



**CITY OF LA PINE, OREGON
CITY COUNCIL REGULAR MEETING
MEETING**

**Wednesday, December 14, 2022, at 4:00 PM
La Pine City Hall: 16345 Sixth Street, La Pine, Oregon 97739**

Available online via Zoom: <https://us02web.zoom.us/j/88325003956>

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to City Hall at (541-536-1432). For deaf, hearing impaired, or speech disabled dial 541-536-1432 for TTY.

AGENDA

PREAMBLE: This is a social holiday City gathering of the City Council, Planning Commission, and City staff that due to quorum(s) being present, constitutes a public meeting thus must be noticed per public meeting law (Sunshine Laws). There is no old or new business scheduled and all business of the Regular City Council Meeting will commence after conclusion of the gathering and subsequent initiation of regular meeting scheduled for 5:30 p.m.

CALL TO ORDER

ESTABLISHMENT OF QUORUM

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS:

Three (3) minutes per person; when asked to the podium, please state your name and whether you live within La Pine city limits.

ADDED AGENDA ITEMS:

Any matters added to the Agenda at this time will be discussed during the “Other Matters” portion of this Agenda or such time selected by the City Council

CONSENT AGENDA:

Information concerning the matters listed within the Consent Agenda has been distributed to each member of the City Council for reading and study, is considered to be routine, and will be enacted or approved by one motion of the City Council without separate discussion. If separate discussion is desired concerning a particular matter listed within the Consent Agenda, that matter may be removed from the Consent Agenda and placed on the regular agenda by request of any member of the City Council.

- 1. 10.26.2022 Regular City Council Meeting Minutes.....3.**

PRESENTATIONS:

None.

PUBLIC HEARING:

None.

OLD BUSINESS:

None.

NEW BUSINESS:

- 1. State of Oregon Department of Administrative Services (DAS) Administrator access.....7.
- 2. Urban Renewal Agency Reappointment.....8.
- 3. First Quarter 2022 Financial Reports.....9.

None.

PUBLIC COMMENTS:

Three (3) minutes per person; when asked to the podium, please state your name and whether you live within La Pine city limits.

STAFF COMMENTS

MAYOR & COUNCIL COMMENTS

ADJOURMENT

EXECUTIVE SESSION:

EXECUTIVE SESSION

The public will not be permitted to attend the executive session; provided, however, representatives of the news media and designated staff will be allowed to attend the executive session. Representatives of the news media are specifically directed not to report on any of the deliberations during the executive session, except to state the general subject of the executive session as previously announced. No decision will be made in the executive session.

CITY OF LA PINE, OREGON
REGULAR CITY COUNCIL MEETING

Wednesday, October 26th, at 5:30 PM
La Pine City Hall: 16345 Sixth Street, La Pine, Oregon 97739

Available online via Zoom: <https://us02web.zoom.us/j/84889382585>

MINUTES

1. CALL TO ORDER:

Meeting was called to order at 5:30 p.m.

2. ESTABLISH A QUORUM:

PRESENT

Mayor Daniel Richer
Councilor Colleen Scott
Councilor Mike Shields
Councilor Cathi Van Damme
Councilor Courtney Ignazzitto

CITY STAFF

City Manager, Geoff Wullschlager
Public Works Manager, Jake Obrist
Administrative Assistant, Stacie Skeeters

3. PLEDGE OF ALLEGIANCE: The mayor led the Pledge of Allegiance.

4. PUBLIC COMMENTS:

None

5. ADDED AGENDA ITEMS:

Any matters added to the agenda at this time will be discussed during the "Other Matters" portion of this Agenda or such time selected by the City Council.

6. CONSENT AGENDA:

Information concerning the matters listed within the Consent Agenda has been distributed to each member of the City Council for reading and study, is routine, and will be enacted or approved by one motion of the City Council without separate discussion. If separate discussion is desired concerning a particular matter listed within the Consent Agenda, that matter may be removed from the Consent Agenda and placed on the regular agenda by request of any member of the City Council.

1. 10.12.22 Joint Session & Regular City Council Meeting Minutes

A motion was made by Councilor Scott to approve the Meeting Minutes from October 12, 2022. Councilor Ignazzitto seconded the motion.

Voting Aye: Councilor Scott, Councilor Shields, Councilor Van Damme, Councilor Ignazzitto

Voting Nay: None.

7. PRESENTATIONS:

None

8. PUBLIC HEARING:

None.

9. OLD BUSINESS:

None

10. NEW BUSINESS:

1. 02FPR-22 Final Plat

On August 17, 2022 Randy Akacich of Sagebrush Development along with HWA Civil Engineering, Surveying, and Planning, applied for Final Plat Review of Phase 4 of the Reserve in the Pines Subdivision. The subject phase of the Subdivision is located at Tax Lot 202 on Deschutes County Assessor's Map 22-10-11.

On March 18, 2019 a 191 lot Subdivision, which includes the subject property, was approved by the Planning Commission. The Subdivision divided the subject property which is 13.85 acres into 57 lots of relatively equal size for single-family residences. Final Plat Review of Phase 4 includes 57 of the 191 total lots.

La Pine City Council approved the Final Plat Review of Phase 4 of the Reserve in the Pines Subdivision. A motion was made by Council Ignazzitto. Councilor Shields seconded the motion.

2. COIC Youth Compass Program and local fuels reduction/conservation project

COIC and Heart of Oregon Corps submitted a successful application to leverage COIC's Youth Programs alongside their state and federal partners. Under the title of Central Oregon Wildfire Workforce Partnership (COWWP), COIC's teams serve disconnected youth (16-24 years old) who learn job skills, earn wages, and become the next generation of conservationists through projects that improve public lands and keep local communities safer from wildfire.

11. PUBLIC COMMENTS:

Three (3) minutes per person; when asked to the podium, please state your name and whether you live within La Pine city limits.

None.

12. STAFF COMMENTS:

Public Works Manager: The improvement project is moving forward and there a substantial amount of pipe going in on Darlene Road; north of Reed Road towards Rosland Road and to be intertied at Drafter. The lagoon is nearing completion and fencing installation is being placed on the site for security.

The transit and pedestrian lighting at the transit center was completed and active.

City Manager: The transit center is wrapping up phase 1 by finishing sod installation, mulch placement, and fence setting along the backside of the project area. The subcontractor is a several weeks behind schedule. The substantive structural elements have been completed and the facility is operational.

The extension of the sidewalk on the western side will be included in Phase 2.

The City received a quote for permanent Christmas light placement at Triangle Park and from 1st to 4th St. along Hwy. 97. The total project cost by a professional lighting company is \$11,500.00 and a \$3000.00 annual maintenance fee that will be taken care of by the Urban Renewal budget.

After the physical instalment is complete, Ms. Ann Gawith, from the La Pine Chamber intends to host community tree lighting ceremony the day after Thanksgiving. Ms. Gawith also endeavors to hold the annual storefront decorating contest.

Bond Council has completed the review of documents for the CoBank water interim financing. This funding will fill the financing gap until the project is completed and USDA bond funds for the construction are released. This is a multi-tiered process.

DEQ has signed the interim financing document which required a remonstrance period of 60 days for public comment since the bond total was increased.

13. MAYOR & COUNCIL COMMENTS:

Councilor Van Damme: None

Councilor Shields: None

Councilor Ignazzitto: None

Councilor Scott: Councilor Scott confirmed that the November and December council schedule will be reduced to one meeting per month and if needed special meetings will be

scheduled to which city staff confirmed. She also inquired as to when the pathway project would be concluded.

Mayor Richer: Mayor Richer asked if benches are scheduled to be added to the new foot path project. Jake Obrist stated that concrete bench slabs (the most resilient design) can be added as subsequent work to the project area.

14. ADJOURNMENT: Mayor Richer recessed the regular session at 6:00 p.m.

15. EXECUTIVE SESSION: - PURSUANT TO 192.660(2)(i)

To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee, or staff member who does not request an open hearing.

Mayor Richer opened the Executive Session at 6:05 p.m.

Mayor Richer Closed the Executive Session at 6:43 p.m.

16. CALL TO ORDER:

Mayor Richer Re-opened the Regular Session at 6:43 p.m.

17. NEW BUSINESS:

1. Manager Evaluation

Mayor Richer stated that a discussion was held pursuant to 192.660(i).

Councilwoman VanDamme made a motion to approve the terms as discussed under 192.660(i). Councilwoman Scott seconded the motion.

Mayor Richer called for a roll call vote:

Voting Aye: Councilor Scott, Councilor Shields, Councilor Van Damme, Councilor Ignazzitto

Voting Nay: None.

18. ADJOURNMENT: Mayor Richer adjourned the meeting at 6:42 p.m.



CITY OF LA PINE

STAFF REPORT

Meeting Date: December 14, 2022
TO: City Council
FROM: Ashley Ivans, Finance Director
SUBJECT: State of Oregon - Department of Administrative Services

<input type="checkbox"/>	Resolution	<input type="checkbox"/>	Ordinance
<input type="checkbox"/>	No Action – Report Only	<input type="checkbox"/>	Public Hearing
<input checked="" type="checkbox"/>	Formal Motion	<input type="checkbox"/>	Other/Direction:

Councilmembers:

The Oregon State Department of Administrative Services provides revenue to the City for a number of items. These items include, but are not limited to, State Shared Revenues, Grant Dollars, and payments for Utilities from various state agencies. It has recently come to my attention that the staff members listed on the account have not adjusted to reflect current appointments.

We would like to remove the previous designations from the system and add myself as the Administrator. To accomplish this, we will need a formal motion from the Council allowing the City Manager to authorize that account access to me. The access does not grant me permission to expend dollars on the City's behalf as the city is not set up for this feature. This feature is relegated to State Agencies. It only permits review of remittances for monies directly deposited into the City's account. It is our intention once the account is set up to add City Manager, Geoff Wullschlager, as an Administrator on the account as well.

Action:

Formal Motion: I move that we grant access to Ashley Ivans, Finance Director, to our Department of Administrative services account for access to their billing portal.



CITY OF LA PINE

STAFF REPORT

Meeting Date: December 14, 2022
TO: City Council
FROM: Ashley Ivans, Finance Director
SUBJECT: Urban Renewal Agency

- | | | | |
|-------------------------------------|-------------------------|--------------------------|------------------|
| <input type="checkbox"/> | Resolution | <input type="checkbox"/> | Ordinance |
| <input type="checkbox"/> | No Action – Report Only | <input type="checkbox"/> | Public Hearing |
| <input checked="" type="checkbox"/> | Formal Motion | <input type="checkbox"/> | Other/Direction: |

Councilmembers:

As of June 30, 2022, specific terms have expired for our Urban Renewal Agency following an audit of committee assignment dates. These are terms assigned to Vicki Russell, Andrea Hine, and Colleen Scott. I have spoken with each member regarding future participation within the Agency. Vicki and Andrea have expressed the desire to serve for another term. I'd like to thank Colleen for her service with the Urban Renewal Agency, as she declined another term. The City will begin recruiting for this vacancy in January.

Action:

Formal Motion: I move that we re-appoint Vicki Russell and Andrea Hine to the Urban Renewal Agency with a term ending date of June 30, 2026.



CITY OF LA PINE

STAFF REPORT

Meeting Date: December 14, 2022
TO: City Council
FROM: Ashley Ivans, Finance Director
SUBJECT: July – September Financial Reports

- | | | | |
|-------------------------------------|-------------------------|--------------------------|------------------|
| <input type="checkbox"/> | Resolution | <input type="checkbox"/> | Ordinance |
| <input checked="" type="checkbox"/> | No Action – Report Only | <input type="checkbox"/> | Public Hearing |
| <input type="checkbox"/> | Formal Motion | <input type="checkbox"/> | Other/Direction: |

Councilmembers:

I am providing you with Financial Reports for the 1st quarter of Fiscal Year 2023 (July – September 2022). These reports represent a condensed version of our Income Statement from the Caselle Software system. The City uses Caselle for it's Utility Billing, Business License Billing, Accounts Payable, Cash Receipting, and General Ledger Accounting.

The report that is generated from Caselle, which you are probably accustomed to seeing, is approximately 50 pages long. The reports I have provided contain the same information, however it is condensed for simplicity and transparency. If you are interested in seeing a full Financial Report, I am happy to provide you with one at any time.

I look forward to answering any questions you may have about these reports. At the January meeting you will have the 2nd quarter of Fiscal Year 2023 for review. After that, these reports will be provided to you monthly.

Action:

No Action.



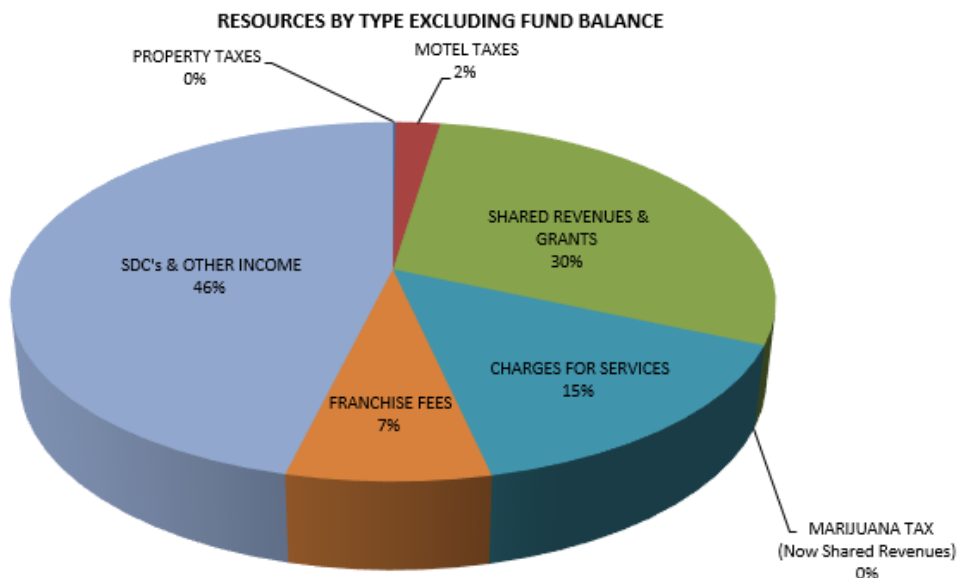
FINANCIAL SUMMARY JULY 31, 2022

TOTAL RESOURCES - BUDGET TO ACTUAL AS OF JULY 31, 2022

	Year To Date	FY 2021-22 Budget	Budget Remaining	(8% lapsed) % Earned
BEGINNING FUND BALANCE	14,605,238	14,605,238	-	100.0%
PROPERTY TAXES	1,175	407,368	406,193	0.3%
MOTEL TAXES	21,206	162,380	141,174	13.1%
SHARED REVENUES & GRANTS	275,594	34,944,243	34,668,649	0.8%
CHARGES FOR SERVICES	140,064	1,666,452	1,526,388	8.4%
FRANCHISE FEES	68,391	249,900	181,509	27.4%
SDC's & OTHER INCOME	435,058	3,029,688	2,594,630	14.4%
	15,546,727	55,065,269	39,518,542	28.2%

FINANCIAL HIGHLIGHTS - RESOURCES:

- SDC's are having substantial impact to the revenues due to summertime construction.
- Charges for services include Water & Sewer Service, Business Licenses, Cemetery Plots, Land Use Planning Fees, and Industrial Park Leases & Sales.
- Motel taxes have likely increased due to the short-term vacation rentals now paying taxes to the City.
- Property Taxes and Franchise fees are established prior to budget adoption which makes them easier to project.



RESOURCES - BUDGET TO ACTUAL BY FUND

AS OF JULY 31, 2022

	Year To Date	FY 2021-22 Budget	Budget Remaining	(8% lapsed) % Earned
GENERAL FUND				
BEGINNING FUND BALANCE	2,096,967	2,096,967	-	100.0%
PROPERTY TAXES	1,175	407,368	406,193	0.3%
SHARED REVENUES & GRANTS	250,718	608,073	357,355	41.2%
MOTEL TAXES (30%)	6,362	47,380	41,018	13.4%
CHARGES FOR SERVICES	254	15,918	15,664	1.6%
FRANCHISE FEES	68,391	249,900	181,509	27.4%
MISCELLANEOUS & OTHER INCOME	8,922	49,678	40,756	18.0%
INTERFUND TRANSFERS - IN	-	3,000	3,000	
	<u>2,432,790</u>	<u>3,478,284</u>	<u>1,042,494</u>	<u>69.9%</u>
CEMETERY FUND				
BEGINNING FUND BALANCE	40,480	\$ 40,480	-	100.0%
CHARGES FOR SERVICES	670	1,500	830	44.7%
INTERFUND TRANSFERS - IN	-	7,500	7,500	
	<u>41,150</u>	<u>49,480</u>	<u>830</u>	<u>83.2%</u>
STREETS FUND				
BEGINNING FUND BALANCE	1,348,701	1,348,701	-	100.0%
SHARED REVENUES & GRANTS	18,262	143,170	124,908	12.8%
MISCELLANEOUS & OTHER INCOME	-	475,500	475,500	0.0%
INTERFUND TRANSFERS - IN	-	200,000	200,000	
	<u>1,366,963</u>	<u>2,167,371</u>	<u>800,408</u>	<u>63.1%</u>
TOURISM FUND				
BEGINNING FUND BALANCE	295,956	295,956	-	100.0%
MOTEL TAXES	14,845	115,000	100,155	12.9%
MISCELLANEOUS & OTHER INCOME	-	500	500	
	<u>310,801</u>	<u>411,456</u>	<u>100,655</u>	<u>75.5%</u>
COMMUNITY DEVELOPMENT FUND				
BEGINNING FUND BALANCE	604,463	604,463	-	100.0%
CHARGES FOR SERVICES	1,600	55,000	53,400	2.9%
ADVANCED PLANNING FEES	6,613	114,945	108,332	5.8%
MISCELLANEOUS & OTHER INCOME	-	300,000	300,000	0.0%
INTERFUND TRANSFERS - IN	-	40,000	40,000	0.0%
	<u>612,676</u>	<u>1,114,408</u>	<u>501,732</u>	<u>55.0%</u>
INDUSTRIAL/ECONOMIC DEVELOPMENT				
BEGINNING FUND BALANCE	129,423	129,423	-	
INDUSTRIAL SITE LEASES / SALES	1,190	43,000	41,810	2.8%
MISCELLANEOUS & OTHER INCOME	1,500	47,500	46,000	3.2%
INTERFUND TRANSFERS - IN	-	45,000	45,000	0.0%
	<u>132,113</u>	<u>264,923</u>	<u>132,810</u>	<u>49.9%</u>
RESERVE FUND - WATER/SEWER				
BEGINNING FUND BALANCE	2,318,200	2,318,200	-	100.0%
	<u>2,318,200</u>	<u>2,318,200</u>	<u>-</u>	<u>100.0%</u>
DEBT RESERVE FUND				
BEGINNING FUND BALANCE	193,503	193,503	-	100.0%
	<u>193,503</u>	<u>193,503</u>	<u>-</u>	<u>100.0%</u>
SDC FUND				
BEGINNING FUND BALANCE	4,639,576	4,639,576	-	100.0%
SYSTEM DEVELOPMENT CHARGES	420,409	1,717,285	1,296,876	24.5%
	<u>5,059,985</u>	<u>6,356,861</u>	<u>1,296,876</u>	<u>79.6%</u>
WATER FUND				
BEGINNING FUND BALANCE	1,681,888	1,681,888	-	100.0%
GRANT REVENUE	-	15,890,500	15,890,500	0.0%
CHARGES FOR SERVICES	75,101	768,817	693,716	9.8%
MISCELLANEOUS & OTHER INCOME	3,557	104,280	100,723	3.4%
	<u>1,760,546</u>	<u>18,445,485</u>	<u>16,684,939</u>	<u>9.5%</u>
SEWER FUND				
BEGINNING FUND BALANCE	1,256,081	1,256,081	-	100.0%
GRANT REVENUE	-	18,302,500		
CHARGES FOR SERVICES	61,919	782,217	720,298	7.9%
MISCELLANEOUS & OTHER INCOME	-	220,000	220,000	0.0%
INTERFUND TRANSFERS - IN	-	215,000	215,000	0.0%
	<u>1,318,000</u>	<u>20,775,798</u>	<u>940,298</u>	<u>6.3%</u>



FINANCIAL SUMMARY JULY 31, 2022

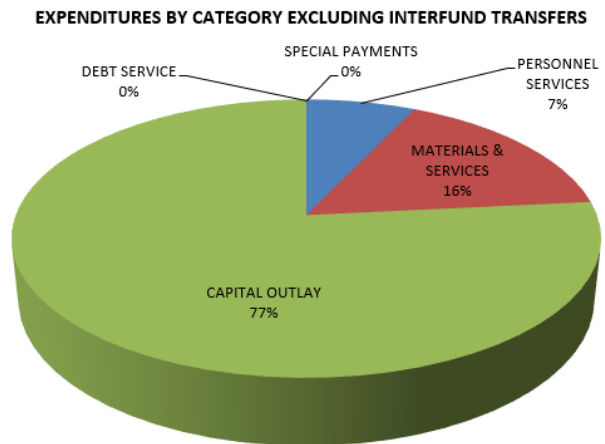
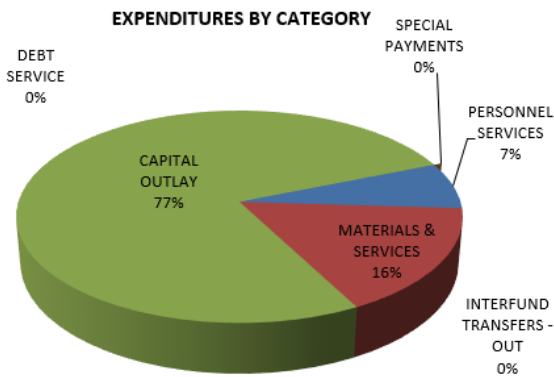
TOTAL EXPENDITURES - BUDGET TO ACTUAL

AS OF JULY 31, 2022

	Year To Date	FY 2021-22 Budget	Budget Remaining	(8% lapsed)
PERSONNEL SERVICES	56,214	1,229,381	1,173,167	4.6%
MATERIALS & SERVICES	130,009	4,631,377	4,501,368	2.8%
CAPITAL OUTLAY	608,908	41,874,076	35,317,592	1.5%
DEBT SERVICE	-	233,994	233,994	0.0%
SPECIAL PAYMENTS	-	671,813	671,813	0.0%
INTERFUND TRANSFERS - OUT	-	747,500	507,500	0.0%
	795,131	49,388,141	42,405,434	1.6%

FINANCIAL HIGHLIGHTS – EXPENDITURES:

- No transfers have been made yet this year.
- Expenditures are in line with staff expectations. The City budgets conservatively, so it is expected that expenses outside of Debt Service (an amount known to staff) will be low.



EXPENDITURES - BUDGET TO ACTUAL BY FUND

AS OF JULY 31, 2022

	Year To Date	FY 2021-22 Budget	Budget Remaining	(8% lapsed) % Expended
GENERAL FUND				
PERSONNEL SERVICES	7,604	200,065	192,461	3.8%
MATERIALS & SERVICES	24,715	541,212	516,497	4.6%
CAPITAL OUTLAY	369,144	406,000	36,856	90.9%
DEBT SERVICE	-	40,926	40,926	0.0%
INTERFUND TRANSFERS - OUT		507,500	507,500	0.0%
	<u>401,463</u>	<u>1,695,703</u>	<u>1,294,240</u>	<u>23.7%</u>
CEMETERY FUND				
MATERIALS & SERVICES	2,255	14,610	12,355	15.4%
CAPITAL OUTLAY	-	5,000	5,000	0.0%
	<u>2,255</u>	<u>19,610</u>	<u>17,355</u>	<u>11.5%</u>
STREETS FUND				
PERSONNEL SERVICES	4,717	112,387	107,670	4.2%
MATERIALS & SERVICES	11,473	184,815	173,342	6.2%
CAPITAL OUTLAY	-	692,500	692,500	0.0%
	<u>16,189</u>	<u>989,702</u>	<u>973,513</u>	<u>1.6%</u>
TOURISM FUND				
MATERIALS & SERVICES	1,182	93,000	91,818	1.3%
CAPITAL OUTLAY	-	60,000	60,000	0.0%
INTERFUND TRANSFERS - OUT	-	-	-	0.0%
	<u>1,182</u>	<u>153,000</u>	<u>151,818</u>	<u>0.8%</u>
COMMUNITY DEVELOPMENT FUND				
PERSONNEL SERVICES	9,045	176,294	167,249	5.1%
MATERIALS & SERVICES	1,302	3,079,000	3,077,698	0.0%
	<u>10,347</u>	<u>3,255,294</u>	<u>3,244,947</u>	<u>0.3%</u>
INDUSTRIAL AND ECONOMIC DEVELOPMENT				
MATERIALS & SERVICES	4,374	138,500	134,126	3.2%
	<u>4,374</u>	<u>138,500</u>	<u>134,126</u>	<u>3.2%</u>
SDC FUND				
CAPITAL OUTLAY		5,013,576	5,013,576	0.0%
	<u>-</u>	<u>5,013,576</u>	<u>-</u>	<u>0.0%</u>
WATER AND SEWER RESERVE FUND				
CAPITAL OUTLAY		934,000	934,000	0.0%
INTERFUND TRANSFERS - OUT		240,000	240,000	0.0%
	<u>-</u>	<u>1,174,000</u>	<u>240,000</u>	<u>0.0%</u>
WATER FUND				
PERSONNEL SERVICES	17,424	370,810	353,386	4.7%
MATERIALS & SERVICES	48,477	271,615	223,138	17.8%
CAPITAL OUTLAY	125,033	15,890,500	15,765,467	0.8%
DEBT SERVICE	-	193,068	193,068	0.0%
SPECIAL PAYMENTS	-	200,000	200,000	0.0%
INTERFUND TRANSFERS - OUT	-	-	-	0.0%
	<u>190,934</u>	<u>16,925,993</u>	<u>16,735,059</u>	<u>1.1%</u>
SEWER FUND				
PERSONNEL SERVICES	17,424	369,825	352,401	4.7%
MATERIALS & SERVICES	36,231	308,625	272,394	11.7%
CAPITAL OUTLAY	114,731	18,872,500	18,757,769	0.6%
SPECIAL PAYMENTS	-	471,813	471,813	0.0%
INTERFUND TRANSFERS - OUT	-	-	-	0.0%
	<u>168,386</u>	<u>20,022,763</u>	<u>19,854,377</u>	<u>0.8%</u>



**FINANCIAL SUMMARY
AUGUST 31, 2022**

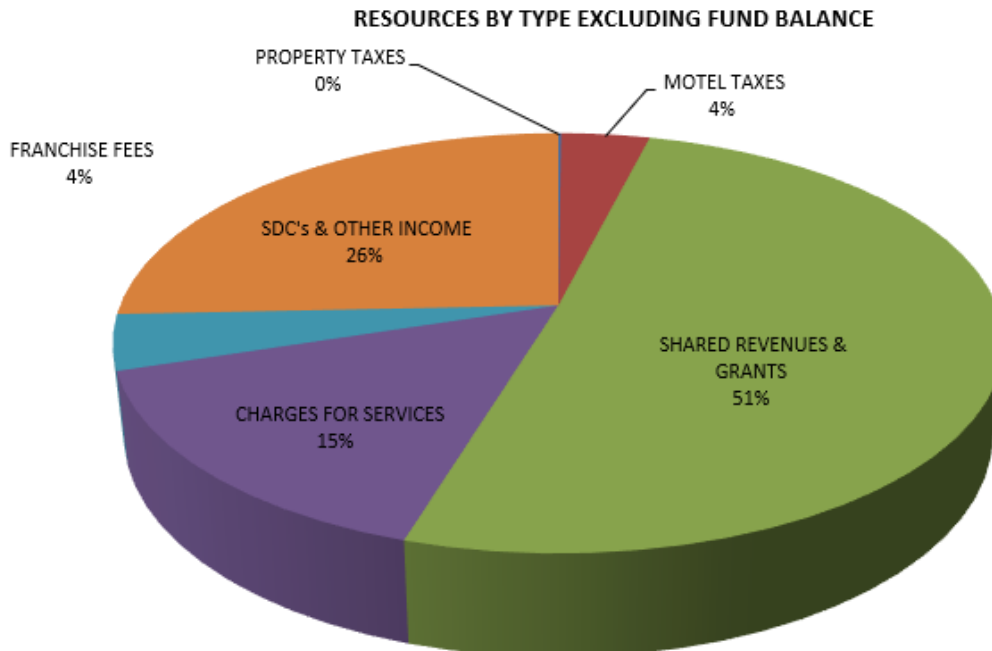
TOTAL RESOURCES - BUDGET TO ACTUAL

AS OF AUGUST 31, 2022

	Year To Date	FY 2021-22 Budget	Budget Remaining	(17% lapsed) % Earned
BEGINNING FUND BALANCE	14,605,238	14,605,238	-	100.0%
PROPERTY TAXES	2,253	407,368	405,115	0.6%
MOTEL TAXES	72,898	162,380	89,482	44.9%
SHARED REVENUES & GRANTS	967,027	34,944,243	33,977,216	2.8%
CHARGES FOR SERVICES	292,523	1,666,452	1,373,929	17.6%
FRANCHISE FEES	81,285	249,900	168,615	32.5%
SDC's & OTHER INCOME	489,045	3,029,688	2,540,643	16.1%
	16,510,269	55,065,269	38,555,000	30.0%

FINANCIAL HIGHLIGHTS - RESOURCES:

- Motel Taxes are high likely due to summertime traveling.
- Charges for services include Water & Sewer Service, Business Licenses, Cemetery Plots, Land Use Planning Fees, and Industrial Park Leases & Sales.
- It would be expected that revenues should stay stable for the year.



RESOURCES - BUDGET TO ACTUAL BY FUND

AS OF AUGUST 31, 2022

	Year To Date	FY 2021-22 Budget	Budget Remaining	(17% lapsed) % Earned
GENERAL FUND				
BEGINNING FUND BALANCE	2,096,967	2,096,967	-	100.0%
PROPERTY TAXES	2,253	407,368	405,115	0.6%
SHARED REVENUES & GRANTS	915,230	608,073	(307,157)	150.5%
MOTEL TAXES (30%)	21,869	47,380	25,511	46.2%
CHARGES FOR SERVICES	639	15,918	15,279	4.0%
FRANCHISE FEES	81,285	249,900	168,615	32.5%
MISCELLANEOUS & OTHER INCOME	22,230	49,678	27,448	44.7%
INTERFUND TRANSFERS - IN	-	3,000	3,000	
	<u>3,140,473</u>	<u>3,478,284</u>	<u>334,811</u>	<u>90.3%</u>
CEMETERY FUND				
BEGINNING FUND BALANCE	40,480	\$ 40,480	-	100.0%
CHARGES FOR SERVICES	770	1,500	730	51.3%
INTERFUND TRANSFERS - IN	-	7,500	7,500	
	<u>41,250</u>	<u>49,480</u>	<u>730</u>	<u>83.4%</u>
STREETS FUND				
BEGINNING FUND BALANCE	1,348,701	1,348,701	-	100.0%
SHARED REVENUES & GRANTS	31,540	143,170	111,630	22.0%
MISCELLANEOUS & OTHER INCOME	-	475,500	475,500	0.0%
INTERFUND TRANSFERS - IN	-	200,000	200,000	
	<u>1,380,241</u>	<u>2,167,371</u>	<u>787,130</u>	<u>63.7%</u>
TOURISM FUND				
BEGINNING FUND BALANCE	295,956	295,956	-	100.0%
MOTEL TAXES	51,029	115,000	63,971	44.4%
MISCELLANEOUS & OTHER INCOME	-	500	500	
	<u>346,985</u>	<u>411,456</u>	<u>64,471</u>	<u>84.3%</u>
COMMUNITY DEVELOPMENT FUND				
BEGINNING FUND BALANCE	604,463	604,463	-	100.0%
CHARGES FOR SERVICES	11,600	55,000	43,400	21.1%
ADVANCED PLANNING FEES	20,257	114,945	94,688	17.6%
MISCELLANEOUS & OTHER INCOME	-	300,000	300,000	0.0%
INTERFUND TRANSFERS - IN	-	40,000	40,000	0.0%
	<u>636,320</u>	<u>1,114,408</u>	<u>478,088</u>	<u>57.1%</u>
INDUSTRIAL/ECONOMIC DEVELOPMENT				
BEGINNING FUND BALANCE	129,423	129,423	-	
INDUSTRIAL SITE LEASES / SALES	2,380	43,000	40,620	5.5%
MISCELLANEOUS & OTHER INCOME	1,500	47,500	46,000	3.2%
INTERFUND TRANSFERS - IN	-	45,000	45,000	0.0%
	<u>133,303</u>	<u>264,923</u>	<u>131,620</u>	<u>50.3%</u>
RESERVE FUND - WATER/SEWER				
BEGINNING FUND BALANCE	2,318,200	2,318,200	-	100.0%
	<u>2,318,200</u>	<u>2,318,200</u>	<u>-</u>	<u>100.0%</u>
DEBT RESERVE FUND				
BEGINNING FUND BALANCE	193,503	193,503	-	100.0%
	<u>193,503</u>	<u>193,503</u>	<u>-</u>	<u>100.0%</u>
SDC FUND				
BEGINNING FUND BALANCE	4,639,576	4,639,576	-	100.0%
SYSTEM DEVELOPMENT CHARGES	458,337	1,717,285	1,258,948	26.7%
	<u>5,097,913</u>	<u>6,356,861</u>	<u>1,258,948</u>	<u>80.2%</u>
WATER FUND				
BEGINNING FUND BALANCE	1,681,888	1,681,888	-	100.0%
GRANT REVENUE	-	15,890,500	15,890,500	0.0%
CHARGES FOR SERVICES	155,022	768,817	613,795	20.2%
MISCELLANEOUS & OTHER INCOME	6,308	104,280	97,972	6.0%
	<u>1,843,218</u>	<u>18,445,485</u>	<u>16,602,267</u>	<u>10.0%</u>
SEWER FUND				
BEGINNING FUND BALANCE	1,256,081	1,256,081	-	100.0%
GRANT REVENUE	-	18,302,500		
CHARGES FOR SERVICES	122,782	782,217	659,435	15.7%
MISCELLANEOUS & OTHER INCOME	-	220,000	220,000	0.0%
INTERFUND TRANSFERS - IN	-	215,000	215,000	0.0%
	<u>1,378,863</u>	<u>20,775,798</u>	<u>879,435</u>	<u>6.6%</u>



FINANCIAL SUMMARY JULY 31, 2022

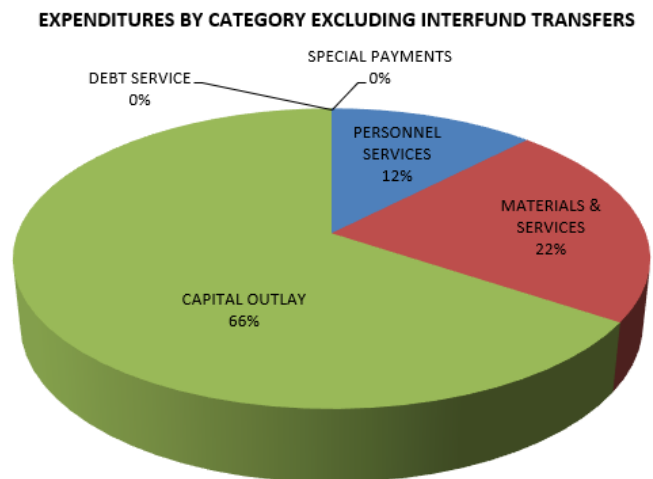
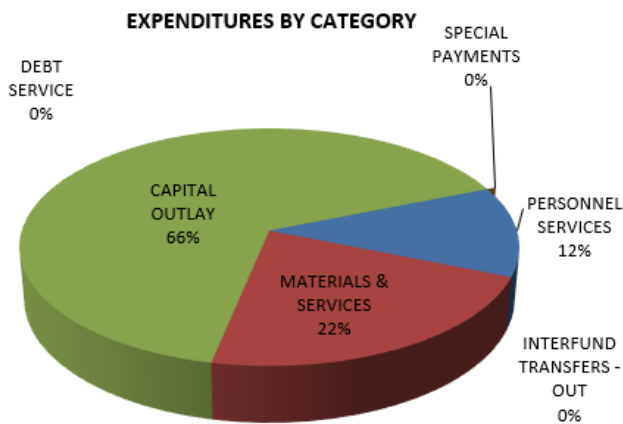
TOTAL EXPENDITURES - BUDGET TO ACTUAL

AS OF AUGUST 31, 2022

	Year To Date	FY 2021-22 Budget	Budget Remaining	(17% lapsed)
PERSONNEL SERVICES	114,021	1,229,381	1,115,360	9.3%
MATERIALS & SERVICES	204,582	4,631,377	4,426,795	4.4%
CAPITAL OUTLAY	608,908	41,874,076	35,317,592	1.5%
DEBT SERVICE	-	233,994	233,994	0.0%
SPECIAL PAYMENTS	-	671,813	671,813	0.0%
INTERFUND TRANSFERS - OUT	-	747,500	507,500	0.0%
	927,510	49,388,141	42,273,055	1.9%

FINANCIAL HIGHLIGHTS – EXPENDITURES:

- No transfers have been made yet this year.
- Expenditures are in line with staff expectations.
- The Water & Sewer materials are high, but this is expected by staff. Due to the number of back orders that have been processed due to supply chain shortages from prior years.



EXPENDITURES - BUDGET TO ACTUAL BY FUND

AS OF AUGUST 31, 2022

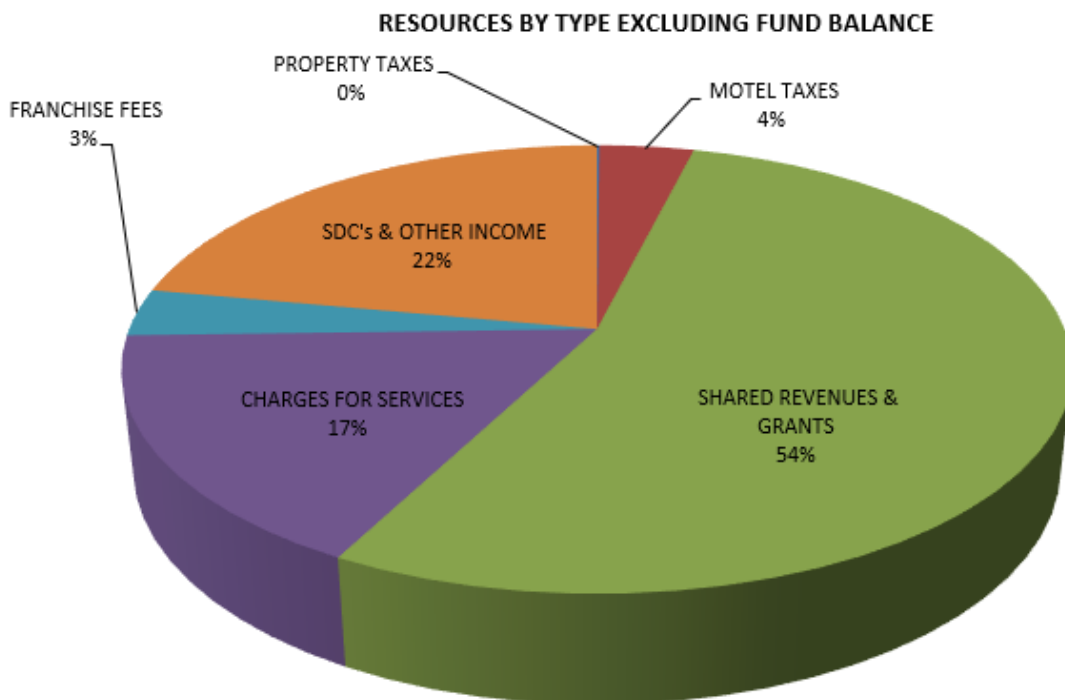
	Year To Date	FY 2021-22 Budget	Budget Remaining	(17% lapsed) % Expended
GENERAL FUND				
PERSONNEL SERVICES	15,371	200,065	184,695	7.7%
MATERIALS & SERVICES	47,092	541,212	494,120	8.7%
CAPITAL OUTLAY	369,144	406,000	36,856	90.9%
DEBT SERVICE	-	40,926	40,926	0.0%
INTERFUND TRANSFERS - OUT		507,500	507,500	0.0%
	<u>431,607</u>	<u>1,695,703</u>	<u>1,264,096</u>	<u>25.5%</u>
CEMETERY FUND				
MATERIALS & SERVICES	2,300	14,610	12,310	15.7%
CAPITAL OUTLAY	-	5,000	5,000	0.0%
	<u>2,300</u>	<u>19,610</u>	<u>17,310</u>	<u>11.7%</u>
STREETS FUND				
PERSONNEL SERVICES	9,603	112,387	102,784	8.5%
MATERIALS & SERVICES	18,633	184,815	166,182	10.1%
CAPITAL OUTLAY	-	692,500	692,500	0.0%
	<u>28,236</u>	<u>989,702</u>	<u>961,466</u>	<u>2.9%</u>
TOURISM FUND				
MATERIALS & SERVICES	1,362	93,000	91,638	1.5%
CAPITAL OUTLAY	-	60,000	60,000	0.0%
INTERFUND TRANSFERS - OUT	-	-	-	0.0%
	<u>1,362</u>	<u>153,000</u>	<u>151,638</u>	<u>0.9%</u>
COMMUNITY DEVELOPMENT FUND				
PERSONNEL SERVICES	17,909	176,294	158,385	10.2%
MATERIALS & SERVICES	3,091	3,079,000	3,075,909	0.1%
	<u>20,999</u>	<u>3,255,294</u>	<u>3,234,295</u>	<u>0.6%</u>
INDUSTRIAL AND ECONOMIC DEVELOPMENT				
MATERIALS & SERVICES	12,608	138,500	125,892	9.1%
	<u>12,608</u>	<u>138,500</u>	<u>125,892</u>	<u>9.1%</u>
SDC FUND				
CAPITAL OUTLAY		5,013,576	5,013,576	0.0%
	<u>-</u>	<u>5,013,576</u>	<u>-</u>	<u>0.0%</u>
WATER AND SEWER RESERVE FUND				
CAPITAL OUTLAY		934,000	934,000	0.0%
INTERFUND TRANSFERS - OUT		240,000	240,000	0.0%
	<u>-</u>	<u>1,174,000</u>	<u>240,000</u>	<u>0.0%</u>
WATER FUND				
PERSONNEL SERVICES	35,569	370,810	335,241	9.6%
MATERIALS & SERVICES	62,662	271,615	208,953	23.1%
CAPITAL OUTLAY	125,033	15,890,500	15,765,467	0.8%
DEBT SERVICE	-	193,068	193,068	0.0%
SPECIAL PAYMENTS	-	200,000	200,000	0.0%
INTERFUND TRANSFERS - OUT	-	-	-	0.0%
	<u>223,264</u>	<u>16,925,993</u>	<u>16,702,729</u>	<u>1.3%</u>
SEWER FUND				
PERSONNEL SERVICES	35,569	369,825	334,256	9.6%
MATERIALS & SERVICES	56,834	308,625	251,791	18.4%
CAPITAL OUTLAY	114,731	18,872,500	18,757,769	0.6%
SPECIAL PAYMENTS	-	471,813	471,813	0.0%
INTERFUND TRANSFERS - OUT	-	-	-	0.0%
	<u>207,134</u>	<u>20,022,763</u>	<u>19,815,629</u>	<u>1.0%</u>

TOTAL RESOURCES - BUDGET TO ACTUAL
AS OF SEPTEMBER 30, 2022

	Year To Date	FY 2021-22 Budget	Budget Remaining	(25% lapsed) % Earned
BEGINNING FUND BALANCE	14,605,238	14,605,238	-	100.0%
PROPERTY TAXES	2,607	407,368	404,761	0.6%
MOTEL TAXES	98,768	162,380	63,612	60.8%
SHARED REVENUES & GRANTS	1,391,817	34,944,243	33,552,426	4.0%
CHARGES FOR SERVICES	435,866	1,666,452	1,230,586	26.2%
FRANCHISE FEES	88,249	249,900	161,651	35.3%
SDC's & OTHER INCOME	570,423	3,029,688	2,459,265	18.8%
	<u>17,192,969</u>	<u>55,065,269</u>	<u>37,872,300</u>	<u>31.2%</u>

FINANCIAL HIGHLIGHTS - RESOURCES:

- Grant Revenue looks low because the Water and Sewer Projects are not completely underway.
- Charges for services include Water & Sewer Service, Business Licenses, Cemetery Plots, Land Use Planning Fees, and Industrial Park Leases & Sales.
- The bulk of Property Taxes are received in November, which is why the collected amount is low.



RESOURCES - BUDGET TO ACTUAL BY FUND

AS OF SEPTEMBER 30, 2022

	Year To Date	FY 2021-22 Budget	Budget Remaining	(25% lapsed) % Earned
GENERAL FUND				
BEGINNING FUND BALANCE	2,096,967	2,096,967	-	100.0%
PROPERTY TAXES	2,607	407,368	404,761	0.6%
SHARED REVENUES & GRANTS	1,321,505	608,073	(713,432)	217.3%
MOTEL TAXES (30%)	29,630	47,380	17,750	62.5%
CHARGES FOR SERVICES	996	15,918	14,922	6.3%
FRANCHISE FEES	88,249	249,900	161,651	35.3%
MISCELLANEOUS & OTHER INCOME	36,482	49,678	13,196	73.4%
INTERFUND TRANSFERS - IN	-	3,000	3,000	
	<u>3,576,437</u>	<u>3,478,284</u>	<u>(101,153)</u>	<u>102.8%</u>
CEMETERY FUND				
BEGINNING FUND BALANCE	40,480	\$ 40,480	-	100.0%
CHARGES FOR SERVICES	3,768	1,500	(2,268)	251.2%
INTERFUND TRANSFERS - IN	-	7,500	7,500	
	<u>44,248</u>	<u>49,480</u>	<u>(2,268)</u>	<u>89.4%</u>
STREETS FUND				
BEGINNING FUND BALANCE	1,348,701	1,348,701	-	100.0%
SHARED REVENUES & GRANTS	49,753	143,170	93,417	34.8%
MISCELLANEOUS & OTHER INCOME	-	475,500	475,500	0.0%
INTERFUND TRANSFERS - IN	-	200,000	200,000	
	<u>1,398,454</u>	<u>2,167,371</u>	<u>768,917</u>	<u>64.5%</u>
TOURISM FUND				
BEGINNING FUND BALANCE	295,956	295,956	-	100.0%
MOTEL TAXES	69,138	115,000	45,862	60.1%
MISCELLANEOUS & OTHER INCOME	-	500	500	
	<u>365,094</u>	<u>411,456</u>	<u>46,362</u>	<u>88.7%</u>
COMMUNITY DEVELOPMENT FUND				
BEGINNING FUND BALANCE	604,463	604,463	-	100.0%
CHARGES FOR SERVICES	12,100	55,000	42,900	22.0%
ADVANCED PLANNING FEES	20,559	114,945	94,386	17.9%
MISCELLANEOUS & OTHER INCOME	-	300,000	300,000	0.0%
INTERFUND TRANSFERS - IN	-	40,000	40,000	0.0%
	<u>637,122</u>	<u>1,114,408</u>	<u>477,286</u>	<u>57.2%</u>
INDUSTRIAL/ECONOMIC DEVELOPMENT				
BEGINNING FUND BALANCE	129,423	129,423	-	
INDUSTRIAL SITE LEASES / SALES	4,333	43,000	38,667	10.1%
MISCELLANEOUS & OTHER INCOME	1,500	47,500	46,000	3.2%
INTERFUND TRANSFERS - IN	-	45,000	45,000	0.0%
	<u>135,256</u>	<u>264,923</u>	<u>129,667</u>	<u>51.1%</u>
RESERVE FUND - WATER/SEWER				
BEGINNING FUND BALANCE	2,318,200	2,318,200	-	100.0%
	<u>2,318,200</u>	<u>2,318,200</u>	<u>-</u>	<u>100.0%</u>
DEBT RESERVE FUND				
BEGINNING FUND BALANCE	193,503	193,503	-	100.0%
	<u>193,503</u>	<u>193,503</u>	<u>-</u>	<u>100.0%</u>
SDC FUND				
BEGINNING FUND BALANCE	4,639,576	4,639,576	-	100.0%
SYSTEM DEVELOPMENT CHARGES	519,191	1,717,285	1,198,094	30.2%
	<u>5,158,767</u>	<u>6,356,861</u>	<u>1,198,094</u>	<u>81.2%</u>
WATER FUND				
BEGINNING FUND BALANCE	1,681,888	1,681,888	-	100.0%
GRANT REVENUE	-	15,890,500	15,890,500	0.0%
CHARGES FOR SERVICES	224,342	768,817	544,475	29.2%
MISCELLANEOUS & OTHER INCOME	10,347	104,280	93,933	9.9%
	<u>1,916,577</u>	<u>18,445,485</u>	<u>16,528,908</u>	<u>10.4%</u>
SEWER FUND				
BEGINNING FUND BALANCE	1,256,081	1,256,081	-	100.0%
GRANT REVENUE	-	18,302,500		
CHARGES FOR SERVICES	193,230	782,217	588,987	24.7%
MISCELLANEOUS & OTHER INCOME	-	220,000	220,000	0.0%
INTERFUND TRANSFERS - IN	-	215,000	215,000	0.0%
	<u>1,449,311</u>	<u>20,775,798</u>	<u>808,987</u>	<u>7.0%</u>



FINANCIAL SUMMARY September 30, 2022

TOTAL EXPENDITURES - BUDGET TO ACTUAL

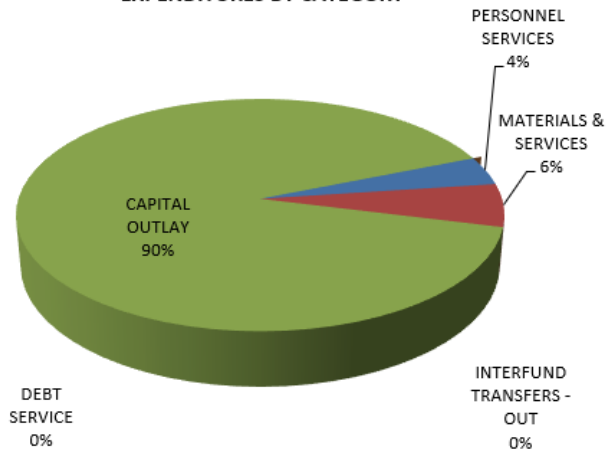
AS OF SEPTEMBER 30, 2022

	Year To Date	FY 2021-22 Budget	Budget Remaining	(25% lapsed)
PERSONNEL SERVICES	186,580	1,229,381	1,042,801	15.2%
MATERIALS & SERVICES	278,531	1,631,377	1,352,846	17.1%
CAPITAL OUTLAY	4,193,443	41,874,076	31,733,057	10.0%
DEBT SERVICE	-	233,994	233,994	0.0%
INTERFUND TRANSFERS - OUT	-	747,500	507,500	0.0%
	4,658,554	46,388,141	35,542,011	10.0%

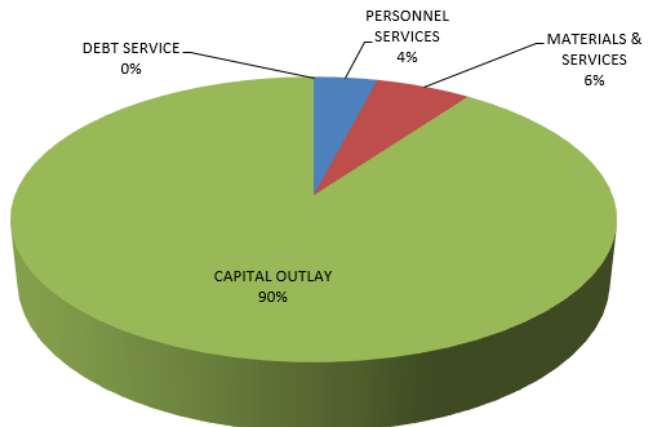
FINANCIAL HIGHLIGHTS – EXPENDITURES:

- No transfers have been made yet this year.
- Expenditures are in line with staff expectations.
- Capital Outlay in the General is high due to the completion of the Transit Center last summer.
- The Water & Sewer materials are high, but this is expected by staff. Due to the number of back orders that have been processed due to supply chain shortages from prior years.

EXPENDITURES BY CATEGORY



EXPENDITURES BY CATEGORY EXCLUDING INTERFUND TRANSFERS



EXPENDITURES - BUDGET TO ACTUAL BY FUND

AS OF SEPTEMBER 30, 2022

	Year To Date	FY 2021-22 Budget	Budget Remaining	(25% lapsed) % Expended
GENERAL FUND				
PERSONNEL SERVICES	25,398	200,065	174,667	12.7%
MATERIALS & SERVICES	59,824	541,212	481,388	11.1%
CAPITAL OUTLAY	369,144	406,000	36,856	90.9%
DEBT SERVICE	-	40,926	40,926	0.0%
INTERFUND TRANSFERS - OUT		507,500	507,500	0.0%
	<u>454,367</u>	<u>1,695,703</u>	<u>1,241,336</u>	<u>26.8%</u>
CEMETERY FUND				
MATERIALS & SERVICES	2,395	14,610	12,215	16.4%
CAPITAL OUTLAY	-	5,000	5,000	0.0%
	<u>2,395</u>	<u>19,610</u>	<u>17,215</u>	<u>12.2%</u>
STREETS FUND				
PERSONNEL SERVICES	16,145	112,387	96,242	14.4%
MATERIALS & SERVICES	25,232	184,815	159,583	13.7%
CAPITAL OUTLAY	-	692,500	692,500	0.0%
	<u>41,377</u>	<u>989,702</u>	<u>948,325</u>	<u>4.2%</u>
TOURISM FUND				
MATERIALS & SERVICES	1,742	93,000	91,258	1.9%
CAPITAL OUTLAY	-	60,000	60,000	0.0%
INTERFUND TRANSFERS - OUT	-	-	-	0.0%
	<u>1,742</u>	<u>153,000</u>	<u>151,258</u>	<u>1.1%</u>
COMMUNITY DEVELOPMENT FUND				
PERSONNEL SERVICES	26,771	176,294	149,523	15.2%
MATERIALS & SERVICES	4,414	79,000	74,586	5.6%
	<u>31,185</u>	<u>255,294</u>	<u>224,109</u>	<u>12.2%</u>
INDUSTRIAL AND ECONOMIC DEVELOPMENT				
MATERIALS & SERVICES	16,806	138,500	121,694	12.1%
	<u>16,806</u>	<u>138,500</u>	<u>121,694</u>	<u>12.1%</u>
SDC FUND				
CAPITAL OUTLAY		5,013,576	5,013,576	0.0%
	<u>-</u>	<u>5,013,576</u>	<u>-</u>	<u>0.0%</u>
WATER AND SEWER RESERVE FUND				
CAPITAL OUTLAY		934,000	934,000	0.0%
INTERFUND TRANSFERS - OUT		240,000	240,000	0.0%
	<u>-</u>	<u>1,174,000</u>	<u>240,000</u>	<u>0.0%</u>
WATER FUND				
PERSONNEL SERVICES	59,134	370,810	311,676	15.9%
MATERIALS & SERVICES	84,059	271,615	187,556	30.9%
CAPITAL OUTLAY	2,516,520	15,890,500	13,373,980	15.8%
DEBT SERVICE	-	193,068	193,068	0.0%
SPECIAL PAYMENTS	-	200,000	200,000	0.0%
INTERFUND TRANSFERS - OUT	-	-	-	0.0%
	<u>2,659,713</u>	<u>16,925,993</u>	<u>14,266,280</u>	<u>15.7%</u>
SEWER FUND				
PERSONNEL SERVICES	59,133	369,825	310,692	16.0%
MATERIALS & SERVICES	84,059	308,625	224,566	27.2%
CAPITAL OUTLAY	1,307,779	18,872,500	17,564,721	6.9%
SPECIAL PAYMENTS	-	471,813	471,813	0.0%
INTERFUND TRANSFERS - OUT	-	-	-	0.0%
	<u>1,450,971</u>	<u>20,022,763</u>	<u>18,571,792</u>	<u>7.2%</u>