code audit and updates in 2015 as part of the last EOA adoption and in 2019 for the HNA adoption, both in compliance with state building code and subsequent updates have occurred as part of legislative updates. The City has previously approved exception/variances to heights in industrial areas and our 2023 Transit Facility Plan is adding a new “Route C” electric bus to serve our employment areas.</p> <p>Development within the SWIR zone also allows for transportation demand management (WDO 3.04.05.D) which allows for improved walking, cycling, rolling, and public transit for cost effective parking mgmt. solutions and efficient use of the build environment. WDO 3.07.10 for design guidelines offer space for creative design solutions and are non-prescriptive to offer industrial flexibility.</p>
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TARGET INDUSTRIES AND BUSINESS DEVELOPMENT			
CORE INITIATIVE			
Actions	Notes		
<b>SUPPORT AND EXPAND EMPLOYMENT IN TARGETED INDUSTRIES</b>			
10	Adopt and regularly update target industry profiles.	Industry patterns can change significantly over time, and target industries should be assessed regularly for progress on metrics like job creation and new firms.	<p>✓ The City has a lead Economic Dev Director and supporting staff who have completed TIA reports in 2016 and 2023.</p>



<p>11 Maintain and enhance business outreach and communication.</p>	<p>Coordinate business cluster and employment district networking opportunities. Participate in efforts of major regional economic development partners. Potential actions in support of this strategy include developing and updating marketing materials, attending industry tradeshow, following up on referrals by partner organizations, publicizing the success of local businesses, and highlighting competitive advantages of the area for proposals.</p>	<p>✓ The City has a lead Economic Dev Director and supporting staff who lead the City’s Urban Renewal Agency, quarterly Industrial Business Roundtable meetings, the North Marion Tourism Alliance, and a “Explore North Marion” website and resource <a href="https://nmc-works.com/">https://nmc-works.com/</a> to name a few.</p>
<p>12 Develop a marketing plan to attract businesses within the identified target industry business sectors.</p>	<p>Assemble and distribute materials of specific interest to targeted industries and identify key industry groups.</p>	<p>✓ The City has a lead Economic Dev Director and supporting staff who lead the City’s Urban Renewal Agency, quarterly Industrial Business Roundtable meetings, the North Marion Tourism Alliance, the North Marion Economic a “Explore North Marion” website and resource <a href="https://nmc-works.com/">https://nmc-works.com/</a>, and quarterly business resource fairs to name a few.</p>



13	Support and engage regional and statewide partners.	Regularly meet and coordinate with groups such as the Woodburn Chamber of Commerce, SEDCOR, Portland General Electric (PGE), the Mid-Willamette Valley Council of Governments, Marion County, and Business Oregon. Promote available employment space and land.	✓ Staff and the City Council provide contractual relationship with MWVCOG, SEDCOR, and the Woodburn Area Chamber of Commerce and regularly attend or serve on regional economic development partner boards and committees.
14	Regularly update Oregon Prospector to promote available employment space and land to site selectors.	Business Oregon provides the Oregon Prospector tool which provides open, free data on available employment lands across the state, including both industrial and commercial properties. Ensure that all key sites are listed, and information is accurate and up to date.	✓ The City has a lead Economic Dev Director and supporting staff who work closely with Business Oregon in responding to “project leads” and in maintaining the Oregon Prospector tool.
15	Promote locally available tools: Enterprise Zone; Opportunity Zone; Urban Renewal Grant Programs.	In all site listings and marketing materials, ensure that the benefits of the existing zones are mentioned where applicable.	✓ Woodburn has an adopted Enterprise Zone, Urban Renewal, and a full-time Economic Development Dept to respond to business needs and opportunities.
<b>SUPPORT SMALL BUSINESS DEVELOPMENT</b>			
16	Develop and/or market programs to assist emerging and under- capitalized firms.	Technical assistance, micro loans, storefront improvement programs, master leases, and credit enhancement. Refer businesses to partner agencies providing grants, training, and other programs.	✓ Woodburn has an adopted Enterprise Zone, Urban Renewal, and a full-time Economic Development Dept to respond to business needs and opportunities, including façade renewal, business lending programs, quarterly Industrial Business Roundtable meetings, the North Marion Tourism Alliance, a “Explore North Marion” website and resource <a href="https://nmc-works.com/">https://nmc-works.com/</a> and quarterly business resource fairs to name a few.
17	Evaluate development of incubator space.	A shared work or incubator space, often affiliated with a college, economic development agency, or other agency, to provide space for small but promising companies to work and collaborate in a subsidized environment while they grow.	✓ Woodburn partners and supports the Woodburn Area Chamber of Commerce which provides a meeting and office space to serve the region.

ATTACHMENT 5 to LA-24-01 FINDINGS



18	Evaluate development of shared fabrication space and/or "makers" collective.	Look for opportunities to repurpose existing space to support multi-tenant maker spaces. These provide small spaces for craftsmen and artisans to work and share tools and knowledge, to incubate new businesses. A good fit for a local economy with diverse manufacturing base and workforce.	<p>✓ This information has been shared with the City's Economic Dev Dept for future conversations with the Woodburn Area Chamber of Commerce, Willamette Workforce Partnership, and SEDCOR. The City's community center project has a \$40 million bond for the November 2024 election and can offer a commercial kitchen space and additional meeting and incubator space for Woodburn and the region.</p>
19	Connect small business opportunities with property owners.	The City can serve as a clearinghouse or matchmaker, matching business needs with local property owners. This could include food carts, which can serve as an incubator for future food service tenants.	<p>✓ Woodburn partners and supports the Woodburn Area Chamber of Commerce which provides a meeting and office space to serve the region. In addition, the City has a full-time Economic Development Dept to respond to business needs and opportunities, including façade renewal, business lending programs, quarterly Industrial Business Roundtable meetings, the North Marion Tourism Alliance, a "Explore North Marion" website and resource <a href="https://nmc-works.com/">https://nmc-works.com/</a>, and quarterly business resource fairs to name a few.</p>
<b>WORKFORCE INITIATIVES</b>			
20	Support connections between local industry, K-12, CCC, Pacific U, and state education and training courses.	Help match training programs to employers, potentially coordinating internships, or regular interaction with local businesses. Ensure that these programs address target industries in particular, and stay up to speed on rapidly evolving industry norms and technology.	<p>✓ Woodburn is a member of and meets regularly with our area Economic Development District, SEDCOR, the Willamette Workforce Partnership, Woodburn Area Chamber of Commerce, and the local branch of Chemeketa Community College.</p>

ATTACHMENT 5 to LA-24-01 FINDINGS



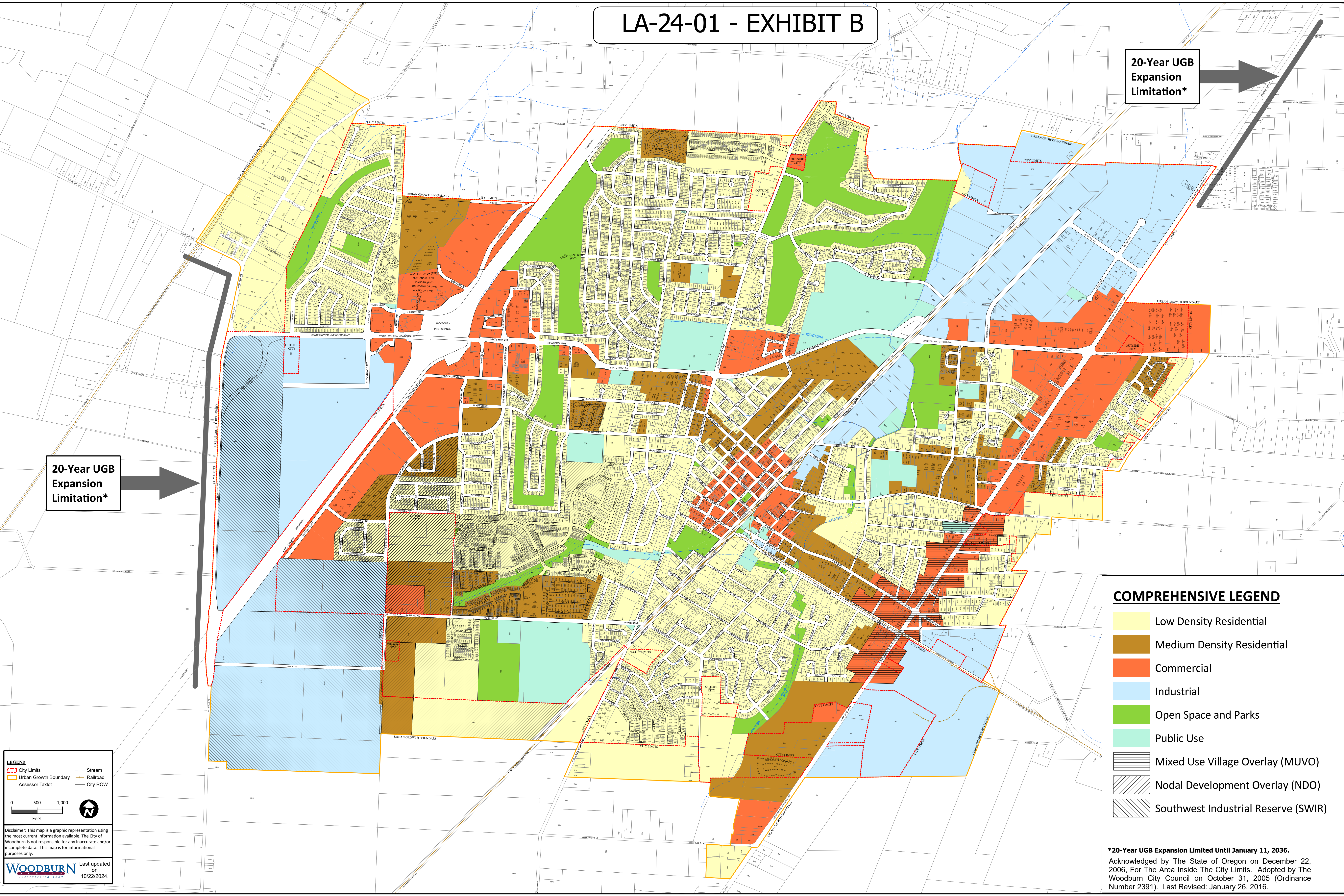
21	Promote workforce training resources.	Increase knowledge of existing resources for job seekers.	<p>✓ Woodburn is a member of and meets regularly with our area Economic Development District, SEDCOR, the Willamette Workforce Partnership, Woodburn Area Chamber of Commerce, and the local branch of Chemeketa Community College. In addition, the City's Economic Development Dept hosts a quarterly Industrial Business Roundtable and periodic business resource fairs in our area.</p>
22	Ensure the housing policies allow for an appropriate mix of housing for the local workforce.	The community should strive to provide the full range of housing types and price points to meet the needs to the full workforce and encourage residents to both live and work in Woodburn.	<p>✓ The City's Economic and Community Development Depts. maintain inventories of public properties and the City has multiple adopted mixed-use, nodal, and gateway zones which permit greater densities and mixed uses. However, in order to protect industrial employment lands, the Interchange Management Area (IMA) now prohibits residential uses in the IMA overlay in order to preserve and protect this employment zone/ overlay.</p>
23	Support local affordable housing developers.	Low-wage positions are a foundational component of any local economy, and most industries rely on this workforce either primarily, or through their supporting firms. Subsidized affordable housing is one key segment of the workforce housing puzzle.	<p>✓ The City partners and support local affordable housing developers, including past and current partnerships in the sale or transfer of opportunity sites for housing projects as they arise.</p>
24	Prioritize childcare as a workforce readiness issue.	Childcare is a commonly identified need for working households if all adults are working, or working unusual hours, etc. This topic is increasingly raised as an important part of attracting and maintaining an available workforce. Home-based childcare businesses are also usually a category of self-employment, which is identified as a target industry.	<p>✓ The City has provided feedback to the Oregon Legislature and Business Oregon related to HB 3005 and recently provided support to a local non-profit childcare provider on a fund application related to HB 3005.</p>

ATTACHMENT 5 to LA-24-01 FINDINGS

# LA-24-01 - EXHIBIT B

20-Year UGB Expansion Limitation\*

20-Year UGB Expansion Limitation\*



## COMPREHENSIVE LEGEND

- Low Density Residential
- Medium Density Residential
- Commercial
- Industrial
- Open Space and Parks
- Public Use
- Mixed Use Village Overlay (MUVO)
- Nodal Development Overlay (NDO)
- Southwest Industrial Reserve (SWIR)

**LEGEND**

- City Limits
- Stream
- Urban Growth Boundary
- Railroad
- Assessor Taxlot
- City ROW

0 500 1,000  
Feet

Disclaimer: This map is a graphic representation using the most current information available. The City of Woodburn is not responsible for any inaccurate and/or incomplete data. This map is for informational purposes only.

**WOODBURN** Last updated on 10/22/2024.

**\*20-Year UGB Expansion Limited Until January 11, 2036.**  
 Acknowledged by The State of Oregon on December 22, 2006, For The Area Inside The City Limits. Adopted by The Woodburn City Council on October 31, 2005 (Ordinance Number 2391). Last Revised: January 26, 2016.



# Agenda Item

October 28, 2024

TO: Honorable Mayor and City Council through City Administrator

FROM: Jim Row, Assistant City Administrator  
McKenzie Granum, City Attorney

SUBJECT: **WaveDision VII, LLC Cable Television Franchise**

**RECOMMENDATION:**

Enact the Ordinance granting a franchise to WaveDivision VII, LLC. ("WaveDivision"), allowing them to construct, operate, maintain, and provide wireline cable television services within the City of Woodburn.

**BACKGROUND:**

In March 2013, the City granted WaveDivision Communications a 10-year non-exclusive Telecommunications Franchise. For the duration of the existing franchise, WaveDivision has complied with all franchise provisions and is in good standing with the City. While that franchise expired in March 2023, WaveDivision has continued to provide cable television service to its customers in Woodbburn under terms outlined in that franchise.

Over the past few months, the City and WaveDivision have been engaged in negotiations for a successor franchise. The franchise agreement that is presented for the City Council's consideration is nearly identical to the franchise that was granted to Comcast in March 2021.

**DISCUSSION:**

The Franchise Agreement will grant WaveDivision the right to use the public ROW to provide wireline cable television services. The initial agreement will be for a term of five (5) years and is not exclusive, meaning the City reserves the right to grant a similar franchise to another cable television provider pursuant to the requirements of state and federal law.

Some of the specific details and highlights of the new franchise include:

---

Agenda Item Review: City Administrator  City Attorney  Finance

- Term: The franchise will be valid for a five (5)-year term following the effective date (November 1, 2024), with an option for the parties to mutually agree on a renewal of the franchise after affording the public adequate notice and opportunity to comment.
- Franchise Fee: 5% of "gross revenues" as defined in the agreement (the maximum percentage allowed by federal law and the same percentage currently imposed under other competitive franchises). Compensation is due from WaveDivision to the City on a quarterly basis.
- Construction-Related Provisions: WaveDivision will be responsible for obtaining all necessary permits and providing the City with a construction schedule for all work within the ROW. Additionally, WaveDivision agrees to work with other providers/franchisees so as to reduce as far as possible the number of street cuts and disruptions to the public. WaveDivision is also fully responsible for the repair and restoration of streets, public ways, and grounds that may be disturbed or otherwise damaged through build-out and construction.
- Future Annexations. As areas are annexed into the City, WaveDivision will provide cable television services to all residences within the newly annexed area, with services being provided contemporaneously with other utility services or no more than sixty (60) days from first occupancy.
- Undergrounding: WaveDivision must install its cable system underground where existing wireline cable service utilities are placed underground. Additionally, WaveDivision agrees that it will, at no cost to the City, temporarily or permanently remove, relocate, change or alter the position of any utility facility within the ROW, including relocation of aerial facilities underground where all wireline cable providers are being asked to relocate underground.
- WaveDivision Identification: All WaveDivision personnel, contractors and subcontractors contacting Subscribers or potential Subscribers outside the office will wear a clearly visible identification card bearing their name and photograph. Every service vehicle of WaveDivision and its contractors or subcontractors will be clearly identified as such to the public. Specifically, WaveDivision vehicles will have Grantee's logo plainly visible. The vehicles of those contractors and subcontractors working for WaveDivision will have the contractor's / subcontractor's name plus markings (such as a magnetic door sign) indicating they are under contract to WaveDivision.



- Customer Service: WaveDivision will maintain a store within 20 miles of the city limits, staffed 40-hours per week (at least 8 on weekends or evenings), for purposes of accepting payments (including cash payments), exchanging or accepting returned equipment, and responding to service inquiries. WaveDivision will also maintain a toll-free number to receive subscriber calls/inquiries, including a 24/7 line to receive reports of service interruptions.
- Rates & Service Changes: All of WaveDivision's rates and charges will be published (in the form of a publicly available rate card) and will be nondiscriminatory as to all Persons and organizations of similar classes, under similar circumstances and conditions. WaveDivision agrees that it will provide reasonable notice to Subscribers and the City of any pricing changes or additional changes (excluding sales discounts, new products or offers) and, subject to the forgoing, any changes in Cable Services, including Channel line-ups. Such notice must be given to Subscribers a minimum of thirty (30) days in advance of such changes.
- PEG Access Channels: While the City is no longer operating a PEG Channel (public, educational, or governmental access channel), if the City decided to reactivate a PEG channel, then under certain advance notification/triggering procedures, WaveDivision would make that channel(s) available to all subscribers and additionally pay PEG support fees in the amount of one dollar (\$1.00) per subscriber per month.
- Insurance & Bonding: The legal protections extended by WaveDivision through a performance bond, liability insurance, and indemnification provisions have been reviewed by the city attorney's office and been found to adequately protect the City's interests arising from the operations of WaveDivision.

**FINANCIAL IMPACT:**

WaveDivision will pay 5% of gross revenues derived from this franchise to the City on a quarterly basis. Franchise fee revenues are an important source of support to general fund programs.

**COUNCIL BILL NO. 3265**

**ORDINANCE NO. 2634**

**AN ORDINANCE GRANTING A CABLE TELEVISION FRANCHISE TO WAVEDIVISION VII, LLC; AND DECLARING AN EMERGENCY**

**WHEREAS**, the City of Woodburn ("City") has a statutory and Constitutional authority to manage its rights-of-way and to receive compensation for private use of the rights-of-way consistent with applicable state and federal law;

**WHEREAS**, the City received a request from WaveDivision VII, LLC, a Washington Limited Liability Company, to place facilities within the rights-of-way to provide wireline cable television services within the corporate boundaries of the City of Woodburn; and

**WHEREAS**, the City and WaveDivision VII, LLC, have been negotiating in good faith toward an agreement and the parties have agreed to a new non-exclusive, 5-year franchise agreement; **NOW, THEREFORE**,

**THE CITY OF WOODBURN ORDAINS AS FOLLOWS:**

**Section 1. Grant of Franchise.** The City hereby grants to WaveDivision VII, LLC, a non-exclusive franchise on the terms and conditions set forth in the attached Exhibit A, incorporated herein by reference, for a period of five years from the effective date of this ordinance, to provide wireline cable television service within the City of Woodburn, and authorizes the City Administrator to sign said agreement.

**Section 2. Emergency Clause.** This ordinance being necessary for the immediate preservation of the public peace, health, and safety since it is in both parties' interest to have the franchise effective on November 1, 2024, an emergency is declared to exist and this ordinance shall take effect as of November 1, 2024.

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

**EXHIBIT A**

**CABLE TELEVISION FRANCHISE AGREEMENT**

**Between**

**THE CITY OF WOODBURN**

**And**

**WAVEDIVISION VII, LLC**

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## 1. PURPOSE AND INTENT

- A. The City of Woodburn, Oregon (hereafter Grantor) is authorized to and by this Franchise Agreement, does grant to WaveDivision VII, LLC, a Washington limited liability company (hereafter Grantee) a non-exclusive five (5) year franchise, revocable as provided herein, to construct, operate and maintain a Cable System in the City for the sole and exclusive purpose of providing wireline Cable Services within the City, and as otherwise permitted by applicable law.
- B. The purpose of this Franchise Agreement is to create a binding, enforceable contract between Grantor and Grantee.
- C. Should any change to state and federal law after the Effective Date have the lawful effect of materially altering the terms and conditions of this Franchise to the detriment of one or both parties, then the parties will modify this Franchise to ensure that the Franchise remains consistent with Applicable Law.

## 2. DEFINITIONS

For the purposes of this Franchise Agreement and all attachments included hereto, the following words, terms, phrases, and their derivations will have the meanings given herein. When not inconsistent with the context, words used in the present tense include the future tense, words in the plural number include the singular number, and words in the singular number include the plural number. The word “shall” is always mandatory and not merely directory. Words used in this Franchise which are not defined hereunder but defined in the Cable Communications Policy Act of 1984, as amended by the Cable Consumer Protection and Competition Act of 1992 and the Telecommunications Act of 1996 (“Cable Act”) will have the meaning specified in the Cable Act definition.

- A. “Access” or “Community Access” or “Public, Educational and Government (PEG) Access” means the availability for use of the Cable System by various agencies, institutions, organizations, groups and individuals in the community, including the Grantor and its designees, of designated Channels on the Cable System to acquire, create, and distribute non-commercial programming.
- B. “Access Channel” or “Public, Educational or Government Access (PEG) Channel” means any channel or portion of a channel utilized for non-commercial programming, where any member of the general public or any organization may be a Programmer, without charge by the Grantee, on a non-discriminatory basis.
- C. “Public Access Channel” or “Public Access” means any Access channel or portion of an Access channel where any member of the general public or any non-commercial organization may be an Access Programmer on a non-discriminatory basis, subject to operating rules formulated by the Grantor or its designee. Such rules will not be designed to control the content of public access programming.
- D. “Educational Access Channel” means any Access channel or portion of an Access channel available for educational programming by individuals or institutions, where educational institutions are the primary or designated Programmers or user having editorial control over their Programming.
- E. “Government Access Channel” means any Access channel or portion of an Access channel available for programming by government agencies, where governmental institution are the

- primary or designated Programmers or users having editorial control over their Programming.
- F. “PEG Access” means Public Access Channels, Educational Access Channels and Government Access Channels collectively.
- G. “Access Center” means a facility or facilities where Public, Educational, or Government use Signals are managed and delivered Upstream to the Grantee for Downstream transmission to Subscribers or to other Access Centers via a dedicated connection.
- H. “Access Channel” means any Channel, or portion thereof, designated for Access purposes or otherwise made available to facilitate or transmit Access programming or service.
- I. “Affiliate” when used in relation to any person, means another person who owns or controls, is owned or controlled by, or is under common ownership or control with, such person.
- J. “Basic Cable Service” means any service of tier that includes the retransmission of local television broadcast signals as well as the PEG Channels required by this Franchise and is made available to all Cable Services Subscribers.
- K. “Broadcast Signal” means a television or radio signal that is transmitted over-the-air to a wide geographic audience and is received by the cable communications system off-the-air, whether by microwave link, by satellite receiver, or by other means.
- L. “Cable Act” means collectively the federal Cable Communications Policy Act of 1984, the Cable Television Consumer Protection and Competition Act of 1992, and the Telecommunications Act of 1996, as amended.
- M. “Cable Operator”, “Wireline Cable Service Provider” means any Person or group of Persons, including Grantee, who provide Cable Service over a Cable System and directly or through one or more Affiliates own a significant interest in such Cable System or who otherwise control or are responsible for, through any arrangement, the management and operations of such a Cable System.
- N. “Cable Service” will have the meaning provided under Federal law and regulations.
- O. “Cable System” or “Cable Communications System” or “System” will have the meaning specified in the definition of “Cable System” in the Cable Act. In every case of its use in this Franchise, unless otherwise specified, the term will refer to the cable system constructed and/or operated by the Grantee in the City under this Franchise.
- P. “Calendar Year” means the period of time from January 1 to December 31.
- Q. “Capacity” means the maximum ability to carry Signals or other information within the specified format.
- R. “Capital Cost” means the expenditure of funds for PEG capital resources whose useful life can be expected to exceed a period of one (1) year or longer.
- S. “Channel” will have the meaning specified in the definition of “Channel” in Section 602 of the Cable Act (47 U.S.C. 522 (4)).



- T. “City” means the City of Woodburn a municipal corporation, or its duly appointed and/or authorized representative, and all the territory within its boundaries, as such may change from time to time.
- U. “Demarcation” means up to and including the device where the DAP Signal is converted into a format to be transmitted over a connection to the Grantee.
- V. “Designated Access Provider (“DAP”) means the entity or entities designated by the Grantor to manage or co-manage PEG Access Channels and Access Centers. The Grantor may be a Designated Access Provider.
- W. “Downstream” means the transport of Signals from the Headend to Subscribers or to Interconnection points service by the Cable System.
- X. “Emergency” means a circumstance in which immediate work to repair damaged or malfunctioning facilities is necessary to restore lost service or prevent immediate harm to persons or property.
- Y. “FCC” means the Federal Communications Commission.
- Z. “Fiscal Year” means the period from July 1 to June 30.
- AA. “Franchise” or “Franchise Agreement” means the authorization granted by this document for the construction or operation of a cable system for the sole purpose of delivering cable services.
- BB. “Franchise Area” means the present legal boundaries of the City as of the Effective Date, and will also include any additions thereto, by annexation or other legal means.
- CC. “Grantee” means WaveDivision VII, LLC, a Washington limited liability company, EIN/TIN 45-0495565, and its lawful successors, transferees, or assignees thereof.
- DD. “Grantor” means the City, a municipal corporation in the State of Oregon and/or its authorized representative or agents.
- EE. “Gross Revenues” means and will be construed broadly to include all amounts in whatever form and from all sources derived directly or indirectly by Grantee and/or an Affiliate from the operation of Grantee’s Cable System to provide Cable Service within the Franchise Area. Gross revenues include, by way of illustration and not limitation:
- I. Fees for Cable Services, regardless of whether such Cable Services are provided to residential or commercial subscribers, including revenues derived from the provision of all Cable Services (including but not limited to pay or premium Cable Services, digital Cable Services, pay-per-view, pay-per-event, audio channels and video-on-demand Cable Services);
  - II. Installation, disconnection, reconnection, downgrade, upgrade, maintenance, repair, or similar charges associated with Subscriber Cable Service within the Franchise Area;
  - III. Fees paid to Grantee for channels designated for commercial/leased access use, which will be allocated on a pro rata basis using total Cable Service Subscribers;
  - IV. Converter, remote control, and other Cable Service equipment rentals, leases, or sales;
  - V. Payments for pre-paid Cable Services and/or equipment;

- VI. Advertising Revenues as defined herein;
- VII. Fees including, but not limited to:
  - a. late fees, convenience fees, administrative fees and similar multiservice fees, which will be allocated on a pro rata basis using Cable Services revenue as a percentage of total Grantee revenues within the Franchise Area;
  - b. Franchise fees;
  - c. The FCC User Fee
- VIII. Revenue from programing guides; and
- IX. Commissions from home shopping channels and other Cable Service revenue sharing arrangements which will be allocated on a pro rata basis using total Cable Service Subscribers within the Franchise area.

“Gross Revenues” will not be net of: 1) any operating expense; (2) any accrual, including without limitation, any accrual for commissions to Affiliates; or (3) any other expenditure, regardless of whether such expense, accrual, or expenditure reflects a cash payment. "Gross Revenues", however, will not be double counted. Revenues of both Grantee and an Affiliate that represent a transfer of funds between the Grantee and the Affiliate, and that would otherwise constitute Gross Revenues of both the Grantee and the Affiliate, will be counted only once for purposes of determining Gross Revenues. Similarly, operating expenses of the Grantee which are payable from Grantee's revenue to an Affiliate and which may otherwise constitute revenue of the Affiliate, will not constitute additional Gross Revenues for the purpose of this Franchise. "Gross Revenues" will include amounts earned by Affiliates only to the extent that Grantee could, in concept, have earned such types of revenue in connection with the operation of Grantee's Cable System to provide Cable Services and recorded such types of revenue in its books and Records directly, but for the existence of Affiliates. "Gross Revenues" will not include sales taxes imposed by law on Subscribers that the Grantee is obligated to collect. With the exception of recovered bad debt, "Gross Revenues" will not include bad debt.

“Advertising Revenues” will mean amounts derived from sales of advertising that are made available to Grantee’s Cable System Subscribers and will be allocated on a pro rata basis using total Cable Service Subscribers reached by the advertising. Whenever Grantee acts as the principal in advertising arrangements involving representation firms and/or advertising interconnects and/or other multichannel video providers, Advertising Revenues subject to Franchise fees will include the total amount from advertising that is sold, and not be reduced by any operating expenses (e.g., “revenue offsets” and “contra expenses” and “administrative expenses” or similar expenses), or by fees, commissions, or other amounts paid to or retained by National Cable Communications or Effectv or similarly affiliated advertising representations firms to Grantee or their successors involved with sales of advertising on the Cable System within the Franchise Area.

“Gross Revenues” will **not** include:

- I. Actual Cable Services bad debt write-offs, except any portion which is subsequently collected which will be allocated on a pro rata basis using Cable Services revenue as a percentage of total Grantee revenues within the Franchise Area;
- II. Any taxes and/or fees on services furnished by Grantee imposed on Subscribers by any municipality, state or other governmental unit, provided that the Franchise Fee will not be regarded as such a tax or fee;
- III. Launch fees and marketing co-op fees;

- IV. Unaffiliated third-party advertising sales agency fees or commissions which are reflected as a deduction from revenues, except when Grantee acts as a principal as specified in paragraph (A) immediately above;
- V. Refunds, rebates or discounts made to Subscribers;
- VI. Sales of capital assets or sales of surplus equipment; and,
- VII. Revenue from non - Cable Services and/or any service or product that has not been determined by federal law or regulation to be a Cable Service.

To the extent revenues are derived by Grantee for the provision of a discounted bundle of services which includes Cable Services and non-Cable Services, Grantee will calculate revenues to be included in Gross Revenues using a methodology that allocates revenue on a pro rata basis when comparing the bundled service price and its components to the sum of the published rate card prices for such components. Except as required by specific federal, state or local law, it is expressly understood that equipment may be subject to inclusion in the bundled price at full rate card value. This calculation will be applied to every bundled service package containing Cable Service from which Grantee derives revenues in the Franchise Area. The Grantor reserves its right to review and to challenge Grantee's calculations.

Example: Cable Service represents 50% of the total rate card for services to be offered in a bundle, then Cable Service is to be valued and reported as being no less than 50% of the price of the bundled service total.

The parties acknowledge that Grantee maintains its books and records in accordance with Generally Accepted Accounting Principles (GAAP). Grantee further agrees that it will not utilize GAAP to unlawfully, or in contravention of this agreement, avoid payment of franchise fees. At all times, Grantor reserves its right to challenge Grantee's calculation of Gross Revenues, including Grantee's interpretation of GAAP and Grantee's interpretation of FASB, EITF and SEC directives. Grantee agrees to explain and document the source of any change it deems required by FASB, EITF and SEC concurrently with any Franchise required document at the time of submittal, identifying each revised Section or line item.

- FF. "Headend" means Grantee's facility for Signal reception and dissemination on the Cable System, including cables, antennas, wires, satellite dishes, monitors, switches, modulators, processors, equipment for Interconnection of the Cable System with adjacent Cable Systems or other separate communications networks, and all other related equipment and facilities.
- GG. "Interconnect" or "Interconnection" means the linking of the Cable System with another cable system, communications systems, or the linking of locations connect to portions of the Cable System outside the Franchise Area and those portions of the Cable System inside the Franchise Area, including technical, engineering, physical, financial and other necessary components to accomplish, complete, and adequately maintain such linking, in a manner that permits the transmission and receiving of electronic or optical signals between the systems or locations. Such linking does not necessarily include the provision of end-user equipment for generating or receiving signals.
- HH. "Leased Channel" means any channel or portion of a channel available for programming by persons or entities other than Grantee for a fee or charge.
- II. "Non-Cable Services" means the transmission(s) of Telecommunications or information including, but not limited to, voice, video or data, without regard to the transmission protocol employed, whether or not the transmission facilities are owned by the provider itself, and includes all forms of

telephone services and voice, video, data or information transport, but does not include (1) Cable Service; (2) open video system service, as defined in 47 C.F.R. 76 (3) private communication systems services provided without using the public right-of-way; (4) over-the-air radio or television broadcasting to the public at-large from facilities licensed by the FCC (5) direct-to-home satellite service with the meaning of Section 602 of the Communications Act and (6) public communications systems.

- JJ. “Origination Point” means a location other than the Access Center, where PEG use programing is delivered to the Grantee for Upstream transmission.
- KK. “Person” means any corporation, partnership, proprietorship, individual, organization, association, or other entity authorized to do business in the State of Oregon, or any natural person.
- LL. “Programmer” means any person or entity who or which produces or otherwise provides program material or information for transmission by video, audio, digital or other storage methods or media, to Subscribers, by means of the Cable System.
- MM. “Programming” means the process of causing television programs or other patterns of signals in video, voice or data formats to be transmitted on the Cable System, and includes all programs or patterns of signals transmitted or capable of being transmitted, on the Cable System.
- NN. “Record” means written or graphic materials, however produced, or reproduced, or any other tangible permanent record, without limitation, all letters, correspondence, memoranda, minutes, notes, summaries or accounts of telephone conversations, magnetic and laser disk files, opinions or reports of consultants or expert, invoices, billings, statement of accounts, studies, appraisal, analyses, contracts, agreement, charts, graphs, and photographs, to the extent related to the enforcement or administration of this Agreement.
- OO. “Resident” means any natural person residing within the Franchise Area.
- PP. “Residential Service” means Cable Services delivered on the Cable System to residential subscribers.
- QQ. “Residential Subscriber” means any Resident who is lawfully receiving for any purpose or reason, any Cable Service provided by Grantee.
- RR. “Right of Way”, “Rights of Way”, “ROW”, or “Public Right of Way” means and includes, but is not limited to, the space in, upon, above, along, across, over or under the public streets, roads, highways, lanes, courts, ways, alleys, boulevards, bridges, trails, paths, sidewalks, bicycle lanes, public utility easements and all other public ways or areas, including the subsurface under and air space over these areas, but does not include parks, parkland, or other city property not generally open to the public for travel. This definition applies only to the extent of the City’s right, title, interest and authority to grant a license to occupy and use such areas for utility facilities.
- SS. “School” means any public or accredited private primary or secondary schools and all similarly situated private and parochial educational institutions that have received the appropriate accreditation from the State of Oregon and, where required, from other authorized accrediting agencies.

- TT. “Section” means any section, subsection or provision of this Franchise Agreement.
- UU. “Signal” means any electrical or light impulses carried on the Cable System whether one-way or bi-directional.
- VV. “Streets and Public Ways” means the surface of and the space above and below any public street, road, sidewalk, alley, or other public way of any type whatsoever, now or hereafter existing as such within the Franchise Area, and any easements, rights of way or other similar means of access to the extent Grantor has the right to allow Grantee to use them, and except the airwaves above a right-of-way with regard to cellular or other non-wire communications or broadcast services.
- WW. “Subscriber” means any person who is lawfully receiving, for any purpose or reason, any Cable Service provided by Grantee by means of or in connection with the Cable System whether or not a fee is paid for such services.
- XX. “Tap” or “Tapping” means observing a two-way communication signal exchange where the observer is neither of the communicating parties, whether the exchange is observed by visual or electronic means, for any purpose whatsoever.
- YY. “Telecommunications” means the transmission, between or among points specified by the user, of information of the user’s choosing, without change in the form or content of the information as sent and received (as provided in 47 U.S.C. Section 153(43)).
- ZZ. “Telecommunications Services” means the offering of Telecommunications for a fee directly to the public, or to such classes of users as to be effectively available directly to the public, regardless of the facilities used (as provided in 47 U.S.C. Section 153(46)).
- AAA. “Year” means a full twelve-month calendar year, unless designated otherwise, such as a “fiscal year.”

### **3. GRANT OF FRANCHISE**

#### **3.1 Grant**

- A. Grantor hereby grants to the Grantee a non-exclusive and revocable franchise Effective on November 1, 2024, revocable as provided herein, to construct, operate and maintain a Cable System for the provision of Cable service within the Franchise area. This Franchise constitutes the authority, right, privilege and obligation to provide Cable Services over the facilities of the Cable Communications System as required and conditioned by the provisions of this Franchise Agreement.
- B. This Franchise is subject to the laws of the United States and the State of Oregon, to the general codes and police powers of the City enacted pursuant thereto affecting matters of general City concern and not merely existing contractual rights of Grantee, whether now existing or hereinafter enacted. The Grantor will make a good faith effort to notify the Grantee of any City proceedings which would substantially affect the Grantee’s operations and will upon request supply the Grantee with copies of any City laws or regulations affecting Grantee’s operations. Notwithstanding Grantor’s general exercise of police power described in Section 3.7 below, in cases of conflict between this Agreement and any ordinance or resolution that directly affects or changes the

material terms outlined under section 3.5(B) of Grantee under this Agreement, this Franchise Agreement will govern. Nothing herein will be interpreted to prevent Grantor or Grantee from challenging the lawfulness of enforceability of any provision of applicable law.

- C. Grantee promises and guarantees as a condition of exercising the privileges granted by this Agreement, that any Affiliate or joint venture partner of the Grantee directly involved in the offering of Cable Service in the Franchise Area, or directly involved in the management or operation of the Cable System in the Franchise Area, will also comply with the terms and conditions of this Agreement and any Federal, State or City law, rule, or regulation.
- D. No rights will pass from Grantor to Grantee by implication. Without limiting the forgoing, by way of example and not limitation, the Franchise will not include or be a substitute for:
  - I. Any other permit or authorizations required for the privilege of transaction and carrying on a business within the City that may be required under generally applicable ordinances and laws of the Grantor;
  - II. Any permit, agreement of authorization required under generally applicable ordinances and laws of the Grantor in connection with operations on or in the Right of Way or property, including by way example and not limitation, street cut permits; or
  - III. Any permits or agreement for occupying any other property of the Grantor or private entities to which access is not specifically granted by this Franchise including, without limitation, permits and agreement for placing devices on or in poles or wires, conduits, other structures or railroad easements, whether owned by the Grantor or a private entity. This provision should not be interpreted to restrict Grantee's general franchise rights under 47 U.S.C. Section 541(a).
  - IV. Grantor agrees to use best efforts in its working relationship with Grantee in the permitting processes associated with Grantee's permit requests.

### **3.2 Use of Public Streets and Rights of Way**

For the purpose of constructing, operating and maintaining a Cable System for the provision of Cable Service in the Franchise Area, the Grantee may erect, install, audit, construct, repair, replace, reconstruct, and retain in, on, over, under, upon, across, and along the Streets and Public Ways within the Franchise Area such wires, cables, conductors, ducts, conduits, vaults, manholes, amplifiers, appliances, pedestals, attachments, and other property and equipment as are necessary, convenient and appurtenant to the operation of the Cable System. Prior to construction or alteration within City Streets and Public Ways, the Grantee will in each case request all required permits, pay applicable fees, and receive approval as necessary before proceeding. Nothing in this Section will relieve the Grantee of the obligations of Section 4.6 regarding the trimming of trees and other vegetation.

### **3.3 Duration and Effective Date of Franchise/Franchise Review**

Except as otherwise provided herein for revocation, the term of this Franchise and all rights, privileges, obligations, and restrictions pertaining thereto will be five (5) years from the Effective Date of this Agreement, at which time the Franchise will expire and be of no force and effect. The effective date of the Franchise is specified in 3.1.A, ("Effective Date") unless the Grantee fails to file the Franchise acceptance in accordance with Section 3.7 herein, in which event this Franchise will be null and void.

- A. Renewal
  - I. The Grantor and Grantee agree that any proceedings undertaken by the Grantor that relate to the renewal of Grantee's Agreement will be governed by and comply with the provisions of

the Cable Act (47 USC § 546), unless the procedures and substantive protections set forth therein will be deemed to be preempted and superseded by the provisions of any subsequent provision of federal or state law.

- II. In addition to the procedures set forth in the Cable Act, the Grantor agrees to notify Grantee of the completion of its assessments regarding the identification of future cable-related community needs and interests, as well as the past performance of Grantee under the then current Franchise term. Notwithstanding anything to the contrary set forth herein, Grantee and Grantor agree that at any time during the term of the then current Agreement, while affording the public adequate notice and opportunity for comment, the Grantor and Grantee may agree to undertake and finalize negotiations regarding renewal of the then current Agreement and the Grantor may grant a renewal thereof. Grantee and Grantor consider the terms set forth in this Section to be consistent with the express provisions of the Cable Act.

### **3.4 Franchise Not Exclusive**

The franchise granted herein is not exclusive. This Franchise will not be construed as any limitation upon the right of the Grantor, through its proper officers, to grant to other persons or corporations, rights, privileges or authority the same as, similar to or different from the rights, privileges or authority herein set forth, in the same or other Streets and Public Ways by franchise, permit, or otherwise subject to the provisions of Section 3.5 herein.

### **3.5 Grant of Other Franchises**

- A. The Grantor reserves the right to grant additional Franchises or similar authorizations to provide video programming services via Cable Systems or similar wireline systems located in the Public Rights of Way. Grantor intends to treat wireline cable service competitors in a nondiscriminatory manner in keeping with federal law. If the Grantor grants such an additional Franchise or authorization to use the Public Rights of Way to provide such services and Grantee believes the Grantor has done so on terms materially more favorable than the obligations under this Agreement, then the provisions of this Section 3.5 will apply.
- B. As part of this Agreement, the Grantor and Grantee have mutually agreed that the following material Franchise terms may be used to compare Grantee's Franchise to a wireline cable service provider competitor: a 5% (five percent) Franchise fee, PEG funding, PEG Access Channels, and customer service obligations (hereinafter "Material Obligations"). Grantor and Grantee agree that these Material Obligations bear no relationship to the technology employed by the Grantee or a wireline cable service provider competitor and as such can reasonably be expected to be applied fairly across all wireline cable service competitors.
- C. Within one (1) year of the adoption of a wireline cable service competitor's Franchise or similar authorization, Grantee must notify the Grantor in writing of the Material Obligations in this Agreement that exceed the Material Obligations of the wireline cable service competitor's Franchise or similar authorization. The Grantor will have one hundred twenty (120) days to agree to allow Grantee to adopt the same Material Obligations provided to the wireline cable service competitor, or dispute that the Material Obligations are different. In the event the Grantor disputes the Material Obligations are different, Grantee may bring an action in a competent court of law for a determination as to whether the Material Obligations are different and as to what Franchise amendments would be necessary to remedy the disparity. Alternatively, Grantee may notify the Grantor that it elects to immediately commence the renewal process under 47 USC§ 546 and to

have the remaining term of this Franchise shortened to not more than thirty (30) months.

- D. Nothing in this Section 3.5 is intended to alter the rights or obligations of either party under applicable federal or state law, and it will only apply to the extent permitted under applicable law and FCC orders. In no event will the Grantor be required to refund or to offset against future amounts due the value of benefits already received.
- E. This provision does not apply if the Grantor is ordered or required to issue a Franchise on different terms and conditions, or it is legally unable to do so; and the relief is contingent on the new Wireline Cable Service Provider actually commencing provision of service in the market to its first customer. Should the new Wireline Cable Service Provider fail to continuously provide service for a period of six (6) months, the Grantor has the right to implement this Agreement with its original terms upon ninety (90) days' notice to Grantee.
- F. This Section does not apply to open video systems, nor does it apply to common carrier systems exempted from Franchise requirements pursuant to 47 U.S.C. Section 571; or to Systems that serve less than 5% (five percent) of the geographic area of the Grantor; or to Systems that only provide video services via the public Internet.

### **3.6 Franchise Transfer**

Subject to Section 617 of the Cable Act (47 U.S.C. Section 537), no transfer of the Franchise or change in control of Grantee will occur without the prior written consent of Grantor, provided that such consent will not be unreasonably withheld.

No such consent will be required, however, for a transfer in trust, by mortgage, by other hypothecation, by assignment of any rights, title, interest of Grantee in the Franchise or Cable System in order to secure indebtedness, and no such consent will be required for a change in control or transfer of an ownership interest or other interest in Grantee to the parent of Grantee or transfer of an interest in the Franchise to the parent of Grantee, or any action which is the result of a merger of the parent of Grantee or any action which is the result of a merger of another Affiliate of Grantee. Grantee will provide written notice to Grantor of any transaction as described in this paragraph within sixty (60) days of such transaction.

If the Grantee wishes to transfer this Franchise, the Grantee and Grantor will proceed pursuant to Section 617 of the Cable Act and related rule makings of the FCC. Grantee will give Grantor written notice of the proposed transfer and will request consent of the transfer by the Grantor. Grantee will furnish all information required by law and/or reasonably requested by Grantor, at no cost to Grantor, with respect to the consideration of the transfer. For the purpose of determining whether it will consent to such transfer, Grantor may inquire into the legal, financial and technical qualifications of the prospective transferee to perform the obligations of the Grantee under this Franchise. The Grantee will assist Grantor in any such inquiry.

In cases where the Grantor finds it inappropriate to give unconditional consent to the proposed transfer, the Grantor may condition its consent upon terms and conditions related to the legal, financial, and technical qualifications of the proposed transferee and to the resolution of outstanding and unresolved issues of Grantee's noncompliance with material terms and conditions of this Franchise. Grantee reserves the right to challenge Grantor's conditional consent as outside the scope of its authority under this Franchise or federal law. Any transfer of ownership affected without the written consent of the Grantor will render this Franchise subject to revocation, provided that any such consent will not be unreasonably withheld. The Grantor will have one hundred twenty (120) days to act upon any request for approval of



a transfer that contains or is accompanied by such information as is required in accordance with FCC regulations and by the Grantor. If the Grantor fails to render a final decision on the request within one hundred twenty (120) days, the request will be deemed granted unless the Grantee and the Grantor agree to an extension of time.

The Grantee, upon any transfer as heretofore described, will within sixty (60) days thereafter file with the Grantor a copy of the deed, agreement, mortgage, lease, or other written instrument evidencing such sale, lease, mortgage, assignment or transfer, certified and sworn to as correct by the Grantee.

Every such transfer as heretofore described will be deemed void and of no effect unless Grantee will, within sixty (60) days after the same will have been made, file such certified copy as is required.

### **3.7 Relation to Other Provisions of Law**

This Agreement and all rights and privileges granted under it are subject to, and the Grantee must exercise all rights in accordance with, applicable law as amended over the Franchise Term. The Agreement is a contract, subject to the Grantor's exercise of its police and other regulatory powers and such applicable law. This Agreement does not confer rights or immunities upon the Grantee other than as expressly provided herein. In cases of conflict between this Agreement and any ordinance of general application enacted pursuant to the Grantor's police power, the ordinance will govern. Grantee reserves all rights it may have to challenge the lawfulness of any Grantor ordinance, whether arising in contract or at law. The Grantor reserves all of its rights and defenses to such challenges, whether arising out of contract or at law. The Franchise issued, and the fees paid hereunder, are not in lieu of any other required permit, authorization, fee, charge, or tax, unless expressly stated herein.

### **3.8 Franchise Acceptance**

The Grantee, within forty-five (45) days after the tender by the Grantor to Grantee of the Franchise Agreement adopted by the Grantor, will file with the City a written acceptance executed by the Grantee, in the form attached hereto as Exhibit A. In the event Grantee fails to file the acceptance as required herein, then this Franchise will be null and void.

### **3.9 Effect of Acceptance**

By accepting the Franchise, the Grantee;

- A. Acknowledges and accepts the Grantor's legal right to issue and enforce this agreement,
- B. Agrees that it will not oppose the Grantor's intervening or other participation in any proceeding affecting the Cable System,
- C. Accepts and agrees to comply with each and every provision of this agreement,
- D. Agrees that the Franchise was granted pursuant to processes and procedures consistent with applicable law, and
- E. Agrees to not raise any claim to the contrary.

## **4. CONSTRUCTION AND SERVICE REQUIREMENTS**

### **4.1 General**

The Grantee will maintain on its cable system a minimum capacity of one hundred and twenty (120) activated channels, defined under the Cable Act as those channels engineered at the headend of the Cable System for the provision of services generally available to residential subscribers of the cable services, regardless of whether such services actually are provided. In all its construction and service provision activities, Grantee will meet or exceed the construction, extension and service requirements set forth in

this agreement.

## **4.2 Construction**

In all its construction and service provision activities, Grantee will meet or exceed the construction, extension and service requirements set forth in this Franchise Agreement.

Prior to beginning any construction other than routine installations or repairs for individual subscribers, Grantee will provide Grantor with a construction schedule for work in the Streets. All construction will be performed in compliance with this Agreement and all applicable Grantor ordinances, codes, resolutions, rules and regulations heretofore or hereafter adopted or established during the entire term of the Franchise. When obtaining a permit, Grantee will inquire in writing about other construction currently in progress, planned or proposed, in order to investigate thoroughly all opportunities for joint trenching or boring. Whenever it is possible and reasonably practicable to joint trench or share bores or cuts. Grantee will work with other providers, grantees, permittees, and franchisees so as to reduce as far as possible the number of street cuts and disruption to the public.

- A. Open Trench. The Grantor agrees that in the event that Grantor is conducting a city project, Grantor may inform Grantee of, and discuss, any open trench opportunities associated with Grantor's project to the extent consistent with applicable law, and provide reasonable access to the open trench. Notwithstanding the foregoing, Grantee will not be required to utilize any open trench nor will failure of Grantor to contact Grantee under this section be considered a violation of this Agreement.

## **4.3 Right of Inspection of Construction**

Grantor will have the right to inspect all construction or installation work performed within the Franchise Area and to make such tests as it finds necessary to ensure compliance with construction or installation standards of this Franchise Agreement, other applicable City codes and ordinances, and other pertinent provisions of law. Grantee will fully cooperate in facilitating such inspections or tests and will be subject to any fees or charges applicable under ordinance or other laws or regulations.

## **4.4 Provision of Service**

- A. It is the Grantor's general policy that all residences in the Franchise Area should have equivalent availability of Cable Service from Grantee's Cable System under non-discriminatory rates and reasonable terms and conditions. Grantee will not arbitrarily refuse to provide Cable Services to any Person within the Franchise Area subject to Section (B) below.
- B. Except as otherwise provided in Section 4.4 (F) Grantee will provide Cable Service to every residential dwelling unit within the Franchise Area where the average density is equal to or greater than ten (10) dwelling units per linear strand quarter cable mile as measured from Grantee's nearest cable line:
  - I. With no line extension charge; and
  - II. At a non-discriminatory installation charge for a standard installation, consisting of a one hundred twenty-five (125) foot drop connecting from the nearest point on Grantee's Cable System to an outside wall for residential Subscribers with additional charges for non-standard installations computed on a time plus material basis to be calculated on that portion of the installation that exceeds the standard one hundred twenty-five (125) foot drop.
  - III. In all new subdivisions or other areas where undergrounding is required, cable plant and drops will be placed underground; in other areas, new or replacement cable plant and drops will be

placed underground whenever feasible.

Grantee will offer Cable Service to potential Subscribers that do not meet the density requirement set forth in Section 4.4(B) under the following circumstances, through agreement between the Grantee and the person requesting service for payment of line extension construction costs:

- I. Grantee will offer Cable Service at its normal, published installation charge for the initial one hundred twenty-five (125) feet of extension.
  - II. The Subscriber will pay the actual cost of the extension for the distance over one hundred twenty-five (125) feet.
- C. Notwithstanding Section 4.4(A), Grantee may establish different and non-discriminatory rates and charges and classes of services for Commercial Subscribers, as well as different and non-discriminatory monthly rates for classes of Commercial Subscribers. For the purposes of this Section 4.4.C, "Commercial Subscribers" means any other Subscriber other than Residential Subscribers in single family or multifamily dwellings.
- D. As areas are annexed into the City, Grantee will offer Cable Service to dwelling units within the annexed area on the same terms as provided for in Section 4.4.C, unless otherwise authorized by the City.
- E. In new subdivisions, Cable Service will be offered under the terms of 4.4.A through 4.4.C above either (i) contemporaneously with other utility services; or (ii) no more than sixty (60) days from first occupancy, whichever is first.
- F. Notwithstanding any other provision in this Franchise, Grantee will not be required to extend its Cable Service to any area of the City that already receives Cable Service from a provider that is not commonly owned to any degree with Grantee, unless the density meets or exceeds 60 dwelling units per linear cable quarter mile (1,320 feet) from Grantee's nearest cable plant.

#### **4.5 Erection of Poles**

Grantee may not erect, for any reason, any pole on or along any street or public way in an existing aerial utility system unless approved by the Grantor. The Grantee will make all reasonable efforts to lease pole space from the existing pole owners for all aerial constructions, under mutually acceptable terms and conditions, and will comply with all applicable ordinances, resolutions, rules and regulations of the Grantor, heretofore or hereafter adopted or established during the entire term of the Franchise.

#### **4.6 Trimming of Trees or other Vegetation**

In the conduct of its business, it may be necessary for Grantee to trim trees or other vegetation in order to provide space for its facilities. Tree or vegetation trimming will be done only in accordance with the codes and other rules and regulations of Grantor, of general applicability and heretofore or hereafter adopted or established during the entire term of the Franchise, and if the tree or vegetation is located on private property, with the permission of the owner of the property on which the tree or vegetation stands. Nothing contained in this Franchise Agreement will be deemed to empower or authorize Grantee to cut, trim or otherwise disturb any trees or other vegetation, whether ornamental or otherwise.

#### **4.7 Repair and Restoration of Streets, Public Ways and Grounds**

Whenever the Grantee disturbs the surface or otherwise damages any Street, alley, public roadway, hard surface pavement, other public ground, or ground, it will repair and restore the same to at least the prior condition or the legally required standard. In the case of a hard surface opening, Grantee will promptly

refill the opening and restore the pavement to at least its original condition or the legally required standard. Grantor will notify Grantee if any opening made by Grantee requires further restoration and, after an eight-hour period for Grantee to affect the repairs, Grantor may refill and/or pave. All costs thereof, including but not limited to, inspection, supervision, and administration will be paid by Grantee. All excavations made by the Grantee will be properly safeguarded for the prevention of accidents. Any work required will be done in compliance with the rules, regulations and ordinances of the Grantor heretofore or hereafter adopted. Unless otherwise provided for in a written legal agreement with a private property owner, Grantee will repair and restore any private property it disturbs in the same manner required by the Franchise with respect to public property.

The requirement under this Section for the Grantor to notify the Grantee and to allow a minimum time period for repairs is effective except in the case of emergency, as determined under this Agreement.

#### **4.8 Construction Codes**

The Grantee will strictly adhere to all applicable building, zoning or other laws, codes, regulations and rules of Grantor in effect at the time of Grantee's work. The Grantee will arrange its lines, cables and other appurtenances, on both public and private property, in such a manner as to cause no unreasonable interference, as determined by the Grantor, with the use of said public or private property by any person. In the event of such interference, Grantor may require the removal of Grantee's lines, cables and appurtenances from the property in question at the sole expense of the Grantee.

#### **4.9 Reservations of Street Rights**

Nothing in this Franchise Agreement will be construed to prevent any public work of the Grantor, including without limitation constructing sanitary or stormwater sewers, grading, paving, repairing and/or altering any Streets and Public Ways, or laying down, repairing or removing water mains or maintaining, repairing, constructing or establishing any other public property. If any property of the Grantee will interfere with the construction or repair of any street or public improvement, whether it be construction, repair or removal of a sanitary or stormwater sewer or water main, the improvement of a street or any other public improvement, then upon reasonable written notice from the Grantor, all such property including poles, wires, conduits or other appliances and facilities will be removed, replaced or relocated in a timely manner as will be directed by the Grantor, so that the same will not interfere with the said public work of the Grantor, and such removal, replacement or relocation will be at the sole expense of the Grantee. In the event of failure, neglect or refusal of the Grantee to relocate its facilities or to repair, restore, or reconstruct such street, the Grantor may do such work or cause it to be done, provided that Grantor first notifies and provides Grantee fifteen (15) days to cure. Notwithstanding, if a public emergency exists, at the sole determination of the Grantor, Grantor may effect immediate repairs. All costs incurred by Grantor, including but not limited to the cost of inspection, supervision and administration, will be paid by the Grantee.

#### **4.10 Street Vacation and Abandonment**

In the event any street, alley, public highway or portion thereof used by the Grantee will be vacated by the Grantor, or the use thereof discontinued by the Grantee, during the term of this Franchise, the Grantee may abandon its above ground Cable System facilities if Grantor grants Grantee the right to do so in writing. Grantee will have the right to abandon its underground Cable System facilities. If the above ground Cable System facilities removal is required by Grantor, at the time of removal thereof the Grantee will, at no cost to Grantor, restore, repair or reconstruct the street area where such removal has occurred, and place the street area where such removal has occurred in such condition as may be reasonably required by Grantor and/or the new controlling jurisdiction. In the event of failure, neglect or refusal of the Grantee to remove its facilities or to repair, restore, or reconstruct such street, the Grantor may do such work or

cause it to be done, provided that Grantor first notifies and provides Grantee fifteen (15) days to cure unless additional time is granted in writing by the Grantor. All costs incurred by Grantor, including but not limited to the cost of inspection, supervision and administration, will be paid by the Grantee.

#### **4.11 Movement and Location of Facilities**

- A. Movement and location of Grantee's facilities will follow all lawful applicable Grantor regulations, heretofore or hereafter amended, unless otherwise provided within this Franchise.
- B. Unless otherwise agreed to in writing by the Grantor, Grantee will, at no cost to the Grantor, temporarily or permanently remove, relocate, change or alter the position of any utility facility within the ROW, including relocation of aerial facilities underground where all wireline cable providers are required to relocate underground, when requested to do so in writing by the Grantor.

Grantor will bear no responsibility nor be liable for any costs, associated with Grantee's movement or alternate locations of Grantee's facilities.

#### **4.12 Undergrounding**

- A. Cable must be installed underground where:
  - I. All existing wireline cable service utilities are placed underground, other than high voltage electric facilities;
  - II. Statute, ordinance, policy or other regulation of Grantor lawfully requires utilities to be placed underground;
  - III. All overhead utility lines are placed underground, other than high voltage electric facilities (Grantee will bear the cost of such movement of its facilities unless specific exemption is given by Grantor in any individual case or unless preemptive state or federal law or regulation provides otherwise);
  - IV. Grantee is unable to get pole clearance;
  - V. Underground easements are obtained from developers of new residential areas; or
  - VI. Utilities are overhead but Residents prefer underground (undergrounding to be provided at Residents' cost).
- B. Cable may be installed above ground where:
  - I. Existing Wireline Cable Providers lines are above ground, excluding high voltage electric facilities; or
  - II. Grantee obtains written permission from Grantor
- C. Grantee will use conduit or its functional equivalent on 100% of undergrounding, except for drops from poles, pedestals or vaults to Subscribers' homes and for cable on other private property where the owner requests that conduit not be used. Cable and conduit will be utilized which meets the highest industry standards for electronic performance and resistance to interference or damage from environmental factors. Grantee will use, in conjunction with utility companies or providers, common trenches for underground construction wherever available.

Nothing in this Section will be construed to prohibit Grantee from constructing, operating, or maintaining aboveground any ground-mounted appurtenances such as customer taps, line extenders, system passive devices, amplifiers, power supplies, pedestals, or other related equipment provided that these are placed in a manner consistent with applicable laws, codes, rules and regulations, heretofore or hereafter adopted.

#### **4.13 Maps**

- A. Strand Maps. Grantee will maintain strand map drawings of the Cable System and make them available to the Grantor for inspection upon request. Strand drawings or their functional equivalent will be updated as changes occur in the Cable System. The Grantee will provide to the Grantor, upon request, at no cost to the Grantor, a copy of strand maps showing the location of the Grantee's facilities in the Streets and Public Ways within the Franchise Area.
- B. GIS Maps. Grantee will provide, upon request, at no cost the Grantor a GIS map, in a format acceptable to the Grantor of all its facilities located with the Grantor's rights-of-way or Grantor's property. Grantor will not request such map more than once per calendar year.
- C. Notwithstanding anything to the contrary set forth in this Section, the Grantee will not be required to disclose information beyond the GIS location of its facilities.

#### **4.14 Emergency**

In the event of emergency situation or circumstance that creates or is contributing to an imminent danger to health, safety, or property, as determined by Grantor in its sole discretion, the Grantor may remove or relocate those elements of Grantee's Cable System necessary to accomplish immediate relief of such imminent danger, without prior notice. All costs incurred by Grantor, including but not limited to the cost of inspection, supervision and administration, will be paid by the Grantee. Subject to the limits of the Oregon Tort Claims Act and the Oregon Constitution, Grantor will defend, indemnify, and hold Grantee harmless for any willful misconduct, negligent actions, or gross negligence by Grantor's employees or agents pursuant to this Section 4.14.

#### **4.15 Emergency Repairs**

In the event that emergency repairs are necessary, Grantee will immediately notify the Grantor of the need for such repairs. Grantee may initiate such emergency repairs and will apply for appropriate permits as soon as reasonably practicable but in no event not later than two business days after discovery of the emergency. Grantee will comply with all applicable Grantor regulations relating to such repairs, including the payment of permit or license fees.

### **5. SYSTEM DESIGN AND PERFORMANCE REQUIREMENTS**

#### **5.1 Equal and Uniform Service**

Reasonable efforts will be made to provide equal and uniform access, Cable Service and rates to Subscribers and potential Subscribers within the Franchise Area.

#### **5.2 System Configuration**

The Cable System will have the bidirectional communications capacity for subscriber interaction if any, required for selection or use of Cable Service such as pay-per-view, VOD and other interactive cable services requiring addressability.

#### **5.3 Channel Capacity**

The Grantee will maintain on its Cable System a minimum capacity of one hundred twenty (120) activated analog and/or digital Channels. The System will throughout the Franchise term carry reverse signals in the upstream direction. The system performance, capacity and services offered may be reviewed to assure the system keeps pace with changes in technology and is at least comparable to other systems in the area.

#### **5.4 Emergency Alert Capability**

- A. Grantee will provide emergency alert capability in full compliance with applicable FCC requirements. Grantee will establish procedures to override video and audio on all channels of the Cable System to provide emergency messages consistent with the FCC's directives.
- B. Grantee will allow Grantor to transmit an emergency alert message from locations designated by the Grantor to all subscribers.
- C. In times of emergency, the Grantor will permit only appropriately trained and authorized persons to operate the EAS equipment and, subject to the limits of the Oregon Tort Claims Act and the Oregon Constitution, will indemnify and hold harmless the Grantee, its employees, officers and assigns from any claims arising from Grantor's use of the cable system or the EAS. Additionally, subject to limits of the Oregon Tort Claims Act and the Oregon Constitution, Grantor will defend, indemnify and hold harmless the Grantee for the negligent actions or gross negligence by Grantor's employees or agents pursuant to this Section 5.4.
- D. In non-emergency situations, only the Grantee is authorized to operate the EAS equipment. Upon request, the Grantor will be permitted to participate in and/or witness the EAS testing up to twice a year on a schedule formed in consultation with Grantee. If the test indicates that the EAS is not performing properly, then Grantee will make any necessary adjustment to the EAS and the EAS will be retested.

#### **5.5 Standby Power**

Grantee will provide standby power generating capacity at the Cable System headend and all hubs and nodes capable of providing emergency operations for at least forty-eight (48) hours. Grantee will maintain standby power system supplies, rated at least at two (2) hours duration at each node. In addition, Grantee will have in place throughout the Franchise term, a plan, and all resources necessary for implementation of the plan, for dealing with outages of more than two hours. Upon request, Grantee will provide a copy of the plan to the Grantor.

#### **5.6 Cable System**

Grantee's Cable System will be able to deliver high quality signals that meet or exceed FCC technical quality standards regardless of any particular manner in which the signal is transmitted.

#### **5.7 Parental Control Lock**

Grantee will provide Subscribers (by sale, lease or otherwise), upon request, with a manual or electronic parental control locking device or digital code that permits inhibiting the viewing of any channel, consistent with applicable regulations. Any charge for such device will be consistent with applicable rate regulations. Subscribers will be notified by Grantee of the availability of the locking device no less frequently than annually.

#### **5.8 Technical Standards**

Grantee will meet all the requirements of The Federal Communications Commission (FCC) Rules and Regulations, Part 76, Subpart K.

#### **5.9 Performance Testing**

Grantee will perform all system tests required by the FCC, and all other tests reasonably necessary for the

Grantor to easily, to determine compliance with technical standards required by this Franchise.

Upon request, Grantee will advise Grantor of schedules and methods for testing the Cable System on a regular basis to determine compliance with the provisions of this Agreement and applicable FCC technical standards. Written records of all system test results performed by or for the Grantee will be maintained and copies of written test will be made available to Grantor upon request, at no cost to Grantor. Tests may be witnessed by representatives of Grantor.

The Grantor may conduct independent tests of the system for which the Grantee will give its fullest cooperation. If one or more of the locations tested fail to meet the performance standards, the Grantee will be required to indicate what corrective measures have been taken, and the entire test will be repeated at the locations which failed, and at least five (5) additional randomly chosen locations. If results of a second test indicate failure of the system to meet the technical performance requirements of this Franchise, then the Grantor may apply such remedies as it deems appropriate, unless the circumstances of the failure are caused by conditions which are beyond the Grantee's control, as determined, acknowledged and verified by the Grantor.

#### **5.10 FCC Compliance**

It is the responsibility of the Grantee to document that the system and its operation are in compliance with FCC technical specifications and performance requirements. If the Grantor has received subscriber complaints regarding the performance of the Cable System, and the Grantor determines that the most efficient or only reasonable way to determine a question of System compliance with FCC technical specifications is through a specific testing of the system in addition to test required by the FCC; Grantee will, upon written notice by the Grantor, perform such testing at a reasonable time, and Grantee will give the Grantor an opportunity to witness the testing and provide the Grantor with documentation of the testing results. The FCC's technical standards will govern the protocols for all such testing.

In any case where the system testing reveals non-compliance with FCC standards, the Grantee will repair the system or make whatever modifications are required and necessary to bring the system performance into compliance with FCC standards within sixty (60) days.

### **6. SERVICES AND PROGRAMMING**

#### **6.1 Programming Categories**

To the extent Grantor has regulatory authority under federal law, the Grantee will make available video programming services in at least the following broad categories:

1. News & Information
2. Sports
3. General Entertainment
4. Arts, Culture, Performing Arts
5. Children / Family
6. Science
7. Travel Information
8. Weather Information
9. Governmental and Educational Programming
10. Movies
11. Religious Programming



## 12. Foreign language / Ethnic Programming

The identification of these broad categories of programming in no way infers regulatory authority by the Grantor over specific programming services or networks which may be carried on the Cable System, except for PEG Access programming, as further described herein.

### 6.2 Changes in Video Programming Services

Subject to the provision of the Cable Act, no category of services as referred to in Section 6.1 may be deleted, or so limited as to be effectively deleted by the Grantee without Grantor approval, which will not be unreasonably withheld. In the event any applicable law or regulation materially alters the terms and conditions under which Grantee carries programming within the broad programming categories described in Section 6.1, then the Grantee will be obligated to carry such programming.

### 6.3 Leased Channel Service

The Grantee will offer leased channel service to the extent required by 47 U.S.C. Section 532 (Section 612 of the Cable Act), or regulations adopted thereunder.

### 6.4 Obscenity

The Grantee agrees that it will not transmit over the Cable System programming, which is obscene or otherwise unprotected by applicable law, provided, however, Grantee will in no way be responsible for programming over which it has no editorial control, including but not limited to, Public, Educational and Governmental Access programming.

### 6.5 Public, Educational and Government Programming

#### A. Channels

The Grantor and Grantee agree that the Grantor is not operating a PEG channel at the time this franchise is executed. It is further agreed that the obligations in Section 6.5 are contingent upon Grantor's decision to initiate a PEG channel with all wireline cable providers.

- I. Upon one hundred twenty (120) days advance written notice by Grantor, Grantee will provide to the Grantor, for independent administration by the Grantor or its Designated Access Provider (DAP) throughout the term of the Franchise, one (1) PEG Access Channel to be cablecast throughout the Franchise Area.
- II. In the event Grantor request the activation of the one (1) or more PEG Access Channel as set forth in this subsection, Grantor will identify three certain origination sites, from which Access Programming may originate and be transmitted therefrom to Grantee's headend. The costs to construct a connection for such transmission will be paid by the Grantor and Grantor may use PEG Supports funds for such purposes.

#### B. Triggers for Additional Access Channels

- I. After the initial Access Channel has been made available for PEG Access use, Grantee will, if directed by the Grantor, provide an additional activated Access Channel for PEG use to a maximum total of two Access Channels as required in this subsection. The Grantor will give Grantee at least 120 days prior written notice of the required additional Access Channels. Such written notice will include information verifying that the trigger criteria have been met.
- II. The one (1) additional Access Channel will be made available to the Grantor at such time that the existing Access Channels is in use for locally scheduled video programming (not to include character-generated programming, non-video transmissions, or repetitions of programs beyond three (3) repetitions an average of 80% of the time, seven days per week for any consecutive five-

hour block during the hours from 10:00 a.m. to 10:00 p.m. for 10 consecutive weeks. Provided, however, that if the usage ratio of any additionally designated channel should at any time fall below 30% of the level of usage required above for the addition of a channel, then the use of that channel will revert back to the Grantee, upon 120 days' after Grantee's notice to Grantor.

- III. Grantee will make PEG Access Channel(s) available to all Subscribers without any additional or extra costs to subscribers. Grantee may deliver such PEG Channels in a digital format, at Grantee's sole and absolute discretion. The Access Channels must be receivable by Subscribers without special expense, other than the expense required to receive Basic Service. Designated Access Providers have no obligation to provide a signal to Grantee in a digital format.
- IV. The Grantee will provide all PEG Channels on the Basic Service tier throughout the life of the Franchise, consistent with the requirements of federal law. If there is no Basic Service tier, Grantee will provide the PEG Channels at no additional charge to any Person who subscribes to the lowest general level of cable video programming service and otherwise in accordance with federal and state law. If channels are selected through a menu system that is under the control of Grantee, the PEG Channels will be displayed in the same manner as other channels. Grantor or its Designated Access Provider will be responsible for the costs associated with specific program listings for the PEG Channels on Cable System program guides and menus.
- V. Grantor may, at its sole cost and expense, deliver the PEG Channels to Grantee in video-on-demand (VOD) format. Grantor is responsible for all costs and expenses to encode and deliver such VOD programming. If Grantor delivers VOD programming to Grantee, Grantee will have the right, but not the obligation, to deliver the VOD programming to Subscribers receiving the PEG Channels.
- VI. If Grantee modifies its Cable System in a manner that has the effect of requiring modifications to PEG facilities and equipment, in order to deliver PEG signals, Grantee will bear any cost that the Designated Access Providers must incur as a result, subject to applicable law. If, for example, Grantee requires high-definition signals, Grantee will bear the costs any Designated Access Providers incur to provide high-definition signals.

#### C. Support for Access Costs

- I. At any time during the term of this Franchise, within one hundred twenty (120) days of written notice from the Grantor per Section 6.5.A.1, Grantee will pay a PEG Support fee in the amount of one dollar (\$1.00) per subscriber per month, which funds will be used in accordance with applicable federal law. Nothing in this Section 6.5 will be viewed as a waiver of Grantor's rights to use the funds provided for any lawful purpose permitted under applicable federal law. Grantee will make such payments in conjunction with and at the same frequency as franchise fees.
  - a. PEG support payments to the Grantor will be accompanied by such information allowing the Grantor to easily verify compliance with this Section, including monthly subscriber numbers, and if needed or requested any such information Grantor reasonably deems required to verify compliance. Grantee will provide information to the Grantor within 30 (thirty) days without any cost to Grantor.
  - b. Both parties agree that Support for Access Costs is a material provision and subject to the terms specified in Section 3.5.B.
- II. Both parties agree that the PEG Access fee and the Additional Financial Support for PEG Access, if allowed by law, may be passed through to Subscribers. However, Grantee will not reduce or alter payments to the Grantor based on passed through amounts or amounts collected from subscribers. Payments will be calculated on the number of subscribers multiplied by the amount per subscriber, without reduction or off-set of any kind.
- III. If at any time after twelve (12) months of the PEG fee being paid to Grantor, the Grantor fails to operate the PEG Access Channel, Grantee may, after providing at least one hundred twenty

- (120) days written notice to Grantor, discontinue the PEG Access fee unless the Grantor operates the PEG Access channel within the one hundred twenty (120) day notice period.
- IV. Grantor agrees that the sections of any network infrastructure developed using PEG support funds that are used to transport PEG programming shall be readily identifiable, for their exclusive use for internal, institutional purposes only and shall not be made available to any other public or private entity.
  - V. Should Grantee continue to provide Cable Services after the expiration of this Franchise and Grantor has activated a PEG channel, Grantee will continue to provide support of PEG Access as detailed in this Section 6.5.

#### D. Access Support not Franchise Fees

So long as PEG support funds are used in a manner consistent with applicable federal law, the Grantee agrees that financial support for Access arising from or relating to the obligations set forth in Section 6.5 will in no way modify or otherwise affect the Grantee's obligations to pay Franchise fees to the Grantor. Unless allowed under federal law, the Grantee agrees that although the sum of Franchise fees and the payments set forth in this Section may total more than five percent (5%) of the Grantee's Gross Revenues in any twelve (12) month period, the additional PEG support commitments in this Section 6.5, will not be offset or otherwise credited in any way against Franchise fee payments under this Franchise Agreement.

#### E. Change in Technology

- I. In the event Grantee makes any changes in the Cable System and related equipment and facilities or in Grantee's signal delivery technology, which directly or indirectly affects the signal quality or transmission of Access Programming, Grantee will, at Grantee's sole expense take necessary technical steps or provide necessary equipment at its facilities to ensure that the capabilities of Access Providers or Access Programmers are not diminished, or adversely affected by such change. Grantor or its Designated Access providers will be responsible for acquisition of necessary equipment at their respective facilities.
- II. In accordance with this Section 6.5, the Grantee, in the event of connecting PEG for Grantor, will be required to provide connections as described herein to its headend wherever the headend may be located or relocated. Without limiting the foregoing, in the event Grantee alters its Cable System (including by relocating its headend), Grantee will be responsible for replacing or restoring all connections at Grantee's sole cost consistent with applicable law so that all the functions and capacity remain available, operate reliably, and satisfy all applicable technical standards without additional cost to the Grantor or Designated Access

#### F. Technical Quality

- I. Grantee will maintain all upstream and downstream Access Channels and interconnections of Access Channels at the same or better level of technical quality and reliability provided for its Residential Network and required by this Franchise and all other applicable laws, rules, and regulations for Residential Subscriber Channels.
- II. Grantee will have no responsibility for the technical production quality of the Access Programming distributed on the Access Channels.
- III. The Grantee will not cause any Programming other than emergency alert signals to override Access Programming on any Access Channel, except by specific written permission from the Grantor, its Designated Access provider or other duly appointed designee.

## **6.6 Complimentary Cable Service to Public Buildings/Schools**

- A. Grantee will provide, at no cost to Grantor, one (1) outlet of basic and digital economy tier (or its functional equivalent) Cable Service programming and equipment reasonably necessary to each and every public use building, as reasonably designated by Grantor, including all Emergency Operation Centers, Libraries and Public Schools, passed by Grantee's System. Those portions of buildings that house prison and/or jail populations will be excluded from receiving complimentary services.
- B. Grantee and Grantor agree that should Grantee, as provided for by applicable law, be allowed to deduct the value of such services from franchise fees, or Grantor can pay for services:
  - I. Grantee will give Grantor one hundred twenty (120) days' notice of its intent to off-set franchise fees by the value of such services. Grantor may opt to keep services and accept the off-set, pay for the services, or cancel services.
  - II. Grantee and Grantor agree that services will be valued at the lowest rate available. For illustration and not limitation the lowest rate could be the bulk rate, municipal price, or other.

The Parties agree that the FCC's regulations regarding complimentary services are periodically under review. Should such review, or other action result in a change to federal law, both parties agree to abide by federal law.

## **7. FRANCHISE REGULATION AND CUSTOMER SERVICE STANDARDS**

### **7.1 Intent**

It is the intent of the Grantor to administer and enforce the provisions of this Franchise. Grantor may lawfully delegate all or a part of its administrative and regulatory authority under this Franchise to an agency designated by the Grantor.

### **7.2 Areas of Regulation and Administration**

The Grantor (or its designee) has authority for regulation in the following areas:

- A. Administering and enforcing the provisions of this Franchise Agreement, including the adoption of administrative rules and regulations to carry out this responsibility.
- B. Coordination of the operation of Public, Educational and Government Access Channels (PEG).
- C. Interfacing the Grantee's technical, programming and operational assistance and support to public agency users, such as City departments, Schools and health care institutions.
- D. Formulating and recommending long-range cable communications policy of Grantor for the City.
- E. Disbursing and utilizing franchise revenues paid to the Grantor.
- F. Regulating rates, to the extent permitted by law.
- G. Customer service, to the extent permitted by law.
- H. Planning and facilitating development of public, education and government access programming, both within the City and through interconnection with adjacent systems.
- I. All other areas as provided by the Cable Act

Nothing in this Section 7.2 is intended or will be interpreted to expand Grantee's scope of authority authorized by state and federal law.

### **7.3 Administration and Regulation**

- A. Authority. Grantor is vested with the power and right to regulate the exercise of the privileges permitted by this Agreement in the public interest, or to delegate that power and right, or any part thereof, to the extent permitted under state and local law, to any agent, in its sole discretion.
- B. Rates and Charges. All of Grantee's rates and charges related to or regarding Cable Service will be subject to regulation by Grantor to the full extent authorized by applicable federal, state and local laws.
- C. Rate Discrimination. All of Grantee's rate and charges will be published (in the form of a publicly available rate card) and will be nondiscriminatory as to all Persons and organizations of similar classes, under similar circumstances and conditions. Grantee will apply its rates in accordance with governing law, without regard to race, color, familial, ethnic or national origin, religion, age, sex, sexual orientation, marital, military status or physical or mental disability, or geographic location in the Franchise Area to the extent required by applicable law.
- D. Rate Discrimination Prohibited. Grantee will apply non-discriminatory rates and charges to all Subscribers purchasing similar services, regardless of race, color, creed, sex, marital or economic status, age, national origin, or sexual preference, except as otherwise provided herein; provided that nothing in this Franchise will prevent the Grantee from establishing discounted rates and charges for low-income Subscribers or elderly Subscribers, or from temporarily reducing or waiving rates and charges in connection with promotional campaigns.
- E. Filing of Rates and Charges. Throughout the term of this Agreement, Grantee will maintain on file with Grantor a complete schedule of applicable rates and charges for Cable Services provided under this Agreement.
- F. The provisions of this Section 7.3 will be subject to the provisions of 47 U.S.C. Section 543 (Section 623 of the Cable Act), as amended from time to time. It is not intended that this Section expand or diminish the rights of the Grantor and Grantee in relation to regulation of rates and charges under those provisions of the Act, and any provision of this Section or of any other provision of this Franchise that purports to expand or diminish such rights will be deemed superseded by those provisions of the Act.

### **7.4 Remedies for Franchise Violations/Revocation**

- A. Authority.
  - I. If the Grantor believes that the Grantee has failed to perform any obligation under this Franchise or has failed to perform in a timely manner, and Grantor wishes to impose damages as afforded under applicable law or seek revocation under Section 7, Grantor will notify Grantee in writing, stating with reasonable specificity the nature of the alleged violation. Grantee will have a Cure Period following receipt of such notice to:

- a. Response to the Grantor, contesting Grantor's assertion that a violation has occurred and request a hearing in accordance with Section 7.4.D;
- b. Cure the violation; or
- c. Notify the Grantor, in writing that Grantee cannot cure the violation within the Cure Period due to the nature of the violation and notify the Grantor, in writing what steps the Grantee will take to cure the violation including the Grantee's projected completion date for such cure. In such case, the Grantor will within 30 (thirty) days of receipt of such response either:
  - i. Accept Grantee's plan and schedule for curing the violation; or
  - ii. Set a hearing in accordance with 7.4.B.

The Cure Period, for purposes of Section 7, will be thirty (30) days, unless Grantor specifies a longer cure period, and except that in cases of emergency, or repeat violation within any 3 (three) month period, the Grantor may set a reasonable shorter Cure Period.

If a Grantee fails to demonstrate to the reasonable satisfaction of Grantor that no violation exists, or if Grantee fails to correct the violation within the time prescribed, or if a Grantee is unable to correct the violation and fails to commence corrective action within the time prescribed and to diligently remedy such violation thereafter, the Grantee will then be given written notice of not less than thirty (30) days of a public hearing to be held before the City Council, pursuant to Section 7.4.E. of this Franchise. Said notice will indicate with reasonable specificity the violation alleged to have occurred.

- B. Plan for Cure. In the event that the Grantee notifies the Grantor that it cannot cure the violation within the Cure Period and proposes a plan and schedule cure for which is not acceptable by the Grantor, Grantor may, within 30 (thirty) days of Grantee's receipt of such notice, set a hearing before the City Council. At the hearing, Grantor will review and determine whether the Grantee has taken reasonable steps to cure the violation and whether the Grantee's proposed plan and completion date for cure are reasonable. In the event such plan and completion date are determined by mutual consent to be reasonable, the same may be approved by Grantor, who may waive all or part of the applicable damages for such extended cure period in accordance with the criteria set forth in 7.4.F.
- C. Imposition of Applicable Damages. In the event that the Grantee fails to cure the violation within the Cure Period, or within an extended cure period approved by the Grantor pursuant to 7.4.B, the Grantor may impose applicable damages or revoke this Franchise in accordance with the Section 7, but may do so only in accordance with the requirements of this Section, only after it holds a hearing before City Council to determine what damages, if any, or revocation, will be applied. Any such applicable damages will not begin to accrue until after the initial Cure Period has expired.
- D. Contest of Violation. In the event that the Grantee contests the Grantor's assertion that a violation has occurred and request a hearing in accordance with Section 7.4.A.1 above, the Grantor will set a hearing within sixty (60) days of the Grantor's receipt of the hearing request to determine whether the violation has occurred, and if a violation is found to have occurred, what remedies under this Section 7, will be applied.
- E. Opportunity to Be Heard. In the case of any hearing pursuant to this Section 7.4, Grantor will notify Grantee of the hearing is writing at least thirty (30) days prior to the hearing date. At the hearing, Grantee will be provided an opportunity to be heard, examine Grantor's witnesses, and to present evidence in its defense. The Grantor may also hear any other Person interested in the subject and may provide additional hearing procedures as Grantor deems appropriate. After the hearing is closed, Grantor will issue writing findings and a decision based on the evidence presented.

- F. Nature of Remedies. If after the hearing, Grantor determines that a violation exists, Grantor may use one or more of the following remedies:
- I. Order Grantee to correct or remedy the violation with a reasonable time frames as Grantor will determine;
  - II. Revoke this Franchise, subject to Sections 7.4 and 11.1;
  - III. Pursue and other legal or equitable remedy available under this Franchise or other applicable law.

Nothing contained in this Section 7.4 will be deemed to prevent either party from appealing the decision to a higher court.

### **7.5 Remedies Not Exclusive**

Except as provided in Section 7.4, Grantor has the right to apply any one or any combination of the remedies provided for in this Franchise, including without limitation all remedies provided for in this Section 7, and may without limitation pursue any rights, remedies or actions that it may have in law or equity regardless of whether they are specifically mentioned in this Franchise.

### **7.6 Customer Service Standards**

Grantee will comply with all applicable customer service standards established in the Cable Act or federal rules and regulations, including but not limited to FCC Rules and Regulations, Part 76, Subpart H and Subpart T, and Grantor has the authority to enforce such standards. Nothing in this Section will limit the rights of the Grantor to establish additional or different standards in accordance with federal law and regulations.

### **7.7 Customer Service and Telephone Responsiveness**

- A. Customer Service and Telephone Availability
- I. Grantee will maintain a store within 20 (twenty) miles of the City limits. The office must be staffed 40 hours per week, and Grantee will be able to respond to Subscribers and the public not less than 40 hours per week during normal business hours, plus at least 8 weekend or evening hours.
    - a. During the hours the office is open, Grantee's staff will be able to respond in at least, but not limited to
      - i. Accept payments (in cash, by check, or card),
      - ii. Exchange or accept returned equipment, and
      - iii. Respond to inquiries.
  - II. Grantee will maintain a toll-free number to receive all calls and inquiries from Subscribers in the Franchise Area and/or residents regarding Cable Service. Grantee representatives trained and qualified to answer questions related to Cable Service in the Service Area must be available to receive reports of Service Interruptions twenty-four (24) hours a day, seven (7) days a week, and such representatives will be available to receive all other inquiries at least forty-five (45) hours per week including at least one night per week and/or some weekend hours. Grantee representatives will identify themselves by name when answering this number.
  - III. Grantee may use an Automated Response Unit ("ARU") or a Voice Response Unit ("VRU") to distribute calls. If a foreign language routing option is provided, and the Subscriber does not enter an option, the menu will default to the first tier menu of English options.
  - IV. Under Normal Operating Conditions, as described in 7.7. II, calls received by the Grantee will be answered within thirty (30) seconds during Normal Business Hours. The Grantee will meet this standard for ninety percent (90%) of the calls it receives at call centers receiving calls from Franchise Area Subscribers, as measured on a cumulative Quarterly calendar basis.

Measurement of this standard will include all calls received by the Grantee at all call centers receiving calls from Subscribers, whether they are answered by a live representative, by an automated attendant, or abandoned after thirty (30) seconds of call waiting. If the call needs to be transferred, transfer time will not exceed thirty (30) seconds.

- V. Under Normal Operating Conditions, callers to the Grantee will receive a busy signal no more than three (3%) percent of the time during any calendar Quarter.
- VI. Upon written request during a given calendar Quarter, forty-five (45) days following the end of each Quarter, the Grantee will report to Grantor, the following for all call centers receiving calls from Subscribers except for temporary telephone numbers set up for national promotions:
  - a. Percentage of calls answered within thirty (30) seconds as set forth in 7.7.IV; and
  - b. Percentage of time Subscribers received a busy signal when calling the Grantee's service center as set forth in Section 7.7.V.
- VII. At the Grantee's option, the measurements and reporting above may be changed from calendar quarters to billing or accounting quarters one time during the term of this Agreement. Grantee will notify Grantor of such a change not less than thirty (30) days in advance.

#### **B. Installations and Service Appointments**

- I. All installations will be in accordance with FCC rules, including but not limited to, appropriate grounding/bonding, connection of equipment to ensure reception of Cable Service, and the provision of required consumer information and literature to adequately inform the Subscriber in the utilization of Grantee-supplied equipment and Cable Service.
- II. The Standard Installation will be performed within seven (7) business days of Subscriber request. Grantee will meet this standard for ninety-five percent (95%) of the Standard Installations it performs, as measured on a calendar quarter basis, excluding those requested by the Subscriber outside of the seven (7) day period.
- III. Upon written request during a given calendar Quarter, Grantee will provide Grantor with a report noting the percentage of Standard Installations completed within the seven (7) day period, excluding those requested outside of the seven (7) day period by the Subscriber for that quarter. Subject to consumer privacy requirements, underlying activity will be made available to Grantor for review upon reasonable request.
- IV. At Grantee's option, the measurements and reporting above may be changed from calendar quarters to billing or accounting quarters one time during the term of this Agreement. Grantee will notify Grantor of such a change not less than thirty (30) days in advance.
- V. Grantee will offer Subscribers "appointment window" alternatives for arrival to perform installations, Service Calls and other activities of a maximum four (4) hours scheduled time block during appropriate daylight available hours, usually beginning at 8:00 AM unless it is deemed appropriate to begin earlier by location exception. At Grantee's discretion, Grantee may offer Subscribers appointment arrival times other than these four (4) hour time blocks, if agreeable to the Subscriber.
- VI. Grantee must provide for the pickup or drop off of equipment free of charge in one of the following manners: (i) by having a Grantee representative go to the Subscriber's residence, (ii) by using a pre-paid mailer. If requested by a mobility-limited Subscriber, the Grantee will arrange for pickup and/or replacement of converters or other Grantee equipment at Subscriber's address, at no cost to Subscriber, or by a satisfactory equivalent.

#### **C. Service Interruptions and Outages**

Grantee will promptly notify Grantor of any Significant Outage of the Cable Service.

- I. Grantee will exercise commercially reasonable efforts to limit any Significant Outage for the purpose of maintaining, repairing, or constructing the Cable System. Except in an emergency



- or other situation necessitating a more expedited or alternative notification procedure, Grantee may schedule a Significant Outage for a period of more than four (4) hours during any twenty-four (24) hour period only after Grantor and each affected Subscriber in the Service Area have been given at least 3 (three) days prior notice of the proposed Significant Outage. Notwithstanding the foregoing, Grantee may perform modifications, repairs and upgrades to the System preferably between 12:01 a.m. and 6 a.m., so as to minimize service disruption to Customers.
- II. Grantee representatives who are capable of responding to Service Interruptions must be available to respond twenty-four (24) hours a day, seven (7) days a week.
  - III. Under Normal Operating Conditions, Grantee must Respond to a call from a Subscriber regarding a Service Interruption or other service problems within the following time frames:
    - a. Within twenty-four (24) hours, including weekends, of receiving Subscriber calls about Service Interruptions in the Service Area.
    - b. Grantee must begin actions to correct all other Cable Service problems the next business day after notification by the Subscriber or Grantor of a Cable Service problem.
  - IV. Under Normal Operating Conditions, Grantee will complete Service Calls within seventy-two (72) hours of the time Grantee commences to respond to the Service Interruption, not including weekends and situations where the Subscriber is not reasonably available for a Service Call to correct the Service Interruption within the seventy-two (72) hour period.
  - V. Grantee will meet the standard in this Section for ninety percent (90%) of the Service Calls it completes, as measured on a Quarterly basis.
  - VI. Upon written request during a given calendar Quarter, Grantee will provide Grantor with a report within forty-five (45) days following the end of each calendar quarter, noting the percentage of Service Calls completed within the seventy-two (72) hour period, not including Service Calls where the Subscriber was reasonably unavailable for a Service Call within the seventy-two (72) hour period as set forth in this Section. Subject to consumer privacy requirements, underlying activity will be made available to Grantor for review upon reasonable request.
  - VII. Under Normal Operating Conditions, Grantee will provide a credit upon Subscriber request when all Channels received by that Subscriber experience the loss of picture or sound for a period of four (4) consecutive hours or more. The credit will equal, at a minimum, a proportionate amount of the affected Subscriber(s) current monthly bill. In order to qualify for the credit, the Subscriber must promptly report the problem and allow Grantee to verify the problem if requested by Grantee. If Subscriber availability is required for repair, a credit will not be provided for such time, if any, that the Subscriber is not reasonably available.
  - VIII. Under Normal Operating Conditions, if a Significant Outage affects all Video Programming Cable Services for more than twenty-four (24) consecutive hours, Grantee will automatically issue a credit to the affected Subscribers in the amount equal to their monthly recurring charges for the proportionate time the Cable Service was out, or a credit to the affected Subscribers in the amount equal to the charge for the basic plus enhanced basic level of service for the proportionate time the Cable Service was out, whichever is technically feasible or, if both are technically feasible, as determined by Grantee, provided such determination is non-discriminatory. Such credit will be reflected on Subscriber billing statements within the next available billing cycle following the outage.

**D. Subscriber Complaints Referred by Grantor**

Under Normal Operating Conditions, Grantee will begin investigating Subscriber complaints referred by Grantor within twenty-four (24) hours. Grantee will notify Grantor of those matters that require more than seventy-two (72) hours to resolve, but Grantee must make all necessary efforts to

resolve those complaints within ten (10) business days of the initial complaint. Grantor may require Grantee to provide reasonable documentation to substantiate the request for additional time to resolve the problem. Grantee will inform Grantor in writing, which may be by an electronic mail message, of how and when referred complaints have been resolved within a reasonable time after resolution. For purposes of this Section, “resolve” means that Grantee will perform those actions, which, in the normal course of business, are necessary to investigate the Subscriber’s complaint and advise the Subscriber of the results of that investigation.

#### **E. Billing**

- I. Subscriber bills must be itemized to describe Cable Services purchased by Subscribers and related equipment charges. Bills will clearly delineate activity during the billing period, including optional charges, rebates, credits, and aggregate late charges. Grantee will without limitation as to additional line items, be allowed to itemize as separate line items, Franchise fees, taxes, PEG fees, and/or other governmental-imposed fees. Grantee will maintain records of the date and place of mailing of bills. Grantee will provide an example of subscribers’ invoice, to Grantor with quarterly franchise fee payments. Confidential information may be redacted.
- II. Grantee will provide a telephone number and address clearly and prominently on the bill for Subscribers to contact Grantee.
- III. Grantee will provide a copy of any rate-related or customer service-related billing inserts or other mailings related to Cable Service, but not promotional materials, sent to Subscribers, to Grantor.

#### **F. Deposits, Refunds and Credits**

- I. Under Normal Operating Conditions, refund checks to subscribers will be issued within the next available billing cycle following the resolution of the event giving rise to the refund, (e.g. equipment return and final bill payment).
- II. Under Normal Operating Conditions, Credits for Cable Service will be issued no later than the Subscriber's next available billing cycle. Such approval and processing will not be unreasonably delayed.
- III. Bills will be considered paid when appropriate payment is received by Grantee or its authorized representative. Appropriate time considerations will be included in Grantee's collection procedures to assure that payments due have been received before late notices or termination notices are sent.
  - a. If subscribers accidentally remit a payment to Grantor, Grantor will notify Grantee and forward payment to Grantee. If such notice is received by Grantor before the due date, such payment will be considered on time.

#### **G. Rates, Fees and Charges**

- I. Grantee will not, except to the extent expressly permitted by law, impose any fee or charge for Service Calls to a Subscriber's premises to perform any repair or maintenance work related to Grantee equipment necessary to receive Cable Service, except where such problem is caused by a negligent or wrongful act of the Subscriber (including, but not limited to a situation in which the Subscriber reconnects Grantee equipment incorrectly) or by the failure of the Subscriber to take reasonable precautions to protect Grantee's equipment (for example, a dog chew).
- II. Grantee will provide reasonable notice to Subscribers of the possible assessment of a late fee on bills or by separate notice. Such late fees are subject to ORS 646.649.

#### **H. Disconnection/Denial of Service**

- I. Cable Service terminated in error must be restored without charge within twenty-four (24) hours of notice. If a Subscriber was billed for the period during which Cable Service was terminated in error, a credit will be automatically issued to the Subscriber.

- II. Nothing in these standards will limit the right of Grantee to deny Cable Service for non-payment of previously provided Cable Services, refusal to pay any required deposit, theft of Cable Service, damage to Grantee's equipment, abusive and/or threatening behavior toward Grantee's employees or representatives, or refusal to provide credit history information or refusal to allow Grantee to validate the identity, credit history and credit worthiness via an external credit agency.
- III. Charges for Cable Service will be discontinued at the time of the requested termination of service by the Subscriber, except equipment charges may be applied until equipment has been returned. No period of notice prior to requested termination of service can be required of Subscribers by Grantee. No charge will be imposed upon the Subscriber for or related to total disconnection of Cable Service or for any Cable Service delivered after the effective date of the disconnect request unless there is a delay in returning Grantee equipment or early termination charges apply pursuant to the Subscriber's service contract. If the Subscriber fails to specify an effective date for disconnection, the Subscriber will not be responsible for Cable Services received after the day following the date the disconnect request is received by Grantee. For purposes of this subsection, the term "disconnect" will include Subscribers who elect to cease receiving Cable Service from Grantee and to receive Cable Service or other multi-channel video service from another Person or entity.
- IV. If by reason of force majeure the Grantee is unable to provide service to the subscriber, or the subscriber is unable to utilize wireline cable services, charges for such services will be discontinued at the time of the force majeure event.

#### **I. Communications with Subscribers**

- I. Grantee will comply with federal regulations including, but not limited to:
  - a. 47 C.F.R. §76.952(a). Providing Grantor's information to Subscribers
  - b. 47 U.S.C. §551. Privacy rights of Subscribers.
- II. Grantee will provide information to all Subscribers about each of the following items at the time of installation of Cable Services, annually to all Subscribers or in hard copy format to Grantor, at any time upon request, and, subject to this Section, at least thirty (30) days prior to making significant changes in the information required by this Section if within the control of Grantee:
  - a. Products and Cable Service offered;
  - b. Prices and options for Cable Services and condition of subscription to Cable Services. Prices will include those for Cable Service options, equipment rentals, program guides, installation, downgrades, late fees and other fees charged by Grantee related to Cable Service;
  - c. Installation and maintenance policies including, when applicable, information regarding the Subscriber's in-home wiring rights during the period Cable Service is being provided;
  - d. Channel positions of Cable Services offered on the Cable System;
  - e. Complaint procedures, including the name, address, and telephone number of Grantor, but with a notice advising the Subscriber to initially contact Grantee about all complaints and questions;
  - f. Procedures for requesting Cable Service credit;
  - g. The availability of a parental control device;
  - h. Grantee practices and procedures for protecting against invasion of privacy; and
  - i. The address and telephone number of Grantee's office to which complaints may be reported.
- III. All Grantee personnel, contractors and subcontractors contacting Subscribers or potential Subscribers outside the office of Grantee will wear a clearly visible identification card bearing their name and photograph. Grantee will make reasonable efforts to account for all identification cards at all times. Every service vehicle of Grantee and its contractors or subcontractors will be clearly identified as such to the public. Specifically, Grantee vehicles will have Grantee's logo plainly visible. The vehicles of those contractors and subcontractors working for Grantee will have the

contractor's / subcontractor's name plus markings (such as a magnetic door sign) indicating they are under contract to Grantee.

- IV. All notices identified in this Section to subscribers will be by either:
  - a. A separate document included with a billing statement or included on the portion of the monthly bill that is to be retained by the Subscriber; or
  - b. A separate electronic notification.
- III. Grantee will provide reasonable notice to Subscribers and Grantor of any pricing changes or additional changes (excluding sales discounts, new products or offers) and, subject to the forgoing, any changes in Cable Services, including Channel line-ups. Such notice must be given to Subscribers a minimum of thirty (30) days in advance of such changes if within the control of Grantee. If the change is not within Grantee's control, Grantee will provide an explanation to Grantor of the reason and expected length of delay. Grantee will provide a copy of the notice to Grantor including how and where the notice was given to Subscribers.
- VIII. Notices of changes in rates will indicate the Cable Service new rates and old rates, if applicable.
- IX. Notices of changes of Cable Services and/or Channel locations will include a description of the new Cable Service, the specific Channel location, and the hours of operation of the Cable Service if the Cable Service is only offered on a part-time basis. In addition, should the Channel location, hours of operation, or existence of other Cable Services be affected by the introduction of a new Cable Service, such information must be included in the notice.
- X. Every notice of termination of Cable Service will include the following information:
  - a. The name and address of the Subscriber whose account is delinquent;
  - b. The amount of the delinquency for all services billed;
  - c. The date by which payment is required in order to avoid termination of Cable Service; and
  - d. The telephone number for Grantee where the Subscriber can receive additional information about their account and discuss the pending termination.

## **8. GENERAL FINANCIAL AND INSURANCE PROVISIONS**

### **8.1 Compensation**

#### **A. Franchise Fee.**

As compensation for the Franchise to be granted, and in consideration of permission to use the Streets and Public Ways of the Grantor for the construction, operation, and maintenance of a Cable System providing Cable services, within the Franchise Area and to defray the costs of Franchise regulation, the Grantee will pay to Grantor an amount equal to five percent (5%) of Gross Revenues. In the event any law or valid rule or regulation applicable to this Franchise limits franchise fees below or above the five percent (5%) of Gross Revenues required herein, the Grantee agrees to and will pay the maximum permissible amount and, if such law or valid rule or regulation is later repealed or amended to limit a higher or lower permissible amount, then Grantee will pay the higher or lower amount up to the maximum allowable by law.

Grantor and Grantee agree that the sum of Franchise fee and additional commitment set forth elsewhere in this Franchise may total more than five percent (5%) of Grantee's Gross Revenue in any twelve (12) month period. If allowed under Federal Law and with written 60 (sixty) day notice to Grantor, Grantee may offset or deduct the amount allowed by law from Grantee's payment of franchise fees. Grantee's notice to Grantor will provide Grantor detailed and specific information on amounts claimed as credits or offsets.

Within thirty (30) days of a request from Grantor, Grantee will make available an up-to-date list of all Affiliates receiving Gross Revenues as such revenues are defined in this Franchise.

**B. Bundling**

If Cable Services subject to the Franchise fee required under this Franchise are provided to Subscribers in conjunction with non-Cable Services, Grantee will not allocate revenue between Cable Services and non-Cable Services for the purpose or with the intent of evading or substantially reducing Grantee's Franchise fee obligations to Grantor.

**C. Payment of Franchise Fees**

- I. Payments due under this Section will be computed and paid quarterly, for the preceding quarter, as of March 31, June 30, September 30, and December 31. Each quarterly payment will be due and payable no later than thirty (30) days after the dates listed in the previous sentence. At the time of quarterly payment, the Grantee will submit a report to the Grantor, verified by an officer of Grantee, which will contain an accurate statement of all Gross Revenues related to operation of the cable system franchised hereunder, in sufficient detail to enable the Grantor to verify the accuracy of franchise fee payments. Grantee will provide additional information request by Grantor within 15 days, if so requested by Grantor, at no cost to Grantor.
- II. No acceptance of any payment will be construed as accord that the amount paid is in fact the correct amount, nor will such acceptance of payment be construed as a release of any claim Grantor may have for further or additional sums payable under the provisions of this Franchise. All amounts paid will be subject to audit and re-computation by Grantor.
- III. Payments received after the due date specified in this section 8.1.C will be subject to Penalties and Interest as specified in Woodburn's Utility Service Ordinance, section 14, heretofore or hereafter amended.
- IV. Payment of the franchise fees under this Agreement will not exempt Grantee from the payment of any generally applicable license, permit fee or other generally applicable fee, tax or charge on the business, occupation, property or income of Grantee in connection with the operation of the Cable System that may be imposed by Grantor.

**8.2 Faithful Performance Bond**

- A. Within sixty (60) days after the Effective Date of this Franchise, the Grantee will furnish proof of the posting of a faithful performance bond running to the Grantor, with good and sufficient surety approved by the Grantor in the penal sum of Three hundred and fifty thousand dollars (\$350,000.00), conditioned that the Grantee will well and truly observe, fulfill, and perform each term and condition of this Franchise. Such bond will be in a form acceptable to the Grantor and maintained by the Grantee throughout the term of this Franchise.
- B. Grantee will pay all premiums charged for any bond required under Section 8.2(A), and unless the Grantor specifically directs otherwise, will keep the same in full force and effect at all times through the later of either:
  - I. The remaining term of this Franchise; or
  - II. If required by the Grantor, the removal of all of Grantee's system installed in Grantor's Streets and Public Ways.
- C. The bond will contain a provision that it will not be terminated or otherwise allowed to expire without thirty (30) days written notice first given to the Grantor. The bond will be subject to the approval of the Grantor as to its adequacy under the requirements of Section 8.2. During the term

of the bond, Grantee will file with the Grantor a duplicate copy of the bond along with written evidence of payment of the required premiums unless the bond otherwise provides that the bond will not expire or be terminated without thirty (30) days prior written notice to the Grantor.

- D. In a form approved by the Grantor, the Grantee may provide an irrevocable letter of credit, guaranty in lieu of bond, or other form of financial assurance in lieu of a faithful performance bond. The alternative form of financial assurance will give the Grantor substantially the same rights and guarantees provided by a faithful performance bond.

### **8.3 Damages and Defense**

- A. The Grantee agrees and covenants to defend, indemnify and hold harmless the Grantor, and its officers, agents, employees and representatives, from and against any and all third party claims, damages, loss, liability, cost or expense, including expert witness and other consultants, court and appeal costs and penalties, including but not limited to attorney fees or expenses, including without limitation, copyright infringement, defamation and all other damages, arising out of any reason of any construction, excavation, operation, maintenance, reconstruction or any other act done by the Grantee within the Franchise Area, whether or not any act or omission complained of is authorized, allowed, or prohibited by this Franchise, except to the extent such claims, damages and penalties are caused by the intentional or willful misconduct, or negligent or grossly negligent acts or omissions of the Grantor, its officers, agents and employees. Grantor will give Grantee prompt written notice of any claim which Grantee will defend with counsel of its own choosing and no settlements or compromise of any such claim will be done without the prior written approval of the Grantor. Grantee will consult and cooperate with the Grantor while conducting its defense of the Grantor and the Grantor will fully cooperate with Grantee and Grantee's counsel. Nothing in this Section 8.3 will be deemed to limit the Grantors option to hire its own counsel.
- B. If the Grantee fails to defend as required in Section 8.3(A), then the Grantee agrees to and will pay all expenses incurred by Grantor, and its officers, agents, employees, and representatives, in defending itself with regard to all claims, damages and penalties mentioned in Section 8.3(A). These expenses will include all out-of-pocket expenses, such as attorney fees, witness fees and costs at trial and appeal, and will also include the value of any services rendered by any employees or contractors of the Grantor.

### **8.4 Liability Insurance and Indemnification**

- A. The Grantee will maintain automobile and Worker's Compensation insurance, as well as public liability and property damage insurance, that protects the Grantee and the Grantor, its officers, agents and employees, from any and all claims for damages or personal injury including death, demands, actions and suits brought against any of them arising from operations under this Franchise or in connection therewith, as follows.
- B. The insurance will provide coverage at all times for not less than \$2,000,000 for personal injury to each person, \$2,000,000 aggregate for each occurrence, and \$1,000,000 for each occurrence involving property damages, plus costs of defense; or a single limit policy of not less than \$2,000,000 covering all claims per occurrence, plus costs of defense. The insurance will be equal to or better than commercial general liability insurance.

The minimum amounts of insurance set out in subsection (B) of this Section will be subject to change

from time to time to the extent necessary to provide coverage at least as great as the limits on the City's liability under the Oregon Tort Claims Act.

The evidence of coverage for Workers' Compensation will show that it includes State of Oregon Statutory Limits, and Employer's Liability limits of at least \$2,000,000.

Any insurance carrier will have an A.M. Best rating of "A" or better, or a Best Financial Performance Rating of "7" or better and be authorized to do business in the State of Oregon.

- C. The insurance will be without prejudice to coverage otherwise existing and will name as additional insureds the City and its officers, agents, and employees. Notwithstanding the naming of additional insureds, the insurance will protect each insured in the same manner as though a separate policy had been issued to each, but nothing herein will operate to increase the insurer's liability as set forth elsewhere in the policy beyond the amount or amounts for which the insurer would have been liable if only one person or interest had been named as insured. The coverage must apply as to claims between insureds on the policy.
- D. The insurance will provide that the insurance will not be canceled or materially altered so as to be out of compliance with the requirements of this Section 8.4 without thirty (30) days written notice first being given to the City. If the insurance is canceled or materially altered so as to be out of compliance with the requirements of this Section 8.4 within the term of this Franchise, Grantee will provide a replacement policy. Grantee agrees to maintain continuous uninterrupted insurance coverage, in the amounts required, for the duration of this Franchise.
- E. Grantee will maintain on file with the City a certificate of insurance certifying the coverage required above, which certificate will be subject to the approval of the City as to the adequacy of the certificate and of the insurance certified under the requirements of this Section 8.4.

The certificate will show that the general liability portion of the insurance includes:

- I. Broad form property damage;
  - II. Products and completed operations;
  - III. Explosion, collapse, and underground exposures;
  - IV. Contractual liability; and
  - V. Owners and contractors protective coverage.
- F. Failure to maintain adequate insurance as required under this Section 8.4 will be cause for immediate termination of this Franchise by the City subject to Grantee's right to cure as provided in Section 7.4.
  - G. The Grantee will also indemnify, defend and hold harmless the Grantor and its officers, agents and employees for any and all third party claims for damages or personal injury which exceed the limits of insurance provided for in this Section arising from operations of the Grantee within the Franchise area.

## **9. RIGHTS RESERVED TO GRANTOR**

### **9.1 Grantor Acquisition of the Cable System**

The parties will be subject to the provisions of 47 U.S.C. 547 (Section 627 of the Cable Act), as amended

from time to time. It is not intended that this Agreement diminish the rights of either the Grantor or the Grantee under Section 627 of the Act, and any provision of this Agreement that purports to diminish such rights will be deemed superseded by the Act.

## **9.2 Right to Perform Franchise Audit or Review**

The Grantor will have the right to perform, or cause to have performed, a formal and/or informal audit or review of the Grantee's books and records and, for the specific purposes of Franchise enforcement effort, the books and records of any parent or Affiliate company, for the purpose of determining the Gross Revenues of the Grantee generated in any manner through the operation of the Cable System under this Franchise and the accuracy of amounts paid as franchise and PEG fees to the Grantor by the Grantee for the provision of Cable Services within the Franchise Area, provided that any audit must be commenced not later than three (3) years after the date on which fees for any period being audited were due. The cost of any such audit will be borne by the Grantor, except that if through the audit it is established that the Grantee has made underpayment of two percent (2%) or more in fees that are required by this Franchise, then the Grantee will, within thirty (30) days of being requested to do so by the Grantor, reimburse the Grantor for all expenses of performing the audit, to a maximum of \$30,000 (thirty thousand dollars).

Grantee will provide, at Grantee's sole expense any records requested by the Grantor for the purposes of an audit or review.

Nothing in this Section implies or will be interpreted to limit or waive any rights of the Grantor or its legal recourse through the courts to obtain records necessary to the enforcement of this franchise.

## **9.3 Right of Inspection of Construction**

The Grantor or its representatives will have the right to inspect all construction or installation work performed pursuant to the provision of this Franchise Agreement and to make such tests as it will find necessary to ensure compliance with the terms of this Franchise, other pertinent provisions of law, and other rules or regulations of the Grantor.

## **9.4 Intervention**

The Grantee will not hinder the Grantor's lawful intervention in any suit or proceeding to which the Grantee is a party which may have a direct adverse effect upon the construction, upgrade, maintenance or operation of the Cable System.

## **9.5 Right to Require Removal of Property**

At the expiration of the term for which the Franchise is granted providing no renewal is granted, or upon its revocation, as provided for herein, and subject to Grantee's rights under Section 626 of the Cable Act, the Grantor will have the right to require the Grantee to remove, at Grantee's own expense, all or any part of the Cable System from all Streets and Public Ways within the Franchise Area. If the Grantee fails to do so within 120 (one hundred twenty) days of Grantor's request, or within a mutually agreed to longer period of time as agreed to by both parties, then the Grantor may perform the work and collect the cost thereof from the Grantee. The actual cost thereof, including direct and indirect administrative costs, will be a lien upon all plant and property of the Grantee effective upon placement in the lien books of the Grantor. Notwithstanding the other provisions of this section, the Grantee, by written notice to the Grantor, may request that Grantor allow the Cable System to remain in place. Grantor may deny Grantee's request and require Grantee to remove the above ground Cable System facilities from the Streets and Public Ways or modify the Cable System to protect the public health, welfare, safety, and convenience, or otherwise serve the public interest. The parties agree that Grantee has the right to abandon its underground cable facilities.



## **9.6 Inspection of Facilities**

Grantor may inspect upon request any of the Grantee's facilities and equipment to confirm compliance with this Agreement at any time upon at least twenty-four (24) hours' notice, during regular business hours, or in case of an emergency, upon demand without prior notice.

## **10. RIGHTS OF INDIVIDUALS PROTECTED**

### **10.1 Discriminatory Practices Prohibited**

- A. The Grantee will not deny service, deny access, or otherwise unlawfully discriminate against Subscribers or persons on the basis of race, color, religion, national origin, sexual orientation, sex, age, disability, income, or, except as otherwise provided herein, the area in which such person lives. The Grantee will comply at all times with all applicable federal, state, or local laws, rules and regulations relating to nondiscrimination.
- B. The Grantee will use best efforts to assure maximum practical availability of Grantee's services and facilities to all Subscribers, regardless of disability, including the provision of a remote-control device to those Subscribers who are mobility limited, or where a member of the Subscriber's household is mobility limited.
- C. For hearing impaired customers, the Grantee, upon request, will provide information concerning the cost and availability of equipment to facilitate the reception of basic service for the hearing impaired. In addition, the Grantee must have TDD/TTY (or equivalent) equipment at the company office, and a publicly listed telephone number for such equipment, that will allow hearing impaired customers to contact the company.
- D. Upon request by a Subscriber or potential Subscriber, the Grantee will make a reasonable effort to provide information required under this franchise, or otherwise provided in the normal course of business, in both English and the primary language of the requestor.
- E. Nothing in this subsection 10.1 will be construed to prohibit: 1) the temporary reduction or waiving of rates and charges in conjunction with promotional campaigns; or 2) Grantee from offering reasonable discounts to senior citizens or discounts to economically disadvantaged residents.

### **10.2 Unauthorized Monitoring or Cable Tapping Prohibited**

The Grantee will not, nor will Grantee allow any other person, agency, or entity to Tap, or arrange for the Tapping, of any cable, line, signal input device, or Subscriber outlet or receiver for any purpose whatsoever, without the Subscriber's written consent or a valid court order or a valid request from a law enforcement agency permitting the Tapping.

Grantee may Tap a cable, line, Signal input device or Subscriber outlet or receiver to 1) determine the number of viewers watching a program where the identities of the viewers are not determined; 2) perform Cable System maintenance and verify technical performance; and 3) identify theft of services, without the Subscriber's written consent.

### **10.3 Privacy and Other Rights**

The Grantee and the Grantor will maintain constant vigilance with regard to possible abuses of the right

of privacy and any other civil right of any Subscriber or Person resulting from any device or signal associated with Cable Service. The Grantee will not utilize two-way communication capability of the Cable System for unauthorized or illegal Subscriber surveillance of any kind.

#### **10.4 Permission of Property Owner Required**

No cable, line, wire, amplifier, converter, or other piece of equipment owned by the Grantee will be installed by the Grantee without first securing the written permission of the owner or tenant of any property involved except where there is an existing utility easement or other easement reserved by plat or other conveyance. If such permission or easement is later lawfully revoked, whether by the original or a subsequent owner or tenant or Grantor, the Grantee will remove forthwith on request of the owner or tenant any of its equipment and promptly restore the property to its original condition. The Grantee will perform all installations and removals in a workmanlike manner and will be responsible for any damage to residences or other property caused by the installation.

#### **10.5 Sale of Subscriber Lists and Personalized Data Prohibited**

The Grantee is subject to 47 U.S.C Section 551 (Section 631 of the Cable Act), as amended from time to time, regarding limitations on the cable company's collection and use of personally identifiable information, and other issues involving the protection of Subscriber privacy.

### **11. TERMINATION AND EXPIRATION**

#### **11.1 Grantor's Rights in Lieu of Revocation**

The Grantor may, at its sole discretion, take any lawful action which it deems appropriate to enforce the Grantor's rights under the Franchise in lieu of revocation of the Franchise.

The parties agree that the limitation of Grantor liability set forth in 47 U.S.C. § 555a, as may be amended, is applicable to this Agreement.

#### **11.2 Expiration**

Upon expiration of this Franchise, the parties will abide by the renewal provisions of the Cable Act, as amended from time to time.

#### **11.3 Continuity of Service Mandatory**

It will be the right of all Subscribers to receive all available services insofar as their financial and other obligations to the Grantee are honored. In the event that the Grantee elects to rebuild, modify, or sell the Cable System the Grantee will make its best effort to ensure that all Subscribers receive continuous uninterrupted service.

### **12. OPERATION AND MAINTENANCE**

#### **12.1 Open Books and Records**

The Grantor will have the right as necessary or desirable for effectively administering and enforcing the Franchise, to inspect at any time upon reasonable notice all records of the Grantee which relate to the operation of the Cable System, provision of Cable Service, or the Grantee's performance under this Franchise. Access to such records will be maintained or made available at no cost to the Grantor within the Franchise Area during normal business hours if maintained locally, or, if not available locally,

provided within ten (10) days of notice from the Grantor requesting such records at an agreed upon location within the Franchise Area. Access to the aforementioned records will not be denied by the Grantee to representatives of the Grantor on the basis that said records contain “proprietary information,” nor on the basis that they contain trade secrets. To the extent allowed under Oregon law, the Grantor will protect proprietary information including trade secrets of the Grantee from disclosure.

The Grantee will also provide, upon request and reasonable notice, in the manner set forth in this Section the following information: (a) for the specific purpose of a bona fide audit or enforcement effort being conducted by the Grantor, the true and entire cost of construction, upgrade and replacement of plant and equipment for the cable system authorized under this franchise; the true and entire cost of the maintenance, administration and operation of the cable system, including any operations or revenue generated from the cable system by any parent company or affiliate within the Franchise Area indicated or implicated as direct or indirect revenue to the Grantee from the provision of Cable Services within the Franchise Area; and (b) the amount collected by the Grantee from Subscribers of Cable Services of the Grantee's Cable System under this Franchise and other information necessary to verify compliance with this Franchise or other ordinances of the Grantor.

Within 45 (forty-five) days of written request, Grantee will provide to Grantor, at no cost to Grantor, any information that allows Grantor to easily and sufficiently verify compliance with all the requirements of this Franchise.

## **12.2 Communication with Regulatory Agencies**

A list and copies of all material written petitions, applications, communications, and reports submitted by the Grantee, and also by any Affiliate, to the Federal Communications Commission, Securities and Exchange Commission, or any other federal or state regulatory commission or agency having jurisdiction in respect to any matters affecting Cable Services or the Cable System in the Franchise Area pursuant to this Franchise Agreement, will be submitted to the Grantor upon request. In addition, copies of any communications to and from any regulatory agency pertaining to any alleged, apparent or acknowledged violation of an applicable rule or law of the agency related to or affecting Cable Services or the Cable System within the Franchise Area, will be immediately submitted to the Grantor, if the communications are to or from the Grantee, or upon written request from the Grantor if the communications are to or from an Affiliate.

## **12.3 Reports**

- A. Quarterly Reports. Upon written request by the Grantor, within thirty (30) days after the end of each fiscal quarter, Grantee will provide outage reports, summary statistics on patterns of complaints or service problems, and other customer service information, provided that such information may be reasonably generated by the Grantee. Grantee will not be required to maintain any reports, regarding this section 12.3 (A), for a period longer than 24 months.
- B. Annual Report. No later than ninety (90) days following the end of the Grantee’s fiscal year each year, Grantee will present, upon request, a written report to the Grantor which will include:
  - I. Financial reports that are normally prepared for the Grantee for the previous calendar year, including gross revenues from all sources, gross Subscriber revenues from each category of service, as well as an income statement, statement of cash flow, and a balance sheet.
  - II. A summary of the previous year’s activities including, but not limited to, monthly Subscriber totals in each category and new services.

All financial reports required under this subsection will be presented to the Grantor accompanied by such notes and explanations as are required or requested by Grantor to fully and easily understand the reports. Such notes and explanations will include, but not be limited to, an explanation of any and all deductions made from Gross Revenues for the calculation of franchise fees to be paid to the Grantor.

- C. **Monitoring and Compliance Reports.** Upon request written, the Grantee will provide a written report of technical performance tests for the Cable System required by applicable FCC rules and regulations as now or hereinafter constituted. In addition, the Grantee will upon request provide reports of the test and compliance procedures established by this Franchise Agreement, Grantee will not be required to maintain any reports, regarding this section 12.3 (C), for a period longer than twenty-four (24) months.
- D. All reports and records required under this or any other Section will be furnished to Grantor at the sole expense of Grantee.

#### **12.4 Safety**

- A. The Grantee will, at all times, employ the standard of care attendant to the risks involved and will install and maintain in use commonly accepted methods and devices for preventing failures and accidents which are likely to cause damage, injury, or nuisance to the public or to employees of the Grantor.
- B. The Grantee will install and maintain its wires, cable, fixtures, and other equipment, including the drop to the Subscriber's premise, in accordance with the requirements of the National Electrical Safety Code, industry standards, and in such manner that they will not interfere with the installations of any public utility.
- C. All lines, equipment and connections in, over, under, and upon either the Streets and Public Ways of Grantor or private property within boundaries of Grantor, wherever situated or located, will at all times be kept and maintained in a safe and suitable condition, and in good order and repair.

### **13. MISCELLANEOUS PROVISIONS**

#### **13.1 Compliance with Laws**

The Grantee will comply with all federal and state laws and regulations, including regulations, rules and orders of any administrative agency thereof, as well as all general ordinances, resolutions, rules and regulations of the Grantor heretofore or hereafter adopted or established during the entire term of this Franchise. If, any such federal or state laws, rules or regulations; or ordinances, resolutions, rules and regulations of the Grantor hereafter adopted or established be in conflict or interfere with the existing rights of the Grantee or Grantor under this Franchise, Grantee and Grantor will work together and find a mutually acceptable resolution.

#### **13.2 Severability and Preemption**

Notwithstanding the provisions of Section 13.7 below, if any section, subsection, sentence, clause, phrase, term, provision, condition, covenant, or portion of this Franchise Agreement is for any reason held to be invalid or unenforceable by any court of competent jurisdiction, or superseded by state or federal legislation, rules, regulations or decision, the remainder of this Franchise will not be affected thereby but will be deemed as a separate, distinct and independent provision, and such holding will not affect the validity of the remaining portions hereof, and each remaining section, subsection, sentence, clause, phrase,

provision, condition, covenant and portion of this Franchise will be valid and enforceable to the fullest extent permitted by law.

If any material provision of this Franchise is for any reason held invalid or unenforceable by any court of competent jurisdiction, or superseded by state or federal law, rules, regulations or decision so that the intent of these provisions is frustrated, the parties agree to immediately negotiate replacement provisions to fulfill the purpose and intent of the superseded provisions consistent with applicable law.

In the event that federal or state laws, rules or regulations preempt a provision or limit the enforceability of a provision of this Franchise, then the provision will be read to be preempted only to the extent and for the time required by law. In the event such federal or state law, rule or regulation is subsequently repealed, rescinded, amended or otherwise changed so that the provision hereof that had been preempted is no longer preempted, such provision will thereupon return to full force and effect, and will thereafter be binding on the parties hereto, without the requirement of further action on the part of the City, and any amendments to this Franchise negotiated pursuant to this Section as a result of such provision being preempted will no longer be of any force or effect.

### **13.3 Captions**

The captions to Sections throughout this Franchise Agreement are intended solely to facilitate reading and reference to the Sections and provisions contained herein. Such captions will not affect the meaning or interpretation of this Franchise Agreement.

### **13.4 No Recourse Against the Grantor**

Grantee's recourse against the City of Woodburn, its officers, agents and employees, for any claim arising from any provision or requirement of this Franchise, will be limited as prescribed by applicable laws, rules and regulations as in effect from time to time including without limitation the restrictions set forth in 47 USC & 555a, the Local Government Antitrust Immunity Act and sovereign immunity. Except as provided under applicable law, the Grantee will have no recourse whatsoever against the Grantor or its officials, boards, commissions, or employees for any loss, costs, expense, or damage arising out of any provision or requirement contained herein, or in the event this Franchise Agreement or any part thereof is determined to be invalid.

### **13.5 Nonenforcement by Grantor**

The Grantee will not be relieved of its obligations to comply with any of the provisions of this Franchise Agreement by reason of any failure of the Grantor to enforce prompt compliance.

### **13.6 Force Majeure**

If by reason of force majeure the Grantee is unable in whole or in part to carry out its obligations hereunder, the Grantee will not be deemed in violation or default during the continuance of such inability. The term "force majeure" as used herein will include the following: acts of God; strikes, lockouts or other industrial disturbances; acts of public enemies; orders of the government of the United States of America, or of the State of Oregon, or their departments, agencies, political subdivisions, or officials; acts of any civil or military authority; insurrections; riots; epidemics; landslides; earthquakes; lightning; fires; hurricanes; volcanic activity; storms; floods; washouts; droughts; restraint of government and people; civil disturbances; explosions; partial or entire failure of utilities; documented work delays caused by waiting for utility providers to service or monitor utility poles to which Grantee's facilities are attached and documented unavailability of materials and/or qualified labor to perform the work necessary; and similar occurrences outside the control of the Grantee. The Grantee agrees, however, to give its best efforts to remedy as soon as possible, under the circumstances, the cause or causes preventing Grantee from carrying

out its responsibilities and duties under this Franchise Agreement.

### **13.7 Entire Agreement**

This Franchise Agreement contains the entire agreement between the parties, supersedes all prior agreements or proposals except as specifically set forth herein, and cannot be changed orally but only by an instrument in writing executed by the parties.

### **13.8 Consent**

Wherever the consent or approval of either the Grantee or the Grantor is specifically required in this Agreement, such consent or approval will not be unreasonably withheld.

### **13.9 Notices and Time Limit for Grantee Communications**

Grantee will provide any written communication required by this Franchise within thirty (30) days of being requested to do so by the Grantor, in each case in which no other specific minimum time limit for a communication is identified in the Franchise.

### **13.10 Consistency of Franchise with Cable Act**

The parties intend and believe that all of the provisions hereof are consistent with and permitted by the Cable Act.

### **13.11 Notice**

Any notice provided for under this Franchise will be sufficient if in writing and delivered personally to the following addressee or deposited in the United States mail, postage prepaid, certified mail, return receipt requested, addressed as follows, or to such address as the receiving party specifies in writing (each party will only require one address for notifications):

If to the City:	City of Woodburn Attn: ROW Manager 270 Montgomery St. Woodburn, OR 97222
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If to the Grantee:	WaveDivision VII, LLC Attn: Legal Dept. 650 College Road East, Suite 3100 Princeton, NJ 08540
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### **13.12 Public Disclosure**

Subject to the Oregon Public Records Law, whenever pursuant to this Franchise Agreement, Grantee will make available for inspection by the Grantor or submit to the Grantor reports containing information considered confidential and/or proprietary by the Grantee, the Grantor will not disclose or release such reports or information to the public without Grantee's written consent, provided that each page of such report or information is clearly marked as confidential and/or proprietary.

### **13.13 Time is of the Essence**

Whenever this Agreement sets forth a time for any act to be performed by Grantee, such time will be deemed to be of the essence.

### **13.14 Reservation of Rights**

Notwithstanding any provision to the contrary, the parties reserve any and all rights at law or in equity

regarding any enforcement proceeding or other matters hereunder.

IN WITNESS WHEREOF, the City has executed this Agreement on the date set forth below and Grantee will execute this Agreement by submission of the executed Acceptance required in Section 3.7.

CONSIDERED and APPROVED this \_\_\_\_ day of \_\_\_\_\_, 2024.

CITY OF WOODBURN

By: \_\_\_\_\_

Title: \_\_\_\_\_

**EXHIBIT A: ACCEPTANCE**

ROW Manager  
City of Woodburn

This is to advise the City of Woodburn, Oregon (the “Grantor”) that WaveDivision VII, LLC, a Washington limited liability company (the “Grantee”) hereby accepts the terms and provisions of Ordinance No. \_\_\_\_\_ passed by the City Council on \_\_\_\_\_ (the “Franchise”) granting a Franchise for five (5) years to Grantee. The Grantee agrees to abide by each and every term of the Franchise.

WAVEDIVISION VII, LLC

BY: \_\_\_\_\_  
Jared Sonne

TITLE: \_\_\_\_\_  
GM/SVP

DATE: \_\_\_\_\_





# Agenda Item

October 28, 2024

TO: Honorable Mayor and City Council through City Administrator

FROM: Jim Row, Assistant City Administrator  
Mel Gregg, Human Resources Director

SUBJECT: **Title VI Program**

## **RECOMMENDATION:**

Adopt via resolution the updated Title VI Civil Rights Program for public transit programs, as required by the Federal Transit Administration.

## **BACKGROUND:**

Any entity receiving federal dollars, either directly from the Federal Transit Administration (FTA) or through the Oregon Department of Transportation Rail and Public Transit Division (RPTD), must not discriminate based on factors which include, but are not limited to, race, color, national origin, religion, age, marital status, sexual orientation, gender, or disability status.

Specifically, Title VI of the 1964 Civil Rights Act states:

*"No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance."*

Subject entities are required to adopt a Title VI Program meeting requirements established by the FTA every three years. The City is a little behind schedule, as it last adopted a Title VI Program in November 2020.

## **DISCUSSION:**

In Accordance with Title VI of the Civil Rights Act of 1964, this Title VI Program reflects the Woodburn Transit System's commitment to ensuring that no person shall, on the ground of race, color, national origin, religion, age, marital status, sexual orientation, gender, or disability be excluded from participation in, be

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denied the benefits of, or be subjected to discrimination under any program or activity provided by the Woodburn Transit System (WTS).

Highlights of the Program include the following items:

- 1) A copy of the required Title VI public notice and a list of where the notice is located.
- 2) Instructions to the public regarding how to file a Title VI discrimination complaint, including a copy of the complaint form.
- 3) A list of any public transit-related investigations, complaints or lawsuits since the time of the last submission.
- 4) A public participation plan that includes an outreach plan to engage minority and limited English proficient populations, as well as a summary of outreach efforts made since the last Title VI Program submission.
- 5) A copy of the plan for providing language assistance to persons with limited English proficiency.
- 6) A description of efforts made to encourage the participation of minorities on such committees or councils.
- 7) Service standards for a fixed route.
  - a) Vehicle headways and periods of operations
  - b) On-time performance standards
  - c) Service availability standards.

Changes to the plan are minor, primarily consisting of updates to demographic data, statistics regarding the frequency of employee contact with Limited English Proficiency (LEP) individuals requiring the use of an interpreter, and the inclusion of a notice to the public that is posted in Russian (English and Spanish were already provided).

**FINANCIAL IMPACT:**

No additional direct cost to the City related to the requirements of the Title VI Program is anticipated.

**COUNCIL BILL NO. 3266**

**RESOLUTION NO. 2239**

**A RESOLUTION ADOPTING THE UPDATED WOODBURN TRANSIT SYSTEM TITLE VI PROGRAM**

**WHEREAS**, any entity receiving federal dollars, either directly from the Federal Transit Administration (FTA) or through the Oregon Department of Transportation Rail and Public Transit Division must not discriminate based on factors which include, but are not limited to, race, color, national origin, religion, age, marital status, sexual orientation, gender, or disability status; and

**WHEREAS**, subject entities are required to adopt and submit a Title VI Program meeting requirements established by the FTA every three years; and

**WHEREAS**, the City of Woodburn previously adopted a Title VI Program on September 25, 2017 and updated it on November 9, 2020; **NOW THEREFORE**,

**THE CITY OF WOODBURN HEREBY RESOLVES AS FOLLOWS:**

**Section 1.** The updated Woodburn Transit System Title VI Program, dated October 28, 2024, and attached hereto as Exhibit "A", is hereby adopted.

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



# WOODBURN Transit System

## Woodburn Transit System Title VI Program October 28, 2024

City of Woodburn  
Woodburn Transit System  
270 Montgomery Street  
Woodburn, Oregon 97071

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## Introduction

This program reflects the Woodburn Transit System's commitment to ensuring that no person shall, on the ground of race, color, national origin, religion, age, marital status, sexual orientation, gender, or disability be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity provided by the Woodburn Transit System (WTS).

## Policy Statement

It is the express policy of the WTS that no person shall be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under, any of its programs or activities on the grounds of race, color, national origin, sex, age, disability, or income, as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, the Federal Aid Highway Act of 1973, Age Discrimination Act of 1975, the Americans with Disabilities Act of 1990, Section 504 of the Rehabilitation Act of 1973, Executive Order 12898 and Executive Order 13166.

Mel Gregg, Human Resources Director is the Title VI Coordinator for WTS, and can be reached at (503) 982-5231 by phone; at [mel.gregg@ci.woodburn.or.us](mailto:mel.gregg@ci.woodburn.or.us) by email; or at 270 Montgomery St, Woodburn, OR 97071 by post.

## Title VI Notice to the Public

The Title VI Notice to the Public can be found in **Attachment A** and will be posted at the Woodburn Transit office, on the Woodburn Transit webpage, and on board buses operated by Woodburn Transit System. The notice is provided in both English and Spanish.

## Title VI Complaint Procedures

Complaints alleging discrimination which is prohibited under Title VI of the Civil Rights Act of 1964 shall be filed in accordance with the following procedure. The following procedures cover all complaints arising under Title VI. Every effort will be made to obtain early resolution of complaints at the lowest level possible. The option of informal meetings between the Title VI Coordinator and affected parties may be utilized for resolution.

These procedures do not deny the right of the complainant after completion of the Title VI complaint process to file a complaint with state or federal agencies or to bring a private action based on the complaint.

1. Any person who believes they, individually, as a member of any specific class, or in connection with any disadvantaged business enterprise, has been subjected to discrimination prohibited by federal law, may file a complaint with the WTS. A complaint may also be filed by a representative on behalf of such a person. All complaints will be referred to Title VI Coordinator for review and action.

2. In order to have the complaint considered under this procedure, the complainant must file the complaint no later than 180 days after:
  - a) The date of alleged act of discrimination; or
  - b) Where there was a continuing course of conduct, the date on which that conduct was discontinued.

In either case, WTS may extend the time for filing or waive the time limit in the interest of justice, as long as WTS specifies in writing the reason for so doing.

3. Complaints shall be in writing and shall be signed by the complainant and/or the complainant's representative. Complaints shall set forth as fully as possible the facts and circumstances surrounding the alleged discrimination. In the event a person makes a verbal complaint of discrimination to an officer or employee of WTS, the person shall be interviewed by the Title VI Coordinator. If necessary, the Title VI Coordinator will assist the person in reducing the complaint to writing and submit the written version of the complaint to the person for signature. The complaint shall then be processed according to WTS's investigative procedures.

The complaint may be filed in writing with WTS at the following address:

Woodburn Transit System  
Human Resources Director  
270 Montgomery Street  
Woodburn, OR 97071  
503-982-5231  
[mel.gregg@ci.woodburn.or.us](mailto:mel.gregg@ci.woodburn.or.us)

4. Within 10 days, the Title VI Coordinator will acknowledge receipt of the allegation, will determine if the City has jurisdiction over the complaint, whether the complaint is complete and if additional information is needed, inform the complainant of action taken or proposed action to process the allegation, and advise the complainant of other avenues of redress available, such as the Oregon Department of Transportation (ODOT) and U.S. Department of Transportation (USDOT).
5. The Title VI Coordinator will advise ODOT and/or USDOT within 10 days of receipt of the allegations. Generally, the following information will be included in every notification to ODOT and/or USDOT:
  - a) Name, address, and phone number of the complainant.
  - b) Name(s) and address(es) of alleged discriminating official(s).
  - c) Basis of complaint (i.e., race, color, national origin, or sex)
  - d) Date of alleged discriminatory act(s).
  - e) Date complaint received by the recipient.
  - f) A statement of the complaint.

- g) Other agencies (local, state, or Federal) where the complaint has been filed.
  - h) An explanation of the actions WTS has taken or proposed to resolve the issue in the complaint.
6. Within 60 days, the Title VI Coordinator will conduct an investigation of the allegation and based on the information obtained, will render a recommendation for action in a report to the Woodburn City Administrator. The report will include identification of persons interviewed, findings, informal means of resolution attempted and results of such and recommended disposition. The Title VI Coordinator will provide City's investigative report and determination of appropriate action to ODOT and/or USDOT.
  7. Within 90 days of receipt of the complaint, the Title VI Coordinator will notify the complainant in writing of the final decision reached, including the proposed disposition of the matter. The notification will advise the complainant of their appeal rights with ODOT, or USDOT, if they are dissatisfied with the final decision rendered by WTS.
  8. Contact information for the state and federal Title VI administrative jurisdiction is as follows:

ODOT Public Transit Division  
555 13<sup>th</sup> Street NE  
Salem, OR 97301  
503-986-4305  
503-986-4189 fax

Federal Transit Administration Office of Civil Rights  
Attention: Title VI Program Coordinator  
East Building, 5th Floor – TCR  
1200 New Jersey Avenue, SE  
Washington, DC 20590

## **Record of Title VI investigations, Complaints, or Lawsuits**

The City of Woodburn will maintain a list of any and all transit related Title VI investigations, complaints, and lawsuits. The list shall be kept and maintained at the Woodburn City Hall located at 270 Montgomery Street, Woodburn, OR 97071.

## **Minority Representation on Non-elected Bodies**

At this time, the WTS does not have any non-elected bodies, committees, or councils of which it must report racial membership rates. If the Transit system develops any non-elected bodies the City will encourage the participation of minorities in proportion to the minority makeup of the service area. Additionally, the City will maintain a table documenting the racial makeup of membership of such committees.



## **Title VI Public Participation Plan**

The WTS shall strive to include minority and LEP (Limited English Proficiency) individuals in its decision-making processes. This includes outreach to minority groups in Woodburn and the surrounding area.

### **Summary of Ongoing Public Participation Efforts and Outreach**

In accordance with Oregon public meetings law, all public meetings, including budget committee and City Council meetings where resource allocation and transportation planning discussions and actions are taken, are open to the general public. Accommodations are available for those with limited English proficiency if requested in advance of the meeting.

#### **Passenger Surveys**

WTS conducts onboard rider and general awareness surveys occasionally, in both English and Spanish.

#### **Bilingual Outreach**

The City maintains a list of fluent Spanish-speaking employees, and can contract for Spanish interpreters, if necessary. Additionally, the City's Outreach Coordinator has responsibility for coordinating the City's communication and outreach activities with the Spanish speaking population.

#### **Phone Access**

The City has a contract with the translation service "Language Line" for phone calls taken from LEP individuals.

#### **Schedules translated in Spanish**

The current service schedule includes a Spanish section. New service schedules will be provided in English and Spanish and made available via paper brochures and on the WTS website.

## **Woodburn Transit System Limited English Proficiency Outreach Plan**

WTS is required to take responsible steps to ensure meaningful access to the benefits, services, information and other important portions of our programs and activities of individuals who are Limited English Proficient (LEP). WTS consulted the USDOT's LEP Guidance and performed a four factor analysis of our contact with the public to determine the appropriate mix of LEP services to offer.

#### **Four- Factor Analysis:**

##### **Factor 1: The number or proportion of LEP persons in the service area.**

Step 1: Prior experience with LEP individuals. Over the past year, our dispatchers have taken approximately 2 calls per week from LEP persons which have required the use of an interpreter.

Step 2: Data was gathered from the following sources to identify information on persons who speak languages other than English at home and those who speak English less than well or not at all and would be classified as Limited English Proficient or “LEP”:

- a. U.S. Census Bureau’s American Community Survey-American Factfinder data

A review of the 2022 American Community Survey data (<http://factfinder.census.gov>) on the numbers of limited English proficient or LEP persons revealed that in Woodburn, Oregon the number of people over age 5 who speak a language other than English at home was 56.3% of the total population 5 and over in Woodburn. The same data shows that 25.8% of the Woodburn population over age 5 speak English less than “very well.” The data indicates the most common language other than English spoken at home for population over 5 is Spanish, with 52%. (Source: American Community Survey 5-Year Estimates, S1601, Woodburn, Oregon).

Factor 2: The frequency with which LEP individuals come into contact with the service.

Woodburn Transit serves LEP persons daily through transit and paratransit services. Over the past year, our dispatchers took approximately 1 call per week from LEP persons which have required the use of an interpreter.

Factor 3: The importance of the service to LEP persons.

Woodburn Transit provides important transit services to the public through its fixed route and complementary paratransit programs. Woodburn Transit is one of a few public transportation providers that serve the City of Woodburn and provides a link between residential areas, commercial centers, healthcare facilities, educational campuses, and social service offices. Language barriers would most affect users of the complementary paratransit system as reservations for the system are taken via telephone. The complementary paratransit portion of Woodburn Transit provides approximately 52% of the total rides provided through the Woodburn Transit System.

Factor 4: The resources available to the recipient of the federal funds to assure meaningful access to the service by LEP persons

WTS currently provides some information in Spanish through bus schedules, the transit website, and information on the buses. The City of Woodburn maintains a list of employees who are fluent in Spanish and other languages, and professional translation services are available if required. WTS also contracts with “language line” to assist LEP individuals with phone inquiries.

**Processes for providing language assistance services by language**

Based on the four-factor analysis, WTS recognizes the need to continue providing language services. A review of WTS relevant programs, activities and services that are being offered by the City as of October 2024 include:

- If a bilingual employee is unavailable, the City has a contract with the translation service “Language Line” for phone calls taken from LEP individuals
- Spanish speaking translators who work for the City are available upon request during normal business hours
- Route and schedule information are available in Spanish on the Woodburn Transit website
- Community surveys are available in Spanish language

Based on the demand for alternate language services, and considering the limited budget of the Woodburn Transit programs, other activities and services that will be developed in the next three years include:

- Transit surveys conducted by Woodburn Transit will be available in Spanish
- Future route maps will be available in both English and Spanish
- Bilingual employees will continue to be available to provide written and verbal translation services

Woodburn Transit's outreach and marketing initiatives have yielded a list of community organizations that serve populations with limited English proficiency. The following list of community organizations will be contacted to assist in gathering information and see what services are most frequently sought by the LEP population:

- Woodburn Public School District
- Hispanic Advisory Council
- Woodburn Area Chamber of Commerce

### **Providing notice to LEP's of language assistance**

Notice will be placed on the transit buses, transit website, and on the bus schedules, and brochures announcing the availability of Language assistance.

### **Monitoring, evaluating and updating LEP**

Woodburn Transit staff will contact the community organizations that serve LEP persons, as well LEP persons themselves, and perform a four-factor analysis every three years to identify what, if any, additional information or activities might better improve transit services to assure non-discriminatory service to LEP persons. WTS will then evaluate the projected financial and personnel needed to provide the requested services and assess which of these can be provided cost-effectively.

### **Training Employees**

Woodburn Transit will train all employees, staff and volunteers regarding the need and availability of language assistance to LEP individuals who use the service. Employees will be encouraged to use the services provided when contact with LEP individuals prevents or hinders communication. This training will be provided annually.

## **Primary recipients and monitoring sub recipients**

Currently the City of Woodburn is not a primary recipient of FTA funds and does not have any sub-recipients.

## **Title VI equity analysis**

There are no current planned facilities or construction projects that require a Title VI equity analysis.

## Service Standards

### Vehicle Load for Each Mode Standard (expressed as a ratio)

The peak-hour vehicle load standards by mode for Woodburn Transit System are: Vehicle Load Standards are expressed as a ratio. (A 40-passenger bus that allows 12 standees would have a load standard of 1.3)

Fixed Route (35 passenger bus)	1.20
Express (8 passenger van)	.75
Demand Response (8 passenger van)	.75
Demand Response (4 passenger van)	.50

### Vehicle Headway for Each Mode (Time between vehicles on same route)

Fixed Route (35 passenger bus)	1 hour
Express (8 passenger van)	30 min
Demand Response (8 passenger van)	n/a
Demand Response (4 passenger van)	n/a

### On Time Performance for Each Mode

	May Run Early (yes/no)	On-time Consideration
Fixed Route (35-passenger bus)	NO	<10 minutes behind
Paratransit (16 passenger van)	NO	(+or -) 5 minutes
Demand Response (16 passenger van)	YES	(+or -) 15 minutes
Demand Response (4 passenger van)	YES	(+or -) 15 minutes

### Service Availability for Each Mode

The Woodburn Transit System provides equitable service availability to customers within the service area.

### Distribution of Transit Amenities for Each Mode

The Woodburn Transit System has a policy to distribute transit amenities equally across the system. Any new amenities will be distributed equally across the system without regard to race or national origin of users from that service area. This applies to:

- Seating and benches at stops and stations
- Bus shelters
- Provision of information including maps, route maps, and schedules
- Waste receptacles.

### **Vehicle Assignment for Each Mode**

The Woodburn Transit System sets a policy of vehicle assignment for each mode without regard to race, color, national origin, religion age, marital status, sexual orientation, gender, or disability of users from that service area. Woodburn Transit will assign vehicles with higher capacity to routes with higher ridership. Age of the vehicles will only be considered a factor when assigning vehicles to routes.

## Attachment A

### **Notifying the Public of Rights under Title VI City of Woodburn, Oregon**

- The City of Woodburn operates its programs and services without regard to race, color and national origin in accordance with Title VI of the Civil Rights Act of 1964. Any person who believes they have been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with the City of Woodburn.
- For more information on the City of Woodburn's Civil Rights Program and/ or the procedures for filing a complaint, contact Mel Gregg, Human Resources Director at (503) 982-5231 or [mel.gregg@ci.woodburn.or.us](mailto:mel.gregg@ci.woodburn.or.us) or visit Woodburn City Hall at 270 Montgomery St, Woodburn, OR 97071.
- A complaint may also be filed directly with the Federal Transit Administration's Office of Civil Rights at:

Federal Transit Administration Office of Civil Rights  
Attention: Title VI Program Coordinator  
East Building, 5th Floor – TCR  
1200 New Jersey Avenue, SE  
Washington, DC 20590

- If you need assistance or printed information in another language, please contact the City of Woodburn's community outreach office at (503) 982-5233.

### **Notificación al Público bajo Los Derechos de Título VI Ciudad de Woodburn, Oregon**

- Los programas y servicios de la Ciudad de Woodburn funcionan sin ninguna consideración por motivos raciales, de color y origen nacional de acuerdo con el Título VI de los Derechos Civiles de 1964. Alguna persona que cree que fue ofendido de una práctica discriminatoria ilegal bajo este Título VI puede presentar una queja con la Ciudad de Woodburn.
- Para más información tocante el Programa de Derechos Civiles de la Ciudad de Woodburn y/o para saber el proceso de presentar una queja, comuníquese con Mel Gregg, Director de Recursos Humanos al (503) 982-5231 o por correo electrónico al [mel.gregg@ci.woodburn.or.us](mailto:mel.gregg@ci.woodburn.or.us) o visítenos en el Ayuntamiento de la Ciudad al 270 Montgomery St., Woodburn, OR 97071.
- Una queja también se puede presentar con las Oficinas de Derechos Civiles de la Administración Federal de Transito al:

*Oficinas de Derechos Civiles de la Administración Federal de Transito  
Atentamente: Coordinador del Programa Title VI  
East Building, 5th Floor – TCR*

*1200 New Jersey Avenue, SE  
Washington, DC 20590*

- Si necesita asistencia o información impresa en otro idioma, por favor comuníquese con la oficina del Agente Comunitario al 503-982-5233.

## **Уведомление общественности о правах согласно разделу VI Город Вудбэрн, Орегон**

- Город Вудбэрн осуществляет свои программы и услуги вне зависимости от расы, цвета кожи и национальной принадлежности в соответствии с разделом VI Закона о гражданских правах 1964 года. Любое лицо, которое считает, что оно пострадало от какой-либо незаконной дискриминационной практики, в соответствии с разделом VI может подать жалобу в Город Вудбэрн.
- Чтобы получить больше информации о Программе по защите гражданских прав Вудбэрна и/или о процедурах подачи жалоб, обращайтесь к Мэл Грэгг, директору по персоналу, по тел. (503) 982-5231 или [mel.gregg@ci.woodburn.or.us](mailto:mel.gregg@ci.woodburn.or.us) или посетите мэрию Вудбэрна по адресу: 270 Montgomery St, Woodburn, OR 97071.
- Жалобу также можно подать напрямую в Отдел по гражданским правам Федерального управления общественного транспорта (FTA):

Federal Transit Administration Office of Civil Rights  
Attention: Title VI Program Coordinator  
East Building, 5th Floor – TCR  
1200 New Jersey Avenue, SE  
Washington, DC 20590

- Если Вам нужна помощь или печатная информация на другом языке, пожалуйста, обращайтесь в Отдел по связи с общественностью Города Вудбэрн по тел. (503) 982-5233.

# Attachment B

## City of Woodburn Title VI Complaint Form

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Were you discriminated against because of your:

Race/Ethnicity

National Origin  Gender

Religion

Age

Disability

Other: \_\_\_\_\_

To your best recollection, date and time of alleged incident: \_\_\_\_\_

Explain as clearly as possible what happened and how you were discriminated against. Indicate who was involved and if applicable, the transit route and vehicle. Be sure to include the names and contact information of any witnesses. If more space is needed, please use additional pages.

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Have you filed this complaint with any other federal, state or local agency or with any court?  Yes  No



If yes, check and identify all that apply:

- Federal Agency \_\_\_\_\_
- Federal Court \_\_\_\_\_
- State Agency \_\_\_\_\_
- State Court \_\_\_\_\_
- Local Agency \_\_\_\_\_

Please provide information for a contact person at the Agency or Court where the complaint was filed.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, & Zip Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Please sign below (We cannot accept unsigned complaints). You may attach any additional written materials or other information you believe is relevant to your complaint.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Please mail this form to or email:**

Human Resources Director  
City of Woodburn  
270 Montgomery St  
Woodburn, OR 97071

[hr@ci.woodburn.or.us](mailto:hr@ci.woodburn.or.us)

October 28, 2024

TO: Honorable Mayor and City Council through City Administrator

FROM: Curtis Stultz, Public Works Director  
Chris Kerr, Community Development Director

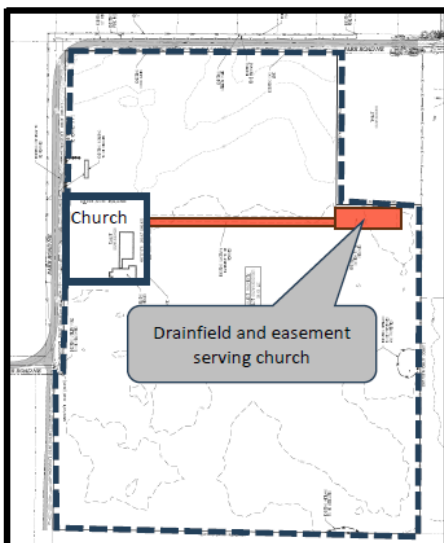
SUBJECT: **Resolution Authorizing the City to Provide Sanitary Sewer Service to Tax Lot 052W130001000 (8702 Parr Road NE, Woodburn OR 97026) Russian Old Believers St. Nikola Church**

**RECOMMENDATION:**

Adopt a Resolution authorizing the Russian Old Believers St. Nikola Church (Tax Lot 052W130001000) to connect to the City’s public sewer system.

**BACKGROUND:**

The Russian Old Believers St. Nikola Church property (8702 Parr Road NE) is located outside of the corporate city limits of Woodburn. Currently, the land surrounding the Church property on three sides (N, S, and E) is being developed as the Brighton Pointe Subdivision. As part of the development of the subdivision, the current septic drain field serving the Church property needs to be decommissioned from its current location.



Pre-annexation survey with existing drainfield



Approved Brighton Pointe subdivision. Requires removal of septic system

Agenda Item Review: City Administrator  City Attorney  Finance

As a result of certain limitations in the Church's ability to acquire a needed septic permit from Marion County for relocation of their current system, Lennar Northwest LLC, developer of the Brighton Pointe subdivision community, has submitted a formal request to the City Council to permit the Church Property to connect to the City's sewer system without annexing into the City.

A new sewer main running north-south and parallel to the Church's westerly property line along Parr Road has been constructed as part of the surrounding redevelopment and is available and has capacity to serve the Church site.

**DISCUSSION:**

Lennar Northwest LLC ("Lennar"), is requesting an emergency public sewer connection for the Russian Old Believers St. Nikola Church property at 8702 Parr Road NE as a means to be able to move forward with decommissioning the Church's current drain field. This would ensure that the Church has access to continued sewer system services and allow Lennar to continue construction on its subdivision development.

The written request for the Church's sewer connection was received by the Mayor from Garret Stephenson, attorney representing Lennar, dated September 17, 2024 (See Attachment 1).

Following receipt of Mr. Stephenson's letter, the Mayor requested that Chris Kerr, Community Development Director, prepare a memorandum that would provide background and context on the issue, outline options that the City could legally consider in light of the given request, and include a Staff Recommendation for how the City should respond. A copy of that memorandum, dated September 30, 2024, is included as Attachment 2.

Given the unique extenuating circumstances in this case related to the impacts of the adjacent Brighton Pointe development, Staff's recommendation in the response memorandum includes support for permitting the sewer connection for the church without annexation contingent upon two conditions: (1) the church's street frontage along Parr Road (which was included in the annexation) should be improved to the minimum city standards; and (2) as with other cases when the City has extended utilities beyond the city limits, the property owner would be billed at a rate of 1.5 times the current sewer rate for residents within the City of Woodburn.

Following receipt of Mr. Kerr's memorandum, Lennar indicated that it would be agreeable to Staff's recommendation with one modification—that the grant of a Public Utility Easement along the frontage of the Church property be removed

from the necessary frontage improvement conditions for Parr Road. Given that no utilities are currently planned for installation in this area and sufficient alternative locations are available along the length of Parr Road, staff is amenable to this modification. The public utility easement isn't essential at this time. Ultimately, when the Church property annexes into the city and redevelops, the easement would be required at that time.

Following tentative agreement between City staff, Lennar, and the Church, on conditions under which the City would be willing to grant the Church with a connection to the City's sewer system without annexing, staff has prepared a Resolution that upon passage by the Council would legally permit the extension of municipal sewer services to the Russian Old Believers St. Nikola Church property at 8702 Parr Road NE, located outside the corporate City boundaries, pursuant to City Ordinance No. 2405.

Following approval for the Church's sewer connection, Lennar has agreed to obtain all approvals and permits required to complete the connection and the conditioned right-of-way frontage improvements along Parr Road.

**FINANCIAL IMPACT:**

There is no cost to the City for providing public sewer services. Connections to the City's utility system require the permit applicant to pay system development charges pursuant to Ordinance No. 2070 prior to connecting the system and all construction and association costs are borne by the applicant. Additionally, pursuant to Ordinance No. 1965, the property owner will also be billed at a rate of 1.5 times the current sewer rate for residents within the City of Woodburn.

**ATTACHMENTS**

- Letter from Garrett Stephenson on behalf of client Lennar Northwest, LLC
- Response Memorandum from Chris Kerr, Community Development Director, with Attachments



September 17, 2024

**Garrett H. Stephenson**  
Admitted in Oregon  
D: 503-796-2893  
C: 503-320-3715  
gstephenson@schwabe.com

VIA E-MAIL

Hon. Frank Lonergan  
Mayor  
City of Woodburn  
270 Montgomery Street  
Woodburn, OR 97071

RE: Water service for Russian Old Believers St. Nikola Church  
Our File No.: 136188-285677

Dear Mayor Lonergan and Councilors:

This office represents Lennar Northwest LLC, developer of the Brighton Pointe community south and east of Parr Road (the “Community”). The Community (City casefiles SUB 22-04, PP22-02, and Var 22-07) was approved by the Council on June 12, 2023. Condition 16 of the approval requires Lennar to decommission a septic system on the development parcel which serves the Russian Old Believers St. Nikola Church (the “Church”). In order to satisfy Condition 16, Lennar entered into an agreement with the Church to construct a replacement septic drainfield. City staff denied a land use compatibility statement (“LUCS”) that would allow the Church to replace its drainfield.<sup>1</sup> City staff has taken the position that a connection to the Parr Road line is required in lieu of a drainfield, and that such connection is not permissible unless and until the Church is annexed into the City of Woodburn.<sup>2</sup> Unless the City and County authorize a new drainfield or the City authorizes a connection to the new sewer line, Lennar will be unable to complete the Community.

The Church does not wish to annex into the City and, as described below, the City has little to gain from its annexation. Annexation is also something that the City need not require in

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<sup>1</sup> Out of an abundance of caution, Lennar has filed an appeal of the LUCS with the Oregon Land Use Board of Appeals, but has agreed with the City Attorney to stay the appeal while it attempts to find a negotiated solution.

<sup>2</sup> The completion of a sewer line within Parr Road adjacent to the Church makes approval of a new septic system subject to. OAR 340-071-0160(4)(f). This rule prohibits approval of new septic systems if a public sewer system is both legally and physically available. City staff have taken the position that sewer service is not legally available without annexation.

Hon. Frank Lonergan  
September 17, 2024

this instance. The purpose of this letter is to respectfully request that the Council allow the Church to connect to this new sewer line without annexing into the City.

**1. The Church does not wish to annex into the City and the City has little to gain from the Church's annexation.**

The Church does not wish to annex because it does not wish to receive nuisance complaints from future residents of the Community, including complaints about noise, traffic, etc. The Church wishes to preserve its religious freedom practices including religious holidays which occur on both weekdays and weekends, and its traditional services which occur both during the day as well as in the late evening. In this regard, the Church believes the County's regulations to be more amenable to its religious practices. And the Church is, to a large degree, an innocent party in this situation. It is not undertaking any development project that would typically require a new sewer connection. Rather, it was simply being a good neighbor when it allowed Lennar to relocate its drain field.

On the other hand, annexation of the Church would not serve the City's urbanization objectives, as discussed below. It would also not generate additional tax revenue, as the Church is exempt from property taxation as a religious organization.

Thus, there are good practical reasons for annexation to not be required in this instance—that is, the Church does not wish to annex and the City would get no actual benefit from annexation. As explained in more detail below, the City Council has the discretion to *not* require annexation in this instance.

**2. The City can allow the Church to connect to its sewer services without annexation.**

Based on the City's Urban Growth Coordination Agreement (the "UGCA") with Marion County, the City's urbanization objectives are as follows:

- "1. Promote the orderly and efficient conversion of land from Rural/Resource uses to urban uses within the Urban Growth Area.
- "2. Reduce potential conflicts with resource lands, establishing an Urban Reserve Area and expansion limitations where necessary.
- "3. Promote the retention of lands in resource production in the Urban Growth Boundary until provided with urban services and developed.

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“4. Coordinate growth in accordance with the Woodburn Comprehensive Plan and the Marion County Comprehensive Plan.”

The Church’s annexation would have no impact on these objectives, one way or the other. For example, it would have no affect on conversion of land from rural/resource to urban uses. The land surrounding the Church is proposed to be urbanized without any actions by the Church. Annexation would have no beneficial affect on potential conflicts with resource lands. The annexation would also not “promote the retention of lands in resource production,” because the Church’s property is not in resource production.

There are no Woodburn Comprehensive Plan goals or policies that prohibit the Church from connecting with the Parr Road sewer while remaining outside of the City Limits. The applicable Comprehensive Plan policy on this issue is:

“G-1.17 The City and County shall strive to enhance the livability and promote logical and orderly development of the urban growth area in a cost effective manner. The County shall not allow urban uses within the Urban Growth Boundary prior to annexation to the City unless agreed to in writing by the City. City sewer and water facilities shall not be extended beyond the City limits, except as may be agreed to in writing by the City and the property owner and the owner consents to annex. The City shall be responsible for preparing the public facilities plan.”

In this case, the sewer facility is already extended. As the Church did not request or propose extension of the Parr Road sewer line, annexation is not strictly required by this policy. But more broadly, the above policy contemplates that in some instances it is appropriate to allow properties outside of the City to connect to the City’s services.

The UGCA has similar flexibility. Sections 7 and 10 of the UGCA provide as follows:

“7. The City and County shall promote logical and orderly development within the Urban Growth Area in a cost effective manner. The County shall not allow uses requiring a public facility provided by the City within the Urban Growth Area prior to annexation to the City unless agreed to in writing by the City.

10. The City shall discourage the extension of public facilities into the Urban Growth Area without annexation. However, if the extension of public facilities into the Urban Growth Area is necessary because of an emergency, health hazard or the City determines it is otherwise desirable, the facilities may be extended

Hon. Frank Loneragan  
September 17, 2024

subject to terms and conditions contained in a service contract between the City and the property owner.”

Section 7 restricts the City from “allowing a use requiring a public facility” prior to annexation. This section is arguably inapplicable here, as the Church use is already established. Section 10 applies to extensions of public services into the urban growth area. The Parr Road sewer line has already been extended, so Section 10 is also arguably inapplicable. But regardless of their strict applicability, Sections 7 and 10 clearly provide the City the discretion to allow properties located within the County to connect to City services in certain circumstances.

Both Lennar and the Church respectfully request that the Council exercise its discretion to not require immediate annexation in this instance. As explained above, the Church believes it has much to potentially lose by annexation and the City has nothing real to gain.

We greatly appreciate the Council’s consideration of this matter.

Best regards,

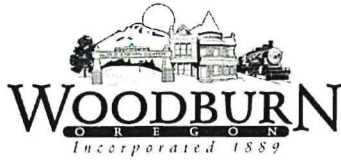
SCHWABE, WILLIAMSON & WYATT, P.C.



Garrett H. Stephenson

GST:jmhi






# Agenda Item

September 30, 2024

TO: Honorable Mayor Frank Lonergan through City Administrator

FROM: Chris Kerr, Community Development Director 

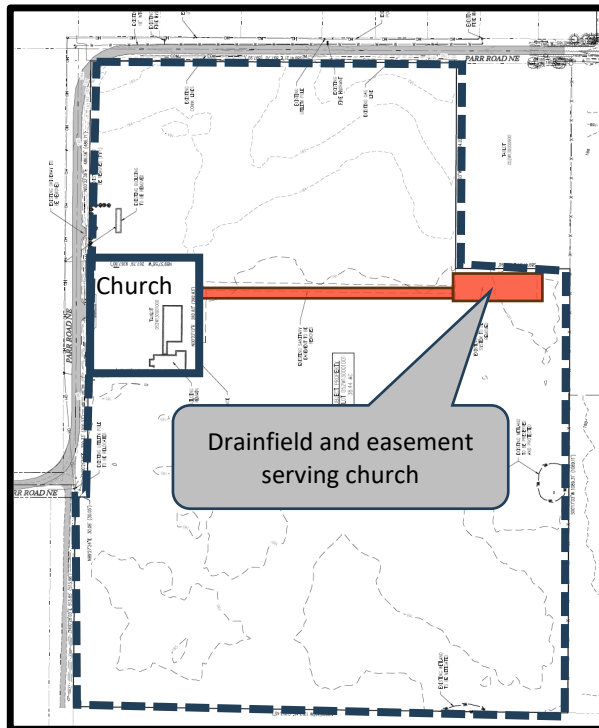
SUBJECT: **Request for a sanitary sewer service connection without annexation for the St. Nikola Church located at 8702 Parr Road (Tax lot 052W130001000)**

Through their attorney Garrett H. Stephenson, the City has received a request from Lennar Northwest, LLC ("Lennar"), the developers of the adjacent Brighton Pointe community, to permit the Russian Old Believers St. Nikola Church ("Church") located at 8702 to connect to the city's sewer system without annexing their property into the City (Attachment 1). The church property is located outside, but abutting the Woodburn city limits and adjacent to a city sewer line. Without annexing, the Church would otherwise be ineligible to connect to city utilities without a unique City Council approval. Per your request, this Memorandum provides necessary context on the issue, outlines options that the City should consider, and includes Staff's recommendation.

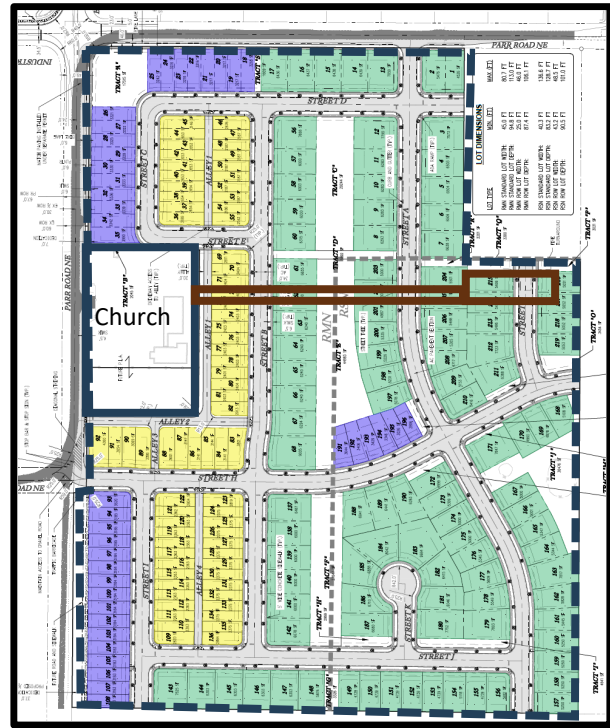
Of course, I am available to answer any specific questions on the matter as well. Also, note that while Staff disputes several of the facts and assertions in the letter received, those are not addressed in detail at this time.

## CONTEXT:

Below is a description of Lennar's Brighton Pointe community project, its relationship to the Church's request and the permits that are necessary to relocate their septic system. A critical timeline of the various permit applications is also attached (Attachment 2). The figures on the next page show the subject properties that are located south and east of Parr Road. The approximate location of the existing drainfield and septic line/easement is indicated as well.



Pre-annexation survey with existing drainfield



Approved Brighton Pointe subdivision. Requires removal of septic system

## **BACKGROUND**

Marion County is responsible for issuing permits for septic tank systems (and associated drain fields) for properties located in the county; in this case, in order to relocate the system onto the Church property, Lennar was required to get an *On-site Wastewater Permit* ("Septic Permit") from the County. Importantly, all requests for Septic systems in the vicinity of a UGB must also receive approval from that city in the form of a Land Use Compatibility Statement ("LUCS"). In this case, the applicant submitted a Septic Permit to Marion County in March of 2022 and a LUCS application to the City. The City approved Lennar's LUCS permit on March 21, 2022 and returned it to the applicant (Attachment 3).

Critically however, as part of their review of the Sewer Permit, on both March 31 and May 2 of 2022, the County provided the applicant with *incompleteness* comments that needed to be addressed. Additionally, on January 19, 2023, the County reminded Lennar in writing that that they needed to address specific issues in their permit and that if they did not do so by March 22, 2023, *their application would expire* (Attachment 4). Ultimately, the applicant failed to provide the County with the required information and their Septic Permit application with the County formally expired.

Lennar's annexation and subdivision applications in the City for Brighton Pointe were ultimately approved in June 2023. That approval included a required condition to remove the septic drainfield and easement from the property prior receiving a final plat approval.

Because their initial County Septic Permit expired, on August 22, 2024, Lennar resubmitted a 'new' LUCS for the City to consider in conjunction with a new County Septic Permit application. The City correctly *denied* the LUCS application since it no longer met the legal standards (Attachment 5).<sup>1</sup> On September 17, 2024, the City received the attached letter from Mr. Stephenson requesting a sewer connection for the Church without annexation.

#### STAFF RECOMMENDATION:

The central issue is that Brighton Pointe needs to remove the Church's septic system from their property in order to develop it. They intended to relocate it onto the church's property but cannot legally do so because they failed to get the necessary permits from the County. They are now requesting that the City accommodate them by allowing a sewer connection without an annexation. It is axiomatic that most property owners located outside the city would like to access the City's sewer system without the associated "burdens" of incorporation (i.e. be subject to the Woodburn's regulations). This Department receives multiple requests for such an arrangement several times per year. Those requestors are always directed towards annexation. Requiring annexation prior to receiving public utilities is a sound, equitable practice that is unquestionably supported by State, County and City policies and regulations.

That being said, and acknowledging the fact that granting the request would be counter to City policies and could be construed as unequal treatment from other property owners, Staff recognizes certain unique extenuating circumstances in this case. For example, if the applicant had properly addressed the County's application issues two years ago, they would have received their sewer permit to

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<sup>1</sup> The Marion County LUCS form for septic systems cannot be approved by the City if a municipal sewer facility is physically available *and* legally available. Physically available: A public sewer line is located within 300 feet of the subject property. Legally available: No DEQ moratorium; City is willing or obligated to provide service. Staff finds that:

- A public sewer line is located along the frontage of the subject property (installed by Lennar as part of Brighton Pointe subdivision project), therefore it is physically available.
- The subject property is eligible to be annexed into City limits (it is surrounded on three sides by the city) and City is willing to provide sewer service upon annexation, therefore it is legally available.

Additionally, the City of Woodburn / Marion County Urban Growth Coordination Agreement, through sections I.7., I.10., III.1., and III.4., compels both jurisdictions to deny this septic permit and require annexation and connection to municipal utilities.

relocate the septic system with the City's support. Additionally, churches are not subject to property taxes; therefore, the financial detriment to the City should it not require annexation would be minimized. Another consideration is that throughout the long planning process, Lennar has been transparent about their intentions to relocate the septic system and to not annex the church property. Based on these facts, Staff would support permitting the sewer connection for the church without annexation contingent upon two conditions.

First, the church's street frontage along Parr Road (which was included in the annexation) should be improved to the minimum city standards. This would include a curb, drainage, six-foot landscape strip with street trees, a 6-foot sidewalk, and a public utility easement on the Church property. These improvements are consistent with the requirements for all other development in the city and would provide benefits directly to the public. These improvements would also create a streetscape consistent along the entirety of Parr Road in this area.

As part of the Brighton Pointe approval, Lennar is already conditioned to install a substandard 4.5-foot wide sidewalk along the church's frontage, but with no other improvements. As you are aware, this area of the City is growing quickly and Parr Road will be a critical transportation route to serve both future residents and employment areas in our Urban Reserve. Leaving the church property unannexed (and without providing the standard city street improvements) leaves a glaring 'hole' along Parr Road that would not be fully improved (without using city taxpayer dollars) for many years. Staff believes that requiring these minimal right-of-way improvements helps to ameliorate these issues and addresses the 'fairness' issue of allowing a public utility without annexation in this circumstance.

Second, as with other cases when the City has extended utilities beyond the city limits, the property owner would be billed at a rate of 1.5 times the current sewer rate for residents within the City of Woodburn.

#### COUNCIL OPTIONS:

1. Deny the request for sewer connection without annexation. This is consistent with past practices but would have significant ramifications for the Church and Brighton Pointe development.
2. Pursue an alternative approval of the LUCS with Marion County to allow the septic system installation on Church property (would need County's written concurrence since option would be inconsistent with our IGA)
3. Approve the request from Mr. Stephenson and permit the sewer connection without annexation via a Resolution with no conditions.
4. Approve the request per No. 3 with the conditions recommended by Staff (or other appropriate conditions)

Attachments:

1. Letter from Garrett Stephenson on behalf of client Lennar Northwest, LLC
2. Detailed timeline
3. March 21, 2022: City LUCS approved
4. January 19, 2023 Marion County Public Works "Incompleteness letter"
5. August 26, 2024: City LUCS denied

cc: Scott Derickson, City Administrator  
McKensie Granum, City Attorney  
Garrett H. Stephenson; Schwabe, Williamson & Wyatt PC



September 17, 2024

**Garrett H. Stephenson**  
Admitted in Oregon  
D: 503-796-2893  
C: 503-320-3715  
gstephenson@schwabe.com

VIA E-MAIL

Hon. Frank Lonergan  
Mayor  
City of Woodburn  
270 Montgomery Street  
Woodburn, OR 97071

RE: Water service for Russian Old Believers St. Nikola Church  
Our File No.: 136188-285677

Dear Mayor Lonergan and Councilors:

This office represents Lennar Northwest LLC, developer of the Brighton Pointe community south and east of Parr Road (the “Community”). The Community (City casefiles SUB 22-04, PP22-02, and Var 22-07) was approved by the Council on June 12, 2023. Condition 16 of the approval requires Lennar to decommission a septic system on the development parcel which serves the Russian Old Believers St. Nikola Church (the “Church”). In order to satisfy Condition 16, Lennar entered into an agreement with the Church to construct a replacement septic drainfield. City staff denied a land use compatibility statement (“LUCS”) that would allow the Church to replace its drainfield.<sup>1</sup> City staff has taken the position that a connection to the Parr Road line is required in lieu of a drainfield, and that such connection is not permissible unless and until the Church is annexed into the City of Woodburn.<sup>2</sup> Unless the City and County authorize a new drainfield or the City authorizes a connection to the new sewer line, Lennar will be unable to complete the Community.

The Church does not wish to annex into the City and, as described below, the City has little to gain from its annexation. Annexation is also something that the City need not require in

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<sup>1</sup> Out of an abundance of caution, Lennar has filed an appeal of the LUCS with the Oregon Land Use Board of Appeals, but has agreed with the City Attorney to stay the appeal while it attempts to find a negotiated solution.

<sup>2</sup> The completion of a sewer line within Parr Road adjacent to the Church makes approval of a new septic system subject to. OAR 340-071-0160(4)(f). This rule prohibits approval of new septic systems if a public sewer system is both legally and physically available. City staff have taken the position that sewer service is not legally available without annexation.

Hon. Frank Lonergan  
September 17, 2024

this instance. The purpose of this letter is to respectfully request that the Council allow the Church to connect to this new sewer line without annexing into the City.

**1. The Church does not wish to annex into the City and the City has little to gain from the Church's annexation.**

The Church does not wish to annex because it does not wish to receive nuisance complaints from future residents of the Community, including complaints about noise, traffic, etc. The Church wishes to preserve its religious freedom practices including religious holidays which occur on both weekdays and weekends, and its traditional services which occur both during the day as well as in the late evening. In this regard, the Church believes the County's regulations to be more amenable to its religious practices. And the Church is, to a large degree, an innocent party in this situation. It is not undertaking any development project that would typically require a new sewer connection. Rather, it was simply being a good neighbor when it allowed Lennar to relocate its drain field.

On the other hand, annexation of the Church would not serve the City's urbanization objectives, as discussed below. It would also not generate additional tax revenue, as the Church is exempt from property taxation as a religious organization.

Thus, there are good practical reasons for annexation to not be required in this instance—that is, the Church does not wish to annex and the City would get no actual benefit from annexation. As explained in more detail below, the City Council has the discretion to *not* require annexation in this instance.

**2. The City can allow the Church to connect to its sewer services without annexation.**

Based on the City's Urban Growth Coordination Agreement (the "UGCA") with Marion County, the City's urbanization objectives are as follows:

"1. Promote the orderly and efficient conversion of land from Rural/Resource uses to urban uses within the Urban Growth Area.

"2. Reduce potential conflicts with resource lands, establishing an Urban Reserve Area and expansion limitations where necessary.

"3. Promote the retention of lands in resource production in the Urban Growth Boundary until provided with urban services and developed.

Hon. Frank Loneragan  
September 17, 2024

“4. Coordinate growth in accordance with the Woodburn Comprehensive Plan and the Marion County Comprehensive Plan.”

The Church’s annexation would have no impact on these objectives, one way or the other. For example, it would have no affect on conversion of land from rural/resource to urban uses. The land surrounding the Church is proposed to be urbanized without any actions by the Church. Annexation would have no beneficial affect on potential conflicts with resource lands. The annexation would also not “promote the retention of lands in resource production,” because the Church’s property is not in resource production.

There are no Woodburn Comprehensive Plan goals or policies that prohibit the Church from connecting with the Parr Road sewer while remaining outside of the City Limits. The applicable Comprehensive Plan policy on this issue is:

“G-1.17 The City and County shall strive to enhance the livability and promote logical and orderly development of the urban growth area in a cost effective manner. The County shall not allow urban uses within the Urban Growth Boundary prior to annexation to the City unless agreed to in writing by the City. City sewer and water facilities shall not be extended beyond the City limits, except as may be agreed to in writing by the City and the property owner and the owner consents to annex. The City shall be responsible for preparing the public facilities plan.”

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Hon. Frank Loneragan  
September 17, 2024

subject to terms and conditions contained in a service contract between the City and the property owner.”

Section 7 restricts the City from “allowing a use requiring a public facility” prior to annexation. This section is arguably inapplicable here, as the Church use is already established. Section 10 applies to extensions of public services into the urban growth area. The Parr Road sewer line has already been extended, so Section 10 is also arguably inapplicable. But regardless of their strict applicability, Sections 7 and 10 clearly provide the City the discretion to allow properties located within the County to connect to City services in certain circumstances.

Both Lennar and the Church respectfully request that the Council exercise its discretion to not require immediate annexation in this instance. As explained above, the Church believes it has much to potentially lose by annexation and the City has nothing real to gain.

We greatly appreciate the Council’s consideration of this matter.

Best regards,

SCHWABE, WILLIAMSON & WYATT, P.C.



Garrett H. Stephenson

GST:jmhi

## ATTACHMENT 2

### **Detailed Timeline:**

Timeline summary:

- Mar. 21, 2022: City received and APPROVED a Land Use Compatibility Statement (“LUCS”) for an on-site sewage system on the church property.
- Mar. 22, 2022: A Major Alteration Permit application for a new septic system for the church was submitted to the County
- Mar. 31, 2022 and May 2, 2022: County provided separate “incompleteness” comments to applicant on septic permit.
- Apr. 22, 2022: City received Brighton Pointe annexation and development application package.
  - Included discussion of intent to remove (relocate) easement and drainfield from City property to County Church property.
- Sept 20, 2022: County PLA application (PLA 22-036) approved, but not recorded.
  - Adjusted the lot lines to increase size of Church property with intent to relocate drainfield
  - Property was still located in County
  - Included 7-foot ROW dedication along Parr Rd. to align with remainder of BP development.
  - Condition 9 (Marion Septic Div.) “A major alteration permit to relocate the drainfield .. to the proposed adjusted property was received March 22, 2022\*” (\*typo in doc.)
- Jan. 19, 2023: County provide letter to applicant reminding them of their incompleteness status items and reminding them that the application would EXPIRE on March 22, 2023 unless application items were provided.
- Mar. 23, 2023: Septic tank application EXPIRED by County due to a failure to provide requested application information after one year.
- June 12, 2023: Woodburn City Council approved Brighton Pointe annexation and development application package.

- COA 16. Prior to FPLAT for Phase 1 – existing septic system and easement must be removed from subject property prior to platting lots.
- PW Condition 14 has similar standard note “prior to plat, per state reg’s...abandon all wells and sewerage systems”. There is no requirement or condition to get a new septic tank on adjacent property outside the city.
- Condition 10.a.ii. requires a substandard 4.5 foot curbtight sidewalk along the church frontage (no other improvements)
- Oct. 13, 2023: Partition Plat 2023-060 (the PLA approved by the County on Sept. 20, 2022) recorded. This created additional land area on the Church property for drain field and includes 7’ Row dedication.
- Oct. 19, 2023: City received DEQ LUCS for 1200C (Grading Permit).
- Nov. 1, 2023: City approved LUCS for Grading Permit
- Nov. 3, 2023: Initial Planning Dept comments for Phase 1 civil plan review were provided to Public Works. This included a comment/reminder to remove septic system.
- Jan. 29, 2024: City received a Grading Permit application for Brighton Pointe Phase 1 (GRAD 24-02).
- Mar. 28, 2024: Grading Permit approved by City.
- Jun. 6, 2024: City approved Brighton Pointe Phase 1 civil plans.
- Aug. 22, 2024: ‘New’ LUCS received by City for sewerage (septic) system on the Church property and is DENIED (required per OAR 340-071-0160)
  - Sewer line is located along frontage (within 300’ of the Church).
  - Property is eligible for annexation since it is now surrounded on three sides by City .
  - Urban Growth Coordination Agreement requires County to deny new septic system on subject property and requires annexation, unless City waives requirement in writing due to an emergency. See Section I(7), I(10), and III(4).
- Sept. 17, 2024: Applicant’s attorney (Schwabe) submits request to Council requesting extension of sewer without annexation



MARION COUNTY BUILDING INSPECTION DIVISION  
 5155 Silverton Rd NE  
 Salem OR 97305  
 (503) 588-5147  
 Fax: (503) 588-7948

**RECEIVED**  
 MAR 22 2022  
 MARION COUNTY  
 BUILDING INSPECTION

**LAND USE COMPATIBILITY STATEMENT (LUCS)  
 FOR ON-SITE SEWAGE SYSTEMS**

DATE: 3-15-22

MCBI File #: \_\_\_\_\_

**SECTION 1 – APPLICANT INFORMATION**

1. Property Address: 8708 Parr Rd Property ID #: \_\_\_\_\_  
Gervias, OR 97026

Section: \_\_\_\_\_ Township: \_\_\_\_\_ Range: \_\_\_\_\_ Tax Lot #: 1001

Parcel #2, Partition Plat 2017-054

2. Name of Applicant: Agafia Kalugin, Trustee Telephone #: \_\_\_\_\_

Mailing Address: 10807 Duck Inn Rd SE  
Brooks, Or 97305

3. Describe type of facility the on-site sewage system will serve (business, residence or other):

- Single Family Residence
- Business
- Other: Church

4. Type of on-site sewage system permit application being proposed for this property:

- New Installation Permit
- Repair Permit
- Alteration Permit for:  Replacement Dwelling  Bedroom(s) addition
- Other changes in land use involving potential sewage flow increase:  
No increase in flow. Relocating absorption system.

**RECEIVED**

**MAR 21 2022**

COMMUNITY DEVELOPMENT  
 DEPARTMENT

SECTION 2 - TO BE FILLED OUT BY CITY OR COUNTY PLANNING OFFICIAL

5. The facility proposal is located:  
 Inside City limits     Inside UGB     Outside UGB
6. If inside the UGB, the proposed facility is subject to:  
 City jurisdiction     County jurisdiction     Shared city/county jurisdiction
7. Does the business or facility comply with local land use requirements? ?  YES     NO

Comments:

Until the property is annexed, City requirements do not apply. Compliance would be determined through review of the annexation.

8. Is a public notice and hearing required?  YES     NO    DATE: \_\_\_\_\_  
↳ for annexation

SANITARY SEWER AVAILABILITY

DEQ OAR 340-071-0160 requires a permit application for onsite sewage disposal be denied if:  
*A sewerage system which can serve the proposed sewage flow is both legally and physically available.*

\* *Physical Availability:* A sewerage system shall be deemed physically available if its nearest connection point from the property to be served is:

- For a single family dwelling, or other establishment with a maximum projected daily sewage flow of not more than 450 gallons, within 300 feet;
- For a proposed subdivision or group of two to five single family dwellings, or equivalent projected daily sewage flow, not further than 200 feet multiplied by the number of dwellings or dwelling equivalents;
- For proposed subdivisions or other developments with more than five single family dwellings, or equivalents, the county agent shall make a case-by-case determination of sewerage availability.

EXCEPTION: A sewerage system shall not be considered available if topographic or man-made features make connection physically impractical.

\* *Legal Availability:* A sewerage system shall be deemed legally available if the system is not under a DEQ connection permit moratorium, and the sewerage system owner is willing or obligated to provide sewer service.

- 9a. Is a sewerage system physically available and legally available to serve this property?  
Physically available:  YES     NO    Legally available:  YES     NO

- 9b. If service is not available, please explain why, and when service may become available:

Public sewer line extension could occur via Parr Rd, Stubb Rd, or Evergreen Rd extension as those nearby properties develop.

**SIGNATURES**

CITY OF Woodburn PLANNING OFFICIAL:

Don Handel  
(Print Name)

  
PLANNING OFFICIAL (Signature)

3/21/2022  
DATE

270 Montgomery St  
ADDRESS

505-980-2431  
TELEPHONE #

\* COUNTY PLANNING OFFICIAL

\_\_\_\_\_  
(Print Name)

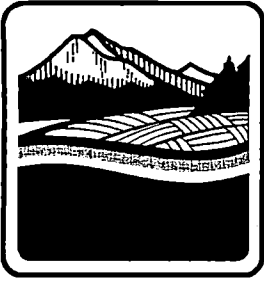
\_\_\_\_\_  
PLANNING OFFICIAL (Signature)

\_\_\_\_\_  
DATE

\_\_\_\_\_  
ADDRESS

\_\_\_\_\_  
TELEPHONE #

\* If necessary, depending upon city/county agreement on jurisdiction outside city limits but within UGB.



# Marion County OREGON

## PUBLIC WORKS

(503) 588-5036

### BOARD OF COMMISSIONERS

Colm Willis  
Kevin Cameron  
Danielle Bethell

### DIRECTOR

Brian Nicholas, P.E.

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### BUILDING INSPECTION

### EMERGENCY MANAGEMENT

### ENGINEERING

### ENVIRONMENTAL SERVICES

### OPERATIONS

### PARKS

### PLANNING

### SURVEY

January 19, 2023

Agafia Kalugin  
10807 Duck Inn Rd NE  
Brooks, OR 97305

RE: Activity 555-22-02449 at 8702 Parr Rd NE, Wodburn, OR

Dear Ms. Kalugin,

On March 22, 2022 a septic application for a major alteration permit for a new septic system to serve the existing church was accepted and the test holes were evaluated. A letter with findings and minimum requirements to issue a permit were sent on March 31, 2022, and then on May 2, 2022 after additional test holes were evaluated. This application is considered incomplete until all required documents to issue a permit are submitted. Per Marion County Septic Procedures, an incomplete application can remain open for no longer than one year. **Therefore, this application will expire on March 22, 2023, unless all required documents are submitted.** If the application is allowed to expire, a new application and fee will be required if you wish to pursue the project.

If you have any questions for about this matter, please contact me.

Thank you,

Robert Goodwin, REHS  
Marion County Onsite Wastewater Specialist  
503-566-3990  
[rgoodwin@co.marion.or.us](mailto:rgoodwin@co.marion.or.us)

CC: E and Z Excavating  
PO Box 453, Molalla OR 97038



**MARION COUNTY BUILDING INSPECTION DIVISION**  
5155 Silverton Rd NE  
Salem OR 97305  
(503) 588-5147  
Fax: (503) 588-7948

**DIRECTIONS FOR COMPLETING A “LUCS”  
(LAND USE COMPATIBILITY STATEMENT)  
FOR ON-SITE SEWAGE SYSTEMS**

**WHAT IS A LUCS?** The LUCS is the process Marion County uses to determine that Marion County permits and other approvals that affect land use are consistent with the local comprehensive plan.

**WHY IS LUCS REQUIRED?** Oregon law requires activities that impact land use be consistent with local comprehensive plans. Permits for on-site sewage disposal systems cannot be issued until a favorable statement of land use compatibility is provided from the responsible local planning authorities. The LUCS cannot be approved until all requirements are met.

**WHEN IS A LUCS REQUIRED?** A LUCS is required for: Site Evaluations OAR 340-071-0150, Construction – Installation OAR 340-071-0160, Alterations OAR 340-071-0160, Repairs OAR 340-071-0160, and Authorizations OAR 340-071-0205. NOT REQUIRED ON: Existing System Evaluations and Record Reviews.

**HOW TO COMPLETE A LUCS:**

**URBAN PERMIT:** (property is in an Urban Growth Boundary, zoned UT, or inside city limits)

1. Complete Section 1 of the LUCS – this can be done at the same time you submit the on-site sewage disposal permit.
2. Submit the completed form to the Permit Specialist who will fax the completed LUCS form to the appropriate city planning office/official to determine if the business or facility meets all local planning requirements. **OR:**

The applicant can submit the completed LUCS form directly to the appropriate city planning office/official.

3. The city planning office/official will complete Section 2 and fax back to the Building Inspection Division.  
If the applicant chooses to submit the LUCS to the city, once the city has completed Section 2 the applicant must return the completed form to the Building Inspection Division.
4. If approved by the city, the LUCS form, attachments, and on-site sewage permit application are then submitted to the Building Inspection sanitarians for review.

If the returned LUCS form notes some type of problem, the form and file will be turned over to the Sanitarian who will contact the applicant regarding the appropriate course of action.



**A permit cannot be issued if the applicant does not comply with all applicable local land use requirements.**

The local jurisdiction will need to provide a favorable land use statement before Marion County can proceed with a permit application.

**ATTENTION: A LUCS CANNOT BE APPROVED AND SIGNED UNTIL ALL LOCAL REQUIREMENTS HAVE BEEN MET.**

**CULTURAL RESOURCES PROTECTION LAWS:** Applicants involved in ground-disturbing activities should be aware of Federal and State cultural resources protection laws. ORS 358.920 prohibits the excavation, injury, destruction or alteration of an archeological site or object, or removal of archeological objects from public and private lands without an archeological permit issued by the State Historic Preservation Office. 16 USC 470, Section 106, National Historic Preservation Act of 1966 requires a federal agency, prior to any undertaking, to take into account the effect of the undertaking that is included on or eligible for inclusion in the National Register. For further information, contact the State Historic Preservation Office at 503-378-4168, ext. 232.



**MARION COUNTY BUILDING INSPECTION DIVISION**  
**5155 Silverton Rd NE**  
**Salem OR 97305**  
**(503) 588-5147**  
**Fax: (503) 588-7948**

**LAND USE COMPATIBILITY STATEMENT (LUCS)  
 FOR ON-SITE SEWAGE SYSTEMS**

**DATE:** August 22, 2024

**MCBI File #:** \_\_\_\_\_

**SECTION 1 – APPLICANT INFORMATION**

1. Property Address: 8702 Parr Rd. NE Property ID #: Tax Account 514748;  
Partition Plat 2023-060, Parcel 1

Section: 13 Township: 5S Range: R2W W.M. Tax Lot #: 052W130001000

2. Name of Applicant: Jason Sprague, on behalf of  
St. Nikola Church Telephone #: 503-266-2792

Mailing Address: Canby Excavating: PO Box 848, Canby OR 97013  
St. Nikola Church: 8702 Parr Rd. NE, Gervais, OR 97026

3. Describe type of facility the on-site sewage system will serve (business, residence or other):

- Single Family Residence
- Business
- Other: Church

4. Type of on-site sewage system permit application being proposed for this property:

- New Installation Permit
- Repair Permit
- Alteration Permit for:     Replacement Dwelling     Bedroom(s) addition
- Other changes in land use involving potential sewage flow increase:

SECTION 2 - TO BE FILLED OUT BY CITY OR COUNTY PLANNING OFFICIAL

5. The facility proposal is located:  
 Inside City limits  Inside UGB  Outside UGB

6. If inside the UGB, the proposed facility is subject to:  
 City jurisdiction  County jurisdiction  Shared city/county jurisdiction  
*City/County URBAN Growth Coordination Agreement*

7. Does the business or facility comply with local land use requirements? ?  YES  NO  
Comments:

\_\_\_\_\_  
\_\_\_\_\_

8. Is a public notice and hearing required?  YES  NO DATE: \_\_\_\_\_

**SANITARY SEWER AVAILABILITY**

DEQ OAR 340-071-0160 requires a permit application for onsite sewage disposal be denied if:  
*A sewerage system which can serve the proposed sewage flow is both legally and physically available.* *yes*

\* *Physical Availability:* A sewerage system shall be deemed physically available if its nearest connection point from the property to be served is:

- For a single family dwelling, or other establishment with a maximum projected daily sewage flow of not more than 450 gallons, within 300 feet;
- For a proposed subdivision or group of two to five single family dwellings, or equivalent projected daily sewage flow, not further than 200 feet multiplied by the number of dwellings or dwelling equivalents;
- For proposed subdivisions or other developments with more than five single family dwellings, or equivalents, the county agent shall make a case-by-case determination of sewerage availability.

EXCEPTION: A sewerage system shall not be considered available if topographic or man-made features make connection physically impractical.

\* *Legal Availability:* A sewerage system shall be deemed legally available if the system is not under a DEQ connection permit moratorium, and the sewerage system owner is willing or obligated to provide sewer service.

9a. Is a sewerage system physically available and legally available to serve this property?  
Physically available:  YES  NO Legally available:  YES  NO

*sewer line is adjacent to property eligible for treatment*

9b. If service is not available, please explain why, and when service may become available:  
\_\_\_\_\_

*onsite sewage disposal should be denied per U.G.C. Agreement*

**SIGNATURES**

CITY OF Woodburn

PLANNING OFFICIAL:

Chris Kerr  
(Print Name)

[Signature]  
PLANNING OFFICIAL (Signature)

8/26/24  
DATE

270 Montgomery ST.  
ADDRESS

503-988-2445  
TELEPHONE #

\* COUNTY PLANNING OFFICIAL

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
PLANNING OFFICIAL (Signature)

\_\_\_\_\_  
DATE

\_\_\_\_\_  
ADDRESS

\_\_\_\_\_  
TELEPHONE #

*\* If necessary, depending upon city/county agreement on jurisdiction outside city limits but within UGB.*

**COUNCIL BILL NO. 3267**

**RESOLUTION NO. 2240**

**A RESOLUTION TO EXTEND AND PROVIDE MUNICIPAL SEWER SERVICES TO THE RUSSIAN OLD BELIEVERS ST NIKOLA CHURCH PROPERTY (8702 PARR ROAD NE, WOODBURN, OREGON) LOCATED OUTSIDE THE CORPORATE CITY BOUNDARIES**

**WHEREAS**, pursuant to City Ordinance No. 2405, the City has the power and authority to provide municipal water and/or sewer service to property outside the corporate City boundaries in instances where an emergency is declared by the City Council and the Council makes a policy determination that it is in the interests of the City to provide these services; and

**WHEREAS**, as a result of the annexation and planned residential development at 8708 Parr Road NE, the Brighton Pointe subdivision, the adjacent Russian Old Believers St Nikola Church property (8702 Parr Road NE) needs to decommission the location of its current septic system drain field; and

**WHEREAS**, Marion County is generally responsible for issuing permits for septic tank systems (and associated drain fields) for properties located in the county, and in this case, in order to relocate the system onto the Church property, which remains in the County, the Church was required to get an *Onsite Wastewater Permit* ("Septic Permit") from the County; and

**WHEREAS**, due to the now physical and legal availability of a public sewer system connection adjacent to the Church property as a result of surrounding redevelopment, the Church is now unable to obtain a County-issued permit to replace and relocate its drain field; and

**WHEREAS**, the Church's property is located within the City's urban growth boundary, however, it remains unincorporated and has no current desire to annex into the City; and

**WHEREAS**, in order to accommodate the decommissioning of the Church's current septic drain field and otherwise permit the Brighton Pointe subdivision to continue with its planned development in said location, it is critical that the Church's property be given an allowance for connection to the City's sewer system without having to annex, provided certain conditions are hereafter met; and

**WHEREAS**, the City Council finds that as a result of the adjacent development of the Brighton Pointe subdivision, the Church's septic system must be decommissioned, and therefore as a result, a public health emergency is declared to exist and the City finds that it is in its best interest to correspondingly

extend and provide a municipal sewer connection for the Church Property,  
**NOW, THEREFORE,**

**THE CITY OF WOODBURN RESOLVES AS FOLLOWS:**

**Section 1.** The City hereby declares a public health emergency necessitating that municipal sewer services be extended outside City boundaries.

**Section 2.** The City Council finds that it is in the public interest that sewer services should be extended outside City boundaries and hereby approves providing municipal sewer services to the Russian Old Believers St Nikola Church property (8702 Parr Road NE), subject to the following condition:

The Church's street frontage along Parr Road must be improved to the minimum City development code standards. This would include construction of a curb, drainage, 6-foot landscape strip with street trees, and a 6-foot sidewalk.

**Section 3.** The Church and any/all future owners of the property at 8702 Parr Road NE, will be responsible for charges billed for municipal sewer services pursuant to applicable City ordinances and resolutions setting sewer rates, including Ordinance No. 1965.

**Section 4.** The City Council's decision to extend sewer services outside City boundaries in this situation is specific to the facts and circumstances of this case and are justified as a result of the adjacent residential redevelopment. All costs associated with extending the municipal sewer line(s) and providing the service connection for the Russian Old Believers St Nikola Church Property will be borne by the developer responsible for construction of the Brighton Pointe Subdivision (City Planning Application ANX 22-03).

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



October 28, 2024

TO: Honorable Mayor and Council through City Administrator

FROM: Anthony Turley, Finance Director

SUBJECT: **FY 2024-25 Supplemental Budget Request For Authority To Transfer \$1,360,000 From Contingency To Transfers Out In The General Fund For The Interagency Loan To The Urban Renewal Agency.**

**RECOMMENDATION:**

Adopt Resolution No. 2241 authorizing \$1,360,000 transfer from the Contingency appropriation to the Transfers Out appropriation line item in the General Fund.

**BACKGROUND:**

Every year after Council's 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 appropriations, 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:**

Over the past few months, City staff have identified two vacant parcels of property that have been marketed for sale for residential development. The parcels include plans entitled and vested in the property: The Young Street Market residences have been designed and approved as a 4-building apartment complex with 94 total units ready to build on the site of 1030 Young Street.

Through arms-length negotiations utilizing the City's Realtor, Alex Rhoten (Coldwell Banker Commercial Mountain West Real Estate), the City reached an agreement to acquire the parcels from the Seller for an overall price of \$1,315,000. This will include buying the larger 2.85 acre vacant parcel located

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within the URA boundary for the \$1,315,000. The second, smaller 0.66 acre parcel will then be donated to the City by the Seller. The purchase arrangement also includes the Seller providing the City with all development plans and approvals, drawings, and architectural/engineering designs already completed for the development and build out of the property.

Following acquisition of the property, the City, through the Urban Renewal Agency, would then be in a position to partner with a nonprofit or community housing corporation to construct and provide affordable housing opportunities on the site. At a minimum, the City would hold ownership of the properties for at least three years.

Because the proposed transfer from Contingency is less than 15 percent of fund expenditures, no public hearing is required.

**FINANCIAL IMPACT:**

If approved, the proposed adjustment includes a transfer out from contingency in the amount of the City's loan to the Urban Renewal Agency for purchase of the Young Street Property. Specifically, the following changes will be made:

SUMMARY OF PROPOSED BUDGET CHANGES								
AMOUNTS SHOWN ARE REVISED TOTALS IN THOSE FUNDS BEING MODIFIED								
<b>General Fund - 001</b>								
	<b>Resource</b>	<b>Original</b>	<b>Change</b>	<b>Revised</b>	<b>Requirement</b>	<b>Original</b>	<b>Change</b>	<b>Revised</b>
	1 Beg. Func	13,450,490		13,450,490	Operating Expenses	21,640,040		21,640,040
	2 Revenues	22,005,890		22,005,890	Transfers Out	1,962,600	1,360,000	3,322,600
					Contingency & Reserve	11,853,740	(1,360,000)	10,493,740
<b>Revised Total Fund Resources</b>				<b>35,456,380</b>	<b>Revised Total Fund Requirements</b>			<b>35,456,380</b>
<i>Comments: Inter-agency Loan from City's General Fund to Purchase Young Street Property</i>								

**COUNCIL BILL NO. 3268**

**RESOLUTION NO. 2241**

**A RESOLUTION ADOPTING A SUPPLEMENTAL BUDGET AND APPROVING TRANSFER \$1,360,000 FROM CONTINGENCY TO TRANSFERS OUT IN THE GENERAL FUND FOR THE INTERAGENCY LOAN TO THE URBAN RENEWAL AGENCY**

**WHEREAS**, on June 10, 2024, the Woodburn City Council approved Resolution No. 2232 adopting a budget for the fiscal year 2024-2025, 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**, no public hearing was required for this supplemental budget because the estimated expenditures contained in it are less than the threshold amount specified by ORS 294.473(a)(a)

**WHEREAS**, the transfers contained herein are made pursuant to ORS 294.463; **NOW, THEREFORE**,

**THE CITY OF WOODBURN RESOLVES AS FOLLOWS:**

**Section 1.** That pursuant to the applicable ORS provisions cited above, the City Council hereby adopts the recommendation in the staff report attached and incorporated by reference herein, to approve the transfers of appropriations and supplemental budget for FY 2024-25 in the amounts shown in the summary below:

SUMMARY OF PROPOSED BUDGET CHANGES								
AMOUNTS SHOWN ARE REVISED TOTALS IN THOSE FUNDS BEING MODIFIED								
<b>General Fund - 001</b>								
	<b>Resource</b>	<b>Original</b>	<b>Change</b>	<b>Revised</b>	<b>Requirement</b>	<b>Original</b>	<b>Change</b>	<b>Revised</b>
1	Beg. Func	13,450,490		13,450,490	Operating Expenses	21,640,040		21,640,040
2	Revenues	22,005,890		22,005,890	Transfers Out	1,962,600	1,360,000	3,322,600
					Contingency & Reserve	11,853,740	(1,360,000)	10,493,740
<b>Revised Total Fund Resources</b>				<b>35,456,380</b>	<b>Revised Total Fund Requirements</b>			<b>35,456,380</b>
<i>Comments: Inter-agency Loan from City's General Fund to Purchase Young Street Property</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

October 28, 2024

TO: Mayor and City Council

FROM: Jamie Johnk, Economic Development Director  
Chris Killmer, Assistant City Attorney

SUBJECT: **Public Arts and Mural Committee Scholarship Program**

**RECOMMENDATION:**

Authorize the Public Arts and Mural Committee (PAMC) to proceed with offering the Woodburn Visual Arts Scholarship Program to graduating seniors at Woodburn High School and allocate \$5,000 from the City's General Fund to fund the program.

**BACKGROUND:**

At the June 26, 2024, PAMC meeting, Committee members discussed the possibility of creating a Woodburn Visual Arts Scholarship Program for Woodburn High School graduating students. The PAMC directed staff to develop scholarship program guidelines and criteria which were refined over the next few PAMC meetings. At their October 16, 2024, meeting, the Committee approved the Woodburn Visual Arts Scholarship Application and Guidelines, as submitted herein, and requested that staff present the Program at the next Council meeting.

**DISCUSSION:**

The City of Woodburn believes that supporting public art and artists contributes to a vibrant and engaging community. To further this vision, the City, through the PAMC, funds projects that support public art and artists and that highlight and celebrate Woodburn's unique identity and sense of place. The Committee seeks, among other things, to engage people in the cultural diversity and history of Woodburn, to promote public arts and artists, and to support economic development through promotion of Woodburn's unique characteristics.

If approved by the Council, this Program would award three (3) scholarships; one (1) in the amount of \$3,000 and two (2) in the amount of \$1,000 to three (3) graduating Woodburn High School seniors in an effort to support the advancement of their artistic career. Successful applicants will demonstrate a connection between their art and Woodburn's unique geographic and cultural characteristics.

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To participate in the Woodburn Visual Arts Scholarship Program, students must:

- Be a graduating Senior at Woodburn High School with a demonstrated commitment to visual art.
- Submit an application demonstrating, among other things, the impact Woodburn has had on their artistic career.
- Submit at least one letter of recommendation from a member of the Woodburn High School Arts faculty.
- Submit a portfolio of their work (physical or digital and containing no more than seven pieces of art).

The process for students to apply for and participate in the Woodburn Visual Arts Scholarship Program includes:

- Student submits an application to Woodburn High School Arts faculty.
- Faculty reviews applications. Review is based on a rubric of criteria (attached).
- Faculty nominate three (3) finalists to interview with the City Public Arts & Murals Committee.
- The Public Arts & Murals Committee conducts interviews with the finalists. Each finalist presents their portfolio to the Committee.
- The Committee selects one (1) winner of the \$3,000 scholarship and two (2) winners of the \$1,000 scholarships.
- The selected artists present their art to the Woodburn City Council at a City Council meeting.
- A gallery showing will be held at the Bungalow Theater to celebrate the scholars' accomplishments.
- Checks are issued to the scholars in mid-May to allow the scholars to participate in the Woodburn High School Awards Night Ceremony. Students may opt either to have the check issued to them directly or to have the City mail the check to the financial aid office of the student's chosen academic institution.

### **FINANCIAL IMPACT:**

PAMC has requested an annual allocation from the City's General Fund in the amount of \$5,000 to fund the Woodburn Visual Arts Scholarship Program.



# Woodburn Visual Arts Scholarship

## Application Packet & Guidelines

**WOODBURN**  
O R E G O N  
*Incorporated 1889*

**(Applications Due:  
Friday January 10, 2025 at 5:00pm)**

## The Program

The City of Woodburn believes that supporting public art and artists contributes to a vibrant and engaging community. To further this vision, the City, through its Public Arts & Murals Committee, funds projects that support public art and artists, and that highlight and celebrate Woodburn's unique identity and sense of place. The Committee seeks, among other things, to engage people in the cultural diversity and history of Woodburn, to promote public arts and artists, and to support economic development through promotion of Woodburn's unique characteristics.

In an ongoing effort to accomplish the above goals, the City is pleased to accept applications for its 2025 Visual Arts Scholarship. Selected applicants will receive a scholarship to support the advancement of their artistic career and will have the opportunity to have their art displayed at a City-sponsored gallery showing at the Bungalow Theater. Successful applicants will demonstrate a connection between their art and Woodburn's unique geographic and cultural characteristics. The City intends to award three (3) scholarships; one (1) in the amount of \$3,000 and two (2) in the amount of \$1,000.

## Eligibility

To be eligible for the Woodburn Visual Arts Scholarship, individuals must:

- Be a graduating Senior at Woodburn High School with a demonstrated commitment to visual art.
- Submit an application demonstrating, among other things, the impact Woodburn has had on their artistic career.
- Submit at least one letter of recommendation from a member of the Woodburn High School Arts faculty.
- Submit a portfolio of their work (physical or digital and containing no more than seven pieces of art).

## Process

- Student submits an application to Woodburn High School Arts faculty.
- Faculty reviews applications. Review is based on a rubric of criteria (attached).
- Faculty nominate three (3) finalists to interview with the City Public Arts & Murals Committee.
- The Public Arts & Murals Committee conducts interviews with the finalists. Each finalist presents their portfolio to the Committee.
- The Committee selects one (1) winner of the \$3,000 scholarship and two (2) winners of the \$1,000 scholarships.
- The selected artists present their art to the Woodburn City Council at a City Council meeting.
- A gallery showing will be held at the Bungalow Theater to celebrate the scholars' accomplishments.
- Checks are issued to the scholars in mid-May to allow the scholars to participate in the Woodburn High School Awards Night Ceremony. Students may opt either to have the check issued to them directly or to have the City mail the check to the financial aid office of the student's chosen academic institution.

## Application

Name \_\_\_\_\_ Birth date \_\_\_\_\_ Age \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_  
Home Phone \_\_\_\_\_ Cell \_\_\_\_\_  
Email \_\_\_\_\_

**Please submit your completed application, letter of recommendation, portfolio, and answers to the Supplemental Questions (see next page) to Tony Manetti by Friday, January 10, 2024, at 5:00pm.**

If you have any questions or need more details, please contact:

**Tony Manetti**  
College & Career Counselor  
Woodburn High School – Room 315  
1785 N. Front Street  
Woodburn, OR 97071  
503-980-6204  
tmanetti@woodburnsd.org



## Supplemental Questions

In response to the following questions/statements, please answer all questions and attach to your application. Answers must be typed in single spaced 12-point Times New Roman font and should be no less than one page and no more than two pages in length.

1. How has visual art influenced how you view the Woodburn and the surrounding community?
2. How will the scholarship allow you to further pursue your artistic education?
3. What about Woodburn inspires your commitment to the visual arts?
4. What do you believe the City can do to better incorporate visual arts into the fabric of Woodburn life?
5. How can visual art boost the profile of Woodburn among those who may not know about its unique cultural and historical characteristics?

## Acknowledgement

In applying for this scholarship, I certify that I meet the eligibility criteria. I further certify that if selected, I will use the scholarship funds to advance my artistic education and career. I understand that if selected, I will be required to interview with and present my portfolio to the City of Woodburn Public Arts & Murals Committee and to the Woodburn City Council and that I will have the opportunity to show my work at a gallery showing at the Bungalow Theater.

**Applicant Printed Name:** \_\_\_\_\_

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**If the above applicant is a minor (17 YEARS OR YOUNGER), as the parent/guardian, I agree to the above statement in its entirety. I further give my permission for this applicant to be considered as a candidate for the Woodburn Visual Arts Scholarship Program.**

I am the parent/ guardian of \_\_\_\_\_ and authorize my permission for them to participate in the Woodburn Visual Arts Scholarship Program.

**Parent/guardian Printed Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

# Woodburn City Art Scholarship

Score Sheet / Rubric *to be completed by scholarship committee after interview*

Required: Four courses in art over four years

Criteria	UP TO	SCORE
<b>Grades in Art Classes:</b> High academic achievement in visual arts, AP art, sculpture, design, digital photography, and ceramics. 4 - 4.0 3 - 3.5 - 3.9 2 - 3.0 - 3.4 1 - under 3.0	4	
<b>Technical Proficiency:</b> Skill in using various mediums (e.g., painting, sculpture, ceramics, digital tools). 4 - excellent 3 - good 2 - beginning 1 - poor	4	
<b>Originality and Creativity:</b> Demonstration of unique ideas and innovative approaches in their art, personal voice. 4 - Exceeds 3 - Meets 2 - Developing 1 - Beginning	4	
<b>Supplemental Questions:</b> answers to required questions. 4 - 3 - 2 - 1 -	4	
<b>Participation in Art Events:</b> Involvement in school or community art shows, exhibitions, or competitions.	1	
<b>Art Leadership Roles:</b> Leadership or active membership in art clubs, committees, or organizations.	1	
<b>Recognition and Awards:</b> Any special recognitions, awards, or honors received for their artwork.	1	
<b>Published or Commissioned Work:</b> Instances where the student's work has been published, commissioned, or otherwise formally recognized.	1	
TOTAL		