



# Agenda

## City Council Worksession

Monday, January 20, 2025 at 4:00 PM

City Hall Cowles Council Chambers In-Person & Via Zoom Webinar

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### Homer City Hall

491 E. Pioneer Avenue  
Homer, Alaska 99603  
[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

### Zoom Webinar ID: 965 8631 4135 Password: 792566

<https://cityofhomer.zoom.us>  
Dial: 346-248-7799 or 669-900-6833;  
(Toll Free) 888-788-0099 or 877-853-5247

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### CALL TO ORDER, 4:00 P.M.

**AGENDA APPROVAL** (Only those matters on the noticed agenda may be considered, pursuant to City Council's Operating Manual, pg. 6)

### DISCUSSION TOPIC(S)

- a. FY26/27 Department Budget Presentations
  - i. Homer Volunteer Fire Department
  - ii. Homer Police Department
  - iii. Public Works Department
  - iv. Administration
    - City Manager
    - Personnel
    - Finance
    - Clerks
- b. Combined Budget vs Actual Report FY24/25 Year to Date

### COMMENTS OF THE AUDIENCE (3 minutes)

### ADJOURNMENT NO LATER THAN 7:00 P.M.

The next Regular Meeting is Monday, January 27, 2025 at 6:00 p.m., Committee of the Whole at 5:00 p.m. A Special Meeting at 3:30 p.m. All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

# CITY OF HOMER VOLUNTEER FIRE DEPARTMENT CURRENT AGENCY STATUS – JANUARY 20, 2025



# CURRENT STAFFING LEVELS

## STAFF

- Administration- 2 Chief Officers, 1 Admin Assistant (DC vacant)
- Line Personnel- 2 Captains, 1 in training, 3 Driver/Operator, FF/EMT's
- 1 Driver/Operator, FF/EMT position (Vacant)

## VOLUNTEERS

- Firefighter/EMT - 4 (Of these: 2 active, 2 minimally active)
- Firefighter - 1 (active)
- BLS EMT - 11 (Of these: 2 active, 6 partially active, 2 minimally active, 1 LOA)



# RUN VOLUME

- 2016 - 637
- 2017 - 648
- 2018 - 628
- 2019 - 636
- 2020 - 686
- 2021 - 742
- 2022 - 799
- 2023 - 839
- 2024 - 953



# HVFD Fleet List

2024

Vehicle	City ID#	Year	Make and Model	Life (front line / reserve)	Reserve	Age	Esitimated Replacement Cost	Should be Replaced in Year	Notes + Location
Engine-2	E612	2007	KME Pumper	15	5	15	\$ 950,000	2022	
* Engine 3		pending	Wildland/pumper	15	5		\$ 640,000		Urban interface unit for wildland and for hillside fires in rural areas.
*Engine-4	E614	1983	E-One Pumper	15	5	39	\$ 800,000	1998	Had to be red tagged for safety (no longer in service)
Tanker-1 KC	E641	1986	E-One Tanker - KC owns	20	0	36	\$ 750,000	2006	New arrival in 2024
Tanker-2	E642	1989	E-One Tanker	20	0	33	\$ 750,000	2009	Newarrival in 2024
*Rescue-1	E651	1999	Salisbury Heavy Rescue	eliminate			\$ 600,000	remove	Eliminate from fleet (eliminated with the ladder purchase 2024) Surplused for \$35,000
*Ladder-1		1997	E-ONE	20	5	27	\$ 1,625,000	2017	Purchased a 1998 used ladder in 2024 for \$230,000
Medic-1	E621	1997	Wheeled Coach, Type 1	6	12	27	\$ 430,000	2015	code blue grant received for \$55,000, no match
Medic-2	E622	2002	Rocky Mountain Ambulance, Type 1	6	12	22	\$ 450,000	2020	need to replace now. 2-year delivery time
Medic-3	E623	2016	Wheeled Coach, Type 1	6	12	8	\$ 240,000	2034	Will take 2-3 years to build
Brush-2/UTV		pending	to purchase 2024	15			\$ 65,000		Should be arriving in June 2024
Utility-1	E633	2002	Ford F-350	12		22	\$ 85,000	2014	Multi purpose support unit with plow
Utility-2	E635	2006	Ford Expedition	12		18	\$ 85,000	2018	Eliminated from fleet due to an accident that totaled the vehicle, winter 2024
Squad-3		2001	Ford F-350 w/ rescue body	15		23	\$ 275,000		Eliminate from fire fleet and repurpose to IT department
Command-2	E632	2020	Chevy Tahole	12		4	\$ 97,000	2032	
Command-1		2024	Ram 2500	12			\$ 90,000		Received in 2024
Utility-2	E615	2016	Ford Expedition	12		8	\$ 95,000	2028	
Argo		2017	Argo 6-wheeler with tracks	15		9	\$ 42,000	2032	
Boat		2011	Zodiak	15		13	\$ 75,000	2026	
Average Age of all equipment						20			
Total Replacement Cost, est.							5	8,144,000	
* Recent action on this unit									
Remove or combine									
New or/ combine from existing									
KC Tanker not purchased by us									

1/17/2025



# Fleet Replacement Schedule lease 2021. Revised 2024

Apparatus	Age	Replace	Estimated Replacement Cost	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043
Engine-2	16	2022	\$ 950,000	15 year lease	\$ 64,000	\$ 64,000	\$ 64,000	\$ 64,000	\$ 64,000	\$ 64,000	\$ 64,000	\$ 64,000	\$ 64,000	\$ 64,000	\$ 64,000	\$ 64,000	\$ 64,000	\$ 64,000	\$ 64,000						\$\$\$	\$\$\$
* Engine 3		New	\$ 640,000	15 year lease					\$ 43,000	\$ 43,000	\$ 43,000	\$ 43,000	\$ 43,000	\$ 43,000	\$ 43,000	\$ 43,000	\$ 43,000	\$ 43,000	\$ 43,000	\$ 43,000	\$ 43,000	\$ 43,000	\$ 43,000			
*Engine-4	43	1998	\$ 950,000	\$ 95,000	\$ 95,000	\$ 95,000	\$ 95,000	\$ 95,000	\$ 95,000	\$ 95,000	\$ 95,000	\$ 95,000	\$ 95,000						\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000
Tanker-1 KC	36	2006																					\$000,000			
Tanker-2	33	2009	\$ 750,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000									\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000
*Rescue-1		eliminate	\$ 600,000	Eliminated from fleet and surplusd for 35,000																						
*Ladder-1	27	New	\$ 1,700,000	we paid 230,00																						\$150,000
Medic-1	27	2015	\$ 450,000																							
Medic-2	24	2020	\$ 460,000	10 year lease					\$ 46,000	\$ 46,000	\$ 46,000	\$ 46,000	\$ 46,000	\$ 46,000	\$ 46,000	\$ 46,000	\$ 46,000	\$ 46,000	\$ 46,000							
Medic-3	8	2034	#REF!														\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Brush/Attack		2044	\$ 475,000	Combine brush-1 and squad-3				\$ 48,000	\$ 48,000	\$ 48,000	\$ 48,000	\$ 48,000	\$ 48,000	\$ 48,000	\$ 48,000	\$ 48,000	\$ 48,000									
#REF!	####	#REF!	175,000																							
Brush 2 UTV			Completed 2024				\$ 65,000																			
Utility-1	22	2014	\$ 85,000					\$ 85,000										\$ 95,000								
Utility-2	18	2018						\$ 85,000										\$ 95,000								
Squad-3	21	2001	\$ 97,000			\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000															
Command-2	4	2032	\$ 90,000												\$ 90,000											
Command-1			\$ 95,000														\$ 95,000									
Utility-2	8	2028																								
Argo	9	2032	#REF!												\$ 25,000											
Boat	13	2027	\$ -						\$ -	\$250,000																
Total			#REF!	\$ 170,000	\$234,000	\$274,000	\$339,000	\$492,000	\$411,000	\$661,000	\$411,000	\$371,000	\$371,000	\$ 201,000	\$316,000	\$201,000	\$251,000	\$298,000	\$473,000	\$173,000	\$ 173,000	\$173,000	\$253,000	\$210,000	\$210,000	\$360,000
\$ 7,026,000																										
New/combine			savings of 165,000																							
Remove from fleet																										
Engine 3 is a mini-pumper/Brush combo																										
indicates cost and information in 2021 when I first submitted this document.																										

# CURRENT FIRE STATION

- In 2014, the City of Homer declared the Police and Fire Department buildings as functionally obsolete. The city stated both departments could no longer adequately support the essential services that these departments provide; and improved facilities were needed to allow the departments to meet the needs of a growing community. The City further stated that the existing Police and Fire departments had outgrown the facilities they had been working out of since the 1980's.
- The Fire Department ultimately received renovations; however, operational improvements were not made (ie. expansion).

# ALASKA SUPPLEMENTAL EMERGENCY MEDICAL TRANSPORTATION (SEMT)

## BRIEF OVERVIEW

The SEMT program is a voluntary program that makes supplemental payments to publicly owned or operated SEMT providers that provide qualifying emergency medical transportation services to Medicaid recipients. The supplemental payment covers the gap between the SEMT provider's total allowable costs as reported on the SEMT cost report.

- Amount generated is dependent on transport numbers per FY. Our neighbors at WES and KESA both participate in this program and generate approx. \$250,000 yearly; these departments have a significantly lower call volume than HVFD and we estimate we would generate approx \$500,000 yearly.
- HVFD Chiefs are currently compiling required data for the state needed to apply and will need assistance from our finance office. Depending on timing, we may be able to submit by the November cut-off (an extension is also available).
- We have more information on this program in our state provided regulation binder.

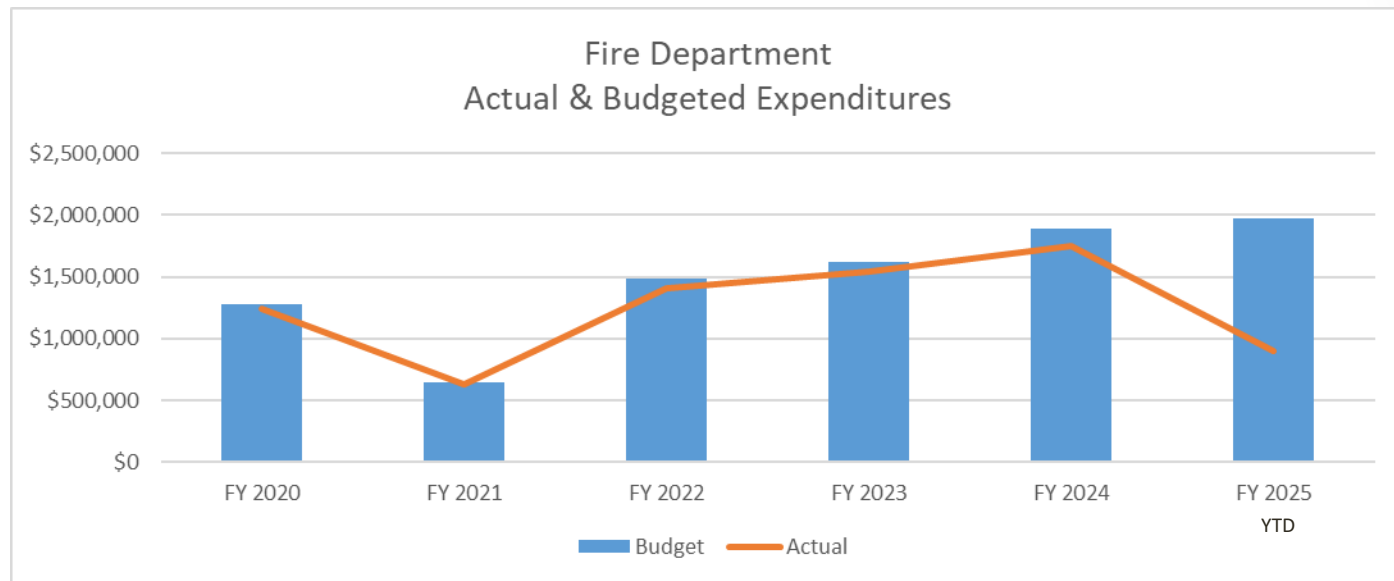




# FUTURE

- Develop 10 year strategic plan
- Driver / Operator Certifications for all line staff (Aug 24)
- ALS certifications for all line staff (Oct 24 – Jan 25)
- FY 24 SAFER grant for Training Officer / additional staff (opens March 2025)
- SEMT
- Increased staffing to meet OSHA Regulation 1910.134(g)(4) 2 in 2 out immediately upon arrival to scene or handle multiple incidents simultaneously.
- Apparatus Replacement
- Address communications pitfalls / solutions
- Fire Marshal / Prevention
- Ultimately decrease the HVFD ISO rating by implementing the above topics.





# Homer Police Department FY26/27 Budget

## Mission Statement

To protect the public from criminal wrongdoing, Keep the peace and maintain order, Assist in the orderly flow of traffic, Serve the public in times of emergency and enforce the law of the land.



# Functions and Responsibilities

- Administration (0160) – Supports all facets of the department to include patrol, traffic enforcement, investigations, jail, animal control, dispatch and general police work.
- Dispatch (0161) – Dispatch calls for residents in and out of the City. Responsible for clerical support for the department and monitors prisoners in the jail.
- Police Investigations (0162) – Responds to all major crime scenes. Investigates, apprehends and prosecutes individuals involved in felony and serious misdemeanor crimes. Keeps pace with the technology in the field of investigations.



# Functions and Responsibilities

- Police Patrol (0163) – Preserve peace, prevent criminal operations and enforce laws. Officers respond to issues involving substance abuse, domestic disputes, fires, auto accidents and all crimes. Officers investigate and prepare evidence, written reports, serve warrants and testify in court as well as respond to medical emergencies.
- Jail (0164) – Responsible for the welfare of prisoners arrested by HPD, AST or other allied agencies. Jail Officers track court proceedings for all prisoners, keep records and maintain databases. Homer Senior Center is contracted for meals.
- Animal Shelter (0165) – Managed by private contractor responsible for all personnel needed for the care, education and enforcement of animal calls and duties.



# FY 2024/2025 Accomplishments

- Received funding for, and hired an additional 4<sup>th</sup> Correctional Officer. We now have 24/hour coverage for the Jail.
- Received funding for two new patrol vehicles. We anticipate having them on the road fall of 2025
- Obtained a new Animal Shelter Operating Contract.



# FY 2024/2025 Accomplishments

- Social Media engagement and following:
  - 32,729 followers
  - Helped solve several crimes with public identification of suspects
- Women's Self Defense Classes – over 400 women empowered
- Numerous 'Parenting in the Digital Age' presentations.
- Arrest & Sentencing for 14 years for Crim. Neg. Homicide
- Arrest & Indictment on 12 counts for shooting buildings
- Two juveniles charged in AI Child Porn
- Arrest & Sentencing for 29 years for Sexual Assault
- Arrest & Sentencing for 25 years for Sexual Assault
- Arrest & Sentencing for 20 years in Homer's largest drug case.



# FY 2026/2027 Priorities

- **Reinstate Vacant Dispatch Position**

- This position was cut from our budget approximately 7 years ago. Our dispatchers are overloaded with work resulting in stress, turnover and our inability to properly staff dispatch on a 24/7 basis. Failure to restore this position will exasperate our problems in dispatch and lead to a never ending cycle of continued turnover in dispatch. The continual turnover results in a near constant state of training which is very expensive to the city and extra stress on the workforce. Estimated cost is \$76,000

- **Replacement of Laptop Computers**

- Every officer is issued a laptop computer which is used at their desk and in their vehicles. The computers are used for writing reports, issuing citations and connecting to CAD, ARMS and Dispatch. This is a vital piece of equipment that we cannot function without. Our current laptops are way past their replacement dates and are in poor condition. We no longer have spares available to issue when one of these goes down. Our IT department cannot repair these indefinitely. Failure to fund the replacement of these computers will cause serious problems at the police department that can only be overcome with new computers. Estimated cost is \$49,000

- **Purchase of a TruNarc Narcotics Analyzer**

- This equipment will replace our very old method of testing unknown substances with a sophisticated analyzer capable of testing and identifying drugs and other substances without having to remove them from the containers they are in. The result is vastly increased safety to our personnel and their families. Failure to fund this could result in serious injury to an officer. Estimated cost is \$32,400.





# FY 2026/2027 Priorities

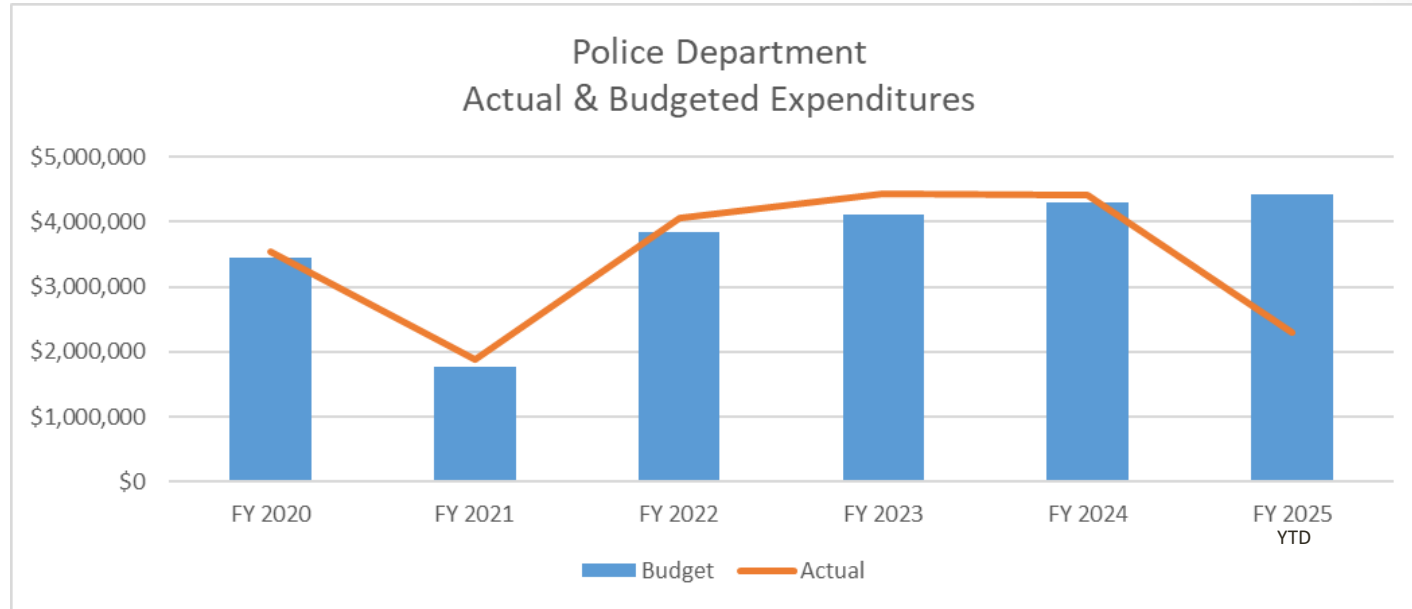
- **Purchase of a Drug Terminator**

- The drug terminator is a drug disposal unit that incinerates drugs at extremely high temperatures. We use this frequently throughout the year. Our current unit is simply burned out and unable to be used anymore. Purchasing a new unit will be far cheaper than the alternative which is to have an officer transport the drugs to a disposal facility in Anchorage several times a year. Estimated cost is \$8,000.

- **Replacement of Stancil Recorder**

- The Stancil Recorder records all of our radio traffic, 911 calls and some telephone calls. It is a very important piece of equipment to our operations. We regularly retrieve recordings from this device for a wide variety of purposes. We could not function effectively without it. The Stancil should be replaced in FY 27 when it ages out of service. Estimated cost is \$50,000.



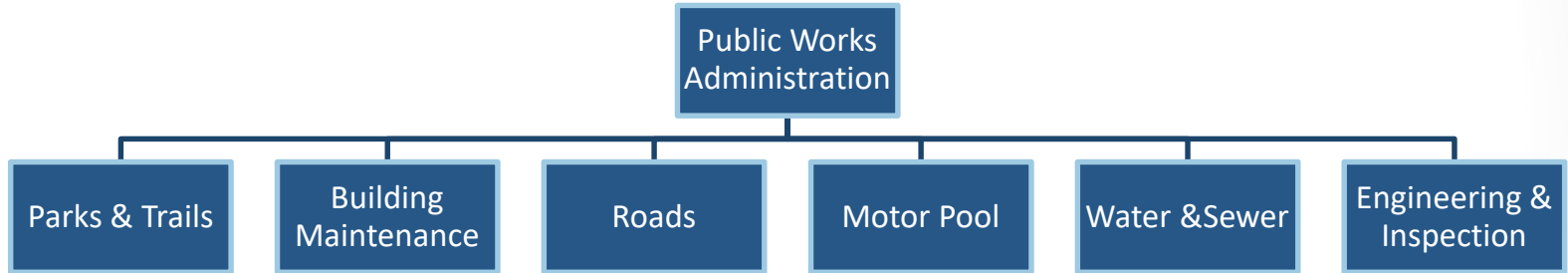


# Public Works Department

FY26/27 Budget Work Session 20JANUARY25



# Public Works Department Structure



# Public Works

## FY24/25 Accomplishments

### Roads Division

- Drainage Improvements/culverts to approx. 10-mi of gravel roads
- Improvements: Hornaday Rd and parking area; Spencer Dr; Adams Dr; Meadow Dr; Bonanza Ave; Lampert Ln; Pennock St
- Water breaks: Spencer Dr; Smokey Bay Way; Bartlett Ave; Fish Dock Rd, Rochelle Rd.
- Sewer Repairs: Hillview Pl and Virginia Lyn Way.
- ROW Clearing/drainage improvements: Klondike Ave; Bonanza Ave; Lucky Shot St; A Street; Tamara St; Herdon Dr; Lakeshore Dr; W. Fairview Ave; Lee Dr; Mattox Rd; FAA Rd; Hohe St; Pennock St.



# Public Works

## FY24/25 Accomplishments

### Parks and Trails Division

- Hornaday Park Improvements – site preparation and utilities for mobile restroom; power to batting cage; Campground preparations; pathway improvements; and replaced some playground equipment.
- Jack Gist Park Improvements – site preparation and utilities for mobile restroom; parking lot improvements; drainage improvements; dugout repairs; and ball field improvements.
- Bayview Park Improvements – Major renovation providing ADA compliance including parking; trails; and playground equipment.
- Trail Improvements – Storybook Tr.; West Lot Tr.; Lucky Shot Tr.; and brushing and drainage improvements to numerous other trails.
- Ben Walters Park – New swing set; and improvements to trail to Beluga Lake.



# Public Works

## FY24/25 Accomplishments

### Building Maintenance Division

- HERC Roofing repairs
- Airport ADA Family Restroom Construction and Cargo Area Painting
- City Hall Elevator Improvements/Rebuild
- Library – security system replacement; lighting and heating controls replacement; boiler combustion heads replaced; and remodel Study Hall #5.
- Fire Department – repair/upgrade to underground sewer piping.



# Public Works

## FY24/25 Accomplishments

### Engineering/Inspection Division

- Airport – Sidewalk replacement and baggage claim concrete pad.
- Library – Security grill design.
- Ben Walters Sidewalk construction
- Coastal - Beluga Slough Outlet; Mariner Slough Outlet; Seawall assessment and repair
- Utilities – Ben Walters PRV Replacement; RAW Water Transmission Main Replacement; Beluga Lift Station Reconstruction; Paintbrush Booster Station Rebuild; Lift Stations Electrical Controls Improvements
- Ohlson/Bunnell Roadway and Water Improvements
- Port & Harbor – Fish Grinder Shack Replacement; DWD Dolphin Repair; Harbor Basin Survey; Steel Grid Repair Project; Harbor Camera Pile Driving; Harbor Float Replacement support; Trailer Parking Lot regrading and drainage plans; and Deep Water Dock Crane Loading
- Stormwater – Kachemak Peatlands Conceptual Design and Property Acquisition; E Bunnell Stormwater Treatment Vault Design and Construction
- Public Works Fuel Island Replacement Design and Construction





# Public Works

## FY26/27 TOP Budget Priorities

- Fuel Island – Complete installation of new Fuel Island and Removal of existing Tanks and Island
- Conceptual Design for new Public Works Campus
- Completion of Ohlson/Bunnell Roadway and Water Improvements
- Replacement of 48-in Culverts on Paradise Place, Island View Ct., and Reber Dr.
- Library – Re-siding Project
- Airport – Re-siding, connection of heat to sidewalk, and Airplane Tarmac Parking Pads
- Parks - Hornaday – ADA path, ramp to sandbox, drainage improvements; Jack Gist – Field improvements; Bayview – drainage improvements; Hickerson Memorial Cemetery Road and burial site improvements; Bishops Beach – parking lot improvements
- Trails – Story boards on Story Trail, and design of trail above Hornaday Park



# Public Works

## FY26/27 TOP Budget Priorities

### Priority —————→ Impacts

Fuel Island	—————→	Regulatory Consequences
Public Works Campus	—————→	Further delay, risk and funding
Ohlson/Bunnell	—————→	Funding loss
Culvert Replacements	—————→	Potential Failure and Flooding
Library Siding	—————→	Water intrusion and wall damage
Airport Siding	—————→	Water intrusion and wall damage
Airport sidewalk heat	—————→	Delay in heat, continued ice on sidewalk
Park Improvements	—————→	Delay in expectations
Trail Improvements	—————→	Delay in expectations

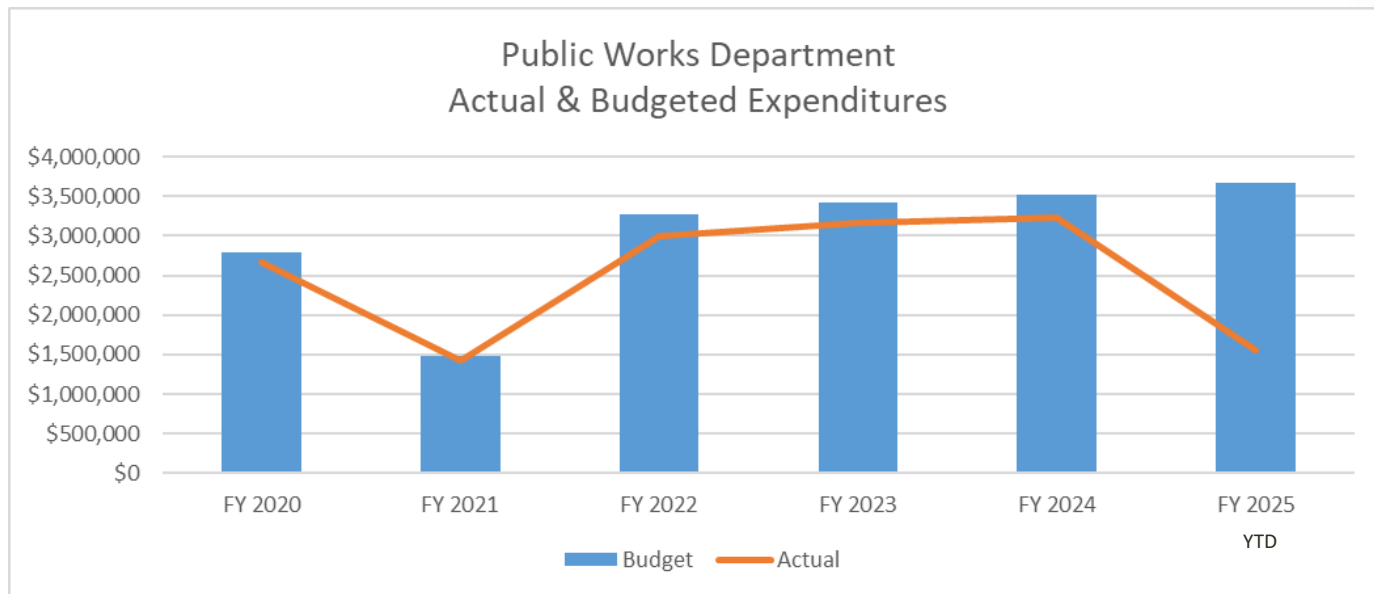


# Public Works

## FY26/27 - Goals & Objectives

- Motor Pool – Establish a Rolling Stock Replacement Plan/Schedule
- Roads/Trails – Reauthorization of HART Fund
- Update the Standard Specifications and Design Criteria Manual





# Public Works Department: Water/Wastewater Utility

FY26/27 Budget Work Session 20JANUARY25



# Public Works

## FY24/25 Accomplishments

### Water & Wastewater (Utility) Division

- Ben Walters Pressure Reducing Station Replacement
- Raw Water Transmission main Replacement
- Beluga Lift Station Reconstruction
- Paintbrush Booster Station Reconstruction
- One Membrane Train Replacement
- Public Works Campus Transfer Switch Replacement
- Lift Station Electrical Controls Improvements



# Public Works

## FY26/27 Budget Priorities

### Water & Wastewater (Utility) Division

- Raw Water Transmission Main Replacement
- Beluga Lift Station Renovation (Completion)
- West Trunk Water Transmission Main Replacement
- Construct 0.75-MG Shellfish Water Tank
- Design 0.5-MG A-Frame Water Tank



# Public Works

## FY26/27 Goals & Objectives

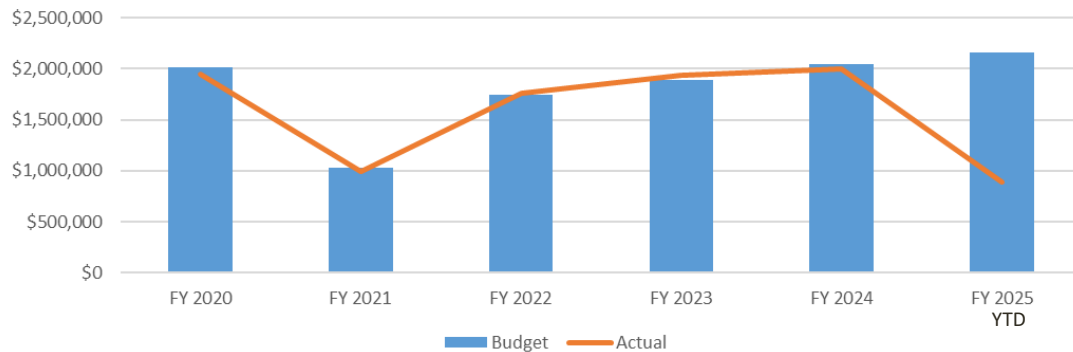
### Water & Wastewater (Utility) Division

- Establish Grease Trap Program
- Establish revised User Rate Model
- Revise the Homer Industrial Pretreatment Discharge and Waste Disposal Manual

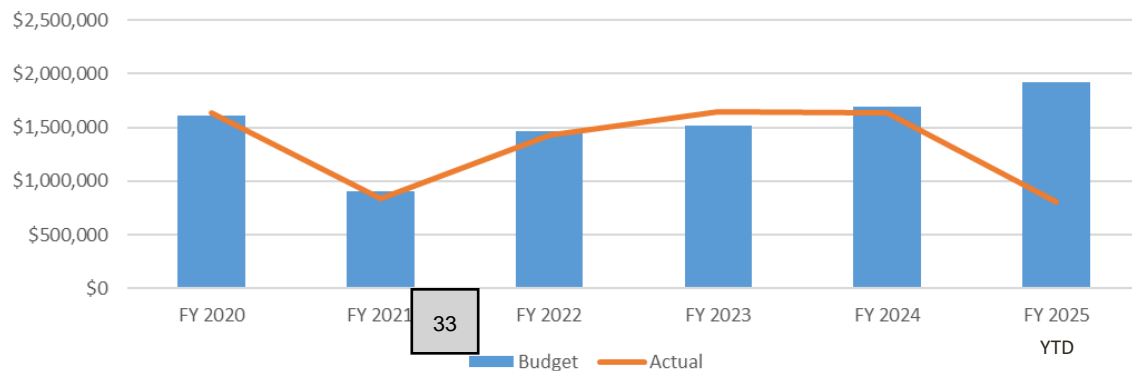




Water Combined  
Actual & Budgeted Expenditures



Sewer Combined  
Actual & Budgeted Expenditures



# Administration Department - Personnel

FY26/27 Budget Work Session 1/20/25



# Personnel

## FY24/25 Accomplishments

- National recruitment campaign for new City Manager
- Recruited key positions of PW Director, City Engineer, Parks Coordinator, and others
- City moved to Moda Health for budget savings
- Longevity Pay approved by Council for wage compression relief
- Exempt employee wage scale approved by Council and implemented
- Revised job descriptions/ key positions to support administrative goals/direction
- Monitored compliance with State and Federal laws
- Maintained Professional Designation through continuing education credits

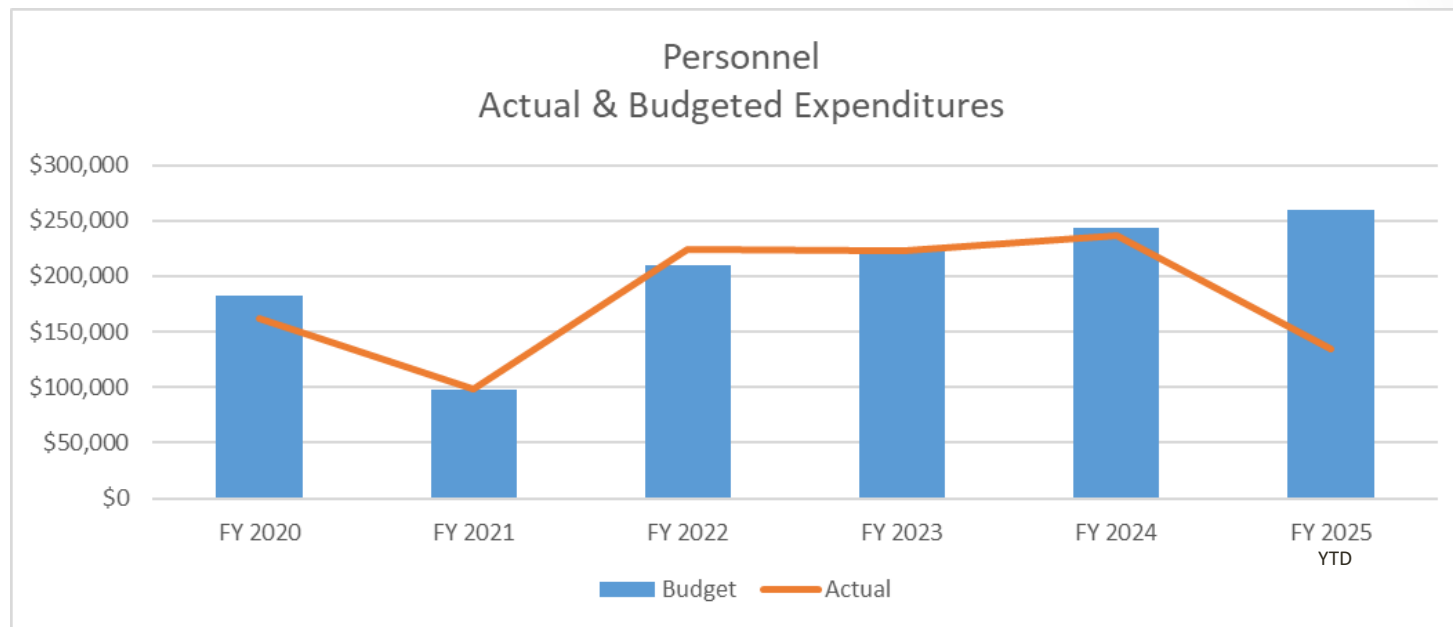


# Personnel

## FY26/27 - Goals & Objectives

- Work with PERS and City Council to implement new classification of employees: Long Term/Non-Perm
- Successful recruitment and retention to offset attrition
- Personnel Regulations updates
- Successful healthcare bidding and renewal or change
- Leadership development/ coaching/ training for employees, both current supervisory and non-supervisory positions
- Continuing education to meet evolving position and certification requirements





# Finance Department

Departmental Budget Work Session 1/20/25



# Finance Department

## Objective Statement:

- To provide quality customer service and accurate financial information; to comply with Federal, State and local mandates and to leverage resources that are essential to achieving the City's goals and objectives

## Functions and Responsibilities:

- To provide financial services to the City's administration, Council, the citizens, the employees, and vendors/agencies outside of the organization
- Services include accounts receivables, accounts payable, payroll, financial management/analysis, budget reporting, and grant management

## Future Considerations:

- Changes in financial reporting due to Government Accounting Standards Board (GASB)



# Finance Department

## FY24/25 Accomplishments

- Received the GFOA Distinguished Budget Presentation Award for the FY24/25 Budget
- Updated internal policies to improve timely financial reporting
- Successful recruitment into position that was unfunded in FY24 budget to address grant reporting needs





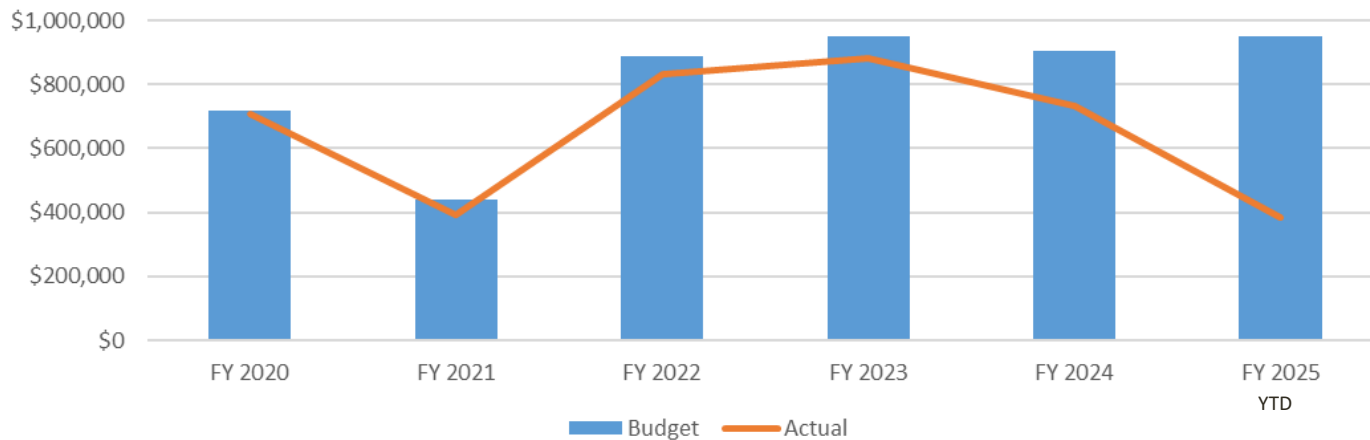
# Finance Department

## FY26/27 - Goals & Objectives

- Submit the FY26/27 budget for GFOA Distinguished Budget Presentation Award
- Continue updating of internal policies/manuals to improve timeliness and transparency in financial reporting
- Develop methods for digital signatures
- Continue efforts to process/store documents electronically



### Finance Department Actual & Budgeted Expenditures



# Administration Department – City Clerk's Office FY26/27 Budget Worksession 1/20/25



# City Clerk's Office Mission Statement

The City Clerk's Office Mission Statement is to foster civic education, participation and openness in our City government through effective facilitation of the legislative process and transparent accountable stewardship of public information, state and local elections and official records.



# Review of Services Provided

- Provide Public Notice of Meetings, Public Hearings, Candidacy Filings, Elections and Events
- Process Public Request for Records
- Conduct City Elections and Provide Support in the facilitation of Borough and State Elections
- Provide Notary Services
- Process and Facilitate the Special Assessment Districts Applications, Appeal Hearings, Initiatives, Referendums and Recall Petitions
- Serve as Election Registrars
- Prepare and Distribute all Council and Advisory Body Meeting Related documents i.e. agendas, packets and minutes
- Administrator/Cemetery Office
- Facilitate and Conduct all Request for Proposals and Invitations to Bid Issued by the City
- Purchasers of essential office supplies for multiple departments to include but not limited to facilitating printing/copier supplies and machines
- Act as a first point of contact for the City and provide general information to the public on various services.
- City Records Administrator
- Administrative Services to All Departments as needed and required



## FY26/27 Goals

- Implement a document sharing/records management program through Laserfiche for the Public Access and Department use
  - Uploading backlog of electronic records to Laserfiche
- Implement Agenda Management through existing program for departments
- Research and collaborate with KPB on conducting early voting processes for City elections similar to State elections
  - Improve coordination and training for election workers on election processes
- Creation of biennial training sessions with Advisory Bodies
- Review and update of Standard Operating Procedures for the Clerk's Office

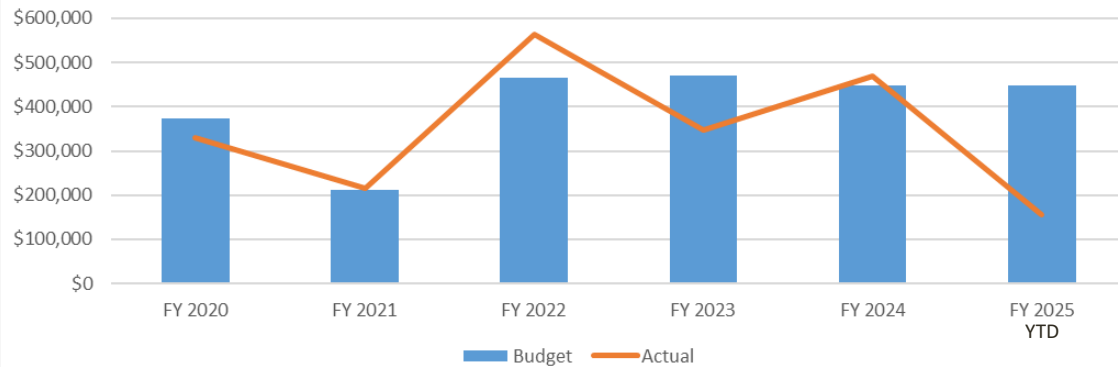


# Potential Budget Impacts

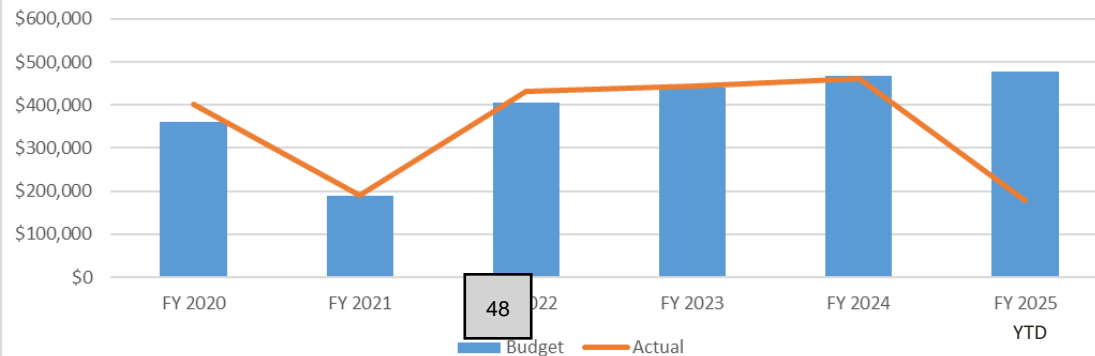
- Increase to Professional Services
  - upgrade Laserfiche to provide Public Portal
  - Increase storage for electronic records
  - improve internal records processes city wide
- Redesign & Installation of new Storage shelving in Records Rooms
- Design and Development of further expansion to Hickerson Cemetery
- Renewal & Upgrade of All City Leased Copiers/Printers
- Purchase of Election Equipment



### Mayor/Council Actual & Budgeted Expenditures



### City Clerks Actual & Budgeted Expenditures





FUND 100 - GENERAL FUND					
FIRE COMBINED EXPENDITURES					
A/C Num.	Expenditure Categories & Descriptions	FY24		FY25	
		7/1/23 - 6/30/24		7/1/24 - 6/30/25	
		BUDGET	ACTUAL	BUDGET	YTD ACTUAL
	<b><u>Salaries and Benefits</u></b>				
5101	Salary and Wages	786,119	658,675	847,017	339,061
5102	Fringe Benefits	464,492	447,057	462,257	198,896
5103	Part-time Wages	55,049	43,361	56,976	35,651
5104	Part-time Benefits	6,845	5,805	7,728	5,976
5105	Overtime	42,964	103,898	42,964	79,534
5107	Part-time Overtime	3,701	1,761	3,701	1,059
5108	Unemployment Benefits	-	-	-	-
5112	PERS Relief	-	21,983	-	-
	<b><u>Total Salaries and Benefits</u></b>	<b>1,359,169</b>	<b>1,282,541</b>	<b>1,420,642</b>	<b>660,178</b>
	<b><u>Maintenance and Operations</u></b>				
5201	Office Supplies	3,500	2,961	3,500	1,259
5202	Operating Supplies	43,600	39,958	43,260	18,732
5203	Fuel and Lube	15,000	21,607	15,000	7,397
5206	Food and Staples	5,000	5,014	5,000	2,528
5207	Vehicle and Boat Maintenance	13,500	3,242	14,000	4,737
5208	Equipment Maintenance	19,000	15,172	21,000	907
5209	Building & Grounds Maintenance	12,000	11,957	12,000	3,535
5210	Professional Services	113,250	58,540	114,250	37,537
5214	Rents & Leases	5,000	3,046	5,500	1,481
5215	Communications	22,000	22,540	24,000	11,381
5216	Freight and Postage	800	3,428	1,200	2,582
5217	Electricity	16,701	28,367	18,371	10,682
5218	Water	1,750	1,680	1,925	827
5219	Sewer	1,845	1,748	2,030	830
5220	Refuse and Disposal	1,500	905	1,500	424
5221	Property Insurance	10,148	12,231	13,326	13,326
5222	Auto Insurance	15,730	15,404	14,841	13,787
5223	Liability Insurance	2,475	4,470	10,211	9,313
5227	Advertising	500	110	500	-
5228	Books	-	-	-	-
5231	Tools and Equipment	47,895	50,836	48,895	5,264
5233	Computer Related Items	5,000	4,736	5,000	4,266
5235	Membership Dues	3,500	1,730	3,500	943
5236	Transportation	-	140	-	166
5237	Subsistence	-	1,860	-	2,068
5244	Snow Removal	-	5,940	-	1,280
5280	Volunteer Incentives	35,000	36,543	35,000	10,737
5601	Uniform	34,500	31,804	34,500	28,902
5602	Safety Equipment	27,000	26,003	29,000	15,873
5603	Employee Training	69,100	52,266	72,360	24,148
5604	Public Education	2,750	2,835	2,750	462
5635	Software	-	1,027	-	1,590
	<b><u>Total Maintenance and Operations</u></b>	<b>528,044</b>	<b>468,102</b>	<b>552,419</b>	<b>236,965</b>
	<b><u>Total</u></b>	<b>1,887,213</b>	<b>1,750,642</b>	<b>1,973,062</b>	<b>897,143</b>

FUND 100 - GENERAL FUND		POLICE COMBINED EXPENDITURES			
A/C Num.	Expenditure Categories & Descriptions	FY24		FY25	
		7/1/23 - 6/30/24		7/1/24 - 6/30/25	
		BUDGET	ACTUAL	BUDGET	YTD ACTUAL
	<b><u>Salaries and Benefits</u></b>				
5101	Salary and Wages	1,941,691	1,845,133	2,109,135	1,024,273
5102	Fringe Benefits	1,065,511	1,147,957	1,060,979	544,891
5103	Part-time Wages	65,090	32,090	0	2,021
5104	Part-time Benefits	27,031	23,362	0	8,260
5105	Overtime	264,844	407,818	264,844	194,284
5107	Part-time Overtime	7,000	884	-	-
5108	Unemployment Benefits	-	740	-	-
5112	PERS Relief	-	64,948	-	-
	<b>Total Salaries and Benefits</b>	<b>3,371,167</b>	<b>3,522,932</b>	<b>3,434,958</b>	<b>1,773,729</b>
	<b><u>Maintenance and Operations</u></b>				
5201	Office Supplies	7,750	5,113	7,750	3,391
5202	Operating Supplies	20,500	12,594	20,500	4,790
5203	Fuel and Lube	55,700	77,632	55,700	32,417
5205	Ammunition	20,000	18,377	20,000	7,858
5206	Food and Staples	21,000	21,493	21,000	9,919
5207	Vehicle and Boat Maintenance	6,500	6,636	6,500	3,401
5208	Equipment Maintenance	7,750	2,838	7,750	(1,708)
5209	Building & Grounds Maintenance	13,000	7,076	14,000	1,749
5210	Professional Services	346,000	290,488	346,000	184,537
5214	Rents & Leases	16,350	17,351	17,285	5,933
5215	Communications	46,600	78,889	65,600	40,272
5216	Freight and Postage	2,650	1,876	2,650	-
5217	Electricity	55,244	61,617	60,768	18,129
5218	Water	1,862	2,162	2,048	942
5219	Sewer	1,748	2,248	1,922	939
5220	Refuse and Disposal	1,600	1,165	1,600	471
5221	Property Insurance	8,867	9,862	10,737	10,737
5222	Auto Insurance	14,096	17,606	17,601	17,255
5223	Liability Insurance	105,479	83,489	137,671	125,891
5227	Advertising	3,500	2,233	3,500	1,270
5231	Tools and Equipment	40,000	43,998	40,000	15,680
5233	Computer Related Items	2,000	1,592	2,000	-
5235	Membership Dues	1,650	2,445	1,650	1,164
5236	Transportation	-	1,512	-	186
5237	Subsistence	-	1,972	-	-
5242	Janitorial	1,000	-	1,000	-
5244	Snow Removal	12,000	15,000	12,000	500
5601	Uniform	21,000	22,130	21,000	10,202
5603	Employee Training	63,750	58,793	63,750	28,320
5625	Impound Costs	6,000	1,385	6,000	733
5626	Jail Laundry Services	-	-	-	-
5627	Security	-	-	-	3,391
5630	Haven House	14,000	14,000	14,000	-
5635	Software	-	363	-	281
	<b>Total Maintenance and Operations</b>	<b>917,595</b>	<b>883,937</b>	<b>981,983</b>	<b>528,646</b>
	<b>Total</b>	<b>4,288,762</b>	<b>4,406,869</b>	<b>4,416,940</b>	<b>2,302,375</b>

FUND 100 - GENERAL FUND PUBLIC WORKS COMBINED EXPENDITURES					
A/C Num.	Expenditure Categories & Descriptions	FY24		FY25	
		7/1/23 - 6/30/24		7/1/24 - 6/30/25	
		BUDGET	ACTUAL	BUDGET	YTD ACTUAL
	<b>Salaries and Benefits</b>				
5101	Salary and Wages	1,026,764	993,072	1,144,350	513,585
5102	Fringe Benefits	645,261	632,155	639,524	274,806
5103	Part-time Wages	81,431	87,168	75,612	19,561
5104	Part-time Benefits	9,785	10,501	25,269	2,358
5105	Overtime	50,041	53,045	51,202	33,978
5107	Part-time Overtime	4,466	2,036	4,466	844
5108	Unemployment Benefits	-	816	-	-
5112	PERS Relief	-	30,157	-	-
	<b>Total Salaries and Benefits</b>	<b>1,817,748</b>	<b>1,808,949</b>	<b>1,940,424</b>	<b>845,132</b>
	<b>Maintenance and Operations</b>				
5201	Office Supplies	4,950	2,965	4,950	1,991
5202	Operating Supplies	299,900	282,034	300,000	164,573
5203	Fuel and Lube	132,000	144,417	132,000	38,564
5204	Chemicals	222,600	134,229	222,600	-
5207	Vehicle and Boat Maintenance	275,000	197,269	275,000	149,495
5208	Equipment Maintenance	13,000	9,668	15,000	2,730
5209	Building & Grounds Maintenance	60,607	43,362	60,607	19,607
5210	Professional Services	229,500	207,143	229,500	152,278
5213	Survey and Appraisal	3,000	-	3,000	-
5214	Rents & Leases	95,000	34,481	95,000	16,710
5215	Communications	20,640	16,184	20,640	6,912
5216	Freight and Postage	1,000	(6)	1,000	201
5217	Electricity	87,921	99,055	96,713	26,805
5218	Water	11,604	12,211	12,765	9,597
5219	Sewer	19,379	17,552	21,317	12,535
5220	Refuse and Disposal	5,850	6,869	5,850	1,128
5221	Property Insurance	7,795	9,266	10,095	10,095
5222	Auto Insurance	15,832	15,988	14,885	14,165
5223	Liability Insurance	5,236	16,258	18,856	17,196
5227	Advertising	3,250	1,622	3,250	-
5231	Tools and Equipment	31,350	25,156	31,350	8,920
5233	Computer Related Items	3,000	2,100	3,000	1,834
5234	Record and Permits	-	-	-	-
5235	Membership Dues	1,400	352	1,400	-
5236	Transportation	-	3,631	-	46
5237	Subsistence	-	285	-	-
5238	Printing and Binding	750	695	750	291
5244	Snow Removal	-	10,463	-	-
5251	Pioneer Beautification	1,500	1,203	1,500	-
5252	Credit Card Expenses	-	-	-	-
5282	City Hall Building Maintenance	10,000	12,901	10,000	8,649
5283	Library Building Maintenance	25,000	22,675	25,000	2,393
5284	Police Building Maintenance	10,500	2,983	10,500	4,730
5285	Fire Building Maintenance	5,000	5,589	5,000	618
5286	HERC Building Maintenance	-	-	-	-
5287	Animal Control Building Maintenance	2,500	5,154	2,500	268
5288	Old Police Building Maintenance	-	-	-	-
5292	City Hall Motor Pool	700	8	700	50
5293	Police Motor Pool	20,000	20,041	20,000	9,805
5294	Fire Motor Pool	18,000	11,583	18,000	3,624
5601	Uniform	11,400	4,432	11,400	1,588
5602	Safety Equipment	10,950	8,485	10,950	2,052
5603	Employee Training	27,700	15,153	23,700	1,899
5614	Car Allowance	3,800	15,732	3,800	6,660
5635	Software	-	205	-	4,499
	<b>Total Maintenance and Operations</b>	<b>1,697,613</b>	<b>1,419,394</b>	<b>1,722,577</b>	<b>702,507</b>
	<b>Total</b>	<b>3,515,361</b>	<b>3,228,343</b>	<b>3,663,001</b>	<b>1,547,639</b>

FUND 200 - UTILITY FUND		COMBINED EXPENDITURES			
A/C Num.	Expenditure Categories & Descriptions	FY24		FY25	
		7/1/23 - 6/30/24		7/1/24 - 6/30/25	
		BUDGET	ACTUAL	BUDGET	YTD ACTUAL
	<b><u>Salaries and Benefits</u></b>				
5101	Salary and Wages	680,689	679,114	757,671	358,435
5102	Fringe Benefits	419,541	431,416	415,051	197,204
5103	Part-time Wages	4,296	-	4,447	5,749
5104	Part-time Benefits	489	-	506	684
5105	Overtime	43,573	41,047	47,187	19,489
5107	Part-time Overtime	-	-	-	338
5108	Unemployment Benefits	-	-	-	-
5112	PERS Relief	-	20,767	-	-
	<b><u>Total Salaries and Benefits</u></b>	<b><u>1,148,588</u></b>	<b><u>1,172,343</u></b>	<b><u>1,224,861</u></b>	<b><u>581,899</u></b>
	<b><u>Maintenance and Operations</u></b>				
5201	Office Supplies	1,750	3,095	1,750	129
5202	Operating Supplies	212,850	99,222	212,850	8,709
5203	Fuel and Lube	30,600	39,372	30,600	13,427
5204	Chemicals	150,000	188,841	150,000	86,186
5207	Vehicle and Boat Maintenance	500	368	500	99
5208	Equipment Maintenance	44,550	40,773	46,550	2,439
5209	Building & Grounds Maintenance	7,700	5,022	7,700	661
5210	Professional Services	65,500	49,829	65,500	26,204
5211	Audit Services	20,223	23,934	21,234	8,880
5213	Survey and Appraisal	1,200	1,200	1,200	1,200
5215	Communications	9,000	20,823	9,000	8,646
5216	Freight and Postage	6,500	187	6,500	-
5217	Electricity	226,628	249,410	249,291	79,263
5221	Property Insurance	12,389	13,386	14,582	14,582
5222	Auto Insurance	14,187	13,820	14,885	14,884
5223	Liability Insurance	2,913	4,853	11,080	10,104
5226	Testing and Analysis	17,000	23,696	20,000	9,036
5227	Advertising	1,000	-	1,000	-
5231	Tools and Equipment	9,400	6,648	9,400	746
5233	Computer Related Items	750	410	750	-
5234	Record and Permits	250	-	250	-
5235	Membership Dues	1,000	925	1,000	240
5248	Lobbying	-	-	1,000	-
5252	Credit Card Expenses	25,000	14,042	25,000	12,383
5602	Safety Equipment	1,512	589	1,553	-
5603	Employee Training	13,150	11,791	13,150	6,985
5606	Bad Debt Expenses	12,000	3,054	12,000	100
	<b><u>Total Maintenance and Operations</u></b>	<b><u>887,553</u></b>	<b><u>815,290</u></b>	<b><u>928,324</u></b>	<b><u>304,902</u></b>
	<b><u>Transfers</u></b>				
5106	Leave Cash Out	7,414	7,414	5,611	-
	<b><u>Total Transfers</u></b>	<b><u>7,414</u></b>	<b><u>7,414</u></b>	<b><u>5,611</u></b>	<b><u>-</u></b>
	<b><u>Total</u></b>	<b><u>2,043,555</u></b>	<b><u>1,995,048</u></b>	<b><u>2,158,797</u></b>	<b><u>886,802</u></b>

FUND 200 - UTILITY FUND		SEWER COMBINED EXPENDITURES			
A/C Num.	Expenditure Categories & Descriptions	FY24		FY25	
		7/1/23 - 6/30/24		7/1/24 - 6/30/25	
		BUDGET	ACTUAL	BUDGET	YTD ACTUAL
	<b><u>Salaries and Benefits</u></b>				
5101	Salary and Wages	571,140	571,394	643,401	308,607
5102	Fringe Benefits	346,144	350,524	346,198	160,231
5103	Part-time Wages	16,095	5,070	16,659	9,444
5104	Part-time Benefits	1,806	531	1,869	1,042
5105	Overtime	24,020	26,261	25,375	11,884
5107	Part-time Overtime	-	-	-	169
5108	Unemployment Benefits	-	-	-	-
5112	PERS Relief	-	17,229	-	-
	<b><u>Total Salaries and Benefits</u></b>	<b>959,205</b>	<b>971,009</b>	<b>1,033,502</b>	<b>491,377</b>
	<b><u>Maintenance and Operations</u></b>				
5201	Office Supplies	1,100	3,587	1,100	-
5202	Operating Supplies	58,800	43,059	58,800	15,234
5203	Fuel and Lube	30,000	26,570	30,000	8,295
5204	Chemicals	66,000	86,319	76,000	47,951
5207	Vehicle and Boat Maintenance	250	466	250	398
5208	Equipment Maintenance	40,000	23,216	44,000	6,637
5209	Building & Grounds Maintenance	3,800	2,216	3,800	767
5210	Professional Services	77,000	46,488	172,000	63,055
5211	Audit Services	20,223	23,934	21,234	8,880
5214	Rents & Leases	-	-	-	-
5215	Communications	5,500	10,550	5,500	5,359
5216	Freight and Postage	6,500	541	6,500	-
5217	Electricity	313,176	293,998	344,494	89,300
5218	Water	736	822	809	352
5219	Sewer	736	854	810	352
5221	Property Insurance	18,636	22,701	24,718	24,718
5222	Auto Insurance	14,187	13,820	14,885	14,884
5223	Liability Insurance	2,324	4,014	9,529	8,690
5226	Testing and Analysis	6,500	5,077	6,500	2,360
5227	Advertising	1,250	-	1,250	-
5231	Tools and Equipment	4,800	3,348	4,800	93
5233	Computer Related Items	-	-	-	-
5234	Record and Permits	9,000	7,941	9,000	-
5235	Membership Dues	700	476	700	250
5248	Lobbying	-	-	1,000	-
5252	Credit Card Expenses	20,000	14,112	20,000	12,947
5601	Uniform	350	400	500	-
5602	Safety Equipment	2,650	640	2,650	1,648
5603	Employee Training	16,400	15,969	16,400	457
5606	Bad Debt Expenses	2,500	290	2,500	-
	<b><u>Total Maintenance and Operations</u></b>	<b>723,118</b>	<b>651,408</b>	<b>879,728</b>	<b>312,626</b>
	<b><u>Transfers</u></b>				
5106	Leave Cash Out	8,355	8,355	6,605	-
	<b><u>Total Transfers</u></b>	<b>8,355</b>	<b>8,355</b>	<b>6,605</b>	<b>-</b>
	<b><u>Total</u></b>	<b>1,690,677</b>	<b>1,630,772</b>	<b>1,919,835</b>	<b>804,002</b>

FUND 100 - GENERAL FUND					
DEPT 0111 - PERSONNEL					
A/C Num.	Expenditure Categories & Descriptions	FY24		FY25	
		7/1/23 - 6/30/24		7/1/24 - 6/30/25	
		BUDGET	ACTUAL	BUDGET	YTD ACTUAL
	<b><u>Salaries and Benefits</u></b>				
5101	Salary and Wages	120,708	120,358	136,448	69,289
5102	Fringe Benefits	55,778	56,452	56,578	28,595
5103	Part-time Wages	-	-	-	-
5104	Part-time Benefits	-	-	-	-
5105	Overtime	-	-	-	-
5107	Part-time Overtime	-	-	-	-
5108	Unemployment Benefits	-	-	-	-
5112	PERS Relief	-	3,470	-	-
	<b><u>Total Salaries and Benefits</u></b>	<b>176,486</b>	<b>180,280</b>	<b>193,026</b>	<b>97,885</b>
	<b><u>Maintenance and Operations</u></b>				
5201	Office Supplies	1,000	1,106	1,000	146
5210	Professional Services	17,800	14,057	16,400	10,610
5215	Communications	250	191	250	239
5216	Freight and Postage	-	-	-	-
5223	Liability Insurance	340	565	1,269	1,158
5227	Advertising	5,000	743	5,000	412
5229	Periodicals	350	-	350	-
5231	Tools and Equipment	1,500	2,310	1,500	(918)
5233	Computer Related Items	-	-	-	-
5235	Membership Dues	550	475	550	-
5236	Transportation	-	-	-	-
5237	Subsistence	-	-	-	-
5238	Printing and Binding	-	-	-	-
5603	Employee Training	13,000	15,417	13,000	16,349
5611	ADA Compliance	250	-	250	-
5632	Wellness Program	27,000	20,995	27,000	8,548
5635	Software	-	108	-	108
	<b><u>Total Maintenance and Operations</u></b>	<b>67,040</b>	<b>55,966</b>	<b>66,569</b>	<b>36,652</b>
	<b><u>Total</u></b>	<b>243,526</b>	<b>236,247</b>	<b>259,595</b>	<b>134,537</b>

FUND 100 - GENERAL FUND					
DEPT 0120 - FINANCE					
A/C Num.	Expenditure Categories & Descriptions	FY24		FY25	
		7/1/23 - 6/30/24		7/1/24 - 6/30/25	
		BUDGET	ACTUAL	BUDGET	YTD ACTUAL
	<b><u>Salaries and Benefits</u></b>				
5101	Salary and Wages	503,350	407,756	549,621	237,762
5102	Fringe Benefits	258,370	232,127	252,997	113,036
5103	Part-time Wages	-	-	-	-
5104	Part-time Benefits	-	-	-	-
5105	Overtime	13,000	7,574	13,000	2,106
5107	Part-time Overtime	-	-	-	-
5108	Unemployment Benefits	-	120	-	-
5112	PERS Relief	-	11,973	-	-
	<b><u>Total Salaries and Benefits</u></b>	<b><u>774,720</u></b>	<b><u>659,549</u></b>	<b><u>815,618</u></b>	<b><u>352,903</u></b>
	<b><u>Maintenance and Operations</u></b>				
5201	Office Supplies	6,000	4,899	6,000	4,020
5208	Equipment Maintenance	-	199	-	284
5210	Professional Services	90,000	53,855	90,000	21,156
5215	Communications	1,200	2,520	1,200	1,045
5216	Freight and Postage	-	-	-	-
5223	Liability Insurance	1,452	2,135	4,832	4,406
5227	Advertising	-	-	-	150
5231	Tools and Equipment	-	-	-	-
5233	Computer Related Items	-	-	-	-
5235	Membership Dues	2,000	110	2,000	280
5236	Transportation	-	-	-	-
5237	Subsistence	-	163	-	-
5238	Printing and Binding	1,000	-	1,000	-
5252	Credit Card Expenses	-	-	-	12
5603	Employee Training	28,000	7,454	28,000	855
5635	Software	200	434	200	785
	<b><u>Total Maintenance and Operations</u></b>	<b><u>129,852</u></b>	<b><u>71,770</u></b>	<b><u>133,232</u></b>	<b><u>32,993</u></b>
	<b><u>Total</u></b>	<b><u>904,572</u></b>	<b><u>731,320</u></b>	<b><u>948,850</u></b>	<b><u>385,897</u></b>

FUND 100 - GENERAL FUND					
DEPT 0100 - MAYOR/COUNCIL					
A/C Num.	Expenditure Categories & Descriptions	FY24		FY25	
		7/1/23 - 6/30/24		7/1/24 - 6/30/25	
		BUDGET	ACTUAL	BUDGET	YTD ACTUAL
	<b><u>Salaries and Benefits</u></b>				
5101	Salary and Wages	13,000	10,950	13,000	7,425
5102	Fringe Benefits	1,056	868	1,056	590
5103	Part-time Wages	-	-	-	-
5104	Part-time Benefits	-	-	-	-
5105	Overtime	-	-	-	-
5107	Part-time Overtime	-	-	-	-
5108	Unemployment Benefits	-	-	-	-
5112	PERS Relief	-	-	-	-
	<b><u>Total Salaries and Benefits</u></b>	<b><u>14,056</u></b>	<b><u>11,818</u></b>	<b><u>14,056</u></b>	<b><u>8,015</u></b>
	<b><u>Maintenance and Operations</u></b>				
5201	Office Supplies	11,500	10,795	500	83
5206	Food and Staples	10,000	1,907	3,300	1,202
5209	Building & Grounds Maintenance	-	-	-	-
5210	Professional Services	25,000	583	24,200	-
5211	Audit Services	107,856	121,846	118,642	45,206
5215	Communications	-	-	-	-
5223	Liability Insurance	720	1,064	2,299	2,097
5227	Advertising	1,000	-	1,000	-
5233	Computer Related Items	4,500	2,411	4,500	-
5235	Membership Dues	6,770	6,531	6,770	6,643
5236	Transportation	-	-	-	2,012
5237	Subsistence	-	-	-	375
5240	Political Activities	-	-	-	-
5248	Lobbying	40,000	21,716	51,000	10,500
5280	Volunteer Incentives	4,000	-	4,000	-
5603	Employee Training	18,200	13,446	18,200	8,474
5605	Sister Cities	4,000	3,962	-	310
5624	Legal Services	200,000	273,819	200,000	71,269
	<b><u>Total Maintenance and Operations</u></b>	<b><u>433,546</u></b>	<b><u>458,081</u></b>	<b><u>434,411</u></b>	<b><u>148,171</u></b>
	<b><u>Total</u></b>	<b><u>447,602</u></b>	<b><u>469,899</u></b>	<b><u>448,467</u></b>	<b><u>156,186</u></b>



<b>FUND 100 - GENERAL FUND</b>					
<b>DEPT 0101 - CITY CLERK</b>					
<b>A/C Num.</b>	<b>Expenditure Categories &amp; Descriptions</b>	<b>FY24</b>		<b>FY25</b>	
		<b>7/1/23 - 6/30/24</b>		<b>7/1/24 - 6/30/25</b>	
		<b>BUDGET</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>YTD ACTUAL</b>
	<b><u>Salaries and Benefits</u></b>				
5101	Salary and Wages	262,680	256,881	275,525	99,095
5102	Fringe Benefits	137,348	138,498	130,936	52,571
5103	Part-time Wages	-	-	-	-
5104	Part-time Benefits	-	-	-	-
5105	Overtime	13,000	12,824	13,105	5,578
5107	Part-time Overtime	-	-	-	-
5108	Unemployment Benefits	-	-	-	-
5112	PERS Relief	-	8,612	-	-
	<b><u>Total Salaries and Benefits</u></b>	<b>413,028</b>	<b>416,814</b>	<b>419,567</b>	<b>157,243</b>
	<b><u>Maintenance and Operations</u></b>				
5201	Office Supplies	3,000	3,741	3,000	2,264
5206	Food and Staples	150	387	150	357
5208	Equipment Maintenance	1,500	-	1,500	-
5210	Professional Services	17,000	9,543	17,000	2,878
5215	Communications	1,600	1,942	1,600	782
5216	Freight and Postage	-	221	-	-
5223	Liability Insurance	672	1,139	2,581	2,354
5227	Advertising	12,000	12,280	12,000	5,624
5231	Tools and Equipment	1,200	-	1,200	-
5233	Computer Related Items	1,000	-	1,000	-
5234	Record and Permits	1,000	807	1,000	177
5235	Membership Dues	1,000	1,153	1,000	1,025
5236	Transportation	-	-	-	175
5603	Employee Training	15,500	11,684	15,500	2,857
5635	Software	-	3,064	-	1,618
	<b><u>Total Maintenance and Operations</u></b>	<b>55,622</b>	<b>45,960</b>	<b>57,531</b>	<b>20,110</b>
	<b><u>Total</u></b>	<b>468,650</b>	<b>462,774</b>	<b>477,098</b>	<b>177,353</b>

FUND 100 - GENERAL FUND					
DEPT 0102 - ELECTIONS					
A/C Num.	Expenditure Categories & Descriptions	FY24		FY25	
		7/1/23 - 6/30/24		7/1/24 - 6/30/25	
		BUDGET	ACTUAL	BUDGET	YTD ACTUAL
	<b><u>Salaries and Benefits</u></b>				
5101	Salary and Wages	-	-	-	-
5102	Fringe Benefits	-	-	-	-
5103	Part-time Wages	1,000	125	1,000	225
5104	Part-time Benefits	159	0	165	1
5105	Overtime	-	-	-	-
5107	Part-time Overtime	1,200	-	1,200	-
5108	Unemployment Benefits	-	-	-	-
5112	PERS Relief	-	-	-	-
	<b><u>Total Salaries and Benefits</u></b>	<b><u>2,359</u></b>	<b><u>125</u></b>	<b><u>2,365</u></b>	<b><u>226</u></b>
	<b><u>Maintenance and Operations</u></b>				
5201	Office Supplies	300	150	300	168
5206	Food and Staples	250	-	250	-
5208	Equipment Maintenance	1,175	600	1,175	650
5210	Professional Services	5,000	4,600	5,000	4,122
5216	Freight and Postage	-	-	-	-
5227	Advertising	750	772	750	-
5238	Printing and Binding	6,700	3,577	6,700	1,695
	<b><u>Total Maintenance and Operations</u></b>	<b><u>14,175</u></b>	<b><u>9,699</u></b>	<b><u>14,175</u></b>	<b><u>6,635</u></b>
	<b><u>Total</u></b>	<b><u>16,534</u></b>	<b><u>9,824</u></b>	<b><u>16,540</u></b>	<b><u>6,861</u></b>