COUNCIL WORK SESSION

Wednesday, November 05, 2025 at 3:00 PM

COUNCIL MEMBERS:

Mayor Jennifer Massey
Council President Jessica Chilton
Councilor Mark Gundersen
Councilor Russell Hubbard
Councilor Brandon Sundeen

LOCATION & CONTACT:

HYBRID: Council Chambers & Zoom (details below)
Website | www.sthelensoregon.gov
Email | kpayne@sthelensoregon.gov
Phone | 503-397-6272
Fax | 503-397-4016

AGENDA

CALL WORK SESSION TO ORDER

CLEARING CONFUSION AND SETTING THE FACTS STRAIGHT

1. Response to October 15 Visitor Comments

VISITOR COMMENTS - *Limited to three (3) minutes per speaker*

DISCUSSION TOPICS

2. 3:10PM - Quarterly Reports from City Departments/Divisions - Finance and Municipal Court (Informational)
3. 3:20PM - Review Amendment with Otak for Police Station Project - *City Administration John Walsh*
4. 3:35PM - Review request for Leak Adjustment at 2375 Columbia Blvd. - *City Administrator John Walsh*
5. 3:45PM - Request for Donation to Merchants' Toy N Joy Auction
6. 3:55PM - Report from City Administrator John Walsh

ADJOURN

EXECUTIVE SESSION

Following the conclusion of the Council Work Session, an Executive Session is scheduled to take place to discuss:

- *Labor Negotiations, under ORS 192.660(2)(d);*
- *Real Property Transactions, under ORS 192.660(2)(e);*
- *Exempt Records/Confidential Attorney-Client Privileged Memo, under ORS 192.660(2)(f); and*
- *Consult with Counsel/Potential Litigation, under ORS 192.660(2)(h).*

Representatives of the news media, staff and other persons as approved, shall be allowed to attend the Executive Session. All other members of the audience are asked to leave the Council Chambers.

FOR YOUR INFORMATION

Upcoming Dates to Remember:

- November 5, 3:00PM, Council Work Session, Council Chambers/Zoom
- November 5, 7:00PM, Council Regular Session, Council Chambers/Zoom
- November 10, 4:00PM, Parks & Trails Commission, Council Chambers/Zoom
- November 10, 7:15PM, Library Board, Zoom
- November 11, VETERANS DAY, City Offices Closed
- November 12, 6:30PM, Planning Commission, Council Chambers/Zoom

Future Public Hearing(s)/Forum(s):

- None scheduled at this time.

VIRTUAL MEETING DETAILS

Join: https://us02web.zoom.us/j/88305621168?pwd=ua4g17REkvoO0YRvVDbF9z5pMBILTt.1
Passcode: 344426
Phone one-tap: +12532050468

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 503-397-6272.

Be a part of the vision and get involved…volunteer for a City Board or Commission! For more information or for an application, go to www.sthelensoregon.gov or call 503-366-8217.

CLARIFICATION MEMO TO PUBLIC COMMENT

City of St. Helens
FOUNDED 1850

For City Council Meetings held on October 15, 2025

There are no responses to visitor comments for the October 15, 2025, City Council meetings.

QUARTERLY REPORT TO COUNCIL

Meeting Date: Nov 5, 2025
Prepared by: Gloria Butsch
Department: Administration
Division: Finance
Reporting Period: 1st Quarter FY2026
CC: City Administrator John Walsh

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1. General Operations

- *Finance has been focused on preparing for the FY2025 audit.*
- *We are preparing for calendar year-end for payroll.*
- *Focus is also on completing required grant reporting, the Urban Renewal Annual Report and other reports required by various state agencies for the end of the fiscal year.*

2. Staffing & Personnel

- *Finance staff continue to cross-train, especially in payroll, bank reconciliation and general ledger. We are also working on succession planning in preparation for retirement of the finance director.*

3. Projects & Initiatives

A. Ongoing Key Projects

- *Cross-training for payroll, bank reconciliation and general ledger.*
- *Analyzing and improving processes and procedures for improved internal controls and efficiency.*
- *Utility Rate Study is in process.*
- *Analysis of software needs.*

B. Upcoming Projects

- *Beginning budget process for FY2027*

4. Upcoming Events & Important Dates

(Provide information on city-related events, meetings, and deadlines relevant to the department.)

- *Event 1: FY2025 Audit began on October 13, 2025. The audit report is due by December 31, 2025*
- *Budget Calendar for Council approval at December 17, 2025 meeting.*

Attachments (If Applicable)
Attached is the FY2026 1st quarter financial report.

1st Quarter FY2026 Financial Report

The focus of this report is on our major operating funds, which are the General Fund and Utility Funds. Additionally, since it has been the focus of much attention, the Tourism Fund was added in the 3rd quarter of FY2025.

In reading this report, keep in mind that this is not a typical Income Statement; this is a comparison of budget to actual income and expense. That means that in the budget statement the beginning fund balance is included as revenue. Because of this the "Total Revenue over Expenditure" is equivalent to the Ending Fund Balance for the period.

This being the first quarter of the fiscal year, we expect revenues and expenditures to be approximately 25% of budget (75% of budget remaining). There are exceptions, particularly for property taxes, which approximately 90% of budget is collected in November and early December.

Beginning fund balances are an estimate until completion of the audit. The FY2026 beginning fund balance for the General Fund is only 10% of what was budgeted for FY 2026. This was due to the delay in closing on the sale of the mill property.

In the General Fund, most departments are close to or under 25% of budget for the first quarter. The department that is over budget is General Services. For General Services, professional services have already exceeded the budget. Additionally, insurance is twice what is budgeted; this is under review as it appears to be a misallocation in comparison to prior year allocations.

Of the Utility Funds, the beginning fund balances are estimated to be very close to budget. All three of the Utility Funds are at or under 25% of budget for expenditures. Revenues also are better than 25% of budget.

The Tourism Fund beginning fund balance is significantly higher than budgeted. Leading up to the Spirit of Halloweentown events, the first quarter of the fiscal year typically has more expenditures than revenues, but Treadway has done a great job promoting and bringing in vendor registrations and sponsorships, and as a result revenues have exceeded expenditures for the first quarter. Since this is the busiest time of year for the events contractor, we do not have an updated current profit & loss breakout by event that accompanied my last financial report.

I've included the Budget and Actual Report (Trial Balance) for all funds.

As always, please contact me if you have any questions.

General Fund-Budget to Actual For FY2025-2026 Period Ending 9/30/2025

	Budget	YTD Actual	Variance	Percent Remaining
Revenue				
Beginning Fund Balance*	1,223,514	124,594	(1,098,920)	-90%
Taxes	2,220,000	32,183	(2,187,817)	-99%
Governmental	688,500	104,598	(583,902)	-85%
Charges for Services	7,958,700	1,870,144	(6,088,556)	-77%
Other Revenue	161,000	59,032	(101,968)	-63%
Total Revenue	12,251,714	2,190,550	(10,061,164)	-82%
Expenditures				
Personnel Services				
Administration	514,000	115,148	398,852	78%
City Recorder	330,900	73,152	257,748	78%
City Council	73,340	16,599	56,741	77%
Court	231,500	50,971	180,529	78%
Police	4,897,500	1,043,114	3,854,386	79%
Library	657,700	150,006	507,694	77%
Finance	759,300	163,987	595,313	78%
Parks	407,500	93,888	313,612	77%
Recreation	312,700	48,367	264,333	85%
Planning	325,500	65,479	260,021	80%
Building	375,500	90,079	285,421	76%
Technology	174,700	37,537	137,163	79%
Total Personnel Services	9,060,140	1,948,326	7,111,814	78%
Materials & Services				
Administration	30,800	7,326	23,474	76%
City Recorder	64,000	11,699	52,301	82%
City Council	46,000	14,076	31,924	69%
Court	254,200	50,993	203,207	80%
Police	613,500	218,196	395,304	64%
Library	197,350	58,484	138,866	70%
Finance	280,000	51,609	228,391	82%
Parks	169,000	33,536	135,464	80%
Recreation	62,800	18,152	44,648	71%
Planning	30,000	2,918	27,082	90%
Building	34,400	3,077	31,323	91%
Technology	391,500	102,473	289,027	74%
General Services	303,000	410,342	(107,342)	-35%
Contingency & Unappropriated	715,024	-	715,024	1
Total Materials & Services & Other	3,191,574	982,880	2,208,694	69%
Total Revenue over Expenditure	-	**(740,655)**		

* Estimated until audit completion

Water Fund - Budget to Actual For FY2025-2026 Period Ending 9/30/2025

	Budget	YTD Actual	Variance	Percent Remaining
Revenue				
Beginning Fund Balance *	3,694,678	3,557,827	(136,851)	-4%
Charges for Services	4,610,000	1,334,708	(3,275,292)	-71%
Miscellaneous	105,000	33,199	(71,802)	-68%
Total Revenue	8,409,678	4,925,733	(3,483,945)	-41%
Expenditures				
Personnel Services				
Water Distribution	825,000	201,920	623,080	76%
Water Filtration	215,000	63,485	151,515	70%
Total Personnel Services	1,040,000	265,406	774,594	74%
Materials & Services				
Water Distribution	2,828,400	751,044	2,077,356	73%
Water Filtration	317,000	67,784	249,216	79%
Total Materials & Service	3,145,400	818,827	2,326,573	74%
Capital Outlay	1,020,000	22,669	997,331	98%
Total Capital Outlay	1,020,000	22,669		
Debt Service	462,670	-	462,670	100%
Total Debt Service	462,670	-	462,670	100%
Contingency & Unapproriated	2,741,608	-	2,741,608	100%
Total Contingency & Unapproriated	2,741,608	-	2,741,608	100%
Total Revenue over Expenditures	**-**	**3,818,831**		

* Estimated until audit completion

Sewer Fund - Budget to Actual — For FY2025-2026 Period Ending 9/30/2025

	Budget	YTD Actual	Variance	Percent Remaining
Revenue				
Beginning Fund Balance *	5,236,649	5,114,821	(121,828)	-2%
Grants	1,250,000	388,150	(861,850)	
Charges for Services	5,300,000	1,461,619	(3,838,381)	-72%
Miscellaneous	72,000	48,177	(23,823)	-33%
Total Revenue	11,858,649	7,012,767	(4,845,882)	-41%
Expenditures				
Personnel Services				
Sewer Collection	679,000	154,536	524,464	77%
Primary Treatment	185,000	48,191	136,809	74%
Secondary Treatment	262,000	68,013	193,987	74%
Pump Service	75,000	20,413	54,587	73%
Total Personnel Services	1,201,000	291,154	909,846	76%
Materials & Services				
Sewer Collection	2,612,200	667,366	1,944,834	74%
Primary Treatment	250,300	85,105	165,195	66%
Secondary Treatment	390,700	114,040	276,660	71%
Pump Service	43,600	13,501	30,099	69%
Total Materials & Service	3,296,800	880,012	2,416,788	73%
Capital Outlay	12,340,000	26,483	12,313,517	100%
Total Capital Outlay	12,340,000	26,483	12,313,517	100%
Debt Service	668,140	53,250	614,890	92%
Total Debt Service	668,140	53,250	614,890	92%
Contingency & Unapproriated	1,777,709	-	1,777,709	100%
Total Contingency & Unapproriated	1,777,709	-	1,777,709	100%
Total Revenue over Expenditures	(7,425,000)	**5,761,868**		

* Estimated until audit completion

Storm Fund - Budget to Actual For FY2025-2026 Period Ending 9/30/2025

	Budget	YTD Actual	Variance	Percent Remaining
Revenue				
Beginning Fund Balance *	1,184,154	1,330,785	146,631	12%
Charges for Services	1,740,000	423,408	(1,316,592)	-76%
Miscellaneous	20,000	12,182	(7,818)	-39%
Total Revenue	2,944,154	1,766,376	(1,177,778)	-40%
Expenditures				
Personnel Services				
Operations	610,000	137,827	472,173	77%
Total Personnel Services	610,000	137,827	472,173	77%
Materials & Services				
Operations	1,147,000	280,658	866,342	76%
Total Materials & Service	1,147,000	280,658	866,342	76%
Capital Outlay	250,000	932	249,068	100%
Total Capital Outlay	250,000	932		
Contingency & Unapproriated	937,154	-	937,154	100%
Total Contingency & Unapproriated	937,154	-	937,154	100%
Total Revenue over Expenditures	**-**	**1,346,958**		

* Estimated until audit completion

Cost of Services 1st Qtr FY2025 ending Sept 30, 2024

General Fund

Operating Expenditures		
	Administration	122,474
	City Recorder	84,851
	City Council	30,675
	Court	101,963
	Police	1,261,310
	Library	208,489
	Finance	215,596
	Parks	127,423
	Recreation	66,519
	Planning	68,396
	Building	93,156
	Technology	140,010
	Non-Departmental	410,342
		2,931,206
Operating Revenue		
	Taxes	32,183
	Governmental	104,598
	Charges for Services	1,870,144
	Miscellaneous	59,032
		2,065,956
Operating Surplus (Deficit)		(865,249)

Water Fund

Operating Expenditures		
	Water Distribution	952,964
	Water Filtration	131,269
		1,084,233
Operating Revenue		
	Charges for Services	1,334,708
	Miscellaneous	33,199
		1,367,906
Operating Surplus (Deficit)		283,673

Item #2.

Cost of Services 1st Qtr FY2025 ending Sept 30, 2024

Sewer Fund			
	Operating Expenditures		
		Sewer Collection	821,902
		Primary Treatment	133,296
		Secondary Treatment	182,053
		Pump Services	33,915
			1,171,166
	Operating Revenue		
		Charges for Services	1,461,619
		Miscellaneous	48,177
			1,509,796
	Operating Surplus (Deficit)		338,630
Storm Fund			
	Operating Expenditures		
		Operations	418,485
	Operating Revenue		
		Charges for Services	423,408
		Miscellaneous	12,182
			435,591
	Operating Surplus (Deficit)		17,105

Tourism Fund-Budget to Actual For FY2025-2026 Period Ending 9/30/2025

	Budget	YTD Actual	Variance	Percent Remaining
Revenue				
Beginning Fund Balance*	8,879	143,943	135,064	1521%
Transient Occupancy Tax	170,000	56,970	(113,030)	-66%
Event Revenue	-	-	-	#DIV/0!
Contracted Events Revenue	1,400,000	432,541	(967,459)	-69%
Other Revenue	3,000	124	(2,876)	-96%
Total Revenue	1,581,879	633,578	(948,301)	-60%
Expenditures				
Materials & Services				
Professional Services	80,000	17,974	62,026	78%
GFSS	300,000	75,000	225,000	75%
Projects & Programs	700,000	253,951	446,049	64%
Contracted Events-Prof. Services	300,000	80,135	219,865	73%
Contracted Bldg Lease & Utilities	95,000	19,573	75,427	79%
Contingency & Unappropriated	106,879	-	106,879	100%
Total Materials & Services & Other	1,581,879	446,634	1,135,246	72%
Total Revenue over Expenditure	**-**	**186,945**		

* Estimated until audit completion

Budget Report

Account Summary

For Fiscal: 2025-2026 Period Ending: 09/30/2025

		Original Total Budget	Current Total Budget	YTD Activity	Variance
Fund: 100 - GENERAL FUND					
Revenue					
100-000-31001	Property Tax - Current	2,190,000.00	2,190,000.00	-	2,190,000.00
100-000-31002	Property Tax - Previous	30,000.00	30,000.00	32,182.53	(2,182.53)
	Total Taxes	***2,220,000.00***	***2,220,000.00***	***32,182.53***	***2,187,817.47***
100-000-32003	State Rev - Cigarette	8,500.00	8,500.00	2,136.48	6,363.52
100-000-32004	State Rev - Alcohol	240,000.00	240,000.00	61,382.31	178,617.69
100-000-32005	State Rev - General	150,000.00	150,000.00	41,079.25	108,920.75
100-000-32006	State Rev - Cannabis	120,000.00	120,000.00	-	120,000.00
100-000-32007	Intergovernmental	170,000.00	170,000.00	-	170,000.00
	Total Governmental	***688,500.00***	***688,500.00***	***104,598.04***	***583,901.96***
100-000-34001	Dockside Services	18,000.00	18,000.00	9,635.00	8,365.00
100-000-34003	In Lieu of Franchise Fees	1,133,000.00	1,133,000.00	321,961.50	811,038.50
100-000-34004	General Fund Support Services	4,841,700.00	4,841,700.00	1,210,425.00	3,631,275.00
100-000-34006	Franchise Taxes	950,000.00	950,000.00	120,233.61	829,766.39
100-000-34025	Lien Searches	7,000.00	7,000.00	2,580.00	4,420.00
100-000-35001	Permits - Columbia City Bldg	17,000.00	17,000.00	9,147.29	7,852.71
100-000-35002	Fees - Business Licenses	253,800.00	253,800.00	27,805.00	225,995.00
100-000-35003	Permits - St Helens Bldg	85,000.00	85,000.00	19,794.34	65,205.66
100-000-35004	Fees - Bldg Admin	18,000.00	18,000.00	5,186.00	12,814.00
100-000-35005	Permits - Plumbing	21,000.00	21,000.00	8,670.17	12,329.83
100-000-35006	Permits - Mechanical	16,000.00	16,000.00	3,954.75	12,045.25
100-000-35009	Fees - Plan Review	68,000.00	68,000.00	32,850.97	35,149.03
100-000-35010	Fees - Library	1,500.00	1,500.00	35.00	1,465.00
100-000-35011	Fees - SDC Admin	16,500.00	16,500.00	3,382.59	13,117.41
100-000-35015	Fees - Planning	30,000.00	30,000.00	12,749.00	17,251.00
100-000-35016	Fees - Police Training	5,000.00	5,000.00	1,366.03	3,633.97
100-000-35017	Fees-Events Impact Fee	127,200.00	127,200.00	-	127,200.00
100-000-35018	Fees - Recreation	180,000.00	180,000.00	25,279.17	154,720.83
100-000-35019	Fees - Parks	5,000.00	5,000.00	10,900.25	(5,900.25)
100-000-36001	Fines - Library	5,000.00	5,000.00	4,160.82	839.18
100-000-36002	Fines - Court	160,000.00	160,000.00	40,027.11	119,972.89
	Total Charges for Services	***7,958,700.00***	***7,958,700.00***	***1,870,143.60***	***6,088,556.40***
100-000-37001	Interest	20,000.00	20,000.00	112.31	19,887.69
100-000-37004	Miscellaneous	125,000.00	125,000.00	55,148.50	69,851.50
100-000-37009	Court Reimbursements	16,000.00	16,000.00	3,771.24	12,228.76
	Total Other Revenue	***161,000.00***	***161,000.00***	***59,032.05***	***101,967.95***
100-000-39001	Beginning Fund Balance	1,223,514.00	1,223,514.00	124,593.60	1,098,920.40
Revenue Total:		**12,251,714.00**	**12,251,714.00**	**2,190,549.82**	**10,061,164.18**
Expense					
Administration					
100-701-50001	Wages	310,000.00	310,000.00	70,183.71	239,816.29
100-701-50004	Overtime	7,000.00	7,000.00	1,338.78	5,661.22
100-701-51005	Insurance	67,000.00	67,000.00	14,658.57	52,341.43
100-701-51006	VEBA	5,400.00	5,400.00	1,199.03	4,200.97
100-701-51007	PERS	99,100.00	99,100.00	22,272.18	76,827.82
100-701-51008	Taxes	25,000.00	25,000.00	5,415.60	19,584.40
100-701-51015	Other Benefits	500.00	500.00	79.64	420.36
	Personnel Services	***514,000.00***	***514,000.00***	***115,147.51***	***398,852.49***
100-701-52001	Operating Supplies	1,500.00	1,500.00	231.01	1,268.99
100-701-52002	Personnel Uniforms Equipment	-	-	200.00	(200.00)
100-701-52010	Telephone	1,600.00	1,600.00	252.30	1,347.70
100-701-52011	Public Information	700.00	700.00	-	700.00
100-701-52018	Professional Development	8,000.00	8,000.00	3,560.24	4,439.76
100-701-52019	Professional Services	10,000.00	10,000.00	1,583.15	8,416.85
100-701-52024	Miscellaneous	-	-	50.50	(50.50)
100-701-52027	IT Fund Charges	1,000.00	1,000.00	-	1,000.00
100-701-52040	Communications	8,000.00	8,000.00	1,449.26	6,550.74
	Materials & Services	***30,800.00***	***30,800.00***	***7,326.46***	***23,473.54***

City Recorder / HR						
100-702-50001	Wages		193,500.00	193,500.00	43,088.03	150,411.97
100-702-51005	Insurance		47,000.00	47,000.00	10,043.72	36,956.28
100-702-51006	VEBA		3,800.00	3,800.00	836.99	2,963.01
100-702-51007	PERS		71,000.00	71,000.00	15,879.04	55,120.96
100-702-51008	Taxes		15,000.00	15,000.00	3,258.72	11,741.28
100-702-51015	Other Benefits		600.00	600.00	45.25	554.75
		Personnel Services	***330,900.00***	***330,900.00***	***73,151.75***	***257,748.25***
100-702-52001	Operating Supplies		1,500.00	1,500.00	25.96	1,474.04
100-702-52011	Public Information		1,500.00	1,500.00	328.36	1,171.64
100-702-52014	Recruiting		26,000.00	26,000.00	7,175.43	18,824.57
100-702-52018	Professional Development		3,000.00	3,000.00	554.00	2,446.00
100-702-52019	Professional Services		27,000.00	27,000.00	3,338.93	23,661.07
100-702-52027	IT Fund Charges		1,000.00	1,000.00	-	1,000.00
100-702-52028	Projects & Programs		4,000.00	4,000.00	276.73	3,723.27
		Materials & Services	***64,000.00***	***64,000.00***	***11,699.41***	***52,300.59***
City Council						
100-703-50001	Wages		68,000.00	68,000.00	15,394.99	52,605.01
100-703-51008	Taxes		5,200.00	5,200.00	1,172.99	4,027.01
100-703-51015	Other Benefits		140.00	140.00	31.06	108.94
		Personnel Services	***73,340.00***	***73,340.00***	***16,599.04***	***56,740.96***
100-703-52001	Operating Supplies		2,000.00	2,000.00	431.38	1,568.62
100-703-52013	Membership		1,500.00	1,500.00	-	1,500.00
100-703-52018	Professional Development		2,000.00	2,000.00	-	2,000.00
100-703-52019	Professional Services		40,000.00	40,000.00	13,236.18	26,763.82
100-703-52027	IT Fund Charges		500.00	500.00	-	500.00
100-703-52041	Community Support		-	-	408.10	(408.10)
		Materials & Services	***46,000.00***	***46,000.00***	***14,075.66***	***31,924.34***
Municipal Court						
100-704-50001	Wages		129,500.00	129,500.00	28,880.26	100,619.74
100-704-50004	Overtime		500.00	500.00	277.44	222.56
100-704-51005	Insurance		46,500.00	46,500.00	9,825.05	36,674.95
100-704-51006	VEBA		2,600.00	2,600.00	564.64	2,035.36
100-704-51007	PERS		41,000.00	41,000.00	9,182.97	31,817.03
100-704-51008	Taxes		11,000.00	11,000.00	2,206.55	8,793.45
100-704-51015	Other Benefits		400.00	400.00	33.69	366.31
		Personnel Services	***231,500.00***	***231,500.00***	***50,970.60***	***180,529.40***
100-704-52001	Operating Supplies		3,000.00	3,000.00	384.96	2,615.04
100-704-52018	Professional Development		200.00	200.00	-	200.00
100-704-52019	Professional Services		250,000.00	250,000.00	50,607.71	199,392.29
100-704-52027	IT Fund Charges		1,000.00	1,000.00	-	1,000.00
		Materials & Services	***254,200.00***	***254,200.00***	***50,992.67***	***203,207.33***
Police						
100-705-50001	Wages		2,590,000.00	2,590,000.00	467,334.56	2,122,665.44
100-705-50004	Overtime		300,000.00	300,000.00	122,824.25	177,175.75
100-705-51005	Insurance		670,000.00	670,000.00	188,647.63	481,352.37
100-705-51006	VEBA		46,500.00	46,500.00	8,314.91	38,185.09
100-705-51007	PERS		1,019,000.00	1,019,000.00	195,432.21	823,567.79
100-705-51008	Taxes		230,000.00	230,000.00	44,610.31	185,389.69
100-705-51015	Other Benefits		42,000.00	42,000.00	13,685.23	28,314.77
100-705-51017	Fitness Reimbursement – Taxable		-	-	2,265.00	(2,265.00)
		Personnel Services	***4,897,500.00***	***4,897,500.00***	***1,043,114.10***	***3,854,385.90***
100-705-52001	Operating Supplies		65,000.00	65,000.00	4,940.17	60,059.83
100-705-52002	Personnel Uniforms Equipment		20,000.00	20,000.00	6,158.33	13,841.67
100-705-52003	Utilities		15,000.00	15,000.00	2,355.01	12,644.99
100-705-52006	Computer Maintenance		30,000.00	30,000.00	1,278.97	28,721.03
100-705-52010	Telephone		24,500.00	24,500.00	4,124.69	20,375.31
100-705-52014	Recruiting Expenses		6,000.00	6,000.00	1,852.48	4,147.52
100-705-52018	Professional Development		30,000.00	30,000.00	9,034.08	20,965.92
100-705-52019	Professional Services		40,000.00	40,000.00	58,559.25	(18,559.25)
100-705-52021	Equipment Maintenance		2,000.00	2,000.00	2,429.58	(429.58)
100-705-52022	Fuel		75,000.00	75,000.00	17,050.65	57,949.35
100-705-52023	Facility Maintenance		35,000.00	35,000.00	7,376.09	27,623.91
100-705-52027	IT Fund Charges		3,000.00	3,000.00	-	3,000.00
100-705-52086	Tactical		13,000.00	13,000.00	5,060.28	7,939.72
100-705-52097	Enterprise Fleet		95,000.00	95,000.00	76,530.83	18,469.17
100-705-52098	Enterprise Fleet Maintenance		25,000.00	25,000.00	3,896.81	21,103.19

100-705-52102	New Hire Equipment	12,000.00	12,000.00	1,212.93	10,787.07
100-705-52115	REPORT WRITING	86,000.00	86,000.00	16,335.76	69,664.24
100-705-52117	BODY CAMERAS	37,000.00	37,000.00	-	37,000.00
	Materials & Services	***613,500.00***	***613,500.00***	***218,195.91***	***395,304.09***
Library					
100-706-50001	Wages	423,000.00	423,000.00	94,151.25	328,848.75
100-706-51005	Insurance	55,000.00	55,000.00	12,504.91	42,495.09
100-706-51006	VEBA	5,100.00	5,100.00	1,133.55	3,966.45
100-706-51007	PERS	138,000.00	138,000.00	29,869.51	108,130.49
100-706-51008	Taxes	35,700.00	35,700.00	7,107.76	28,592.24
100-706-51015	Other Benefits	900.00	900.00	5,238.77	(4,338.77)
	Personnel Services	***657,700.00***	***657,700.00***	***150,005.75***	***507,694.25***
100-706-52001	Operating Supplies	8,500.00	8,500.00	907.67	7,592.33
100-706-52003	Utilities	25,000.00	25,000.00	3,509.29	21,490.71
100-706-52006	Computer Maintenance	17,000.00	17,000.00	-	17,000.00
100-706-52014	Recruiting Expenses	1,000.00	1,000.00	-	1,000.00
100-706-52018	Professional Development	2,000.00	2,000.00	337.28	1,662.72
100-706-52019	Professional Services	3,500.00	3,500.00	869.01	2,630.99
100-706-52023	Facility Maintenance	56,000.00	56,000.00	29,101.64	26,898.36
100-706-52027	IT Fund Charges	4,900.00	4,900.00	-	4,900.00
100-706-52028	Projects & Programs	3,500.00	3,500.00	1,600.37	1,899.63
100-706-52031	Periodicals	250.00	250.00	-	250.00
100-706-52032	Digital Resources	20,000.00	20,000.00	13,028.56	6,971.44
100-706-52033	Printed Materials	32,000.00	32,000.00	6,273.48	25,726.52
100-706-52034	Visual Materials	3,500.00	3,500.00	881.92	2,618.08
100-706-52035	Audio Materials	2,500.00	2,500.00	432.86	2,067.14
100-706-52036	Makerspace	7,000.00	7,000.00	165.91	6,834.09
100-706-52037	Library of Things	2,500.00	2,500.00	1,375.72	1,124.28
100-706-52130	Building Lease	8,200.00	8,200.00	-	8,200.00
	Materials & Services	***197,350.00***	***197,350.00***	***58,483.71***	***138,866.29***
Finance					
100-707-50001	Wages	436,500.00	436,500.00	96,214.16	340,285.84
100-707-50004	Overtime	400.00	400.00	-	400.00
100-707-51005	Insurance	132,900.00	132,900.00	28,170.01	104,729.99
100-707-51006	VEBA	8,600.00	8,600.00	1,905.92	6,694.08
100-707-51007	PERS	138,000.00	138,000.00	30,301.68	107,698.32
100-707-51008	Taxes	37,000.00	37,000.00	7,287.71	29,712.29
100-707-51015	Other Benefits	5,900.00	5,900.00	107.29	5,792.71
	Personnel Services	***759,300.00***	***759,300.00***	***163,986.77***	***595,313.23***
100-707-52001	Operating Supplies	7,000.00	7,000.00	537.57	6,462.43
100-707-52008	Printing	25,000.00	25,000.00	-	25,000.00
100-707-52009	Postage	20,000.00	20,000.00	4,420.42	15,579.58
100-707-52018	Professional Development	7,000.00	7,000.00	1,740.00	5,260.00
100-707-52019	Professional Services	140,000.00	140,000.00	26,386.17	113,613.83
100-707-52020	Bank Service Fees	80,000.00	80,000.00	18,525.15	61,474.85
100-707-52027	IT Fund Charges	1,000.00	1,000.00	-	1,000.00
	Materials & Services	***280,000.00***	***280,000.00***	***51,609.31***	***228,390.69***
Parks					
100-708-50001	Wages	223,000.00	223,000.00	49,512.45	173,487.55
100-708-50004	Overtime	800.00	800.00	-	
100-708-51005	Insurance	79,300.00	79,300.00	22,561.91	56,738.09
100-708-51006	VEBA	4,300.00	4,300.00	975.63	3,324.37
100-708-51007	PERS	79,000.00	79,000.00	15,593.47	63,406.53
100-708-51008	Taxes	18,000.00	18,000.00	3,767.15	14,232.85
100-708-51015	Other Benefits	3,100.00	3,100.00	1,476.99	1,623.01
	Personnel Services	***407,500.00***	***407,500.00***	***93,887.60***	***312,812.40***
100-708-52001	Operating Supplies	50,000.00	50,000.00	3,153.88	46,846.12
100-708-52002	Personnel Uniforms Equipment	2,000.00	2,000.00	400.00	1,600.00
100-708-52003	Utilities	25,000.00	25,000.00	5,500.97	19,499.03
100-708-52010	Telephone	2,000.00	2,000.00	152.96	1,847.04
100-708-52018	Professional Development	2,000.00	2,000.00	-	2,000.00
100-708-52019	Professional Services	40,000.00	40,000.00	5,330.46	34,669.54
100-708-52022	Fuel	15,000.00	15,000.00	2,544.39	12,455.61
100-708-52023	Facility Maintenance	15,000.00	15,000.00	4,257.72	10,742.28
100-708-52046	Dock Services	15,000.00	15,000.00	11,295.36	3,704.64
100-708-52047	Marine Board	3,000.00	3,000.00	900.00	2,100.00
	Materials & Services	***169,000.00***	***169,000.00***	***33,535.74***	***135,464.26***

Recreation						
100-709-50001	Wages		186,000.00	186,000.00	14,913.87	171,086.13
100-709-51005	Insurance		46,500.00	46,500.00	14,929.76	31,570.24
100-709-51006	VEBA		3,300.00	3,300.00	718.77	2,581.23
100-709-51007	PERS		58,700.00	58,700.00	13,244.05	45,455.95
100-709-51008	Taxes		15,800.00	15,800.00	3,196.70	12,603.30
100-709-51015	Other Benefits		2,400.00	2,400.00	1,364.25	1,035.75
		Personnel Services	***312,700.00***	***312,700.00***	***48,367.40***	***264,332.60***
100-709-52001	Operating Supplies		13,000.00	13,000.00	185.15	12,814.85
100-709-52003	Utilities		9,000.00	9,000.00	1,155.96	7,844.04
100-709-52008	Printing		500.00	500.00	12.95	487.05
100-709-52010	Telephone		1,800.00	1,800.00	307.66	1,492.34
100-709-52019	Professional Services		20,000.00	20,000.00	6,417.95	13,582.05
100-709-52020	Bank Service Fees		5,000.00	5,000.00	1,163.98	3,836.02
100-709-52022	Fuel		500.00	500.00	-	500.00
100-709-52023	Facility Maintenance		13,000.00	13,000.00	1,902.73	11,097.27
100-709-52028	Projects & Programs		-	-	5,852.30	(5,852.30)
100-709-52097	Enterprise Fleet		-	-	1,152.94	(1,152.94)
		Materials & Services	***62,800.00***	***62,800.00***	***18,151.62***	***44,648.38***
Planning						
100-710-50001	Wages		200,500.00	200,500.00	41,198.56	159,301.44
100-710-51005	Insurance		31,000.00	31,000.00	7,929.84	23,070.16
100-710-51006	VEBA		4,000.00	4,000.00	700.73	3,299.27
100-710-51007	PERS		71,000.00	71,000.00	12,242.61	58,757.39
100-710-51008	Taxes		17,000.00	17,000.00	3,141.06	13,858.94
100-710-51015	Other Benefits		2,000.00	2,000.00	265.85	1,734.15
		Personnel Services	***325,500.00***	***325,500.00***	***65,478.65***	***260,021.35***
100-710-52001	Operating Supplies		7,000.00	7,000.00	1,131.03	5,868.97
100-710-52011	Public Information		10,000.00	10,000.00	-	10,000.00
100-710-52013	Memberships		2,000.00	2,000.00	-	2,000.00
100-710-52018	Professional Development		4,000.00	4,000.00	401.90	3,598.10
100-710-52019	Professional Services		3,000.00	3,000.00	31.25	2,968.75
100-710-52022	Fuel		500.00	500.00	-	500.00
100-710-52027	IT Fund Charges		500.00	500.00	-	500.00
100-710-52097	Enterprise Fleet		3,000.00	3,000.00	1,353.63	1,646.37
		Materials & Services	***30,000.00***	***30,000.00***	***2,917.81***	***27,082.19***
Building						
100-711-50001	Wages		212,500.00	212,500.00	52,638.25	159,861.75
100-711-51005	Insurance		71,000.00	71,000.00	17,622.01	53,377.99
100-711-51006	VEBA		4,200.00	4,200.00	929.94	3,270.06
100-711-51007	PERS		67,000.00	67,000.00	14,277.44	52,722.56
100-711-51008	Taxes		18,000.00	18,000.00	3,997.58	14,002.42
100-711-51015	Other Benefits		2,800.00	2,800.00	614.15	2,185.85
		Personnel Services	***375,500.00***	***375,500.00***	***90,079.37***	***285,420.63***
100-711-52001	Operating Supplies		2,500.00	2,500.00	10.17	2,489.83
100-711-52010	Telephone		1,200.00	1,200.00	158.10	1,041.90
100-711-52015	Intergovernmental Services		9,000.00	9,000.00	-	9,000.00
100-711-52018	Professional Development		1,500.00	1,500.00	-	1,500.00
100-711-52019	Professional Services		8,000.00	8,000.00	31.25	7,968.75
100-711-52020	Bank Service Fees		7,000.00	7,000.00	1,287.14	5,712.86
100-711-52022	Fuel		1,400.00	1,400.00	198.68	1,201.32
100-711-52097	Enterprise Fleet		3,800.00	3,800.00	1,391.49	2,408.51
		Materials & Services	***34,400.00***	***34,400.00***	***3,076.83***	***31,323.17***
Technology						
100-712-50001	Wages		97,500.00	97,500.00	20,623.93	76,876.07
100-712-51005	Insurance		35,200.00	35,200.00	8,028.53	27,171.47
100-712-51006	VEBA		2,000.00	2,000.00	430.53	1,569.47
100-712-51007	PERS		30,800.00	30,800.00	6,495.31	24,304.69
100-712-51008	Taxes		8,000.00	8,000.00	1,572.19	6,427.81
100-712-51015	Other Benefits		1,200.00	1,200.00	386.52	813.48
		Personnel Services	***174,700.00***	***174,700.00***	***37,537.01***	***137,162.99***
100-712-52001	Operating Supplies		10,000.00	10,000.00	479.87	9,520.13
100-712-52003	Utilities		70,000.00	70,000.00	16,421.35	53,578.65
100-712-52006	Computer Maintenance		50,000.00	50,000.00	21,287.55	28,712.45
100-712-52010	Telephone		30,000.00	30,000.00	5,592.69	24,407.31
100-712-52016	Insurance		50,000.00	50,000.00	27,799.80	22,200.20
100-712-52018	Professional Development		1,500.00	1,500.00	-	1,500.00

100-712-52019	Professional Services	165,000.00	165,000.00	30,891.40	134,108.60
100-712-57500	Computer Equipment	15,000.00	15,000.00	-	15,000.00
	Materials & Services	***391,500.00***	***391,500.00***	***102,472.66***	***289,027.34***
General Services					
100-715-52001	Operating Supplies	20,000.00	20,000.00	5,509.97	14,490.03
100-715-52003	Utilities	18,000.00	18,000.00	2,828.93	15,171.07
100-715-52009	Postage	6,000.00	6,000.00	1,000.00	5,000.00
100-715-52016	Insurance	177,000.00	177,000.00	328,167.15	(151,167.15)
100-715-52019	Professional Services	50,000.00	50,000.00	62,251.27	(12,251.27)
100-715-52022	Fuel	1,500.00	1,500.00	134.69	1,365.31
100-715-52023	Facility Maintenance	30,000.00	30,000.00	10,429.32	19,570.68
100-715-52097	Enterprise Fleet	500.00	500.00	21.00	479.00
	Materials & Services	***303,000.00***	***303,000.00***	***410,342.33***	***(107,342.33)***
100-715-58001	Contingency	715,024.00	715,024.00	-	715,024.00
Expense Total:		**12,251,714.00**	**12,251,714.00**	**2,931,205.67**	**9,319,708.33**
Fund: 100 - GENERAL FUND Surplus (Deficit):		**-**	**-**	**(740,655.85)**	
Fund: 201 - VISITOR TOURISM					
Revenue					
201-000-32002	Motel Hotel Tax	170,000.00	170,000.00	56,969.86	113,030.14
201-000-37001	Interest	3,000.00	3,000.00	124.16	2,875.84
201-000-37015	Event Revenue	-	-	-	-
201-000-37016	Contracted Events Revenue	1,400,000.00	1,400,000.00	432,541.46	967,458.54
201-000-39001	Beginning Fund Balance	8,879.00	8,879.00	143,942.72	(135,063.72)
Revenue Total:		**1,581,879.00**	**1,581,879.00**	**633,578.20**	**948,300.80**
Expense					
201-000-52019	Professional Services	80,000.00	80,000.00	17,974.00	62,026.00
201-000-52025	GFSS	300,000.00	300,000.00	75,000.00	225,000.00
201-000-52028	Projects & Programs	700,000.00	700,000.00	253,951.01	446,048.99
201-000-52039	Contracted Events-Professional Services	300,000.00	300,000.00	80,135.45	219,864.55
201-000-52131	Contracted Building Lease & Utilities	95,000.00	95,000.00	19,573.04	75,426.96
	Materials & Services	***1,475,000.00***	***1,475,000.00***	***446,633.50***	***1,028,366.50***
201-000-58001	Contingency	106,879.00	106,879.00	-	106,879.00
Expense Total:		**1,581,879.00**	**1,581,879.00**	**446,633.50**	**1,135,245.50**
Fund: 201 - VISITOR TOURISM Surplus (Deficit):		**-**	**-**	**186,944.70**	
Fund: 202 - COMMUNITY DEVELOPMENT					
Revenue					
202-000-33005	Grants	-	-	100,000.00	(100,000.00)
202-000-37001	Interest	60,000.00	60,000.00	35,125.32	24,874.68
202-000-39001	Beginning Fund Balance	3,803,124.00	3,803,124.00	3,509,125.59	293,998.41
202-722-37003	Bond/Loan Proceeds	14,924,000.00	14,924,000.00	-	14,924,000.00
202-722-37027	Industrial Business Park	157,000.00	157,000.00	39,240.00	117,760.00
202-723-33005	OPRD Riverwalk Grants	-	-	477,660.39	(477,660.39)
202-724-37030	Timber Harvesting	1,000,000.00	1,000,000.00	-	1,000,000.00
202-726-33005	Grants	930,000.00	930,000.00	-	930,000.00
Revenue Total:		**20,874,124.00**	**20,874,124.00**	**4,161,151.30**	**16,712,972.70**
Expense					
202-000-58001	Contingency	2,659,364.00	2,659,364.00	-	2,659,364.00
Economic Development					
202-721-52011	Public Engagement	8,000.00	8,000.00	-	8,000.00
202-721-52019	Professional Services	70,000.00	70,000.00	103,077.50	(33,077.50)
202-721-52025	GFSS	70,000.00	70,000.00	17,499.99	52,500.01
202-721-52040	Communications	5,000.00	5,000.00	-	5,000.00
202-721-52053	Property Taxes	1,500.00	1,500.00	-	1,500.00
202-721-52054	Offshore Lease	14,000.00	14,000.00	10,225.25	3,774.75
	Materials & Services	***168,500.00***	***168,500.00***	***130,802.74***	***37,697.26***
Business Park					
202-722-52003	Utilities	2,000.00	2,000.00	72,356.37	(70,356.37)
202-722-52019	Professional Services	200,000.00	200,000.00	60,166.02	139,833.98
202-722-52025	GFSS	20,000.00	20,000.00	5,000.01	14,999.99
202-722-52150	PGE Substation Project	14,924,000.00	14,924,000.00	-	14,924,000.00
	Materials & Services	***15,146,000.00***	***15,146,000.00***	***137,522.40***	***15,008,477.60***
	Principal	1,735,000.00	1,735,000.00	-	1,735,000.00
	Debt Service	***1,735,000.00***	***1,735,000.00***	***-***	***1,735,000.00***
Riverfront					
202-723-52019	Professional Services	-	-	1,000.00	(1,000.00)

202-723-52025	GFSS	20,000.00	20,000.00	5,000.01	14,999.99
	Materials & Services	***20,000.00***	***20,000.00***	***6,000.01***	***13,999.99***
202-723-53102	Downtown Infrastructure	-	-	6,360.31	(6,360.31)
	Capital Outlay	***-***	***-***	***6,360.31***	***(6,360.31)***
202-723-55001	Principal	51,580.00	51,580.00	-	51,580.00
202-723-55002	Interest	3,180.00	3,180.00	-	3,180.00
	Debt Service	***54,760.00***	***54,760.00***	***-***	***54,760.00***
Timber					
202-724-52001	Operating Supplies	500.00	500.00	129.90	370.10
202-724-52019	Professional Services	190,000.00	190,000.00	5,102.57	184,897.43
	Materials & Services	***190,500.00***	***190,500.00***	***5,232.47***	***185,267.53***
Central Waterfront					
202-726-52019	Professional Services	900,000.00	900,000.00	21,495.44	878,504.56
	Materials & Service	***900,000.00***	***900,000.00***	***21,495.44***	***878,504.56***
Expense Total:		**20,874,124.00**	**20,874,124.00**	**307,413.37**	**20,566,710.63**
Fund: 202 - COMMUNITY DEVELOPMENT Surplus (Deficit):		**-**	**-**	**3,853,737.93**	
Fund: 203 - COMMUNITY ENHANCEMENT					
Revenue					
203-000-37001	Interest	4,000.00	4,000.00	2,724.21	1,275.79
203-000-39001	Beginning Fund Balance	124,613.00	124,613.00	502,918.77	(378,305.77)
203-705-37004	Miscellaneous	20,000.00	20,000.00	32,647.38	(12,647.38)
203-706-33005	Grants	-	-	94,585.00	(94,585.00)
203-706-33012	Grants - LSTA	-	-	-	-
203-706-33014	Grants - STEM	-	-	-	-
203-709-33005	Grants	125,000.00	125,000.00	-	125,000.00
203-709-35014	Recreation Contract (St. Helens School Dist	25,000.00	25,000.00	12,000.00	13,000.00
203-709-37004	Miscellaneous	-	-	4,633.00	(4,633.00)
203-711-35020	Building Technology Fee	7,000.00	7,000.00	1,542.49	5,457.51
203-717-33005	Grants	-	-	6,680.00	(6,680.00)
Revenue Total:		**305,613.00**	**305,613.00**	**657,730.85**	**(352,117.85)**
Expense					
203-000-59001	Unappropriated	140,613.00	140,613.00	-	140,613.00
Police					
203-705-52028	Projects & Programs	10,000.00	10,000.00	-	10,000.00
	Materials & Services	***10,000.00***	***10,000.00***	***-***	***10,000.00***
Library					
203-706-53013	Library Facility Improvements	-	-	1,695.10	(1,695.10)
	Capital Outlay	***-***	***-***	***1,695.10***	***(1,695.10)***
Recreation					
203-709-52028	Projects & Programs	125,000.00	125,000.00	34,497.27	90,502.73
203-709-52140	Contract Programs	25,000.00	25,000.00	40,213.61	(15,213.61)
	Materials & Services	***150,000.00***	***150,000.00***	***74,710.88***	***75,289.12***
203-711-52028	Projects & Programs	5,000.00	5,000.00	-	5,000.00
	Materials & Services	***5,000.00***	***5,000.00***	***-***	***5,000.00***
Expense Total:		**305,613.00**	**305,613.00**	**76,405.98**	**229,207.02**
Fund: 203 - COMMUNITY ENHANCEMENT Surplus (Deficit):		**-**	**-**	**581,324.87**	
Fund: 205 - STREETS					
Revenue					
205-000-33008	Motor Vehicle Tax	1,218,600.00	1,218,600.00	286,198.44	932,401.56
205-000-33015	County Contribution	-	-	-	-
205-000-37001	Interest	10,000.00	10,000.00	7,488.80	2,511.20
205-000-39001	Beginning Fund Balance	771,279.00	771,279.00	831,332.44	(60,053.44)
Revenue Total:		**1,999,879.00**	**1,999,879.00**	**1,125,019.68**	**874,859.32**
Expense					
205-000-51016	PW Support Charges	650,000.00	650,000.00	100,099.12	549,900.88
	Personnel Services	***650,000.00***	***650,000.00***	***100,099.12***	***549,900.88***
205-000-52001	Operating Supplies	20,000.00	20,000.00	(4,374.58)	24,374.58
205-000-52003	Utilities	56,000.00	56,000.00	13,222.36	42,777.64
205-000-52019	Professional Services	80,000.00	80,000.00	-	80,000.00
205-000-52025	GFSS	447,300.00	447,300.00	111,825.00	335,475.00
205-000-52026	Equipment Fund Charges	50,000.00	50,000.00	12,500.01	37,499.99
205-000-52060	Waterway Lease	350.00	350.00	354.00	(4.00)
205-000-52063	PW Operation Fund Charges	275,000.00	275,000.00	68,750.01	206,249.99
	Materials & Services	***928,650.00***	***928,650.00***	***202,276.80***	***726,373.20***
205-000-53001	Capital Outlay (AKA Street Paving)	150,000.00	150,000.00	500.00	149,500.00

		Capital Outlay	***150,000.00***	***150,000.00***	***500.00***	***149,500.00***
205-000-55001	Principal		54,090.00	54,090.00	-	54,090.00
205-000-55002	Interest		6,660.00	6,660.00	-	6,660.00
		Debt Service	***60,750.00***	***60,750.00***	***-***	***60,750.00***
205-000-58001	Contingency		210,479.00	210,479.00	-	210,479.00
Expense Total:			**1,999,879.00**	**1,999,879.00**	**302,875.92**	**1,697,003.08**
Fund: 205 - STREETS Surplus (Deficit):			**-**	**-**	**822,143.76**	
Fund: 301 - STREETS SDC						
	Revenue					
301-000-34008	SDC Charges		50,000.00	50,000.00	8,866.44	41,133.56
301-000-37001	Interest		30,000.00	30,000.00	20,987.12	9,012.88
301-000-39001	Beginning Fund Balance		1,903,614.00	1,903,614.00	1,951,873.89	(48,259.89)
Revenue Total:			**1,983,614.00**	**1,983,614.00**	**1,981,727.45**	**1,886.55**
	Expense					
301-000-52017	SDC Admin Fees		5,000.00	5,000.00	886.64	4,113.36
301-000-52019	Professional Services		70,000.00	70,000.00	-	70,000.00
		Materials & Services	***75,000.00***	***75,000.00***	***886.64***	***74,113.36***
301-000-53004	Transportation Master Plan		300,000.00	300,000.00	-	300,000.00
301-000-53102	Downtown Infrastructure		-	-	1,504.00	(1,504.00)
		Capital Outlay	***300,000.00***	***300,000.00***	***1,504.00***	***(1,504.00)***
301-000-58001	Contingency		1,608,614.00	1,608,614.00	-	1,608,614.00
Expense Total:			**1,983,614.00**	**1,983,614.00**	**2,390.64**	**1,681,223.36**
Fund: 301 - STREETS SDC Surplus (Deficit):			**-**	**-**	**1,979,336.81**	
Fund: 302 - WATER SDC						
	Revenue					
302-000-34008	SDC Charges		30,000.00	30,000.00	6,198.00	23,802.00
302-000-37001	Interest		20,000.00	20,000.00	14,250.05	5,749.95
302-000-39001	Beginning Fund Balance		1,106,488.00	1,106,488.00	1,325,653.04	(219,165.04)
Revenue Total:			**1,156,488.00**	**1,156,488.00**	**1,346,101.09**	**(189,613.09)**
	Expense					
302-000-52017	SDC Admin Fees		3,000.00	3,000.00	619.80	2,380.20
302-000-52019	Professional Services		50,000.00	50,000.00	-	50,000.00
		Materials & Services	***53,000.00***	***53,000.00***	***619.80***	***52,380.20***
302-000-53310	Reservoir Siting Study		150,000.00	150,000.00	2,452.50	147,547.50
302-000-53103	Reservoir Land Acquisition		300,000.00	300,000.00	-	300,000.00
		Capital Outlay	***450,000.00***	***450,000.00***	***2,452.50***	***447,547.50***
302-000-58001	Contingency		653,488.00	653,488.00	-	653,488.00
Expense Total:			**1,156,488.00**	**1,156,488.00**	**3,072.30**	**1,153,415.70**
Fund: 302 - WATER SDC Surplus (Deficit):			**-**	**-**	**1,343,028.79**	
Fund: 303 - SEWER SDC						
	Revenue					
303-000-34008	SDC Charges		50,000.00	50,000.00	10,425.00	39,575.00
303-000-37001	Interest		40,000.00	40,000.00	22,925.82	17,074.18
303-000-39001	Beginning Fund Balance		2,067,149.00	2,067,149.00	2,138,207.71	(71,058.71)
Revenue Total:			**2,157,149.00**	**2,157,149.00**	**2,171,558.53**	**(14,409.53)**
	Expense					
303-000-52017	SDC Admin Fees		5,000.00	5,000.00	1,042.50	3,957.50
		Materials & Services	**5,000.00**	**5,000.00**	**1,042.50**	**3,957.50**
303-000-53033	Sewer Capacity Design		140,000.00	140,000.00	20,134.74	119,865.26
303-000-53406	Basin 6 Pipeline Upsize		500,000.00	500,000.00	-	500,000.00
		Capital Outlay	**640,000.00**	**640,000.00**	**20,134.74**	**619,865.26**
303-000-58001	Contingency		1,512,149.00	1,512,149.00	-	1,512,149.00
Expense Total:			**2,157,149.00**	**2,157,149.00**	**21,177.24**	**2,135,971.76**
Fund: 303 - SEWER SDC Surplus (Deficit):			**-**	**-**	**2,150,381.29**	
Fund: 304 - STORM SDC						
	Revenue					
304-000-34008	SDC Charges		20,000.00	20,000.00	2,448.48	17,551.52
304-000-37001	Interest		9,000.00	9,000.00	6,645.13	2,354.87
304-000-39001	Beginning Fund Balance		606,196.00	606,196.00	618,722.06	(12,526.06)
Revenue Total:			**635,196.00**	**635,196.00**	**627,815.67**	**7,380.33**
	Expense					
304-000-52017	SDC Admin Fees		2,000.00	2,000.00	244.85	1,755.15
304-000-52019	Professional Services		50,000.00	50,000.00	-	50,000.00

	Materials & Services	***52,000.00***	***52,000.00***	***244.85***	***51,755.15***
304-000-53001	Capital Outlay	50,000.00	50,000.00	-	50,000.00
	Capital Outlay	***50,000.00***	***50,000.00***	***-***	***50,000.00***
304-000-58001	Contingency	533,196.00	533,196.00	-	533,196.00
Expense Total:		**635,196.00**	**635,196.00**	**244.85**	**634,951.15**
Fund: 304 - STORM SDC Surplus (Deficit):		**-**	**-**	**627,570.82**	
Fund: 305 - PARKS SDC					
Revenue					
305-000-34008	SDC Charges	15,000.00	15,000.00	5,888.00	9,112.00
305-000-37001	Interest	2,000.00	2,000.00	2,219.95	(219.95)
305-000-39001	Beginning Fund Balance	196,163.00	196,163.00	203,475.29	(7,312.29)
Revenue Total:		**213,163.00**	**213,163.00**	**211,583.24**	**1,579.76**
Expense					
305-000-52017	SDC Admin Fees	1,500.00	1,500.00	588.80	911.20
305-000-52019	Professional Services	50,000.00	50,000.00	-	50,000.00
	Materials & Services	***51,500.00***	***51,500.00***	***588.80***	***50,911.20***
305-000-58001	Contingency	161,663.00	161,663.00	-	161,663.00
Expense Total:		**213,163.00**	**213,163.00**	**588.80**	**212,574.20**
Fund: 305 - PARKS SDC Surplus (Deficit):		**-**	**-**	**210,994.44**	
Fund: 601 - WATER					
Revenue					
601-000-34007	Water Sales	4,400,000.00	4,400,000.00	1,285,994.85	3,114,005.15
601-000-34009	Fees - Late Reconnection Tampering	200,000.00	200,000.00	45,487.96	154,512.04
601-000-34014	Connection Charge	10,000.00	10,000.00	3,225.00	6,775.00
601-000-37001	Interest	100,000.00	100,000.00	32,551.55	67,448.45
601-000-37004	Miscellaneous	5,000.00	5,000.00	646.95	4,353.05
601-000-39001	Beginning Fund Balance	3,694,678.00	3,694,678.00	3,557,826.98	136,851.02
Revenue Total:		**8,409,678.00**	**8,409,678.00**	**4,925,733.29**	**3,483,944.71**
Expense					
601-000-53310	Reservoir Siting Study	50,000.00	50,000.00	2,452.50	47,547.50
	Capital Outlay	***50,000.00***	***50,000.00***	***2,452.50***	***47,547.50***
601-000-55001	Principal	411,910.00	411,910.00	-	411,910.00
601-000-55002	Interest	50,760.00	50,760.00	-	50,760.00
	Debt Service	***462,670.00***	***462,670.00***	***-***	***462,670.00***
601-000-58001	Contingency	1,796,608.00	1,796,608.00	-	1,796,608.00
601-000-59001	Unappropriated	945,000.00	945,000.00	-	945,000.00
Water Distribution					
601-731-51016	PW Support Charges	825,000.00	825,000.00	201,920.49	623,079.51
	Personnel Services	***825,000.00***	***825,000.00***	***201,920.49***	***623,079.51***
601-731-52001	Operating Supplies	100,000.00	100,000.00	17,801.52	82,198.48
601-731-52003	Utilities	45,000.00	45,000.00	10,155.53	34,844.47
601-731-52016	General Insurance	136,000.00	136,000.00	71,515.76	64,484.24
601-731-52019	Professional Services	20,000.00	20,000.00	-	20,000.00
601-731-52025	GFSS	1,642,400.00	1,642,400.00	410,600.01	1,231,799.99
601-731-52026	Equipment Fund Charges	50,000.00	50,000.00	12,500.01	37,499.99
601-731-52063	PW Operation Fund Charges	375,000.00	375,000.00	93,750.00	281,250.00
601-731-52064	Lab Testing	20,000.00	20,000.00	1,250.00	18,750.00
601-731-52067	In Lieu of Franchise Fee	440,000.00	440,000.00	133,470.78	306,529.22
	Materials & Services	***2,828,400.00***	***2,828,400.00***	***751,043.61***	***2,077,356.39***
601-731-53302	Annual Maintenance	100,000.00	100,000.00	1,799.44	98,200.56
601-731-53314	WATER METERS	70,000.00	70,000.00	18,396.90	51,603.10
601-731-53315	Capital Outlay Railroad Ave Waterline	450,000.00	450,000.00	20.00	449,980.00
	Capital Outlay	***620,000.00***	***620,000.00***	***20,216.34***	***599,783.66***
Water Filtration					
601-732-51016	PW Support Charges	215,000.00	215,000.00	63,485.49	151,514.51
	Personnel Services	***215,000.00***	***215,000.00***	***63,485.49***	***151,514.51***
601-732-52001	Operating Supplies	35,000.00	35,000.00	4,129.95	30,870.05
601-732-52003	Utilities	75,000.00	75,000.00	20,807.41	54,192.59
601-732-52010	Telephone	1,000.00	1,000.00	76.48	923.52
601-732-52018	Professional Development	2,000.00	2,000.00	407.06	1,592.94
601-732-52019	Professional Services	35,000.00	35,000.00	6,368.60	28,631.40
601-732-52022	Fuel	4,000.00	4,000.00	602.38	3,397.62
601-732-52023	Facility Maintenance	15,000.00	15,000.00	455.87	14,544.13
601-732-52083	Chemicals	150,000.00	150,000.00	34,935.88	115,064.12
	Materials & Services	***317,000.00***	***317,000.00***	***67,783.63***	***249,216.37***

601-732-53302	ANNUAL MAINT- OPS	100,000.00	100,000.00	-	100,000.00
601-732-53306	WFF RACK REPLACEMENT	250,000.00	250,000.00	-	250,000.00
	Capital Outlay	***350,000.00***	***350,000.00***	***-***	***350,000.00***
Expense Total:		**8,409,678.00**	**8,409,678.00**	**1,106,902.06**	**7,302,775.94**
Fund: 601 - WATER Surplus (Deficit):		**-**	**-**	**3,818,831.23**	
Fund: 603 - SEWER					
Revenue					
603-000-33005	Grants	1,250,000.00	1,250,000.00	388,150.00	861,850.00
603-000-34011	Sewer Service Charges	5,095,000.00	5,095,000.00	1,395,731.08	3,699,268.92
603-000-34013	Sludge Disposal Charge	200,000.00	200,000.00	57,989.47	142,010.53
603-000-34014	Connection Charge	5,000.00	5,000.00	7,778.36	(2,778.36)
603-000-34015	Sewer LID Payments	-	-	120.00	(120.00)
603-000-37001	Interest	70,000.00	70,000.00	48,176.82	21,823.18
603-000-37003	Bond/Loan Proceeds	7,425,000.00	7,425,000.00	-	7,425,000.00
603-000-37004	Miscellaneous	2,000.00	2,000.00	-	2,000.00
603-000-39001	Beginning Fund Balance	5,236,649.00	5,236,649.00	5,114,820.84	121,828.16
Revenue Total:		**19,283,649.00**	**19,283,649.00**	**7,012,766.57**	**12,270,882.43**
Expense					
603-000-53033	Sewer Capacity - Professional Services	1,250,000.00	1,250,000.00	26,483.13	1,223,516.87
603-000-53035	WWTP SCADA Upgrade	40,000.00	40,000.00		
603-000-53039	WWTP Aerator Replacement	125,000.00	125,000.00	-	125,000.00
603-000-53302	Annual Maint Ops	50,000.00	50,000.00	-	50,000.00
603-000-53406	Basin 6 Pipeline Upsize	3,500,000.00	3,500,000.00	-	3,500,000.00
603-000-53409	Basin 4 Pipeline Upsize	7,250,000.00	7,250,000.00	-	7,250,000.00
	Capital Outlay	***12,215,000.00***	***12,215,000.00***	***26,483.13***	***12,148,516.87***
603-000-55001	Principal	602,420.00	602,420.00	50,000.00	552,420.00
603-000-55002	Interest	61,920.00	61,920.00	-	61,920.00
603-000-55003	Loan Fee	3,800.00	3,800.00	3,250.00	550.00
	Debt Service	***668,140.00***	***668,140.00***	***53,250.00***	***614,890.00***
603-000-58001	Contingency	1,110,119.00	1,110,119.00	-	1,110,119.00
603-000-59001	Unappropriated	667,590.00	667,590.00	-	667,590.00
Sewer Collection					
603-735-51016	PW Support Charges	679,000.00	679,000.00	154,536.28	524,463.72
	Personnel Services	***679,000.00***	***679,000.00***	***154,536.28***	***524,463.72***
603-735-52001	Operating Supplies	25,000.00	25,000.00	4,348.19	20,651.81
603-735-52003	Utilities	700.00	700.00	117.84	582.16
603-735-52019	Professional Services	10,000.00	10,000.00	-	10,000.00
603-735-52025	GFSS	1,642,000.00	1,642,000.00	410,499.99	1,231,500.01
603-735-52026	Equipment Fund Charges	50,000.00	50,000.00	12,500.01	37,499.99
603-735-52063	PW Operation Fund Charges	375,000.00	375,000.00	93,750.00	281,250.00
603-735-52067	In Lieu of Franchise Fee	509,500.00	509,500.00	146,149.89	363,350.11
	Materials & Services	***2,612,200.00***	***2,612,200.00***	***667,365.92***	***1,944,834.08***
603-735-53402	ANNUAL MAINT OPS	50,000.00	50,000.00	-	50,000.00
	Capital Outlay	***50,000.00***	***50,000.00***	***-***	***50,000.00***
Primary Treatment					
603-736-51016	PW Support Charges	185,000.00	185,000.00	48,191.28	136,808.72
	Personnel Services	***185,000.00***	***185,000.00***	***48,191.28***	***136,808.72***
603-736-52001	Operating Supplies	20,000.00	20,000.00	3,912.82	16,087.18
603-736-52003	Utilities	30,000.00	30,000.00	6,363.23	23,636.77
603-736-52010	Telephone	2,800.00	2,800.00	944.27	1,855.73
603-736-52016	General Insurance	82,500.00	82,500.00	57,916.04	24,583.96
603-736-52018	Professional Development	2,000.00	2,000.00	554.81	1,445.19
603-736-52019	Professional Services	10,000.00	10,000.00	1,329.30	8,670.70
603-736-52023	Facility Maintenance	10,000.00	10,000.00	1,325.20	8,674.80
603-736-52064	Lab Testing	8,000.00	8,000.00	2,002.25	5,997.75
603-736-52083	Chemicals	85,000.00	85,000.00	10,756.78	74,243.22
	Materials & Services	***250,300.00***	***250,300.00***	***85,104.70***	***165,195.30***
econdary Treatment					
603-737-51016	PW Support Charges	262,000.00	262,000.00	68,013.32	193,986.68
	Personnel Services	***262,000.00***	***262,000.00***	***68,013.32***	***193,986.68***
603-737-52001	Operating Supplies	25,000.00	25,000.00	5,931.16	19,068.84
603-737-52003	Utilities	148,000.00	148,000.00	42,590.01	105,409.99
603-737-52010	Telephone	2,700.00	2,700.00	944.33	1,755.67
603-737-52016	General Insurance	88,000.00	88,000.00	57,916.06	30,083.94
603-737-52018	Professional Development	2,000.00	2,000.00	554.82	1,445.18
603-737-52019	Professional Services	50,000.00	50,000.00	700.30	49,299.70

603-737-52023	Facility Maintenance	10,000.00	10,000.00	1,325.22	8,674.78
603-737-52064	Lab Testing	25,000.00	25,000.00	4,077.75	20,922.25
603-737-52066	Permit Fees	40,000.00	40,000.00	-	40,000.00
	Materials & Services	***390,700.00***	***390,700.00***	***114,039.65***	***276,660.35***
Pump Services					
603-738-51016	PW Support Charges	75,000.00	75,000.00	20,413.28	54,586.72
	Personnel Services	***75,000.00***	***75,000.00***	***20,413.28***	***54,586.72***
603-738-52001	Operating Supplies	8,000.00	8,000.00	2,042.51	5,957.49
603-738-52003	Utilities	15,000.00	15,000.00	9,032.41	5,967.59
603-738-52010	Telephone	600.00	600.00	-	600.00
603-738-52019	Professional Services	20,000.00	20,000.00	2,426.32	17,573.68
	Materials & Services	***43,600.00***	***43,600.00***	***13,501.24***	***30,098.76***
603-738-53402	ANNUAL MAINT OPS	75,000.00	75,000.00	-	75,000.00
	Capital Outlay	***75,000.00***	***75,000.00***	***-***	***75,000.00***
Expense Total:		**19,283,649.00**	**19,283,649.00**	**1,250,898.80**	**17,992,750.20**
Fund: 603 - SEWER Surplus (Deficit):		**-**	**-**	**5,761,867.77**	
Fund: 605 - STORM					
	Revenue				
605-000-34017	Storm Service Charge	1,740,000.00	1,740,000.00	423,408.33	1,316,591.67
605-000-37001	Interest	20,000.00	20,000.00	12,182.24	7,817.76
605-000-39001	Beginning Fund Balance	1,184,154.00	1,184,154.00	1,330,784.69	(146,630.69)
Revenue Total:		**2,944,154.00**	**2,944,154.00**	**1,766,375.26**	**1,177,778.74**
	Expense				
605-000-51016	PW Support Charges	610,000.00	610,000.00	137,827.00	472,173.00
	Personnel Services	***610,000.00***	***610,000.00***	***137,827.00***	***472,173.00***
605-000-52001	Operating Supplies	20,000.00	20,000.00	817.45	19,182.55
605-000-52019	Professional Services	3,000.00	3,000.00	-	3,000.00
605-000-52025	GFSS	700,000.00	700,000.00	174,999.99	525,000.01
605-000-52026	Equipment Fund Charges	50,000.00	50,000.00	12,499.98	37,500.02
605-000-52063	PW Operation Fund Charges	200,000.00	200,000.00	50,000.01	149,999.99
605-000-52067	In Lieu of Franchise Fee	174,000.00	174,000.00	42,340.83	131,659.17
	Materials & Services	***1,147,000.00***	***1,147,000.00***	***280,658.26***	***866,341.74***
605-000-53501	ANNUAL MAINTENANCE OPS	50,000.00	50,000.00	-	50,000.00
605-000-53504	Storm Cleaning & CCTV	200,000.00	200,000.00	932.26	199,067.74
	Capital Outlay	***250,000.00***	***250,000.00***	***932.26***	***249,067.74***
605-000-58001	Contingency	937,154.00	937,154.00	-	937,154.00
Expense Total:		**2,944,154.00**	**2,944,154.00**	**419,417.52**	**2,524,736.48**
Fund: 605 - STORM Surplus (Deficit):		**-**	**-**	**1,346,957.74**	
Fund: 701 - PW Equipment Fund					
	Revenue				
701-000-34019	Equipment Fund Charges	200,000.00	200,000.00	50,000.01	149,999.99
701-000-37001	Interest	-	-	292.60	(292.60)
701-000-39001	Beginning Fund Balance	-	-	-	-
Revenue Total:		**200,000.00**	**200,000.00**	**50,292.61**	**149,707.39**
	Expense				
701-000-58001	Contingency	200,000.00	200,000.00	-	200,000.00
Expense Total:		**200,000.00**	**200,000.00**	**-**	**200,000.00**
Fund: 701- PW Equipment Surplus (Deficit):		**-**	**-**	**50,292.61**	
Fund: 703 - PW OPERATIONS					
	Revenue				
703-000-34010	PW Operation Fund Charges	3,661,000.00	3,661,000.00	1,075,398.02	2,585,601.98
703-000-35017	Engineering Fees	25,000.00	25,000.00	3,280.00	21,720.00
703-000-37001	Interest	7,000.00	7,000.00	7,009.92	(9.92)
703-000-37004	Miscellaneous	-	-	484.70	(484.70)
703-000-39001	Beginning Fund Balance	728,492.00	728,492.00	551,978.45	176,513.55
Revenue Total:		**4,421,492.00**	**4,421,492.00**	**1,638,151.09**	**2,783,340.91**
	Expense				
703-000-58001	Contingency	22,292.00	22,292.00	-	22,292.00
Engineering					
703-733-50001	Wages	334,500.00	334,500.00	73,157.97	261,342.03
703-733-51005	Insurance	110,000.00	110,000.00	14,309.52	95,690.48
703-733-51006	VEBA	6,600.00	6,600.00	1,452.00	5,148.00
703-733-51007	PERS	106,000.00	106,000.00	23,040.40	82,959.60

703-733-51008	Taxes	28,500.00	28,500.00	5,577.58	22,922.42
703-733-51015	Other Benefits	4,700.00	4,700.00	1,055.14	3,644.86
	Personnel Services	***590,300.00***	***590,300.00***	***118,592.61***	***471,707.39***
703-733-52001	Operating Supplies	10,000.00	10,000.00	496.93	9,503.07
703-733-52002	Personnel Uniforms Equipment	-	-	200.00	(200.00)
703-733-52006	Computer Maintenance	5,000.00	5,000.00	-	5,000.00
703-733-52010	Telephone	3,500.00	3,500.00	462.44	3,037.56
703-733-52018	Professional Development	10,000.00	10,000.00	4,104.16	5,895.84
703-733-52019	Professional Services	40,000.00	40,000.00	2,737.50	37,262.50
703-733-52022	Fuel	3,000.00	3,000.00	186.63	2,813.37
703-733-52028	Projects & Programs	5,000.00	5,000.00	1,075.00	3,925.00
703-733-52097	Enterprise Fleet	12,000.00	12,000.00	1,561.80	10,438.20
703-733-52100	PW Administration	20,000.00	20,000.00	740.00	19,260.00
	Materials & Service	***108,500.00***	***108,500.00***	***11,564.46***	***96,935.54***
703-734-50001	Wages	1,505,000.00	1,505,000.00	354,375.84	1,150,624.16
703-734-50004	Overtime	10,000.00	10,000.00	6,222.05	3,777.95
703-734-51005	Insurance	450,500.00	450,500.00	98,208.52	352,291.48
703-734-51006	VEBA	49,300.00	49,300.00	67,531.33	(18,231.33)
703-734-51007	PERS	488,000.00	488,000.00	113,098.44	374,901.56
703-734-51008	Taxes	128,500.00	128,500.00	27,504.71	100,995.29
703-734-51015	Other Benefits	10,000.00	10,000.00	6,975.11	3,024.89
703-734-51017	Fitness Reimbursement – Taxable	-	-	300.00	(300.00)
	Personnel Services	***2,641,300.00***	***2,641,300.00***	***674,216.00***	***1,967,084.00***
703-734-52001	Operating Supplies	35,000.00	35,000.00	4,387.83	30,612.17
703-734-52002	Personnel Uniforms Equipment	3,000.00	3,000.00	3,319.91	(319.91)
703-734-52003	Utilities	14,000.00	14,000.00	2,628.96	11,371.04
703-734-52010	Telephone	14,000.00	14,000.00	1,634.65	12,365.35
703-734-52016	General Insurance	250,000.00	250,000.00	150,455.22	99,544.78
703-734-52018	Professional Development	13,000.00	13,000.00	851.74	12,148.26
703-734-52019	Professional Services	25,000.00	25,000.00	3,083.15	21,916.85
703-734-52022	Fuel	70,000.00	70,000.00	7,897.66	62,102.34
703-734-52023	Facility Maintenance	10,000.00	10,000.00	771.39	9,228.61
703-734-52097	Projects & Programs	5,000.00	5,000.00	-	5,000.00
703-734-52097	Enterprise Fleet	13,000.00	13,000.00	2,484.49	10,515.51
	Materials & Service	***452,000.00***	***452,000.00***	***177,515.00***	***274,485.00***
703-739-50001	Wages	153,000.00	153,000.00	23,719.33	129,280.67
703-739-50004	Overtime	3,100.00	3,100.00	-	3,100.00
703-739-51005	CIS Insurance	57,000.00	57,000.00	5,323.68	51,676.32
703-739-51006	VEBA	3,000.00	3,000.00	464.51	2,535.49
703-739-51007	PERS	53,500.00	53,500.00	7,470.19	46,029.81
703-739-51008	Taxes	14,000.00	14,000.00	1,799.01	12,200.99
703-739-51015	Other Benefits	2,500.00	2,500.00	467.24	2,032.76
	Personnel Services	***286,100.00***	***286,100.00***	***39,243.96***	***246,856.04***
703-739-52001	Operating Supplies	10,000.00	10,000.00	317.80	9,682.20
703-739-52002	Personnel Uniforms Equipment	3,000.00	3,000.00	-	3,000.00
703-739-52010	Telephone	3,000.00	3,000.00	-	3,000.00
703-739-52018	Professional Development	5,000.00	5,000.00	1,021.73	3,978.27
703-739-52019	Professional Services	25,000.00	25,000.00	485.10	24,514.90
703-739-52022	Fuel	10,000.00	10,000.00	-	10,000.00
703-739-52023	Facility Maintenance	15,000.00	15,000.00	336.26	14,663.74
703-739-52099	Equipment Operations	100,000.00	100,000.00	12,947.72	87,052.28
703-739-52120	Facility Maintenance Other City Facilities	10,000.00	10,000.00	3,704.55	6,295.45
	Materials & Service	***181,000.00***	***181,000.00***	***18,813.16***	***162,186.84***
703-739-53701	EQUIPMENT PURCHASES	140,000.00	140,000.00	-	140,000.00
	Capital Outlay	***140,000.00***	***140,000.00***	***-***	***140,000.00***
Expense Total:		**4,421,492.00**	**4,421,492.00**	**1,039,945.19**	**3,381,546.81**
Fund: 703 - PW OPERATIONS Surplus (Deficit):		**-**	**-**	**598,205.90**	
Fund: 706 - PUBLIC SAFETY					
	Revenue				
706-000-34050	Public Safety Utility Fee	730,000.00	730,000.00	187,720.81	542,279.19
706-000-37001	Interest	150,000.00	150,000.00	141,250.04	8,749.96
706-000-39001	Beginning Fund Balance	12,775,957.00	12,775,957.00	13,098,748.34	(322,791.34)
Revenue Total:		**13,655,957.00**	**13,655,957.00**	**13,427,719.19**	**228,237.81**
	Expense				
706-000-52019	Professional Services	300,000.00	300,000.00	39,444.91	260,555.09
706-000-52130	Lease Expense	78,000.00	78,000.00	-	78,000.00

		Materials & Service	***378,000.00***	***378,000.00***	***39,444.91***	***338,555.09***
706-000-53001	Capital Outlay		10,000,000.00	10,000,000.00	-	10,000,000.00
		Capital Outlay	***10,000,000.00***	***10,000,000.00***	***-***	***10,000,000.00***
706-000-55001	Principal		260,000.00	260,000.00	260,000.00	-
706-000-55002	Interest		492,200.00	492,200.00	248,700.00	243,500.00
706-000-55003	Trustee Fee		1,600.00	1,600.00	-	1,600.00
706-000-55004	Arbitrage Rebate		100,000.00	100,000.00	-	100,000.00
		Debt Service	***853,800.00***	***853,800.00***	***508,700.00***	***345,100.00***
706-000-58001	Contingency		2,424,157.00	2,424,157.00	-	2,424,157.00
Expense Total:			**13,655,957.00**	**13,655,957.00**	**548,144.91**	**13,107,812.09**
Fund: 706 - PUBLIC SAFETY Surplus (Deficit):			**-**	**-**	**12,879,574.28**	
Fund: 801 - URBAN RENEWAL AGENCY						
	Revenue					
801-000-31001	Property Tax CY		620,000.00	620,000.00	-	620,000.00
801-000-31002	Property Tax PY		-	-	8,223.44	(8,223.44)
801-000-37001	Interest		15,000.00	15,000.00	929.59	14,070.41
801-000-39001	Beginning Fund Balance		108,056.00	108,056.00	103,351.59	4,704.41
Revenue Total:			**743,056.00**	**743,056.00**	**112,504.62**	**630,551.38**
	Expense					
801-000-52019	Professional Services		15,000.00	15,000.00	3,600.00	11,400.00
801-000-53001	Capital Outlay		100,000.00	100,000.00	40,783.77	59,216.23
801-000-58001	Contingency		628,056.00	628,056.00	-	628,056.00
Expense Total			**743,056.00**	**743,056.00**	**44,383.77**	**698,672.23**
Fund: 801 - URBAN RENEWAL AGENCY Total:			**-**	**-**	**68,120.85**	

Item #2.

QUARTERLY REPORT TO COUNCIL

Meeting Date: November 5, 2025
Prepared by: Judge Amy Lindgren
Department: Administration
Division: Municipal Court
Reporting Period: September & October 2025
CC: City Administrator John Walsh

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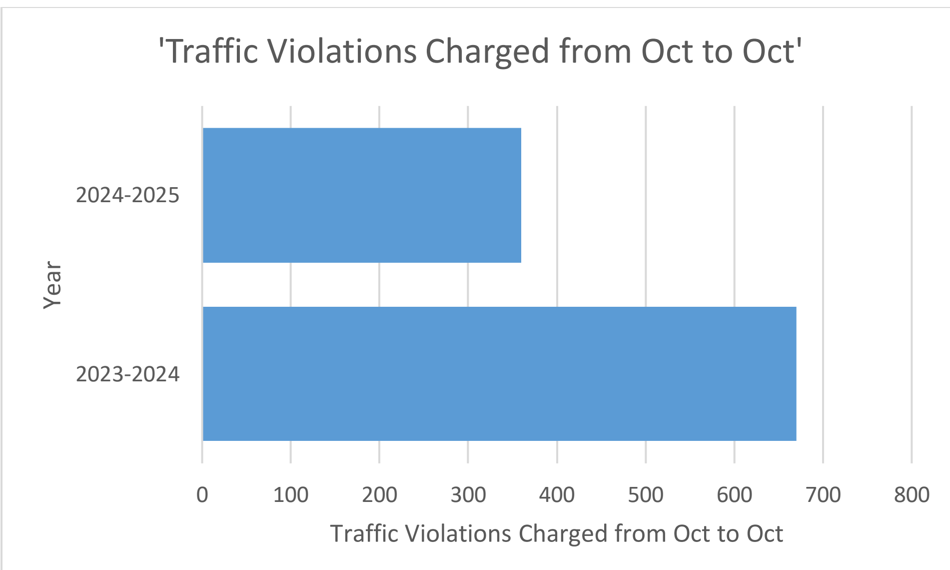
1. General Operations

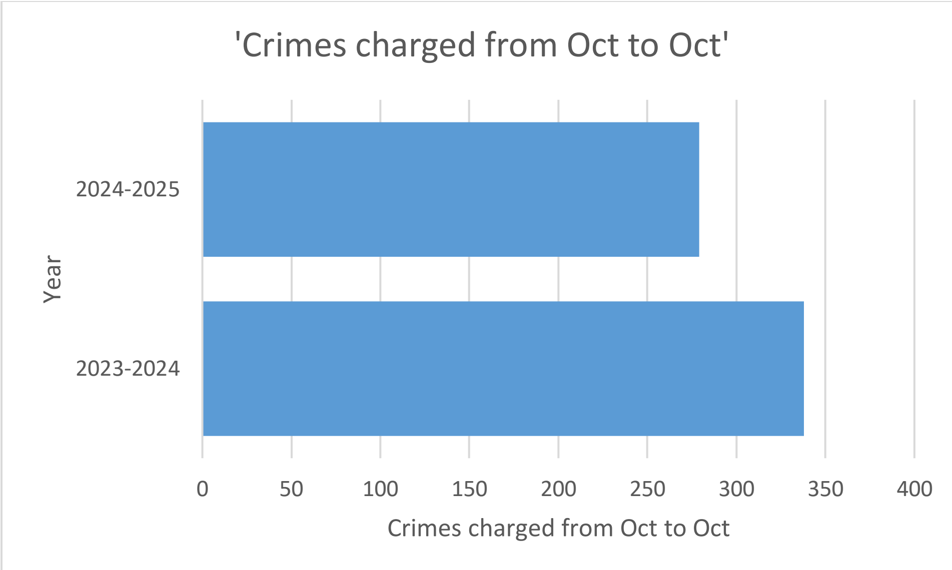
I am pleased to report that operations of the St. Helens Municipal Court continue to run smoothly. In the last report, I noted that Columbia County Jail no longer holds defendants who are arrested based on a police officer's probable cause. We have not felt an impact with this change.

From the time period of October 17, 2024 to October 17, 2025, the number of traffic and code enforcement cases submitted to the court dropped significantly.



From October 2023 to October 2024, most of the traffic violations submitted were Driving While Suspended and Driving Uninsured violations (approximately 155 each). Only two violations for Operating a Motor Vehicle While Using a Mobile Electronic Device were submitted for that time. From October 2024 to October 2025, approximately 100 Driving While Suspended and Driving Uninsured cases were submitted. There were no Operating a Motor Vehicle While Using a Mobile Electronic Device violations submitted.

From October 17, 2024 to October 17, 2025, the number of criminal cases submitted by the police department dropped as well, but not as significantly as the drop in traffic violations.



The majority of the criminal cases submitted for both time periods were traffic crimes including Driving Under the Influence of Intoxicants, Reckless Driving, Driving While Suspended and Failure to Perform Duties of Driver.

In the next quarterly report, I will submit a comparison of the years to date for the full calendar years for the previous five years.

On a positive note, a young woman was on a deferred sentence agreement for a theft case. We learned that she dropped out of school in fifth grade and had been in and out of the foster care system. A condition of her deferred sentence agreement was to obtain her GED. It was not an easy task since she did not have any family support or funds to pay for the test or study materials. She reported on her progress every couple of months, and we were thrilled to celebrate her success at the end with a cake and big congratulations. Her charges were dismissed, and she is working on becoming a Certified Nurse Assistant. While the criminal justice system is not particularly positive in many regards, our small municipal court does have the ability to reach people in a meaningful way.

2. Staffing & Personnel

None

3. Projects & Initiatives

None

4. Upcoming Events & Important Dates

None

City Prosecutor's Quarterly Report

Prepared by: Samuel Erskine, City Prosecutor | To: Mayor Massey and City Council Members
Date: November 5, 2025 | Reporting Period: August 13, 2025 – October 29, 2025

———————————————————————————————————

Introductory Statistics: As in prior reports, this memorandum provides a brief overview of prosecution activity and caseload trends since I assumed the role of City Prosecutor.

Category	2019	2020	2021	2022	2023	2024	2025
Police reports received/processed	380	411	341	341	374	473	323
Total cases referred	242	290	232	250	262	351	231
Total cases charged	184	190	195	175	167	245	124*
Jury trials held	8	0	0	2	2	4	1

**Some referred cases remain pending further review or additional evidence, so this number is not necessarily indicative of the final total for the year*

Observations: Criminal case volume is expected to remain consistent with averages from 2019 through 2023. While referrals vary annually, the overall caseload continues to reflect a stable workload and steady demand.

Non-Prosecution Work: Responding to court and police-related public records requests continues to represent a substantial share of non-prosecution responsibilities. The current framework for managing these requests has improved efficiency but may require further refinement depending on future request volume.

Closing: Please contact me with any questions regarding this report or other municipal court operations. I appreciate the continued opportunity to serve the City in this capacity.

Respectfully submitted,

Sam Erskine

Samuel Erskine
City Prosecutor
City of St. Helens

Otak CPM COMPREHENSIVE PROJECT MANAGEMENT

Professional Services Agreement Amendment No. 05

Project Name:	City of St. Helens Public Safety Building
Otak CPM Project No.:	020996.000
Project Street Address or Description:	1771 Columbia Blvd, St. Helens, Oregon 97051
Client Name:	City of St. Helens
Client Mailing Address:	265 Strand Street, St. Helens, OR 97051

Otak CPM and the Client previously entered an agreement for services. This Amendment No. 05 revises the Scope of Work and Fee as described below. Unless expressly modified below, all other provisions of the original agreement continue to control. If agreed, please sign at the end of this document, keep a copy for your records, and return a copy to us. This Amendment will be effective as of the last date of signature below.

Supplement Narrative

Due to the selection of the Columbia Road property, this Amendment No. 05 captures the project time extension, additional sub consultants, and associated management needed.

Supplement Scope of Work

New project end date: October 1st, 2027. Please refer to the updated project schedule attached to this amendment.

Services include
Otak time and extension fee $66,414.19

- Special testing
  - Carlson $10,000.00
  - Interface $30,000.00
  - QED $4,000.00
  - Otak management $4,400.00

Total $114,814.19

Proposed Fee Summary

Previous Fee Total through Amendment No. 04........ $249,311.00

New Fee Summary:
Supplement No. 05 Fee Total: $114,814.19

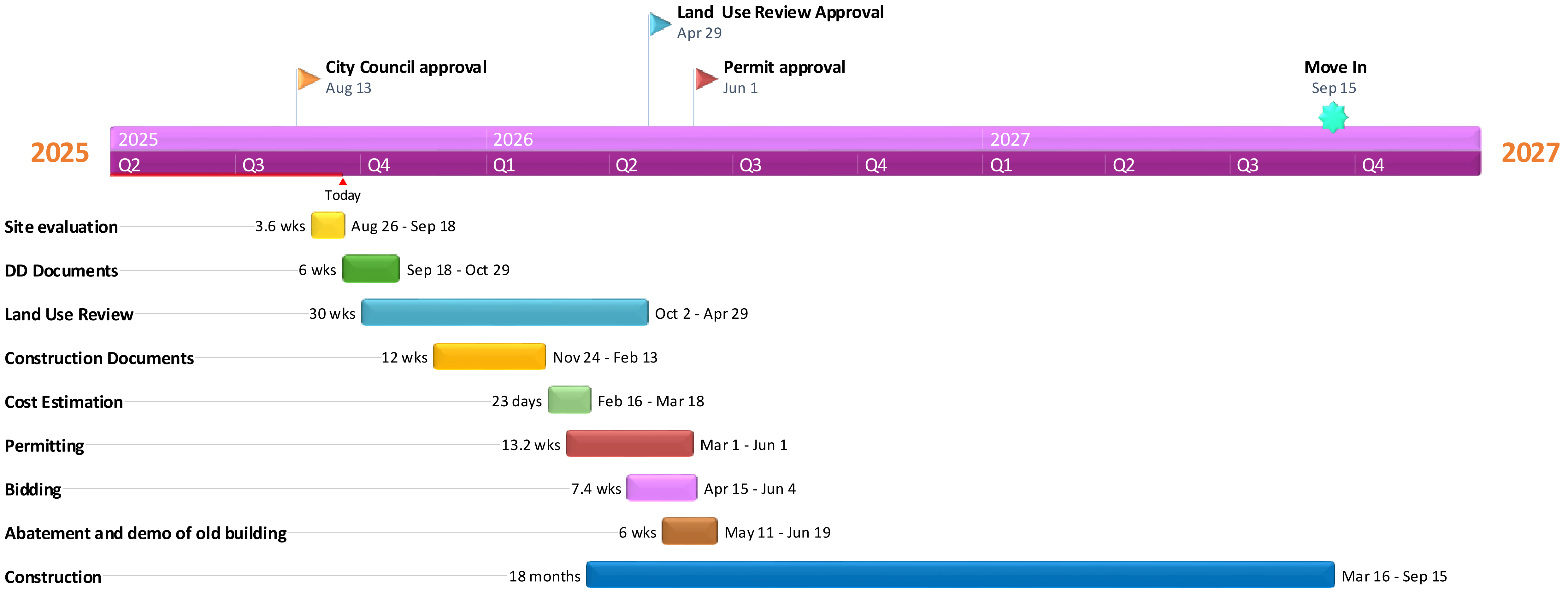
Revised Fee Total $364,125.19

Signed:		Signed:	
Printed:	Sarah Oaks	Printed:	John Walsh
Title:	Director of Otak CPM	Title:	City Administrator
Company:	Otak CPM, abn, Otak, Inc.	Company:	City of St. Helens Oregon
Date:		Date:	

Contract name	Notes	Amount
Base contract		$50,250
Amendment #1	Contract End Date to 5.31.25	$116,271
Amendment #2 Gable Road Site	Geotech $14,900 Survey $19,500 Wetlands Assessment $2,900 Otak management $3,690	$40,990
Amendment #3	Contract End Date to 12.31.25	$0
Amendment #4	Otak Survey $14,300 Columbia West Geotech $18,920 Columbia West Hazmat Testing $8,580	$41,800
Amendment #5	Contract End Date to 10.1.27 Otak time and extension fee $66,414.19 Carlson, $10,000 Interface $30,000 QED $4,000 Otak management $4400	$114,814.19
Total		**$364,125.19**

St. Helens Public Safety Building

Construction on Columbia Blvd site



City of St Helens development

Contractor
Architect McKenzie Architects
Timeline

Project Value $ 20,000,000
Suggested Fee $ 315,725
Contract amount $ 166,521
Construction Completion
Close out
Duration (months)
Project Manager

Survey and Geotech/HazMat
Complete DD and CD Documents
Land Use and Permitting
Site and Construction
Today

	Year	2025		Year	2025			
	Quarter	Q3		Quarter	Q3	Q4		
	Month	J	A	Month	S	O	N	D
		4	4		5	4	5	4
	Rate			1.03				
Sr. Project Manager	$ 160.00	13.00	30.00	$ 178.45	20.00	16.00	20.00	16.00
Project Manager III	$ -			$ 157.00				
Project Manager I	$ -			$ -				
Project Coordinator	$ 122.00	6.75	6.00	$ 113.56	7.50	6.00	7.50	6.00
Technical Resource - Gary Wolff	$ 220.00			$ 170.98				
Technical Resource - Kevin Timmins	$ 136.50			$ 226.60				
Technical Resource - Lou Ann McCormic	$ 57.50			$ 281.19				
Technical Resource - Kora Autrey	$ 90.00	1.00		$ 170.98				
Technical Resource - Sue Tsoi	$ 264.00	0.50		$ 226.60				
Technical Resource - Nick Cook	$ 166.00			$ 281.19				
Technical Resource - Steve Varblow	$ 153.00			$ 281.19				
Subtotal		**21.25**	**36.00**		**27.50**	**22.00**	**27.50**	**22.00**
Staff levels measured as FTEs		0.1	0.2	0.0	0.2	0.1	0.2	0.1
OTAK CPM Fee schedule $		$ 3,272	$ 5,859		$ 4,421	$ 3,537	$ 4,421	$ 3,537

	Year	2026											
	Quarter	Q1			Q2			Q3			Q4		
	Month	J	F	M	A	M	J	J	A	S	O	N	D
		4	4	5	4	5	4	4	4	5	4	5	4
	1.03												
Sr. Project Manager	$ 183.80	16.00	16.00	20.00	16.00	20.00	16.00	16.00	16.00	20.00	16.00	20.00	16.00
Project Manager III	$ 161.71	28.00	28.00	35.00	28.00	35.00	28.00	28.00	28.00	35.00	28.00	35.00	28.00
Project Manager I	$ -												
Project Coordinator	$ 116.96	6.00	6.00	7.50	6.00	7.50	6.00	6.00	6.00	7.50	6.00	7.50	6.00
Technical Resource - Gary Wolff	$ 176.11												
Technical Resource - Kevin Timmins	$ 233.40												
Technical Resource - Lou Ann McCormic	$ 289.63												
Technical Resource - Kora Autrey	$ 176.11												
Technical Resource - Sue Tsoi	$ 233.40												
Technical Resource - Nick Cook	$ 289.63												
Technical Resource - Steve Varblow	$ 289.63												
Subtotal		**50.00**	**50.00**	**62.50**	**50.00**	**62.50**	**50.00**	**50.00**	**50.00**	**62.50**	**50.00**	**62.50**	**50.00**
Staff levels measured as FTEs	0.0	0.3	0.3	0.4	0.3	0.4	0.3	0.3	0.3	0.4	0.3	0.4	0.3
OTAK CPM Fee schedule $		$ 8,170	$ 8,170	$ 10,213	$ 8,170	$ 10,213	$ 8,170	$ 8,170	$ 8,170	$ 10,213	$ 8,170	$ 10,213	$ 8,170

	Year	2027									TOTALS
	Quarter	Q1			Q2			Q3			
	Month	J	F	M	A	M	J	J	A	S	
		4	4	5	4	5	4	4	4	5	
	1.03										
Sr. Project Manager	$ 189.31	16.00	16.00	20.00	16.00	20.00	16.00	16.00	16.00	20.00	$ 152,484
Project Manager III	$ 166.56	28.00	28.00	35.00	28.00	35.00	28.00	28.00	28.00	35.00	$ 104,334
Project Manager I	$ -										$ -
Project Coordinator	$ 120.47	6.00	6.00	7.50	6.00	7.50	6.00	6.00	6.00	7.50	$ 48,139
Technical Resource - Gary Wolff	$ 181.39										$ 1,079
Technical Resource - Kevin Timmins	$ 240.40										$ 220
Technical Resource - Lou Ann McCormic	$ 298.31										$ 546
Technical Resource - Kora Autrey	$ 181.39										$ 166
Technical Resource - Sue Tsoi	$ 240.40										$ 110
Technical Resource - Nick Cook	$ 298.31										$ 205
Technical Resource - Steve Varblow	$ 298.31										$ 2,252
Subtotal		**50.00**	**50.00**	**62.50**	**50.00**	**62.50**	**50.00**	**50.00**	**50.00**	**62.50**	1,934.75 **Total Hours**
Staff levels measured as FTEs	0.0	0.3	0.3	0.4	0.3	0.4	0.3	0.3	0.3	0.4	
OTAK CPM Fee schedule $		$ 8,416	$ 8,416	$ 10,519	$ 8,416	$ 10,519	$ 8,416	$ 8,416	$ 8,416	$ 10,519	$ 309,534

$ 309,534	Total CM Fee from above
$ 6,191	Projected Reimbursables- 5% of labor
$ 315,725	TOTAL
$ 166,520	Otak CPM Contract
$ 14,301	Otak Survey
$ 68,490	Subconsultants
$ 249,311	**Total 8/6/25 thru amendment #4**
	Amendment #5 Otak Fee increase
$ 66,414.19	*Difference between projected contract and current contract
$ 10,000.00	*Carlson Testing
$ 30,000.00	*Interface Commisssioning
$ 4,000.00	*QED Envelope Testing
$ 4,400.00	* OTAK mgmt
$ 114,814.19	***Amendment #5 Total**

From: Dawn Richardson
To: Kathy Payne; Lisa Scholl
Cc: Jamie Ford
Subject: Leak Adjustment Request
Date: Monday, October 20, 2025 4:08:28 PM
Attachments: image001.png

Good afternoon,
I have a leak adjustment request that will need council approval. The adjustment is for apartments under Regency Management at 2375 Columbia Blvd. They had a very large leak in July and August due to multiple running toilets. Normally the bills for this apartment are between $5000-$7000 per month and the months with the leaks were $12,287.68 and $12,596.81

They have provided the required documentation and are requesting a full adjustment which would come out to a credit of -$10823.35.

If we were to apply our standard adjustment that would come out to a total credit of -$5411.68.

Please let me know if you need any more information to have this reviewed during the 11/5/25 council meeting.

Thank you!
Dawn Richardson
Administrative Billing Specialist
City of St. Helens
Ph: 503-397-6272
www.sthelensoregon.gov

4. BILLING ADJUSTMENTS

Misread Meters

If a meter is misread, the City will refund any/all late fees and re-read the meter and adjust the bill accordingly for that period.

Leak Adjustments

a) The water leak adjustment form is available on the City's website and at the Utility Billing counter. This form must be completed within 45 days of the billing date in question.

b) The water leak adjustment form must be accompanied by a 3rd party statement (plumbing service, etc.) that says a leak was present and repaired and/or receipts for leak repair materials if completed by the homeowner.

c) If the water leak adjustment is not approved by Utility Billing staff, Finance Director, or City Administrator, the customer will receive notification from the City with a specific reason why from the Finance Director. A customer can request an appeal process with City Council during a public meeting. If the water leak is approved, the City will use the customer's average seasonal usage for the previous 3 years as a base for consumption. If the customer does not have enough history to complete this, the City will use the previous one to three consecutive months of consumption to calculate the leak and volume adjustment amount. Once approved, the leak adjustment amount will be credited back to the customer's account and the customer will be notified by the City.

e) The minimum credit issued will be $15.00.

LEAK ADJUSTMENT REQUEST - Residential

Prepared By: Dawn Richardson
Date Filled Out: 10/16/25
Customer Name: Regency Management
Account #: 21-03985-001
Date of Bill: 07/15/25

Enter Billing Specifics:

	System Name	Detail	Amount	Volume	Rate	
RESIDENTIAL	Water	Consumption	5,623.17	99,099	5.6743	Residential
	Water	Fixed	168.70			
	Water	Utility Assist	-			No
	Sewer	Consumption	5,875.58	99,099	5.9290	Consumption
	Sewer	Fixed	281.68			Standard Fixed
	Public Safety	Fixed	140.00			
	Storm	Fixed	198.55	-		
		Original Bill Amount =	**12,287.68**			

Previous Years Average

Month / Year	Consumption
7/15/24	44,930
7/15/23	75,025
7/15/22	36,768
Average =	52,241

LEAK ADJUSTMENT (50% Leak Amount)

System Name	Detail	Amount	Volume	Rate
Water	Consumption	2,658.86	46,858	6.1701
Sewer	Consumption	2,778.21	46,858	8.4901
		5,437.07		

Adjustment Dollars: 5,437.07
Adj Water Volume 46,858
Adj Sewer Volume 1,305

Notes:
Customer contacted leak detection company after high bills. Discovered multiple leaking flapper valves on toilets. Fixed and receipt provided by The Leak Detectives.

Finance Director Authorization & Date Above

Entered By & Date Above

LEAK ADJUSTMENT REQUEST - Residential

Prepared By: Dawn Richardson

Date Filled Out: 10/16/25

Customer Name: Regency Management

Account #: 21-03985-001

Date of Bill: 08/15/25

Enter Billing Specifics:

RESIDENTIAL

System Name	Detail	Amount	Volume	Rate	
Water	Consumption	5,617.66	96,193	5.8400	Residential
Water	Fixed	173.60			
Water	Utility Assist	-			No
Sewer	Consumption	6,156.26	96,193	6.3999	Consumption
Sewer	Fixed	304.22			Standard Fixed
Public Safety	Fixed	144.20			
Storm	Fixed	200.77	-		
	Original Bill Amount =	**12,596.71**			

Previous Years Average

Month / Year	Consumption
8/15/24	46,917
8/15/23	72,108
8/15/22	37,536
Average =	52,187

LEAK ADJUSTMENT (50% Leak Amount)

System Name	Detail	Amount	Volume	Rate
Water	Consumption	2,569.94	44,006	6.1701
Sewer	Consumption	2,816.34	44,006	8.4901
		5,386.28		

Adjustment Dollars: 5,386.28
Adj Water Volume 44,006
Adj Sewer Volume 1,305

Notes:
Customer contacted leak detection company after high bills. Discovered multiple leaking flapper valves on toilets. Fixed and receipt provided by The Leak Detectives.

Finance Director Authorization & Date Above

Entered By & Date Above

CITY OF ST. HELENS UTILITIES

275 Strand Street

St. Helens, OR 97051

Phone: 503-397-6272

Email: utilitybilling@sthelensoregon.gov

REQUEST FOR LEAK ADJUSTMENT

The City of St. Helens Utilities has a policy of issuing partial adjustment for water leaks that are repaired by customers in a timely manner. Adjustments issued are based on your average usage for the same period in previous years. This average is deducted from the total consumption used during the time of the leak and an adjustment 50% of the water overage will be credited to your account.

DESCRIBE THE REPAIRS OR SPECIFIC CIRCUMSTANCE OF YOUR REQUEST

Multiple high bills prompted a leak inspection.
8/28/25 inspection indicated a leak
9/3/25 inspection identified leak
9/3/25 scheduled inspection with public works, never heard back from them.

ACCOUNT # 21-03985-001

ACCOUNT NAME: Regency Management, Inc

PHONE NUMBER 503-644-5251 x116

SERVICE ADDRESS: 2375 Columbia Blvd

MAILING ADDRESS: PO BOX 1459 Beaverton, OR 97075

SIGNATURE:

* Bill attached

INVOICE

The Leak Detectives LLC
PO Box 1505
Battle Ground, WA 98604

office@nwleakdetectives.com
+1 (360) 798-5698
http://nwleakdetectives.com

The Leak Detectives

Regency Management

Bill to
Beaverton
OR
97075

Ship to
Beaverton
OR
97075

Invoice details
Invoice no.: 4765
Invoice date: 09/03/2025
Due date: 10/03/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.	08/28/2025	**Call Out Fee - Residential**		1	$135.00	$135.00
2.	08/28/2025	**Labor - Residential**		1	$120.00	$120.00
3.	09/03/2025	**Labor - Residential**		2	$120.00	$240.00

Total **$495.00**

Ways to pay

VISA · Mastercard · Discover · Amex · BANK · PayPal · venmo

Note to customer

Inspection at property address:
2375 Columbia Blvd
St Helens, OR 97051

8/28/25
Observed water meter to indicate constant usage of 0.75 GPM. This could be a leak underground or inside a unit.

Survey of water lines with sonic leak detection equipment found no leaks. Follow up survey will be required in which the water is shut off at the meter and the pipes are charged with air to locate an underground leak. Access will need to be gained to each of the units to assess and turn off toilets and water heaters.

9/3/25
A failed fill valve in a toilet in ground floor bathroom of unit 14 was discovered during unit inspections. When this toilet is shut off the meter for the complex stops turning. This indicates no additional constant leaks at toilets or on pipes underground.

Noted multiple leaking flapper valves on toilets. This would lead to

Toy n Joy Auction Donation Request

Thanks for your steadfast support of our annual Toy n Joy auction in past years! This year marks our 43rd year of conducting this benefit auction which has enabled our Committee to provide toys, clothing, and food for many children and their families during the holiday season and beyond. This year's dinner and auction will be held on Saturday, December 6th at the Fairgrounds pavilion with the theme of "A Sprinkle of Gingerbread Magic," and we would love to see you there! As in the past, we ask for donations from local area businesses, organizations, and individuals for the auction. Donations can be an item or items for the live or silent auction, or simply a cash donation or gift certificate. All donors will be recognized at the auction.

Organizations we distribute the auction proceeds to include the following.

Columbia River Fire and Rescue Volunteer Association (Toys)

Columbia Pacific Food Bank (food)

St. Helens Kiwanis Holiday Hope Program (holiday meals)

St. Helens Daybreakers Kiwanis (teen support)

Thank you in advance for your kind consideration of this request. Please contact Jay Tappan at for any questions or to pick-up your donation.

Warmest Regards,

Jay M. Tappan

Jay M. Tappan

Tax ID#: 93-0909740