1. 2:00 P.M. Agenda

   Documents:

   2024-08-13 Public Works And Streets Agenda.pdf

2. Meeting Material
   2024-06-Financial-Report-Public-Works

   Documents:

   2024 July Public Works Department Report.pdf
   Water Report July 2024.Pdf
   Water CIP Report.pdf
   2024-06 Financial Report Public Works.pdf
   2024-07-09 PWS Summary.pdf

3. Additional Document

   Documents:

   City Of Yachats Utility Rate Adjustment Implementation Schedule.pdf

CITY OF YACHATS

PUBLIC WORKS & STREETS COMMISSION MEETING
Tuesday August 13, 2024 at 2:00pm

To Be Held Via Zoom & In Person Located at:
Commons Bldg., Civic Meeting Room 1
441 Hwy 101 N., Yachats OR 97498

Zoom meeting:
Time: Aug 13, 2024 02:00 PM Pacific Time (US and Canada)
Every month on the Second Tue, 7 occurrence(s)
https://us02web.zoom.us/j/87044929816
Meeting ID: 870 4492 9816
Find your local number: https://us02web.zoom.us/u/kdkpRnO0S7

AGENDA

I. Call to Order

II. Announcements & Correspondence

III. Citizen's Concerns (Not regarding any topic on Agenda)

IV. Reports
a. Public Works Report (McClung & Buckwald)
b. Finance Review June (Groth)
c. Emergency Preparedness Report (West/Groth)
September 14 Emergency Preparedness Fair
i. View South Tank Property for expansion
d. Utility Rate Study – Status on Finance Committee (Ekdom)
e. Meeting Summary

V. Current Business
a. Presentation of 5-year Plan for Public Works

VI. New Business
a. Project: Fire Hydrants
b. Street Repair Projects
c. Newsletter Articles

VII. Other Business
a. From Commission
b. From Staff

This meeting is open to the public and all interested persons are invited to attend. This meeting will be audio taped. All items to be considered by the Commission must be submitted to City Hall no later than one week prior to the meeting. Minutes of all public meetings are available for review on the City website at www.yachatsoregon.org . In accordance with ORS 192.630, City of Yachats will make a good faith effort to provide accommodations for any person desiring to attend a public meeting, if the request is made at least 48 hours in advance of the meeting time. The meeting room is physically accessible to persons with mobility devices; a sign language or foreign language interpreter may be available, with advance notice. Call City Hall at 541- 547-3565 or Oregon Relay 1- 800-735-2900 (TDD) two days in advance.
Posted 08/06/2024 BY: Kimmie Jackson, City Deputy Recorder

Date: August 8, 2024

To: Bobbi Price, City Manager

From: Public Works Department

Re: July 2024 Public Works Report

Rainfall at Yachats Public Works:

	Inches			
	2024	**2023**	**2022**	**2021**
July	0.38	0.10	0.19	0.14
Rain year to date:	46.88	33.83	35.70	29.74

Total water produced: **5,269,800 gallons**

Total water accounted for: **5,663,336 gallons** Water loss efficiency: **N/A%**

Total wastewater treated**:** **4,138,000 gallons**

The following is a list of what was done by Public Works staff in July 2024.

Streets:

- Side arm mowing.
- Storm clean up on Crestview and Horizon Hill.
- Painted curb at the intersection of Loma and E. 2nd St.
- Stop sign replaced at the intersection of 3rd and Pontiac St.
- Street painting.

Storm Drainage:

- Culvert brush cut by W. 6th St. and at 500 W 7th St.

Water Treatment Plant:

- Water systems operations.
- Water plant maintc.
- Reedy Creek headworks maintc.

Distribution Sys:

- Meter reading and rereads.
- Meter maintc.

Wastewater Treatment Plant:

- Wastewater systems operations.
- Plant maintc. & clean-up.
- Biosolids operations.
- One truck load of biosolids to Heard Farms.

Collection Sys:

- Lift station inspections.
- Emergency bypass connection installed at Pontiac lift station.

Public Works:

- Shop maintc. and clean up.
- Fleet maintc. & repair.
- Equipment maintc. and repair.
- Multiple locates.
- Brush box handling.
- PW administration.
- Piles picked up for Trails crew.
- Garbage removal at the Commons.
- Samples to Newport.
- Crew worked on Request Tracker list.
- Cleaned garbage from brush box.
- City Hall and Commons work.
- Code Enforcement lot vegetation inspections.
- City building safety inspections.
- Commons HOT removal prep (asphalt removal).
- City fill site was brush cut.
- Assembled three benches for public use.
- Banners installed.
- US flags placed and removed for the fourth.
- Playground gate repaired.
- Crosswalk flashers repaired.
- Infrastructure tour given to City Council.

	1.2024	2.2024	3.2024	4.2024	5.2024	6.2024	7.2024
Gallons of Water Produced							
Water Plant	3,261,300	2,901,000	2,838,100	3,314,600	3,387,700	4,066,000	5,269,800
Total	**3,261,300**	**2,901,000**	**2,838,100**	**3,314,600**	**3,387,700**	**4,066,000**	**5,269,800**
Gallons of Accounted for Water							
Reservoir Level Feet	28.5	28.5	28.6	26.2	27.5	24.2	29.9
Reservoir +/- Gallons 41,666 per Foot	0	0	0	99,998	54,165	137,497	179,163
Waterline Flushing Gallons	0	0	0			0	0
Gallons Sold	3,140,312	3,258,736	2,574,929	3,643,350	3,141,314	4,058,588	5,842,500
Total Water Accounted for	**3,140,312**	**3,258,736**	**2,574,929**	**3,543,352**	**3,195,479**	**3,921,091**	**5,663,336**
Final Water Report							
Water Loss Efficiency	96%		90%		94%	96.4	na
Unaccounted Gallons per Month	120,988		263,171		192,221	144,909	na
Unaccounted Gallons per Minute	2.8		6.1		4.4	3.4	na

City of Yachats
Public Works
500 W. 7th St.
P.O. Box 345
Yachats, OR 97498

Date: August 6th, 2024

To: Bobbi Price- City Manager

From: Rick McClung, Water Department

Re: 24/25 FY Water CIP's **Subject:** Status of Projects

A couple of years ago the city made a water master plan

.

The plan accomplishes the following specific objectives:

- Establishes water system design and planning criteria
- Provides an inventory of the existing water system infrastructure
- Identifies and prioritizes current and future water system deficiencies
- Provides specific recommendations to the community and City Council for action
- Provides the City with a water system master plan that addresses the needs of both the city and regulating agencies

The master plan has over $12,000,000 of critical infrastructure projects. Some of these deficiencies are more critical than others. While some deficiencies prevent the city from currently providing the desired level of service, other deficiencies will manifest as the city expands and as the existing systems continue to age.

In addition, the water department's operations & maintenance (O&M) expenses are $772,000 annually. Current water rates generate $900,000 a year and O&M is $772,000 this leaves only $128,000 a year to put toward capital projects.

Status of the 24/25 CIPs are listed below and a 5-year outlook for upcoming projects.

24/25 Water Department CIP's

#	Projects	23/24 Budget	Comment
1	SCADA Upgrades	$30,000	On going for a few more years
2	Hydrant Replacements	$10,000	Installation this year -new staff gaining enough experience to do this
3	Upgrade E. 2nd Street Waterline Phase 3	$90,000	Surveying and draft designs are done. $250k grant applied for
4	Public Works Slide Gate	$20,000	Getting quotes
5	Property Purchase	$280,000	City manager is now handling the purchase
6	Seismic retrofit or replacement engineering.	$30,000	Ground geological inspection is done, structural inspect has been ordered
7	Fencing	$45,000	Received quotes, making a selection soon
8	Blackstone Booster Stationsr -Generators	$70,000	Initiated engineer to begin design
9	Southwest Lincoln County Water PUD	$70,000	On going for a few more years
10	Wtp Upgrades	$30,000	On going for a few more years
11	Wtp Clarifier	$250,000	Negotiating with local contractor to see if the are qualified
12	Reedy Cr pipe	$104,000	Initiated engineer to begin design
	Contingency	$25,000	
		$1,054,000	

Water Master Plan Capital Projects Rollout

Rick McClung

August 6th, 2024

.= 24/25 Adopted Budget

.= 5 Year Plan CIP's

Code	Projects Priority 1	Chapter	Priority	Cost Estimates	5-Year CIPs
S-1	Permit S-29018 Partial Perfection and Extension Application	6	1	$15,000	
S-2	Yachats River Water Rights Planning Work	6	1	$50,000	Not Doing
S-3	Evaluate Using SWLCWPUD as a Long-Term Source	6	1	$75,000	
S-4	Yachats River Intake and Raw Water Pipeline	6	1	$893,000	Not Doing
S-5	Reedy Creek Raw Water Pipeline Improvements	6	1	$208,000	
T-1	WTP Electrical and Control System Improvements	7	1	$814,000	$814,000
D-1	Water System Design Standards	8	1	$5,000	
D-2	Pressure Reducing Valve Maintenance & Coordination	8	1	$50,000	$50,000
D-3	Windsong Street Service Reconnections	8	1	$11,000	
D-4	New PRV at 7th Street & Radar Road	8	1	$101,000	
D-5	New PRV on King Street Between 7th and Prospect Ave	8	1	$57,000	
D-6	New 8" Water Main on Radar Road at Prospect Ave	8	1	$57,000	
D-7	New 8" Water Main on King Street at Prospect Ave	8	1	$86,000	
D-10	Retrofit Combs PRV	8	1	$40,000	$40,000
D-13	Replace 4" AC with 8" from Prospect Ave to Yachats River Road	8	1	$389,000	
			Sub-total	**$2,851,000**	

Code	Projects Priority 2	Chapter	Priority	Cost Estimates	5-Year CIPs
T-2	WTP Clarifier Rehabilitation	7	2	$641,000	
T-3	WTP Mixed Media Filter Rehabilitation	7	2	$350,000	$350,000
T-4	WTP Pump and Compressor Upgrades	7	2	$402,000	$402,000
T-5	WTP Instrumentation Upgrades	7	2	$271,000	$271,000
T-6	WTP Chemical Feed System Improvements	7	2	$205,000	In-House
T-7	WTP Building Seismic Retrofit	7	2	$270,000	
D-8	New 8" Water Main on Third Street	8	2	$167,000	$167,000
D-9	New 4" Water Main and PRV on Horizon Hill Road	8	2	$737,000	
D-11	Yachats Ocean Road Service Reconnections	8	2	$20,000	
D-15	Pontiac Street Waterline - 3rd to 4th	8	2	$88,000	
D-16	Shell Street Waterline	8	2	$79,000	
D-17	Gender Drive and Windy Way Waterlines	8	2	$254,000	
D-18	Pontiac Street Waterline - 2nd to 3rd	8	2	$105,000	
D-19	Hanley Drive Waterline	8	2	$47,000	
P-1	New Radar Road Pump Station	8	2	$767,000	$767,000
P-2	New Horizon Hill Pump Station & Reservoir	8	2	$1,079,000	$1,079,000
ST-1	New 250,000-gallon Lower Radar Road Reservoir	9	2	$1,717,000	$1,717,000
ST-2	Upper Radar Road Reservoir Structural Inspection & Analysis	9	2	$50,000	
ST-3	Upper Radar Road Reservoir Seismic Retrofit Improvements	9	2	$1,013,000	$1,013,000
			Sub-total	**$8,262,000**	

Code	Projects Priority 3	Chapter	Priority	Cost Estimates	5-Year CIPs
D-12	New 8" Water Main on Green Hill Drive	8	3	$412,000	
D-14	New 8" Water Main Highway 101 from 6th to Marine Dr.	8	3	$583,000	
D-20	Automated Water Meter Reading System	8	3	$318,000	
			Sub-total	**$1,313,000**	
			Grand total	**$12,426,000**	5-Year Total **$6,670,000**

Streets Operating 100-1040

Monthly Financial Detail Report

JUNE 2024 - Soft Close 1

Printed: 07/09/2024

Period 12

Fiscal Year 2024

Fund	Dept	Account Number	Description	Budget for Year	Prior Mo Bal	Current Activity	Actual to Date	% of Budget	Notes
100	1040	300101	Beginning Balance	$ 71,612.93	$ 65,580.85	$ -	$ 65,580.85	91.58%	Beginning Balance - Unaudited
100	1040	304650	Tax - State Highway	$ 80,000.00	$ 66,421.80	$ 6,953.11	$ 73,374.91	91.72%	
			REVENUE	**$ 151,612.93**	**$ 132,002.65**	**$ 6,953.11**	**$ 138,955.76**	**91.65%**	
100	1040	105110	Water Lead	$ 3,000.00	$ 1,661.76	$ 188.79	$ 1,850.55	61.69%	
100	1040	105111	Wastewater Lead	$ 4,000.00	$ 4,266.45	$ 185.81	$ 4,452.26	111.31%	
100	1040	105112	Field Utility 2	$ 3,000.00	$ -	$ -	$ -	0.00%	
100	1040	105113	Field Utility 1	$ 1,500.00	$ 1,435.87	$ -	$ 1,435.87	95.72%	
100	1040	105114	Field Utility A	$ -	$ 223.34	$ 71.41	$ 294.75	0.00%	
100	1040	105121	Field Utility Journeyman	$ -	$ 3,764.13	$ 99.54	$ 3,863.67	0.00%	
100	1040	105122	Field Utility B	$ -	$ 2,688.11	$ 16.50	$ 2,704.61	0.00%	
100	1040	105140	Fringe Benefits	$ 1,200.00	$ 1,031.01	$ 40.69	$ 1,071.70	89.31%	
100	1040	105141	Insurance Benefits	$ 3,800.00	$ 2,957.06	$ 133.67	$ 3,090.73	81.34%	
100	1040	105142	Regular PERS System	$ 1,800.00	$ 1,901.11	$ 90.91	$ 1,992.02	110.67%	
100	**1040**		**PERSONNEL**	**$ 18,300.00**	**$ 19,928.84**	**$ 827.32**	**$ 20,756.16**	**113.42%**	
100	1040	205222	Insurance	$ 3,000.00	$ 3,678.14	$ -	$ 3,678.14	122.60%	Annual Property/Liability Renewal FY21
100	1040	205312	Equipment Fuel/Tires/Parts	$ 1,000.00	$ 747.42	$ -	$ 747.42	74.74%	
100	1040	205313	Equipment Repair	$ 2,500.00	$ 3,954.33	$ -	$ 3,954.33	158.17%	
100	1040	205317	Tools and Small Equipment	$ 500.00	$ -	$ -	$ -	0.00%	
100	1040	205361	Parts	$ 2,500.00	$ 8,771.73	$ 503.03	$ 9,274.76	370.99%	
100	1040	205362	Consumables	$ 1,000.00	$ 1,086.60	$ 57.98	$ 1,144.58	114.46%	
100	1040	205363	Outside Services	$ 1,500.00	$ 3,952.00	$ -	$ 3,952.00	263.47%	
100	1040	205411	Street Lighting	$ 18,000.00	$ 16,350.51	$ 1,639.33	$ 17,989.84	99.94%	
100	1040	205474	Mowing	$ 10,000.00	$ 13,205.00	$ -	$ 13,205.00	132.05%	
100	1040	205475	Tree Removal/Trimming	$ 15,000.00	$ 2,250.00	$ -	$ 2,250.00	15.00%	

Fund	Dept	Account Number	Description	Budget for Year	Prior Mo Bal	Current Activity	Actual to Date	% of Budget	Notes
			MATERIALS AND SERVICES	**$ 55,000.00**	**$ 53,995.73**	**$ 2,200.34**	**$ 56,196.07**	**102.17%**	
			EXPENSE	**$ 73,300.00**	**$ 73,924.57**	**$ 3,027.66**	**$ 76,952.23**	**104.98%**	
			Revenue Total	**$ 151,612.93**	**$ 132,002.65**	**$ 6,953.11**	**$ 138,955.76**	**91.65%**	
			Expense Total	**$ 73,300.00**	**$ 73,924.57**	**$ 3,027.66**	**$ 76,952.23**	**104.98%**	
			NET GAIN/(LOSS)	**$ 78,312.93**	**$ 58,078.08**	**$ 3,925.45**	**$ 62,003.53**	**79.17%**	

Streets Capital Reserve 150-1040

Monthly Financial Detail Report

JUNE 2024 - Soft Close 1

Printed: 07/09/2024
Period 12
Fiscal Year 2024

Fund	Dept	Account Number	Description		Budget for Year		Prior Mo Bal		Current Activity		Actual to Date	% of Budget	Notes
150	1040	300101	Beginning Balance	$	255.68	$	104,557.17	$	-	$	104,557.17	40893.76%	Beginning Balance - Unaudited
150	1040	304481	Grants	$	250,000.00	$	250,000.00	$	-	$	250,000.00	100.00%	
			REVENUE	**$**	**250,255.68**	**$**	**354,557.17**	**$**	**-**	**$**	**354,557.17**	**141.68%**	
150	1040	105110	Water Lead	$	6,000.00	$	3,173.70	$	447.00	$	3,620.70	60.35%	
150	1040	105111	Wastewater Lead	$	-	$	44.46	$	-	$	44.46	0.00%	
150	1040	105114	Field Utility A	$	-	$	109.06	$	-	$	109.06	0.00%	
150	1040	105140	Fringe Benefits	$	600.00	$	241.74	$	32.31	$	274.05	45.68%	
150	1040	105141	Insurance Benefits	$	2,000.00	$	885.08	$	97.79	$	982.87	49.14%	
150	1040	105142	Regular PERS System	$	1,000.00	$	686.08	$	93.83	$	779.91	77.99%	Personnel costs for capital projects
			PERSONNEL	**$**	**9,600.00**	**$**	**5,140.12**	**$**	**670.93**	**$**	**5,811.05**	**60.53%**	
150	1040	407947	Capital Outlay-Street Projects	$	220,281.00	$	303,346.29	$	1,166.67	$	304,512.96	138.24%	June-Westech Engineering $1166.67
			CAPITAL OUTLAY	**$**	**220,281.00**	**$**	**303,346.29**	**$**	**1,166.67**	**$**	**304,512.96**	**138.24%**	
			EXPENSE	**$**	**229,881.00**	**$**	**308,486.41**	**$**	**1,837.60**	**$**	**310,324.01**	**134.99%**	
			Revenue Total	**$**	**250,255.68**	**$**	**354,557.17**	**$**	**-**	**$**	**354,557.17**	**141.68%**	
			Expense Total	**$**	**229,881.00**	**$**	**308,486.41**	**$**	**1,837.60**	**$**	**310,324.01**	**134.99%**	
			NET GAIN/(LOSS)	**$**	**20,374.68**	**$**	**46,070.76**	**$**	**(1,837.60)**	**$**	**44,233.16**	**217.10%**	

Storm Drains Operating 100-1050

Monthly Financial Detail Report

JUNE 2024 - Soft Close 1

Printed: 07/09/2024

Period 12

Fiscal Year 2024

Fund	Dept	Account Number	Description	Budget for Year		Prior Mo Bal		Current Activity		Actual to Date		% of Budget	Notes
100	1050	300101	Beginning Balance	$	13,975.59	$	19,874.43	$	-	$	19,874.43	142.21%	Beginning Balance - Unaudited
100	1050	314861	Transfer in General Fund	$	10,000.00	$	7,500.00	$	2,500.00	$	10,000.00	100.00%	Quarterly Transfer from 100-1010
			RESOURCES	**$**	**23,975.59**	**$**	**27,374.43**	**$**	**2,500.00**	**$**	**29,874.43**	**124.60%**	
100	1050	105110	Water Lead	$	-	$	374.60	$	26.95	$	401.55	0.00%	
100	1050	105111	Wastewater Lead	$	2,000.00	$	4,844.44	$	185.81	$	5,030.25	251.51%	
100	1050	105112	Field Utility 2	$	2,800.00	$	-	$	-	$	-	0.00%	
100	1050	105113	Field Utility 1	$	2,400.00	$	152.86	$	-	$	152.86	6.37%	
100	1050	105114	Field Utility A	$	1,600.00	$	383.67	$	17.54	$	401.21	25.08%	
100	1050	105121	Field Utility Journeyman	$	-	$	2,715.43	$	99.58	$	2,815.01	0.00%	
100	1050	105122	Field Utility B	$	-	$	1,748.69	$	6.61	$	1,755.30	0.00%	
100	1050	105140	Fringe Benefits	$	900.00	$	751.34	$	24.44	$	775.78	86.20%	
100	1050	105141	Insurance Benefits	$	2,900.00	$	1,882.10	$	82.99	$	1,965.09	67.76%	
100	1050	105142	Regular PERS System	$	1,400.00	$	1,276.28	$	48.48	$	1,324.76	94.63%	
			PERSONNEL	**$**	**14,000.00**	**$**	**14,129.41**	**$**	**492.40**	**$**	**14,621.81**	**104.44%**	
100	1050	205313	Equipment Repair	$	5,000.00	$	5,499.53	$	-	$	5,499.53	109.99%	
100	1050	205317	Tools and Small Equipment	$	500.00	$	-	$	-	$	-	0.00%	
100	1050	205367	Storm Drain Parts	$	300.00	$	-	$	-	$	-	0.00%	
			MATERIALS AND SERVICES	**$**	**5,800.00**	**$**	**5,499.53**	**$**	**-**	**$**	**5,499.53**	**94.82%**	
			EXPENSE	**$**	**19,800.00**	**$**	**19,628.94**	**$**	**492.40**	**$**	**20,121.34**	**101.62%**	
			Resource Total	**$**	**23,975.59**	**$**	**27,374.43**	**$**	**2,500.00**	**$**	**29,874.43**	**124.60%**	
			Expense Total	**$**	**19,800.00**	**$**	**19,628.94**	**$**	**492.40**	**$**	**20,121.34**	**101.62%**	
			NET GAIN/(LOSS)	**$**	**4,175.59**	**$**	**7,745.49**	**$**	**2,007.60**	**$**	**9,753.09**	**233.57%**	

Storm Drains Capital Reserve 150-1050

Monthly Financial Detail Report

JUNE 2024 - Soft Close 1

Printed: 07/09/2024

Period 12

Fiscal Year 2024

Fund	Dept	Account Number	Description	Budget for Year	Prior Mo Bal	Current Activity	Actual to Date	% of Budget	Notes
150	1050	300101	Beginning Balance	$ 96,920.01	$ 113,811.49	$ -	$ 113,811.49	117.43%	Beginning Balance - Unaudited
			RESOURCES	**$ 96,920.01**	**$ 113,811.49**	**$ -**	**$ 113,811.49**	**117.43%**	
150	1050	105110	Water Lead	$ 4,200.00	$ 1,475.10	$ 134.10	$ 1,609.20	38.31%	
150	1050	105111	Wastewater Lead	$ -	$ 511.28	$ -	$ 511.28	0.00%	
150	1050	105140	Fringe Benefits	$ 420.00	$ 144.22	$ 9.69	$ 153.91	36.65%	
150	1050	105141	Insurance Benefits	$ 1,400.00	$ 480.72	$ 29.33	$ 510.05	36.43%	
150	1050	105142	Regular PERS System	$ 700.00	$ 375.86	$ 28.15	$ 404.01	57.72%	
			PERSONNEL	**$ 6,720.00**	**$ 2,987.18**	**$ 201.27**	**$ 3,188.45**	**47.45%**	
150	1050	407942	Capital Outlay-Infrastructure	$ 59,371.00	$ 48,145.00	$ -	$ 48,145.00	81.09%	
150	1050	407947	Capital Outlay-Street Projects	$ -	$ 8,250.00	$ -	$ 8,250.00	0.00%	
			CAPITAL OUTLAY	**$ 59,371.00**	**$ 56,395.00**	**$ -**	**$ 56,395.00**	**94.99%**	
			EXPENSE	**$ 66,091.00**	**$ 59,382.18**	**$ 201.27**	**$ 59,583.45**	**90.15%**	
			Resource Total	**$ 96,920.01**	**$ 113,811.49**	**$ -**	**$ 113,811.49**	**117.43%**	
			Expense Total	**$ 66,091.00**	**$ 59,382.18**	**$ 201.27**	**$ 59,583.45**	**90.15%**	
			NET GAIN/(LOSS)	**$ 30,829.01**	**$ 54,429.31**	**$ (201.27)**	**$ 54,228.04**	**175.90%**	

Water Operating 660-1700

Monthly Financial Detail Report

JUNE 2024 - Soft Close 1

Printed: 07/09/2024

Period 12

Fiscal Year 2024

Fund	Dept	Account Number	Description	Budget for Year	Prior Mo Bal	Current Activity	Actual to Date	% of Budget	Notes
660	1700	300101	Beginning Balance	$ 209,763.63	$ 186,781.55	$ -	$ 186,781.55	89.04%	Beginning Balance - Unaudited
660	1700	304310	Water/Wastewater Services	$ 890,000.00	$ 814,954.19	$ 77,282.04	$ 892,236.23	100.25%	
660	1700	304320	Installation Charges	$ 4,000.00	$ 5,557.68	$ -	$ 5,557.68	138.94%	
660	1700	304335	Rents or Fees	$ 700.00	$ 1,048.00	$ 20.00	$ 1,068.00	152.57%	
			REVENUE	**$ 1,104,463.63**	**$ 1,008,341.42**	**$ 77,302.04**	**$ 1,085,643.46**	**98.30%**	
660	1700	105101	City Manager	$ 26,300.00	$ 25,928.99	$ 2,604.00	$ 28,532.99	108.49%	
660	1700	105102	Deputy Recorder	$ 12,900.00	$ 14,054.59	$ 1,268.47	$ 15,323.06	118.78%	
660	1700	105103	Bookkeeping/Accounting	$ 19,000.00	$ 6,238.74	$ 914.37	$ 7,153.11	37.65%	
660	1700	105104	CIP Coordinator	$ 23,300.00	$ 11,491.45	$ 1,323.29	$ 12,814.74	55.00%	
660	1700	105108	Planner	$ 2,700.00	$ 1,753.00	$ 232.38	$ 1,985.38	73.53%	
660	1700	105109	Administrative Assistant	$ -	$ -	$ -	$ -	0.00%	
660	1700	105110	Water Lead	$ 51,000.00	$ 52,861.09	$ 5,096.25	$ 57,957.34	113.64%	
660	1700	105111	Wastewater Lead	$ 6,000.00	$ 19,647.84	$ 2,977.41	$ 22,625.25	377.09%	
660	1700	105112	Field Utility 2	$ -	$ -	$ -	$ -	0.00%	
660	1700	105113	Field Utility 1	$ 7,000.00	$ 4,737.47	$ -	$ 4,737.47	67.68%	
660	1700	105114	Field Utility A	$ 51,800.00	$ 17,432.00	$ 1,655.31	$ 19,087.31	36.85%	
660	1700	105121	Field Utility Journeyman	$ 47,700.00	$ 23,085.95	$ 1,980.66	$ 25,066.61	52.55%	
660	1700	105122	Field Utility B	$ -	$ 16,082.89	$ 1,069.09	$ 17,151.98	0.00%	
660	1700	105140	Fringe Benefits	$ 26,400.00	$ 14,276.26	$ 1,386.14	$ 15,662.40	59.33%	
660	1700	105141	Insurance Benefits	$ 81,700.00	$ 45,378.61	$ 4,238.33	$ 49,616.94	60.73%	
660	1700	105142	Regular PERS System	$ 39,600.00	$ 25,217.36	$ 3,093.89	$ 28,311.25	71.49%	
			PERSONNEL	**$ 395,400.00**	**$ 278,186.24**	**$ 27,839.59**	**$ 306,025.83**	**77.40%**	
660	1700	205210	Dues & Memberships	$ 1,500.00	$ 679.00	$ -	$ 679.00	45.27%	
660	1700	205211	State Fees	$ 14,000.00	$ 13,268.14	$ -	$ 13,268.14	94.77%	
660	1700	205212	Fee Expense	$ 7,000.00	$ 11,906.78	$ 722.60	$ 12,629.38	180.42%	
660	1700	205222	Insurance	$ 20,000.00	$ 24,520.94	$ -	$ 24,520.94	122.60%	Annual Property/Liability Renewal FY23
660	1700	205240	Office Materials & Supplies	$ 4,000.00	$ 7,091.67	$ 618.93	$ 7,710.60	192.77%	

Fund	Dept	Account Number	Description	Budget for Year	Prior Mo Bal	Current Activity	Actual to Date	% of Budget	Notes
660	1700	205241	Computer Equipment and Maint.	$ -	$ 467.85	$ -	$ 467.85	0.00%	
660	1700	205251	Telephones/Cell Phones/DSL	$ 10,000.00	$ 10,549.41	$ 1,027.93	$ 11,577.34	115.77%	
660	1700	205253	Postage	$ -	$ 194.98	$ -	$ 194.98	0.00%	
660	1700	205255	Education and Training	$ 4,000.00	$ 3,758.68	$ 289.80	$ 4,048.48	101.21%	
660	1700	205260	Contract Expense (all Professional, IGA & Personal Svcs)	$ 33,000.00	$ 15,109.26	$ 1,060.00	$ 16,169.26	49.00%	June-JCline Finance $1060
660	1700	205261	Auditor	$ 5,000.00	$ 1,000.00	$ -	$ 1,000.00	20.00%	
660	1700	205262	Legal Expense	$ 5,000.00	$ 6,554.34	$ 570.17	$ 7,124.51	142.49%	
660	1700	205270	Travel	$ 1,000.00	$ -	$ -	$ -	0.00%	
660	1700	205282	Software	$ 12,000.00	$ 19,451.37	$ 505.05	$ 19,956.42	166.30%	
660	1700	205311	Equipment Lease and Rental	$ 3,000.00	$ 2,105.63	$ 142.33	$ 2,247.96	74.93%	
660	1700	205312	Equipment Fuel/Tires/Parts	$ 5,000.00	$ 7,758.90	$ 50.16	$ 7,809.06	156.18%	
660	1700	205313	Equipment Repair	$ -	$ 6,785.00	$ -	$ 6,785.00	0.00%	
660	1700	205317	Tools and Small Equipment	$ 2,000.00	$ 4,324.61	$ 32.20	$ 4,356.81	217.84%	
660	1700	205330	Building and Land Maintenance	$ 7,500.00	$ 1,822.00	$ -	$ 1,822.00	24.29%	
660	1700	205335	Custodial Support/Supplies	$ 2,000.00	$ 2,586.66	$ 91.11	$ 2,677.77	133.89%	
660	1700	205342	Plant Utilities	$ 25,000.00	$ 18,984.02	$ 1,913.32	$ 20,897.34	83.59%	
660	1700	205351	Main Plant Parts	$ 10,000.00	$ 5,389.28	$ -	$ 5,389.28	53.89%	
660	1700	205352	Main Plant Consumables	$ 10,000.00	$ 13,631.58	$ 86.33	$ 13,717.91	137.18%	
660	1700	205353	Main Plant Outside Services	$ 45,000.00	$ 15,856.60	$ 70.00	$ 15,926.60	35.39%	
660	1700	205361	Parts	$ 42,000.00	$ 35,180.16	$ -	$ 35,180.16	83.76%	
660	1700	205362	Consumables	$ -	$ 1,507.55	$ 156.23	$ 1,663.78	0.00%	
660	1700	205363	Outside Services	$ 15,000.00	$ 5,415.30	$ 319.00	$ 5,734.30	38.23%	
660	1700	205470	Equipment Repair/Maintenance	$ -	$ 110.59	$ 119.45	$ 230.04	0.00%	
660	1700	205474	Mowing	$ 6,000.00	$ 7,938.00	$ -	$ 7,938.00	132.30%	
660	1700	205475	Tree Removal/Trimming	$ 10,000.00	$ 7,706.57	$ -	$ 7,706.57	77.07%	
660	1700	208000	Operating Contingency	$ 30,000.00	$ -	$ -	$ -	0.00%	
			MATERIALS AND SERVICES	**$ 329,000.00**	**$ 251,654.87**	**$ 7,774.61**	**$ 259,429.48**	**78.85%**	
660	1700	217126	Transfer out Cap Res	$ 250,000.00	$ 187,500.00	$ 62,500.00	$ 250,000.00	100.00%	Quarterly Transfer to 660-1705
660	1700	217136	Transfer Out Debt Services	$ 43,000.00	$ 32,250.00	$ 10,750.00	$ 43,000.00	100.00%	Quarterly Transfer to 155-1200
			TRANSFERS	**$ 293,000.00**	**$ 219,750.00**	**$ 73,250.00**	**$ 293,000.00**	**100.00%**	
			EXPENSE	**$ 1,017,400.00**	**$ 749,591.11**	**$ 108,864.20**	**$ 858,455.31**	**84.38%**	
			Revenue Total	**$ 1,104,463.63**	**$ 1,008,341.42**	**$ 77,302.04**	**$ 1,085,643.46**	**98.30%**	
			Expense Total	**$ 1,017,400.00**	**$ 749,591.11**	**$ 108,864.20**	**$ 858,455.31**	**84.38%**	
			NET GAIN/(LOSS)	**$ 87,063.63**	**$ 258,750.31**	**$ (31,562.16)**	**$ 227,188.15**	**260.94%**	

Water Capital Reserve 660-1705

Monthly Financial Detail Report

JUNE 2024 - Soft Close 1

Printed: 07/09/2024

Period 12

Fiscal Year 2024

Fund	Dept	Account !	Description	Budget for Year	Prior Mo Bal	Current Activity	Actual to Date	% of Budget	Notes
660	1705	300101	Beginning Balance	$ 1,811,654.02	$ 1,854,322.94	$ -	$ 1,854,322.94	102.36%	Beginning Balance - Unaudited
660	1705	301500	Interest Earned	$ 18,000.00	$ 41,310.66	$ 4,238.25	$ 45,548.91	253.05%	LGIP Interest Earned
660	1705	304481	Grants	$ -	$ 26,425.00	$ -	$ 26,425.00	0.00%	
660	1705	314861	Transfer in General Reserve	$ 174,000.00	$ 130,500.00	$ 43,500.00	$ 174,000.00	100.00%	Quarterly transfer from 100-1010
660	1705	314864	Transfer in General Fund	$ 200,000.00	$ 150,000.00	$ 50,000.00	$ 200,000.00	100.00%	Quarterly transfer from 100-1010
660	1705	314875	Transfer in Water Operations	$ 250,000.00	$ 187,500.00	$ 62,500.00	$ 250,000.00	100.00%	Quarterly transfer from 660-1700
660	1705	314879	Transfer in SDC	$ 49,000.00	$ 36,750.00	$ 12,250.00	$ 49,000.00	100.00%	Quarterly transfer from 160-1605
			REVENUE	**$ 2,502,654.02**	**$ 2,426,808.60**	**$ 172,488.25**	**$ 2,599,296.85**	**103.86%**	
660	1705	105110	Water Lead	$ 5,000.00	$ 15,287.40	$ 1,072.80	$ 16,360.20	327.20%	
660	1705	105111	Wastewater Lead	$ 3,000.00	$ 1,378.24	$ 44.46	$ 1,422.70	47.42%	
660	1705	105114	Field Utility A	$ -	$ (99.44)	$ -	$ (99.44)	0.00%	
660	1705	105121	Field Utility Journeyman	$ -	$ 656.46	$ -	$ 656.46	0.00%	
660	1705	105122	Field Utility B	$ -	$ 307.94	$ -	$ 307.94	0.00%	
660	1705	105140	Fringe Benefits	$ 800.00	$ 1,274.98	$ 80.75	$ 1,355.73	169.47%	
660	1705	105141	Insurance Benefits	$ 2,600.00	$ 4,179.34	$ 245.98	$ 4,425.32	170.20%	
660	1705	105142	Regular PERS System	$ 1,300.00	$ 3,496.22	$ 230.95	$ 3,727.17	286.71%	
660	**1705**		**PERSONNEL**	**$ 12,700.00**	**$ 26,481.14**	**$ 1,674.94**	**$ 28,156.08**	**221.70%**	
660	1705	407921	Capital Outlay-Infrastructure	$ -	$ -	$ -	$ -	0.00%	
660	1705	407941	Capital Outlay - Equipment	$ 138,000.00	$ 108,087.39	$ -	$ 108,087.39	78.32%	
660	1705	407948	Capital Outlay - Water systems	$ 943,400.00	$ 371,301.29	$ 4,550.23	$ 375,851.52	39.84%	June-Westech Engineering $1659.33, USA Blue Book $2890.90
			CAPITAL OUTLAY	**$ 1,081,400.00**	**$ 479,388.68**	**$ 4,550.23**	**$ 483,938.91**	**44.75%**	
			EXPENSE	**$ 1,094,100.00**	**$ 505,869.82**	**$ 6,225.17**	**$ 512,094.99**	**46.81%**	
			Revenue Total	**$ 2,502,654.02**	**$ 2,426,808.60**	**$ 172,488.25**	**$ 2,599,296.85**	**103.86%**	
			Expense Total	**$ 1,094,100.00**	**$ 505,869.82**	**$ 6,225.17**	**$ 512,094.99**	**46.81%**	
			NET GAIN/(LOSS)	**$ 1,408,554.02**	**$ 1,920,938.78**	**$ 166,263.08**	**$ 2,087,201.86**	**148.18%**	

Wastewater Operating 670-1800

Monthly Financial Detail Report

JUNE 2024 - Soft Close 1

Printed: 07/09/2024

Period 12

Fiscal Year 2024

Fund	Dept	Account Number	Description	Budget for Year	Prior Mo Bal	Current Activity	Actual to Date	% of Budget	Notes
670	1800	300101	Beginning Balance	$ 234,739.55	$ 210,850.05	$ -	$ 210,850.05	89.82%	Beginning Balance - Unaudited
670	1800	304310	Water/Wastewater Services	$ 840,000.00	$ 761,384.53	$ 72,970.94	$ 834,355.47	99.33%	
670	1800	304320	Installation Charges	$ 2,500.00	$ 10,808.47	$ -	$ 10,808.47	432.34%	
			REVENUE	**$ 1,077,239.55**	**$ 983,043.05**	**$ 72,970.94**	**$ 1,056,013.99**	**98.03%**	
670	1800	105101	City Manager	$ 26,300.00	$ 25,928.88	$ 2,603.99	$ 28,532.87	108.49%	
670	1800	105102	Deputy Recorder	$ 12,900.00	$ 14,054.57	$ 1,268.44	$ 15,323.01	118.78%	
670	1800	105103	Bookkeeping/Accounting	$ 19,000.00	$ 6,238.79	$ 914.37	$ 7,153.16	37.65%	
670	1800	105104	CIP Coordinator	$ 23,300.00	$ 11,491.51	$ 1,323.31	$ 12,814.82	55.00%	
670	1800	105108	Planner	$ 2,700.00	$ 1,753.00	$ 232.38	$ 1,985.38	73.53%	
670	1800	105109	Administrative Assistant	$ -	$ -	$ -	$ -	0.00%	
670	1800	105110	Water Lead	$ 500.00	$ 670.50	$ -	$ 670.50	134.10%	
670	1800	105111	Wastewater Lead	$ 57,000.00	$ 67,790.12	$ 6,181.18	$ 73,971.30	129.77%	
670	1800	105112	Field Utility 2	$ -	$ -	$ -	$ -	0.00%	
670	1800	105113	Field Utility 1	$ 28,700.00	$ 3,671.03	$ -	$ 3,671.03	12.79%	
670	1800	105114	Field Utility A	$ 71,100.00	$ 36,465.83	$ 2,970.68	$ 39,436.51	55.47%	
670	1800	105121	Field Utility Journeyman	$ 26,200.00	$ 9,271.85	$ 899.88	$ 10,171.73	38.82%	
670	1800	105122	Field Utility B	$ -	$ 16,431.52	$ 1,243.90	$ 17,675.42	0.00%	
670	1800	105140	Fringe Benefits	$ 31,300.00	$ 14,306.34	$ 1,279.62	$ 15,585.96	49.80%	
670	1800	105141	Insurance Benefits	$ 96,900.00	$ 46,141.93	$ 4,043.03	$ 50,184.96	51.79%	
670	1800	105142	Regular PERS System	$ 47,000.00	$ 20,920.29	$ 2,468.87	$ 23,389.16	49.76%	
670	**1800**		**PERSONNEL**	**$ 442,900.00**	**$ 275,136.16**	**$ 25,429.65**	**$ 300,565.81**	**67.86%**	
670	1800	205210	Dues & Memberships	$ 1,000.00	$ 1,304.00	$ -	$ 1,304.00	130.40%	
670	1800	205211	State Fees	$ 18,600.00	$ 3,685.00	$ -	$ 3,685.00	19.81%	
670	1800	205212	Fee Expense	$ 6,600.00	$ 8,047.42	$ 722.58	$ 8,770.00	132.88%	
670	1800	205222	Insurance	$ 15,000.00	$ 18,390.70	$ -	$ 18,390.70	122.60%	
670	1800	205240	Office Materials & Supplies	$ 4,200.00	$ 7,246.74	$ 743.85	$ 7,990.59	190.25%	

Fund	Dept	Account Number	Description	Budget for Year	Prior Mo Bal	Current Activity	Actual to Date	% of Budget	Notes
670	1800	205241	Computer Equipment and Maint.	$ 2,000.00	$ 288.85	$ -	$ 288.85	14.44%	
670	1800	205251	Telephones/Cell Phones/DSL	$ 7,000.00	$ 6,597.61	$ 662.84	$ 7,260.45	103.72%	
670	1800	205253	Postage	$ -	$ 194.97	$ -	$ 194.97	0.00%	
670	1800	205255	Education and Training	$ 4,000.00	$ 1,542.29	$ 2,897.88	$ 4,440.17	111.00%	
670	1800	205260	Contract Expense (all Professional, IGA & Personal Svcs)	$ 28,000.00	$ 15,109.23	$ 1,060.00	$ 16,169.23	57.75%	June-JCline Finance $1060
670	1800	205261	Auditor	$ 3,000.00	$ 1,000.00	$ -	$ 1,000.00	33.33%	
670	1800	205262	Legal	$ 5,000.00	$ 6,554.30	$ 570.16	$ 7,124.46	142.49%	
670	1800	205270	Travel	$ 1,000.00	$ -	$ -	$ -	0.00%	
670	1800	205282	Software	$ 12,000.00	$ 19,470.25	$ 505.05	$ 19,975.30	166.46%	
670	1800	205311	Equipment Lease and Rental	$ 3,000.00	$ 1,565.64	$ 142.33	$ 1,707.97	56.93%	
670	1800	205312	Equipment Fuel/Tires/Parts	$ 5,000.00	$ 7,992.29	$ 340.14	$ 8,332.43	166.65%	
670	1800	205313	Equipment Repair	$ -	$ 4,656.19	$ 3,029.19	$ 7,685.38	0.00%	
670	1800	205317	Tools and Small Equipment	$ 3,000.00	$ 2,273.14	$ 56.98	$ 2,330.12	77.67%	
670	1800	205330	Building and Land Maintenance	$ 4,000.00	$ 295.00	$ -	$ 295.00	7.38%	
670	1800	205335	Custodial Support/Supplies	$ 4,000.00	$ 3,254.58	$ 148.65	$ 3,403.23	85.08%	
670	1800	205342	Plant Utilities	$ 25,000.00	$ 23,642.48	$ 2,383.88	$ 26,026.36	104.11%	
670	1800	205351	Main Plant Parts	$ 7,000.00	$ 9,270.69	$ -	$ 9,270.69	132.44%	
670	1800	205352	Main Plant Consumables	$ 37,000.00	$ 16,327.78	$ 2,264.64	$ 18,592.42	50.25%	
670	1800	205353	Main Plant Outside Services	$ 20,000.00	$ 33,978.81	$ -	$ 33,978.81	169.89%	
670	1800	205361	Parts	$ 20,000.00	$ 17,323.13	$ 173.95	$ 17,497.08	87.49%	
670	1800	205362	Consumables	$ 1,000.00	$ 3,011.65	$ -	$ 3,011.65	301.17%	
670	1800	205363	Outside Services	$ 25,000.00	$ 11,372.43	$ -	$ 11,372.43	45.49%	
670	1800	205470	Equipment Repair/Maintenance	$ -	$ 110.59	$ 119.45	$ 230.04	0.00%	
670	1800	205474	Mowing	$ 1,500.00	$ 2,829.00	$ -	$ 2,829.00	188.60%	
670	1800	205475	Tree Removal/Trimming	$ 10,000.00	$ 5,106.56	$ -	$ 5,106.56	51.07%	
670	1800	208000	Operating Contingency	$ 25,000.00	$ -	$ -	$ -	0.00%	
			MATERIALS AND SERVICES	**$ 297,900.00**	**$ 232,441.32**	**$ 15,821.57**	**$ 248,262.89**	**83.34%**	
670	1800	217126	Transfer out Cap Res	$ 200,000.00	$ 150,000.00	$ 50,000.00	$ 200,000.00	100.00%	Quarterly transfer to 670-1805
			TRANSFERS	**$ 200,000.00**	**$ 150,000.00**	**$ 50,000.00**	**$ 200,000.00**	**100.00%**	
			EXPENSE	**$ 940,800.00**	**$ 657,577.48**	**$ 91,251.22**	**$ 748,828.70**	**79.59%**	
			Revenue Total	**$ 1,077,239.55**	**$ 983,043.05**	**$ 72,970.94**	**$ 1,056,013.99**	**98.03%**	
			Expense Total	**$ 940,800.00**	**$ 657,577.48**	**$ 91,251.22**	**$ 748,828.70**	**79.59%**	
			NET GAIN/(LOSS)	**$ 136,439.55**	**$ 325,465.57**	**$ (18,280.28)**	**$ 307,185.29**	**225.14%**	

Wastewater Capital Reserve 670-1805

Monthly Financial Detail Report

JUNE 2024 - Soft Close 1

Printed: 07/09/2024

Period 12

Fiscal Year 2024

Fund	Dept	Account Number	Description	Budget for Year	Prior Mo Bal	Current Activity	Actual to Date	% of Budget	Notes
670	1805	300101	Beginning Balance	$ 983,008.52	$ 1,056,946.44	$ -	$ 1,056,946.44	107.52%	Beginning Balance - Unaudited
670	1805	301500	Interest Earned	$ 27,000.00	$ 57,510.15	$ 6,600.07	$ 64,110.22	237.45%	LGIP Interest Earned
670	1805	314866	Urban Renewal Contribution	$ 400,000.00	$ 300,000.00	$ 100,000.00	$ 400,000.00	100.00%	Quarterly transfer from 900-9000
670	1805	314876	Transfer in Wastewater Service	$ 200,000.00	$ 150,000.00	$ 50,000.00	$ 200,000.00	100.00%	Wastewater Master Plan - Qtrly Transfer from 670-1800
			REVENUE	**$ 1,610,008.52**	**$ 1,564,456.59**	**$ 156,600.07**	**$ 1,721,056.66**	**106.90%**	
670	1805	105110	Water Lead	$ -	$ 357.12	$ -	$ 357.12	0.00%	
670	1805	105111	Wastewater Lead	$ 10,000.00	$ 6,479.83	$ 44.46	$ 6,524.29	65.24%	
670	1805	105114	Field Utility A	$ -	$ 196.95	$ -	$ 196.95	0.00%	
670	1805	105121	Field Utility Journeyman	$ -	$ 15.12	$ -	$ 15.12	0.00%	
670	1805	105122	Field Utility B	$ -	$ 19.24	$ -	$ 19.24	0.00%	
670	1805	105140	Fringe Benefits	$ 1,000.00	$ 514.00	$ 3.22	$ 517.22	51.72%	
670	1805	105141	Insurance Benefits	$ 3,300.00	$ 1,753.13	$ 11.35	$ 1,764.48	53.47%	
670	1805	105142	Regular PERS System	$ 1,600.00	$ 936.01	$ 5.75	$ 941.76	58.86%	
670	**1805**		**PERSONNEL**	**$ 15,900.00**	**$ 10,271.40**	**$ 64.78**	**$ 10,336.18**	**65.01%**	
670	1805	407921	Capital Outlay - Infrastructure Systems	$ 480,000.00	$ 238,103.33	$ 1,734.41	$ 239,837.74	49.97%	June-Westech Engineering $1734.41
670	1805	407941	Capital Outlay - Equipment	$ 210,000.00	$ 44,121.60	$ -	$ 44,121.60	21.01%	
			CAPITAL OUTLAY	**$ 690,000.00**	**$ 282,224.93**	**$ 1,734.41**	**$ 283,959.34**	**41.15%**	
			EXPENSE	**$ 705,900.00**	**$ 292,496.33**	**$ 1,799.19**	**$ 294,295.52**	**41.69%**	
			Revenue Total	**$ 1,610,008.52**	**$ 1,564,456.59**	**$ 156,600.07**	**$ 1,721,056.66**	**106.90%**	
			Expense Total	**$ 705,900.00**	**$ 292,496.33**	**$ 1,799.19**	**$ 294,295.52**	**41.69%**	
			NET GAIN/(LOSS)	**$ 904,108.52**	**$ 1,271,960.26**	**$ 154,800.88**	**$ 1,426,761.14**	**157.81%**	

SDC-Admin 160-1605

Monthly Financial Detail Report

JUNE 2024 - Soft Close 1

Printed: 07/09/2024
Period 12
Fiscal Year 2024

Fund	Dept	Account Number	Description		Budget for Year		Prior Mo Bal		Current Activity		Actual to Date	% of Budget	Notes
160	1605	300101	Beginning Fund Balance	$	811,525.06	$	814,536.39	$	-	$	814,536.39	100.37%	Beginning Balance - Unaudited
160	1605	301500	Interest Earned	$	18,000.00	$	24,082.19	$	2,338.94	$	26,421.13	146.78%	LGIP Interest
160	1605	304341	SDC Water Improvements	$	8,700.00	$	27,377.32	$	-	$	27,377.32	314.68%	
160	1605	304342	SDC Water Reimbursements	$	5,400.00	$	16,832.58	$	-	$	16,832.58	311.71%	
160	1605	304343	SDC Wastewater Reimbursement	$	14,000.00	$	53,018.75	$	-	$	53,018.75	378.71%	
160	1605	304344	SDC Storm Drain Improvement	$	4,200.00	$	17,302.09	$	-	$	17,302.09	411.95%	
160	1605	304435	LID Assessments	$	10,000.00	$	4,610.57	$	-	$	4,610.57	46.11%	
			REVENUE	**$**	**871,825.06**	**$**	**957,759.89**	**$**	**2,338.94**	**$**	**960,098.83**	**110.13%**	
160	1605	217126	Transfer out Cap Res	$	49,000.00	$	36,750.00	$	12,250.00	$	49,000.00	100.00%	Quarterly Transfer to 660-1705
			TRANSFERS	**$**	**49,000.00**	**$**	**36,750.00**	**$**	**12,250.00**	**$**	**49,000.00**	**100.00%**	
			EXPENSE	**$**	**49,000.00**	**$**	**36,750.00**	**$**	**12,250.00**	**$**	**49,000.00**	**100.00%**	
			Revenue Total	**$**	**871,825.06**	**$**	**957,759.89**	**$**	**2,338.94**	**$**	**960,098.83**	**110.13%**	
			Expense Total	**$**	**49,000.00**	**$**	**36,750.00**	**$**	**12,250.00**	**$**	**49,000.00**	**100.00%**	
			NET GAIN/(LOSS)	**$**	**822,825.06**	**$**	**921,009.89**	**$**	**(9,911.06)**	**$**	**911,098.83**	**110.73%**	

CITY OF YACHATS PUBLIC WORKS & STREETS COMMISSION

ACTION SUMMARY

Date:	July 9, 2024
Time:	2:00 p.m.
Place:	441 Hwy 101 N., Civic Meeting Room 1
Attending:	Chair Linn West, Co-Chair Don Groth, Commissioner Bob Bennett, Commissioner Kevin Erdahl and Commissioner Don Phipps; Staff: Dave Buckwald, Wastewater Lead, Rick McClung, Water Lead and Kimmie Jackson, Recorder
Absent	Commissioner Jim Welsh

CALL MEETING TO ORDER:

1. Agenda Item - Announcements or Correspondence	
Topic	Discussion
	None
2. Agenda Item Citizens Concerns	
	None
3. Agenda Item Reports	
	Public Works report is attached to the online packet; the past month took up most of the crew's time with the city's beautification; removing the oil tank from behind the commons this month; Water dept. training staff; Seismic engineering reported that the ground was not good, but moving forward to do structural engineering, and seeing if it needs retrofitting. Water plant clarifier rehab is being forwarded to the contractors who will do the work. The consultant from Westech will manage the project and we will need to fly him in and find a time window to get this on schedule.

	The annual fire hydrant replacement will be doing this summer; phase III water lines engineering has started; still needs to complete grant application. Southwest Lincoln board is skeptical about the amount of water at one hundred gallons per minute; will need to revisit the code for drought condition phases.
	The CIP at the water plant has been completed; Log Museum building permits have been received and starting the search for the contractors. No RFP is needed. Streets: ODOT is soliciting a contractor for the delineators. No Finance Report Emergency Preparedness Report – Preparation for the fair is underway; will be promoting classes, speaker's and soliciting vendors; city hall will have a booth at the fair.
Action Item	
4. Agenda Item Business	
	Stormwater master plan has been reviewed and returned to the engineer to update; will then present to council.
	Utility Rate Study Review – Julie Ekdom reviews four different rate structures for the commission to review; the spreadsheet is attached to the online packet. Duke Tracey, Ocean View Rd., submitted correspondence with regards to concerns on the utility rates (attached to the online packet).
	Water Level Policy – reviewing the policy is in progress after reviewing showing graphs the commission is in favor of moving forward.
	Other items discussed are the storm drain issue having a code that will charge customers; will revisit issue at the next meeting. Standards- debating who should take care of property owners; erosion requirements, and what we should be doing and will need to include

	planning commission; Ocean View Dr. Road transfer – the board of commissioners will have a staff report on July 17th.
Action Items:	Motion to recommend the water level policy to the finance committee for approval. The vote was called ad passed unanimously.
Adjournment:	3:50 p.m.
Prepared By:	Kimmie Jackson, Recorder

City of Yachats Utility Rate Adjustment Implementation Schedule

Adjustment	*Details*	*Date of Notice*	*Date of Implementation*	*Estimate Revenue*	*Complete*
Meter categorization	1 - Hotels and motels 2 - Restaurants 3 - Other Commercial 4 - Vacation rentals 5 - Residences 6 - City facilities	No notice needed	August 1st	0	Complete
Elimination of industry-standard included water.	Eliminate all no-charge water to non-standard meters	September 2024	October 1st	$11,385- Water & Wastewater	
Prepaid SDC fees	Properties with prepaid SDC fees will be charged a ready-to-serve fee of $55 monthly, half of the base rate for utilities.	November 2024	July 2025	$64,000- Water & wastewater	
Vacation Rental	The commercial activity rate is to be applied to vacation rental license holders. The commercial base rate is 50% higher than the residential base rate. Water and Sewer	October 2024	January 2025	$86,000- Water & Wastewater	
Hotel, Motel, Resort & Restaurant handling fee	The handling fee collected by Hotels, Motels, and Restaurants from their Transient Lodging Tax and Food & Beverage Tax will be raised from 5% to 10%. Each establishment's base rate will be adjusted based on its annual tax collections. The establishments will incur no additional costs	October 2024	January 2025	$70,000- Water	

	despite the increase in their base rate. As it will be offset by the increase in their handling fee. The additional revenue generated from the handling fee increase will be allocated to the enterprise fund.				
Total				**$231,000**	

Goals

The City of Yachats has identified a need to generate more revenue for its public works department to fund the Master Plan items, totaling $21 million over 20 years. To achieve this goal, the city is implementing rate adjustments for commercial and vacation rental users to ensure that infrastructure needs are adequately funded and reduce residents' subsidies to large water users.

These rate adjustments are part of a series of approaches proposed in the implementation schedule. It is important to note that these rate adjustments will not apply to residential water users, as the focus is primarily on commercial users who use more significant amounts of water.

By implementing these rate adjustments, the city can achieve a more equitable cost distribution and provide sustainable funding for critical infrastructure projects.

Communication

Transparency and communication of these rate adjustments are paramount; the city will use all of its information-sharing resources to communicate these adjustments to water users with a significant lead in notice time. Communicating and ensuring transparency regarding rate adjustments are of utmost importance. The city will leverage all available information-sharing channels to inform water users about these adjustments well in advance, providing ample notice time.