



City of Yamhill
A small taste of Oregon

Council Meeting Packet

January 8, 2025
6:30 p.m.

Statement of Revenue and Expenditures

Account Number		Current Period Dec 2024 Dec 2024 Actual	Year-To-Date Jul 2024 Dec 2024 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures					
Revenue					
General Revenues					
4100	Beginning Budget Balance	0.00	0.00	386,409.00	0.00%
4932	Business License	0.00	950.00	700.00	135.71%
4902	Cigarette Taxes	68.23	394.63	1,500.00	26.31%
4915	Dog License Revenue	0.00	62.25	515.00	12.09%
4925	Franchise Fees	2,418.49	5,415.95	55,650.00	9.73%
4944	Grant - ODOT DUII	0.00	1,731.07	4,000.00	43.28%
4942	Grant - ODOT Seat Belt	1,735.42	3,444.78	5,000.00	68.90%
4943	Grant - ODOT Speed	0.00	1,525.19	5,000.00	30.50%
4945	Grant -ODOT Distracted Driving	0.00	454.10	5,000.00	9.08%
4952	Interest Income	2,542.42	14,239.05	11,592.00	122.84%
4962	Land Use Fees	0.00	950.00	15,000.00	6.33%
4903	Liquor Taxes	1,163.58	9,542.09	24,000.00	39.76%
4098	Marijuana Tax	0.00	433.43	1,600.00	27.09%
4913	Miscellaneous Income	103.56	5,295.17	3,500.00	151.29%
4928	Municipal Court Fees	2,280.05	15,477.42	21,000.00	73.70%
4924	Municipal Court Fines	3,685.73	20,133.44	55,000.00	36.61%
4941	Municipal Court Training Assmt	93.00	600.00	1,200.00	50.00%
4951	National Night Out	0.00	0.00	1,500.00	0.00%
4961	Park Fees	0.00	430.00	1,400.00	30.71%
4948	Planning Grant	0.00	0.00	57,600.00	0.00%
4914	Police Misc. Income	60,141.46	70,466.61	70,000.00	100.67%
4922	Police Service Fee	2,973.12	15,670.22	30,000.00	52.23%
4950	Police SRO-Yamhill/Carlton SD	0.00	3,125.00	12,500.00	25.00%
4901	Previously Levied Taxes	766.97	7,093.42	12,500.00	56.75%
4900	Property Tax Revenue	93,988.37	412,970.12	476,286.00	86.71%
4904	State Revenue Sharing	0.00	6,552.11	15,200.00	43.11%
4923	Towing Fees	0.00	0.00	100.00	0.00%
	General Revenues Totals	\$171,960.40	\$596,956.05	\$1,273,752.00	
	Revenue	\$171,960.40	\$596,956.05	\$1,273,752.00	
	Gross Profit	\$171,960.40	\$596,956.05	\$1,273,752.00	

Expenses

Administrative Dept

6124	Accounting Clerk	1,027.60	5,685.73	13,000.00	43.74%
6325	Ads & Printing	0.00	1,554.80	2,500.00	62.19%
6300	Attorney/Legal Fees	1,219.00	1,512.38	15,000.00	10.08%
6301	Audit Fees	2,000.00	2,000.00	10,000.00	20.00%
6412	Building Maintenance	89.00	309.00	3,100.00	9.97%
6335	Christmas Decorations	913.89	913.89	2,000.00	45.69%
6101	City Administrator	1,912.00	12,031.83	27,500.00	43.75%
6102	City Clerk	750.96	4,881.35	9,374.00	52.07%
6123	City Recorder	998.76	6,447.30	12,985.00	49.65%
6306	Contract Services	30.00	400.00	15,000.00	2.67%
6980	Council Room Camera Upgrade	0.00	0.00	7,360.00	0.00%
6305	Dues, Travel, Training	226.62	1,910.87	5,000.00	38.22%
6334	Emergency Services	0.00	0.00	1,000.00	0.00%
6309	Janitorial Services	0.00	0.00	3,000.00	0.00%
6202	Liability Insurance	0.00	11,395.65	11,700.00	97.40%
6252	Miscellaneous Expense	0.00	165.64	800.00	20.71%

Statement of Revenue and Expenditures

Account Number		Current Period Dec 2024 Dec 2024 Actual	Year-To-Date Jul 2024 Dec 2024 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Percent of Budget
6328	Office Supplies	108.29	797.26	2,500.00	31.89%
6200	Operations & Maint	621.26	4,035.15	9,500.00	42.48%
6120	Payroll Expense	4,670.18	29,682.10	47,144.00	62.96%
6329	Postage	0.00	188.34	525.00	35.87%
6795	Reserve for Contingencies	0.00	0.00	82,139.00	0.00%
6521	Reserve Transfer (ACER Reserve)	0.00	12,500.00	12,500.00	100.00%
6433	Security Cameras	0.00	0.00	4,896.00	0.00%
6210	Utilities	1,249.02	5,552.33	14,000.00	39.66%
6032	Website/IT	2,157.78	16,558.48	14,000.00	118.27%
Administrative Dept Totals		\$17,974.36	\$118,522.10	\$326,523.00	
City Council					
6332	Community Support Services	0.00	500.00	3,000.00	16.67%
6305	Dues, Travel, Training	0.00	1,361.72	3,000.00	45.39%
6252	Miscellaneous Expense	0.00	4,157.34	1,000.00	415.73%
6328	Office Supplies	0.00	0.00	100.00	0.00%
City Council Totals		\$0.00	\$6,019.06	\$7,100.00	
Municipal Court					
6250	Assessments	1,431.22	5,765.33	15,000.00	38.44%
6300	Attorney/Legal Fees	0.00	0.00	200.00	0.00%
6224	Bail Refunds	65.00	65.00	560.00	11.61%
6102	City Clerk	1,752.24	11,389.84	21,872.00	52.07%
6310	Court Interpreter	100.00	600.00	1,200.00	50.00%
6305	Dues, Travel, Training	0.00	888.88	2,100.00	42.33%
6311	Municipal Judge	250.00	1,500.00	3,000.00	50.00%
6328	Office Supplies	65.90	84.52	500.00	16.90%
6200	Operations & Maint	67.43	688.17	2,000.00	34.41%
6120	Payroll Expense	1,365.78	8,915.68	16,404.00	54.35%
Municipal Court Totals		\$5,097.57	\$29,897.42	\$62,836.00	
Park Dept					
6200	Operations & Maint	0.00	9,757.06	10,000.00	97.57%
6120	Payroll Expense	1,067.16	4,777.97	10,861.00	43.99%
6523	Reserve Transfer (Park)	0.00	7,500.00	7,500.00	100.00%
6401	Trees	0.00	7,063.74	4,500.00	156.97%
6210	Utilities	165.74	460.28	1,500.00	30.69%
6109	Utility Worker I	472.32	2,797.27	6,917.00	40.44%
6108	Utility Worker II	581.76	3,745.76	7,564.00	49.52%
Park Dept Totals		\$2,286.98	\$36,102.08	\$48,842.00	
Planning Dept					
6124	Accounting Clerk	411.04	2,274.30	5,200.00	43.74%
6325	Ads & Printing	0.00	0.00	2,000.00	0.00%
6101	City Administrator	764.80	4,812.77	11,000.00	43.75%
6303	City Planner	1,440.00	6,420.00	12,000.00	53.50%
6123	City Recorder	434.24	2,803.16	5,646.00	49.65%
6306	Contract Services	473.66	37,869.26	57,600.00	65.75%
6305	Dues, Travel, Training	0.00	54.50	200.00	27.25%
6328	Office Supplies	0.00	0.00	100.00	0.00%
6120	Payroll Expense	1,369.07	8,606.45	16,384.00	52.53%
Planning Dept Totals		\$4,892.81	\$62,840.44	\$110,130.00	
Police Dept					
6304	911 YCOM Dispatch	1,211.42	7,268.52	20,000.00	36.34%
6300	Attorney/Legal Fees	4,998.30	10,571.30	3,100.00	341.01%
6944	Central Square CAD	0.00	1,035.61	10,000.00	10.36%

Statement of Revenue and Expenditures

Account Number		Current Period Dec 2024 Actual	Year-To-Date Jul 2024 Dec 2024 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
6305	Dues, Travel, Training	300.00	3,289.61	4,200.00	78.32%
6221	Equipment/Maintenance	687.00	1,127.30	4,850.00	23.24%
6337	Fuel	945.33	5,223.17	13,000.00	40.18%
6333	Investigation Expenses	0.00	377.96	1,200.00	31.50%
6202	Liability Insurance	0.00	18,721.43	16,000.00	117.01%
6252	Miscellaneous Expense	200.00	232.06	60,600.00	0.38%
6253	Miscellaneous Grant Expenses	0.00	0.00	1,000.00	0.00%
6977	Mobile Data Computers	0.00	0.00	3,500.00	0.00%
6336	National Night Out Expense	0.00	2,134.30	1,500.00	142.29%
6117	ODOT Grant Payroll	500.00	9,686.14	18,500.00	52.36%
6328	Office Supplies	20.13	125.79	2,400.00	5.24%
6115	Overtime	875.00	2,292.76	4,000.00	57.32%
6120	Payroll Expense	15,882.05	107,762.77	223,802.00	48.15%
6254	Peer Support Expense	0.00	0.00	200.00	0.00%
6104	Police Chief	8,799.31	57,110.93	114,391.00	49.93%
6122	Police Corporal	7,623.73	42,164.25	80,667.00	52.27%
6331	Police Equipment	0.00	5,076.87	9,500.00	53.44%
6105	Police Officer	2,808.25	35,366.81	69,511.00	50.88%
6976	Police Radios	0.00	0.00	1,000.00	0.00%
6404	Policy & Procedure Manual	0.00	2,222.97	2,200.00	101.04%
6106	Reserve Officer	750.00	4,125.00	12,500.00	33.00%
6327	Resource Materials	0.00	550.00	1,100.00	50.00%
6330	Uniform Allowance	0.00	1,050.10	3,500.00	30.00%
6210	Utilities	416.88	2,508.16	5,100.00	49.18%
6405	Vehicle Lease	12,450.00	12,450.00	15,000.00	83.00%
6027	Vehicle Maintenance	149.60	3,397.33	16,000.00	21.23%
Police Dept Totals		\$58,617.00	\$335,871.14	\$718,321.00	
Expenses		\$88,868.72	\$589,252.24	\$1,273,752.00	
Revenue Less Expenditures		\$83,091.68	\$7,703.81	\$0.00	
Net Change in Fund Balance		\$83,091.68	\$7,703.81	\$0.00	

Fund Balances

Beginning Fund Balance	(38,233.33)	37,154.54	0.00	0.00%
Net Change in Fund Balance	83,091.68	7,703.81	0.00	0.00%
Ending Fund Balance	44,858.35	44,858.35	0.00	0.00%

Report Options

Fund: General Fund

Period: 12/1/2024 to 12/31/2024

Detail Level: Level 1 Accounts

Display Account Categories: Yes

Revenue Reporting Method: Actual - Budget

Expense Reporting Method: Actual - Budget

Display Subtotals: No

Water Debt Depreciation Fund
Statement of Revenue and Expenditures

Account Number		Current Period Dec 2024 Dec 2024 Actual	Year-To-Date Jul 2024 Dec 2024 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures					
Revenue					
4100	Beginning Budget Balance	0.00	0.00	39,537.00	0.00%
4952	Interest Income	85.30	477.73	1,186.00	40.28%
	Revenue	\$85.30	\$477.73	\$40,723.00	
	Gross Profit	\$85.30	\$477.73	\$40,723.00	
Expenses					
6428	Impound Projects	0.00	0.00	500.00	0.00%
6795	Reserve for Contingencies	0.00	0.00	20,223.00	0.00%
6409	SCADA/ Security System	0.00	0.00	5,000.00	0.00%
6405	Vehicle Lease	0.00	0.00	15,000.00	0.00%
	Expenses	\$0.00	\$0.00	\$40,723.00	
	Revenue Less Expenditures	\$85.30	\$477.73	\$0.00	
	Net Change in Fund Balance	\$85.30	\$477.73	\$0.00	
Fund Balances					
	Beginning Fund Balance	(2,836.14)	(3,228.57)	0.00	0.00%
	Net Change in Fund Balance	85.30	477.73	0.00	0.00%
	Ending Fund Balance	(2,750.84)	(2,750.84)	0.00	0.00%

Water Fund
Statement of Revenue and Expenditures

Account Number		Current Period Dec 2024 Actual	Year-To-Date Jul 2024 Dec 2024 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures					
Revenue					
Other Revenue					
4100	Beginning Budget Balance		0.00	253,465.00	0.00%
4952	Interest Income	2,850.39	15,963.87	7,604.00	209.94%
4964	Merkley Grant		0.00	192,000.00	0.00%
4913	Miscellaneous Income		14,724.81	8,000.00	184.06%
4940	Security Deposits	470.34	3,323.74	4,710.00	70.57%
4960	Users Fees	102,726.72	651,472.91	895,000.00	72.79%
	Revenue	\$106,047.45	\$685,485.33	\$1,360,779.00	
	Gross Profit	\$106,047.45	\$685,485.33	\$1,360,779.00	
Expenses					
Requirements					
6983	3rd - E 2nd	4,472.12	4,472.12	212,000.00	2.11%
6124	Accounting Clerk	1,027.60	5,685.75	13,000.00	43.74%
6325	Ads & Printing		0.00	100.00	0.00%
6300	Attorney/Legal Fees		488.38	11,352.00	4.30%
6301	Audit Fees	2,000.00	2,000.00	6,192.00	32.30%
6326	Chemicals		7,270.25	20,640.00	35.22%
6101	City Administrator	1,529.60	9,625.45	22,000.00	43.75%
6102	City Clerk	1,501.93	9,762.74	18,747.00	52.08%
6123	City Recorder	1,085.60	7,007.90	14,114.00	49.65%
6306	Contract Services	2,666.63	34,557.11	92,880.00	37.21%
6427	Deposit Refund	104.38	308.57	516.00	59.80%
6237	Distribution System	3,807.06	19,045.85	50,000.00	38.09%
6305	Dues, Travel, Training		2,445.13	6,000.00	40.75%
6334	Emergency Services		350.00	2,000.00	17.50%
6119	Facilities Manager	2,102.60	13,680.00	28,606.00	47.82%
6337	Fuel	788.30	3,199.76	5,000.00	64.00%
6985	Hemlock Street		0.00	75,000.00	0.00%
6232	Large Meter Testing		0.00	1,548.00	0.00%
6202	Liability Insurance		37,801.56	30,960.00	122.10%
6233	Meter Replacement		3,646.80	10,320.00	35.34%
6203	Misc. Tools		169.18	1,032.00	16.39%
6252	Miscellaneous Expense	27.90	690.33	1,032.00	66.89%
6984	Moores/East 2nd		0.00	75,000.00	0.00%
6230	Office Equip/Maint/Supplies	48.53	274.23	1,032.00	26.57%
6200	Operations & Maint	2,724.91	8,993.75	46,440.00	19.37%
6115	Overtime	240.27	1,419.11	10,000.00	14.19%
6118	Pager Pay	229.00	1,467.25	3,500.00	41.92%
6120	Payroll Expense	10,731.65	62,863.33	137,023.00	45.88%
6204	Permits	859.00	859.00	2,580.00	33.29%
6121	Plant Operator	2,295.12	15,337.50	29,285.00	52.37%
6329	Postage		618.44	3,000.00	20.61%
6795	Reserve for Contingencies		0.00	98,902.00	0.00%
6521	Reserve Transfer (ACER Reserve)		13,500.00	13,500.00	100.00%
6415	Reservoir Cleaning		0.00	10,320.00	0.00%
6208	Safety Equipment & Supplies	29.99	573.32	2,000.00	28.67%
6417	Sludge Hauling		1,340.00	3,096.00	43.28%
6525	Transfer Out (PW Reserve)		12,500.00	12,500.00	100.00%
6524	Transfer Out (Water Debt Svc)		200,000.00	200,000.00	100.00%

Water Fund
Statement of Revenue and Expenditures

Account Number		Current Period Dec 2024 Dec 2024 Actual	Year-To-Date Jul 2024 Dec 2024 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
6210	Utilities	3,206.78	11,811.38	30,960.00	38.15%
6109	Utility Worker I	1,416.96	8,391.78	20,751.00	40.44%
6108	Utility Worker II	1,745.28	11,237.32	22,691.00	49.52%
6027	Vehicle Maintenance	158.74	2,652.36	10,000.00	26.52%
Other Expense					
6201	Lab Equipment		0.00	5,160.00	0.00%
	Expenses	\$44,799.95	\$516,045.65	\$1,360,779.00	
	Revenue Less Expenditures	\$61,247.50	\$169,439.68	\$0.00	
	Net Change in Fund Balance	\$61,247.50	\$169,439.68	\$0.00	

Fund Balances

Beginning Fund Balance	285,548.06	177,355.88	0.00	0.00%
Net Change in Fund Balance	61,247.50	169,439.68	0.00	0.00%
Ending Fund Balance	346,795.56	346,795.56	0.00	0.00%

Water SDC Fund
Statement of Revenue and Expenditures

Account Number		Current Period Dec 2024 Dec 2024 Actual	Year-To-Date Jul 2024 Dec 2024 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures					
Revenue					
Other Revenue					
4100	Beginning Budget Balance	0.00	0.00	370,905.00	0.00%
4949	Grant- OBDD	0.00	0.00	20,000.00	0.00%
4952	Interest Income	1,290.43	7,227.16	11,127.00	64.95%
4792	System Development Charges	0.00	135,896.00	214,020.00	63.50%
	Revenue	\$1,290.43	\$143,123.16	\$616,052.00	
	Gross Profit	\$1,290.43	\$143,123.16	\$616,052.00	
Expenses					
Requirements					
6983	3rd - E 2nd	0.00	0.00	53,156.00	0.00%
6540	Merkley Grant Match	0.00	0.00	48,000.00	0.00%
6795	Reserve for Contingencies	0.00	0.00	514,896.00	0.00%
	Expenses	\$0.00	\$0.00	\$616,052.00	
	Revenue Less Expenditures	\$1,290.43	\$143,123.16	\$0.00	
	Net Change in Fund Balance	\$1,290.43	\$143,123.16	\$0.00	
Fund Balances					
	Beginning Fund Balance	211,280.32	69,447.59	0.00	0.00%
	Net Change in Fund Balance	1,290.43	143,123.16	0.00	0.00%
	Ending Fund Balance	212,570.75	212,570.75	0.00	0.00%

Water Debt Service Statement of Revenue and Expenditures

Account Number		Current Period Dec 2024 Actual	Year-To-Date Jul 2024 Dec 2024 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures					
Revenue					
4100	Beginning Budget Balance	0.00	0.00	229,537.00	0.00%
4952	Interest Income	914.16	5,119.84	6,886.00	74.35%
4981	Transfer In - Water Fund	0.00	200,000.00	200,000.00	100.00%
	Revenue	\$914.16	\$205,119.84	\$436,423.00	
	Gross Profit	\$914.16	\$205,119.84	\$436,423.00	
Expenses					
6150	Debt Service Expense	147,875.42	147,875.42	131,522.00	112.43%
6945	Debt Service Interest	68,275.00	68,275.00	84,628.00	80.68%
6598	Unappropriated Ending Fund Bal	0.00	0.00	220,273.00	0.00%
	Expenses	\$216,150.42	\$216,150.42	\$436,423.00	
	Revenue Less Expenditures	(\$215,236.26)	(\$11,030.58)	\$0.00	
	Net Change in Fund Balance	(\$215,236.26)	(\$11,030.58)	\$0.00	
Fund Balances					
	Beginning Fund Balance	668,300.00	464,094.32	0.00	0.00%
	Net Change in Fund Balance	(215,236.26)	(11,030.58)	0.00	0.00%
	Ending Fund Balance	453,063.74	453,063.74	0.00	0.00%

Report Options

Fund: Water Debt Service
 Period: 12/1/2024 to 12/31/2024
 Detail Level: Level 1 Accounts
 Display Account Categories: No
 Display Subtotals: No
 Revenue Reporting Method: Actual - Budget
 Expense Reporting Method: Actual - Budget
 Budget: Water Debt Service

Sewer Fund
Statement of Revenue and Expenditures

Account Number		Current Period Dec 2024 Dec 2024 Actual	Year-To-Date Jul 2024 Dec 2024 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures					
Revenue					
Other Revenue					
4100	Beginning Budget Balance	0.00	0.00	533,158.00	0.00%
4952	Interest Income	2,013.99	11,279.56	15,995.00	70.52%
4913	Miscellaneous Income	0.00	4,694.46	0.00	0.00%
4940	Security Deposits	473.76	3,175.47	8,000.00	39.69%
4920	Sewer Inspections	0.00	2,926.00	0.00	0.00%
4963	Stormwater	1,184.75	6,272.74	0.00	0.00%
4960	Users Fees	47,268.10	215,507.34	404,330.00	53.30%
	Revenue	\$50,940.60	\$243,855.57	\$961,483.00	
	Gross Profit	\$50,940.60	\$243,855.57	\$961,483.00	
Expenses					
Requirements					
6124	Accounting Clerk	1,027.60	5,685.75	13,000.00	43.74%
6325	Ads & Printing	0.00	0.00	206.00	0.00%
6300	Attorney/Legal Fees	0.00	293.37	1,548.00	18.95%
6301	Audit Fees	2,000.00	2,000.00	5,676.00	35.24%
6326	Chemicals	0.00	747.35	2,064.00	36.21%
6101	City Administrator	1,529.60	9,625.45	22,000.00	43.75%
6102	City Clerk	1,001.28	6,508.50	12,498.00	52.08%
6123	City Recorder	1,085.60	7,007.90	14,114.00	49.65%
6227	Collection System	1,158.69	4,749.92	40,000.00	11.87%
6306	Contract Services	2,415.20	31,965.98	30,960.00	103.25%
6427	Deposit Refund	151.84	461.60	1,016.00	45.43%
6981	Disinfection	1,411.25	5,996.25	189,608.00	3.16%
6305	Dues, Travel, Training	0.00	1,118.57	4,128.00	27.10%
6334	Emergency Services	0.00	0.00	5,160.00	0.00%
6119	Facilities Manager	2,102.60	13,680.00	28,606.00	47.82%
6231	I & I, TV Insp & Cleaning	0.00	0.00	10,320.00	0.00%
6202	Liability Insurance	0.00	14,196.30	12,384.00	114.63%
6203	Misc. Tools	0.00	628.33	1,342.00	46.82%
6252	Miscellaneous Expense	161.30	404.91	516.00	78.47%
6230	Office Equip/Maint/Supplies	0.00	39.99	774.00	5.17%
6328	Office Supplies	48.53	274.19	516.00	53.14%
6200	Operations & Maint	6,446.06	16,989.86	40,000.00	42.47%
6115	Overtime	240.27	1,419.07	2,000.00	70.95%
6118	Pager Pay	229.00	1,467.25	3,000.00	48.91%
6120	Payroll Expense	9,274.26	55,541.65	115,099.00	48.26%
6204	Permits	0.00	3,689.00	5,160.00	71.49%
6121	Plant Operator	2,295.12	15,337.50	29,285.00	52.37%
6329	Postage	0.00	618.44	2,580.00	23.97%
6795	Reserve for Contingencies	0.00	0.00	191,425.00	0.00%
6521	Reserve Transfer (ACER Reserve)	0.00	13,500.00	13,500.00	100.00%
6208	Safety Equipment & Supplies	0.00	2,074.04	2,064.00	100.49%
6417	Sludge Hauling	0.00	0.00	7,224.00	0.00%
6525	Transfer Out (PW Reserve)	0.00	12,500.00	12,500.00	100.00%
6946	Transfer Out (Stormwater)	0.00	12,000.00	12,000.00	100.00%
6210	Utilities	2,281.34	10,911.84	35,088.00	31.10%
6422	Utility Truck Purchase	0.00	60,500.00	60,000.00	100.83%
6109	Utility Worker I	944.64	5,594.52	13,834.00	40.44%

Sewer Fund
Statement of Revenue and Expenditures

Account Number		Current Period Dec 2024 Dec 2024 Actual	Year-To-Date Jul 2024 Dec 2024 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
6108	Utility Worker II	1,163.52	7,491.55	15,127.00	49.52%
6027	Vehicle Maintenance	0.00	4,831.73	3,096.00	156.06%
Other Expense					
6201	Lab Equipment	0.00	0.00	2,064.00	0.00%
	Expenses	\$36,967.70	\$329,850.81	\$961,482.00	
	Revenue Less Expenditures	\$13,972.90	(\$85,995.24)	\$1.00	
	Net Change in Fund Balance	\$13,972.90	(\$85,995.24)	\$1.00	

Fund Balances

Beginning Fund Balance	415,822.54	515,790.68	0.00	0.00%
Net Change in Fund Balance	13,972.90	(85,995.24)	1.00	0.00%
Ending Fund Balance	429,795.44	429,795.44	0.00	0.00%

Sewer System Reserve Fund
Statement of Revenue and Expenditures

Account Number		Current Period Dec 2024 Actual	Year-To-Date Jul 2024 Dec 2024 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures					
Revenue					
4100	Beginning Budget Balance	0.00	0.00	64,261.00	0.00%
4952	Interest Income	139.99	784.02	2,570.00	30.51%
	Revenue	\$139.99	\$784.02	\$66,831.00	
	Gross Profit	\$139.99	\$784.02	\$66,831.00	
Expenses					
6795	Reserve for Contingencies	0.00	0.00	51,831.00	0.00%
6741	System Improvements	0.00	0.00	15,000.00	0.00%
	Expenses	\$0.00	\$0.00	\$66,831.00	
	Revenue Less Expenditures	\$139.99	\$784.02	\$0.00	
	Net Change in Fund Balance	\$139.99	\$784.02	\$0.00	
Fund Balances					
	Beginning Fund Balance	66,405.36	65,761.33	0.00	0.00%
	Net Change in Fund Balance	139.99	784.02	0.00	0.00%
	Ending Fund Balance	66,545.35	66,545.35	0.00	0.00%

Sewer SDC Reserve Fund
Statement of Revenue and Expenditures

Account Number		Current Period Dec 2024 Actual	Year-To-Date Jul 2024 Dec 2024 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures					
Revenue					
4100	Beginning Budget Balance	0.00	0.00	354,879.00	0.00%
4952	Interest Income	1,014.93	5,684.20	10,646.00	53.39%
4792	System Development Charges	0.00	80,693.00	119,003.00	67.81%
	Revenue	\$1,014.93	\$86,377.20	\$484,528.00	
	Gross Profit	\$1,014.93	\$86,377.20	\$484,528.00	
Expenses					
6981	Disinfection	0.00	0.00	47,402.00	0.00%
6795	Reserve for Contingencies	0.00	0.00	437,126.00	0.00%
	Expenses	\$0.00	\$0.00	\$484,528.00	
	Revenue Less Expenditures	\$1,014.93	\$86,377.20	\$0.00	
	Net Change in Fund Balance	\$1,014.93	\$86,377.20	\$0.00	
Fund Balances					
	Beginning Fund Balance	528,802.35	443,440.08	0.00	0.00%
	Net Change in Fund Balance	1,014.93	86,377.20	0.00	0.00%
	Ending Fund Balance	529,817.28	529,817.28	0.00	0.00%

Sewer Debt Service
Statement of Revenue and Expenditures

Account Number		Current Period Dec 2024 Dec 2024 Actual	Year-To-Date Jul 2024 Dec 2024 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures					
Revenue					
Other Revenue					
4100	Beginning Budget Balance	0.00	0.00	63,904.00	0.00%
4952	Interest Income	225.85	1,264.89	1,917.00	65.98%
4960	Users Fees	0.00	42,059.81	42,000.00	100.14%
	Revenue	\$225.85	\$43,324.70	\$107,821.00	
	Gross Profit	\$225.85	\$43,324.70	\$107,821.00	
Expenses					
Requirements					
6150	Debt Service Expense	0.00	35,800.00	30,000.00	119.33%
6945	Debt Service Interest	0.00	9,990.63	24,181.00	41.32%
6795	Reserve for Contingencies	0.00	0.00	53,640.00	0.00%
	Expenses	\$0.00	\$45,790.63	\$107,821.00	
	Revenue Less Expenditures	\$225.85	(\$2,465.93)	\$0.00	
	Net Change in Fund Balance	\$225.85	(\$2,465.93)	\$0.00	
Fund Balances					
	Beginning Fund Balance	54,046.21	56,737.99	0.00	0.00%
	Net Change in Fund Balance	225.85	(2,465.93)	0.00	0.00%
	Ending Fund Balance	54,272.06	54,272.06	0.00	0.00%

Street Fund
Statement of Revenue and Expenditures

Account Number		Current Period Dec 2024 Dec 2024 Actual	Year-To-Date Jul 2024 Dec 2024 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures					
Revenue					
Other Revenue					
4100	Beginning Budget Balance	0.00	0.00	127,323.00	0.00%
4952	Interest Income	478.51	2,679.95	3,820.00	70.16%
4292	Recology Franchise Fees	1,186.87	3,019.04	4,900.00	61.61%
4290	State Gas Tax Revenue	8,630.29	49,385.66	92,400.00	53.45%
	Revenue	\$10,295.67	\$55,084.65	\$228,443.00	
	Gross Profit	\$10,295.67	\$55,084.65	\$228,443.00	
Expenses					
Requirements					
6101	City Administrator	764.80	4,812.77	11,000.00	43.75%
6123	City Recorder	86.84	560.59	1,129.00	49.65%
6306	Contract Services	501.25	1,501.25	15,480.00	9.70%
6982	East Main Street	0.00	15,039.54	45,895.00	32.77%
6221	Equipment/Maintenance	184.79	610.29	2,064.00	29.57%
6119	Facilities Manager	1,106.63	7,199.99	15,257.00	47.19%
6236	Footpaths/Bikepaths	597.93	597.93	5,160.00	11.59%
6200	Operations & Maint	100.00	845.17	20,640.00	4.09%
6120	Payroll Expense	2,790.55	16,956.85	32,660.00	51.92%
6121	Plant Operator	510.03	3,408.33	6,508.00	52.37%
6795	Reserve for Contingencies	0.00	0.00	4,378.00	0.00%
6229	Street Lights	1,778.19	8,894.56	17,338.00	51.30%
6222	Street Maintenance	0.00	5,034.04	41,280.00	12.19%
6109	Utility Worker I	314.88	1,864.84	4,611.00	40.44%
6108	Utility Worker II	387.84	2,497.18	5,042.00	49.53%
	Expenses	\$9,123.73	\$69,823.33	\$228,442.00	
	Revenue Less Expenditures	\$1,171.94	(\$14,738.68)	\$1.00	
	Net Change in Fund Balance	\$1,171.94	(\$14,738.68)	\$1.00	
Fund Balances					
	Beginning Fund Balance	107,661.46	123,572.08	0.00	0.00%
	Net Change in Fund Balance	1,171.94	(14,738.68)	1.00	0.00%
	Ending Fund Balance	108,833.40	108,833.40	0.00	0.00%

Streets SDC Reserve Fund
Statement of Revenue and Expenditures

Account Number		Current Period Dec 2024 Actual	Year-To-Date Jul 2024 Dec 2024 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures					
Revenue					
4100	Beginning Budget Balance	0.00	0.00	157,157.00	0.00%
4952	Interest Income	470.44	2,634.76	6,286.00	41.91%
4792	System Development Charges	0.00	61,877.00	61,148.00	101.19%
	Revenue	\$470.44	\$64,511.76	\$224,591.00	
	Gross Profit	\$470.44	\$64,511.76	\$224,591.00	
Expenses					
6795	Reserve for Contingencies	0.00	0.00	178,696.00	0.00%
6416	System Development	0.00	10,026.36	45,895.00	21.85%
	Expenses	\$0.00	\$10,026.36	\$224,591.00	
	Revenue Less Expenditures	\$470.44	\$54,485.40	\$0.00	
	Net Change in Fund Balance	\$470.44	\$54,485.40	\$0.00	
Fund Balances					
	Beginning Fund Balance	224,854.92	170,839.96	0.00	0.00%
	Net Change in Fund Balance	470.44	54,485.40	0.00	0.00%
	Ending Fund Balance	225,325.36	225,325.36	0.00	0.00%

Sidewalk Fund
Statement of Revenue and Expenditures

Account Number		Current Period Dec 2024 Actual	Year-To-Date Jul 2024 Dec 2024 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures					
Revenue					
4100	Beginning Budget Balance	0.00	0.00	28,116.00	0.00%
4952	Interest Income	60.66	339.73	843.00	40.30%
4940	Security Deposits	0.00	835.00	0.00	0.00%
	Revenue	\$60.66	\$1,174.73	\$28,959.00	
	Gross Profit	\$60.66	\$1,174.73	\$28,959.00	
Expenses					
6499	Capital Reserve	0.00	0.00	3,459.00	0.00%
6306	Contract Services	0.00	842.50	0.00	0.00%
6427	Deposit Refund	0.00	0.00	500.00	0.00%
6423	Sidewalk Installation	0.00	21,300.00	25,000.00	85.20%
	Expenses	\$0.00	\$22,142.50	\$28,959.00	
	Revenue Less Expenditures	\$60.66	(\$20,967.77)	\$0.00	
	Net Change in Fund Balance	\$60.66	(\$20,967.77)	\$0.00	
Fund Balances					
	Beginning Fund Balance	(6,065.70)	14,962.73	0.00	0.00%
	Net Change in Fund Balance	60.66	(20,967.77)	0.00	0.00%
	Ending Fund Balance	(6,005.04)	(6,005.04)	0.00	0.00%

Building Fund

Statement of Revenue and Expenditures

Account Number		Current Period Dec 2024 Dec 2024 Actual	Year-To-Date Jul 2024 Dec 2024 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures					
Revenue					
Other Revenue					
4100	Beginning Budget Balance	0.00	0.00	28,537.00	0.00%
4931	Building Permits - Structural	0.00	500.00	0.00	0.00%
4939	Code Compliance Fees	0.00	1,775.00	500.00	355.00%
4938	County Building Services	105.42	6,286.64	4,000.00	157.17%
4952	Interest Income	70.99	397.60	856.00	46.45%
	Revenue	\$176.41	\$8,959.24	\$33,893.00	
	Gross Profit	\$176.41	\$8,959.24	\$33,893.00	
Expenses					
Requirements					
6124	Accounting Clerk	205.52	1,137.16	2,600.00	43.74%
6101	City Administrator	382.40	2,406.39	5,500.00	43.75%
6123	City Recorder	217.12	1,401.58	2,823.00	49.65%
6119	Facilities Manager	221.32	1,439.97	3,814.00	37.75%
6328	Office Supplies	0.00	0.00	50.00	0.00%
6120	Payroll Expense	861.88	5,462.87	11,053.00	49.42%
6329	Postage	0.00	0.00	100.00	0.00%
6795	Reserve for Contingencies	0.00	0.00	7,953.00	0.00%
	Expenses	\$1,888.24	\$11,847.97	\$33,893.00	
	Revenue Less Expenditures	(\$1,711.83)	(\$2,888.73)	\$0.00	
	Net Change in Fund Balance	(\$1,711.83)	(\$2,888.73)	\$0.00	
Fund Balances					
	Beginning Fund Balance	29,404.75	30,581.65	0.00	0.00%
	Net Change in Fund Balance	(1,711.83)	(2,888.73)	0.00	0.00%
	Ending Fund Balance	27,692.92	27,692.92	0.00	0.00%

Economic Development Fund
Statement of Revenue and Expenditures

Account Number		Current Period Dec 2024 Dec 2024 Actual	Year-To-Date Jul 2024 Dec 2024 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures					
Revenue					
4100	Beginning Budget Balance	0.00	0.00	151,301.00	0.00%
4952	Interest Income	327.69	1,835.27	4,539.00	40.43%
4970	Loan Payments	0.00	0.00	600.00	0.00%
	Revenue	\$327.69	\$1,835.27	\$156,440.00	
	Gross Profit	\$327.69	\$1,835.27	\$156,440.00	
Expenses					
6124	Accounting Clerk	411.04	2,274.30	5,200.00	43.74%
6313	Administrative Costs	0.00	32.20	250.00	12.88%
6300	Attorney/Legal Fees	0.00	293.37	1,000.00	29.34%
6101	City Administrator	764.80	4,812.77	11,000.00	43.75%
6123	City Recorder	434.24	2,803.16	5,646.00	49.65%
6251	Economic Development Loan	0.00	0.00	20,000.00	0.00%
6328	Office Supplies	0.00	0.00	50.00	0.00%
6120	Payroll Expense	1,369.07	8,610.07	16,384.00	52.55%
6795	Reserve for Contingencies	0.00	0.00	96,910.00	0.00%
	Expenses	\$2,979.15	\$18,825.87	\$156,440.00	
	Revenue Less Expenditures	(\$2,651.46)	(\$16,990.60)	\$0.00	
	Net Change in Fund Balance	(\$2,651.46)	(\$16,990.60)	\$0.00	
Fund Balances					
	Beginning Fund Balance	139,571.60	153,910.74	0.00	0.00%
	Net Change in Fund Balance	(2,651.46)	(16,990.60)	0.00	0.00%
	Ending Fund Balance	136,920.14	136,920.14	0.00	0.00%

Admin Reserve Fund
Statement of Revenue and Expenditures

Account Number		Current Period Dec 2024 Dec 2024 Actual	Year-To-Date Jul 2024 Dec 2024 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures					
Revenue					
4952	Interest Income	84.62	473.95	0.00	0.00%
4921	Municipal Court Equip Assmt	62.00	400.00	900.00	44.44%
4980	Transfer In - Gen Fund	0.00	12,500.00	12,500.00	100.00%
4982	Transfer In - Sewer Fund	0.00	13,500.00	13,500.00	100.00%
4981	Transfer In - Water Fund	0.00	13,500.00	13,500.00	100.00%
	Revenue	\$146.62	\$40,373.95	\$40,400.00	
	Gross Profit	\$146.62	\$40,373.95	\$40,400.00	
Expenses					
6403	Copy/Postal/Computing	0.00	1,554.00	4,000.00	38.85%
6414	Software	900.00	3,710.76	5,000.00	74.22%
6408	Support Services	1,195.00	1,195.00	16,400.00	7.29%
6437	Water Billing Software	0.00	14,475.00	15,000.00	96.50%
	Expenses	\$2,095.00	\$20,934.76	\$40,400.00	
	Revenue Less Expenditures	(\$1,948.38)	\$19,439.19	\$0.00	
	Net Change in Fund Balance	(\$1,948.38)	\$19,439.19	\$0.00	
Fund Balances					
	Beginning Fund Balance	69,647.15	48,259.58	0.00	0.00%
	Net Change in Fund Balance	(1,948.38)	19,439.19	0.00	0.00%
	Ending Fund Balance	67,698.77	67,698.77	0.00	0.00%

Public Works Reserve Fund
Statement of Revenue and Expenditures

Account Number		Current Period Dec 2024 Dec 2024 Actual	Year-To-Date Jul 2024 Dec 2024 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures					
Revenue					
4100	Beginning Budget Balance	0.00	0.00	2,249.00	0.00%
4952	Interest Income	57.22	320.46	67.00	478.30%
4982	Transfer In - Sewer Fund	0.00	12,500.00	12,500.00	100.00%
4981	Transfer In - Water Fund	0.00	12,500.00	12,500.00	100.00%
	Revenue	\$57.22	\$25,320.46	\$27,316.00	
	Gross Profit	\$57.22	\$25,320.46	\$27,316.00	
Expenses					
6415	Lab/Office	0.00	0.00	10,000.00	0.00%
6795	Reserve for Contingencies	0.00	0.00	12,826.00	0.00%
6433	Security Cameras	0.00	4,490.00	4,490.00	100.00%
	Expenses	\$0.00	\$4,490.00	\$27,316.00	
	Revenue Less Expenditures	\$57.22	\$20,830.46	\$0.00	
	Net Change in Fund Balance	\$57.22	\$20,830.46	\$0.00	
Fund Balances					
	Beginning Fund Balance	48,088.33	27,315.09	0.00	0.00%
	Net Change in Fund Balance	57.22	20,830.46	0.00	0.00%
	Ending Fund Balance	48,145.55	48,145.55	0.00	0.00%

Report Options

Fund: Public Works Reserve Fund

Period: 12/1/2024 to 12/31/2024

Detail Level: Level 1 Accounts

Display Account Categories: No

Display Subtotals: No

Revenue Reporting Method: Actual - Budget

Expense Reporting Method: Actual - Budget

Budget: Public Works Reserve

Park SDC
Statement of Revenue and Expenditures

Account Number		Current Period Dec 2024 Dec 2024 Actual	Year-To-Date Jul 2024 Dec 2024 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures					
Revenue					
4100	Beginning Budget Balance	0.00	0.00	469,704.00	0.00%
4952	Interest Income	1,211.97	6,787.73	14,091.00	48.17%
4792	System Development Charges	0.00	52,560.00	94,800.00	55.44%
	Revenue	\$1,211.97	\$59,347.73	\$578,595.00	
	Gross Profit	\$1,211.97	\$59,347.73	\$578,595.00	
Expenses					
6795	Reserve for Contingencies	0.00	0.00	478,595.00	0.00%
6741	System Improvements	0.00	0.00	100,000.00	0.00%
	Expenses	\$0.00	\$0.00	\$578,595.00	
	Revenue Less Expenditures	\$1,211.97	\$59,347.73	\$0.00	
	Net Change in Fund Balance	\$1,211.97	\$59,347.73	\$0.00	
Fund Balances					
	Beginning Fund Balance	617,558.48	559,422.72	0.00	0.00%
	Net Change in Fund Balance	1,211.97	59,347.73	0.00	0.00%
	Ending Fund Balance	618,770.45	618,770.45	0.00	0.00%

Park Equipment Reserve Fund
Statement of Revenue and Expenditures

Account Number		Current Period Dec 2024 Actual	Year-To-Date Jul 2024 Dec 2024 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures					
Revenue					
4100	Beginning Budget Balance	0.00	0.00	6,604.00	0.00%
4952	Interest Income	29.96	167.79	198.00	84.74%
4984	Transfer in - Parks	0.00	7,500.00	7,500.00	100.00%
	Revenue	\$29.96	\$7,667.79	\$14,302.00	
	Gross Profit	\$29.96	\$7,667.79	\$14,302.00	
Expenses					
6420	Beulah Park Improvements	0.00	3,160.00	3,160.00	100.00%
6402	Equipment Replacement	0.00	0.00	1,500.00	0.00%
6413	Gen Park Mxt & Improvement	0.00	0.00	1,500.00	0.00%
6795	Reserve for Contingencies	0.00	0.00	8,142.00	0.00%
	Expenses	\$0.00	\$3,160.00	\$14,302.00	
	Revenue Less Expenditures	\$29.96	\$4,507.79	\$0.00	
	Net Change in Fund Balance	\$29.96	\$4,507.79	\$0.00	
Fund Balances					
	Beginning Fund Balance	18,961.69	14,483.86	0.00	0.00%
	Net Change in Fund Balance	29.96	4,507.79	0.00	0.00%
	Ending Fund Balance	18,991.65	18,991.65	0.00	0.00%

Stormwater
Statement of Revenue and Expenditures

Account Number		Current Period Dec 2024 Actual	Year-To-Date Jul 2024 Dec 2024 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures					
Revenue					
4952	Interest Income	25.14	140.79	200.00	70.40%
4982	Transfer In - Sewer Fund	0.00	12,000.00	12,000.00	100.00%
	Revenue	\$25.14	\$12,140.79	\$12,200.00	
	Gross Profit	\$25.14	\$12,140.79	\$12,200.00	
Expenses					
6795	Reserve for Contingencies	0.00	0.00	12,000.00	0.00%
	Expenses	\$0.00	\$0.00	\$12,000.00	
	Revenue Less Expenditures	\$25.14	\$12,140.79	\$200.00	
	Net Change in Fund Balance	\$25.14	\$12,140.79	\$200.00	
Fund Balances					
	Beginning Fund Balance	12,115.65	0.00	0.00	0.00%
	Net Change in Fund Balance	25.14	12,140.79	200.00	0.00%
	Ending Fund Balance	12,140.79	12,140.79	0.00	0.00%

Stormwater SDC Reserve Fund
Statement of Revenue and Expenditures

Account Number		Current Period Dec 2024 Actual	Year-To-Date Jul 2024 Dec 2024 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures					
Revenue					
4100	Beginning Budget Balance	0.00	0.00	118,745.00	0.00%
4952	Interest Income	361.83	2,026.45	3,562.00	56.89%
4792	System Development Charges	0.00	37,164.00	50,430.00	73.69%
	Revenue	\$361.83	\$39,190.45	\$172,737.00	
	Gross Profit	\$361.83	\$39,190.45	\$172,737.00	
Expenses					
6795	Reserve for Contingencies	0.00	0.00	172,737.00	0.00%
	Expenses	\$0.00	\$0.00	\$172,737.00	
	Revenue Less Expenditures	\$361.83	\$39,190.45	\$0.00	
	Net Change in Fund Balance	\$361.83	\$39,190.45	\$0.00	
Fund Balances					
	Beginning Fund Balance	200,577.27	161,748.65	0.00	0.00%
	Net Change in Fund Balance	361.83	39,190.45	0.00	0.00%
	Ending Fund Balance	200,939.10	200,939.10	0.00	0.00%

Police Vehicle Reserve Fund
Statement of Revenue and Expenditures

Account Number		Current Period Dec 2024 Dec 2024 Actual	Year-To-Date Jul 2024 Dec 2024 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures					
Revenue					
4100	Beginning Budget Balance	0.00	0.00	45,645.00	0.00%
4952	Interest Income	135.14	756.85	1,369.00	55.28%
4926	Vehicle Replacement Assmt	310.00	1,990.00	4,500.00	44.22%
	Revenue	\$445.14	\$2,746.85	\$51,514.00	
	Gross Profit	\$445.14	\$2,746.85	\$51,514.00	
Expenses					
6795	Reserve for Contingencies	0.00	0.00	51,514.00	0.00%
	Expenses	\$0.00	\$0.00	\$51,514.00	
	Revenue Less Expenditures	\$445.14	\$2,746.85	\$0.00	
	Net Change in Fund Balance	\$445.14	\$2,746.85	\$0.00	
Fund Balances					
	Beginning Fund Balance	67,689.84	65,388.13	0.00	0.00%
	Net Change in Fund Balance	445.14	2,746.85	0.00	0.00%
	Ending Fund Balance	68,134.98	68,134.98	0.00	0.00%

City Hall Reserve Fund
Statement of Revenue and Expenditures

Account Number		Current Period Dec 2024 Dec 2024 Actual	Year-To-Date Jul 2024 Dec 2024 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures					
Revenue					
4100	Beginning Budget Balance	0.00	0.00	15,472.00	0.00%
4952	Interest Income	33.38	186.97	464.00	40.30%
	Revenue	\$33.38	\$186.97	\$15,936.00	
	Gross Profit	\$33.38	\$186.97	\$15,936.00	
Expenses					
6795	Reserve for Contingencies	0.00	0.00	15,936.00	0.00%
	Expenses	\$0.00	\$0.00	\$15,936.00	
	Revenue Less Expenditures	\$33.38	\$186.97	\$0.00	
	Net Change in Fund Balance	\$33.38	\$186.97	\$0.00	
Fund Balances					
	Beginning Fund Balance	15,990.07	15,836.48	0.00	0.00%
	Net Change in Fund Balance	33.38	186.97	0.00	0.00%
	Ending Fund Balance	16,023.45	16,023.45	0.00	0.00%



CITY COUNCIL MEETING MINUTES

The council approved resolutions for police equipment funding fiscal sponsorship, and water infrastructure projects. The school district reported on their mission, strategic plan, and recent safety upgrades. The Economic Development Committee and Water Advisory Committee also provided updates on their activities. The meeting covered various updates and activities from the previous month. Public Works weatherized the water treatment plant, maintained water distribution, and prepared for construction. City Hall prepared for the annual audit and updated the city website. The city received three RFPs for the parks master plan. The City Council attended several meetings and events, including a community dinner and a tree lighting ceremony. Upcoming events include a Gingerbread contest and a citizen advisory meeting. Newly elected council members were congratulated and recruitment for the Budget Committee was announced.

I. CALL TO ORDER Mayor Potter called the meeting to order at 6:30 p.m.

ROLL CALL **Present, In-Person:** Mayor Yvette Potter
Councilors: Shea Corrigan, Tim Askey, Kim Kind
Staff Present, In-Person: City Admin. Shelley Reimer, Jason Wofford,
Public Works; Angie Fowler, City Recorder

II. FLAG SALUTE The mayor led the pledge of allegiance.

III. PUBLIC COMMENT Public Comment was received by:
Patty Pairan, 215 N Maple St., Yamhill
Ingrid Denman, 420 E Third St., Yamhill

IV. AGENDA UPDATES OR ADDITIONS Resolution 833 was updated since the packet originally went out. It was already updated online.
Resolution 834 was added to the agenda in *New Business, Item B*
The Christmas Tree lighting Thank yous in *information and announcements* was also updated.



V. CONSENT AGENDA

A) Financials

B) Minutes

A MOTION TO APPROVE THE AGENDA

ROLL CALL: Motion introduced by Kim Kind and seconded by Shea Corrigan

Ayes (4): Potter, Askey, Corrigan, Kind

Nays (0): None

The motion carried.

VI. COMMITTEE REPORTS

A) Planning Commission

Ken Moore, Planning Chair informed the council that they would be holding a hearing at the next planning commission meeting for the EMC gas price sign at the new service station. They are additionally continuing to work through Title 11 updates.

B) Water Advisory

The city administrator noted that Jason Wofford would be covering some of the water advisory's work in his public works report.

Patty Pairan gave an update on her summary of past water advisory meetings and the phone tree for citizens that are not able to access information from the internet or other postings.

C) Economic Development Committee

Jenny Morrison gave an update on the EDC. Stating that they had come up with their mission statement in the last meeting:

"To bring economic vitality to the central business district and create a thriving community in which to live, work and play."

They also categorized what they wished to accomplish under the headings of live, work, and play with subcategories for code updates, beautification/rejuvenation of downtown, and park updates.



VII. UNFINISHED BUSINESS

A) IT Update

We are continuing with the City of Kaiser as our new IT provider. We are in the process of getting an IGA from their legal department. In the meantime, the City Administrator is continuing talks with two other providers.

B) Meeting with McMinnville Water & Light

Jason Wofford updated the council on the discussion with McMinnville Water and Light.

This was a progressive meeting to look at supplemental water. Right now, we are just looking at which direction to run. There's a Puddy Gulch option and there is Hwy 47 through Carlton. Jason is favoring the connection at Carlton at this point.

C) ARPA Funds Closeout Update

City Administrator Reimer informed the council the ARPA funds need to be spent by December 31, 2024, it's not enough to just have budgeted for it.

We actually have to have spent it, or you have to return it.

Our accounting clerk has been working to go through all the files and just confirm that we have, in fact, spent it.

D) SCA Grant Update

We applied for a Small Cities Allotment grant for sidewalks, and we did not receive the grant. The next round of applications starts March/April, and we will be applying again.

E) Lighting Ordinance Order of Recommendation Review

The PC's Order of recommendation was omitted from the packet. The council did discuss changes and a couple of other changes that they would like to have planning work on prior to the council holding a hearing.

Councilor Corrigan noted that a few things need to be more specific. There were concerns about if light shields were required to be done or if it was complaint driven. He researched costs and stated if every streetlight in town necessitated change the bill would be near \$48k.

There were concerns if there was a complaint if it would be the PGE's cost or the property owner's cost to fix.

It was decided that the council would email Shelley with any concerns by Friday, and she would forward it to the City Planner who would take it to planning to have them discuss making additional changes.



VIII. NEW BUSINESS

A) YC Schools Superintendent Update

Student ASB Officer, Lucas Partin, updated the council on what the students have been doing which included spirit week, assemblies, and a canned food drive. They are also coming upon the Christmas break soon.

Clint Raever, YC School Superintendent, presented the school's strategic plan, reported on updates to the facilities, and talked about the school districts vision.

B) Police Fiscal Sponsorship Agreement (R-834)

The city administrator reported on Chief Graven being approached by Brad Windecker. The Windecker foundation made a \$60K donation to the Yamhill Police Department for necessary supplies. There was a fiscal sponsorship agreement made to accept the funds through a nonprofit community group.

A MOTION TO APPROVE RESOLUTION R-834, A RESOLUTION FOR SUPPLEMENTAL BUDGET AND POLICE MISCELLANEOUS INCOME.

ROLL CALL: Motion introduced by Shea Corrigan and seconded by Tim Askey

Ayes (4): Potter, Askey, Corrigan, Kind

Nays (0): None

The motion carried.

C) Resolution 831

This is a resolution for the council to support Yamhill downtown association's application to become an affiliate with the Oregon main street network.

A MOTION TO APPROVE RESOLUTION 831, ENDORSING YDA's, LOCAL AFFILIATION WITH OREGON MAIN STREET NETWORK.

ROLL CALL: Motion introduced by Shea Corrigan and seconded by Tim Askey

Ayes (4): Potter, Askey, Corrigan, Kind



Nays (0): None

The motion carried.

D) Resolution 832

This is a resolution to transfer \$75,000 within the water fund from the tie line feasibility study to Moore's Valley/East Second Street project in the 24/25 budget. It would allow us to complete both of those projects, because it's been identified that that 75,000 which was the tie line feasibility, is going to be funded through the Merkle money.

A MOTION TO APPROVE RESOLUTION R832 TO TRANSFER FUNDS FROM THE TIE IN FEASIBILITY TO MOORE'S AND EAST SECOND.

ROLL CALL: Motion introduced by Shea Corrigan and seconded by Tim Askey

Ayes (4): Potter, Askey, Corrigan, Kind

Nays (0): None

The motion carried.

E) Resolution 833

This a resolution to transfer 75,000 within the water fund from the tie in feasibility study and create a line item to the Hemlock Street water project, in the same amount.

A MOTION TO APPROVE RESOLUTION R833 A RESOLUTION TO TRANSFER \$75,000 WITHIN THE WATER FUND FROM A RESERVOIR TO PLANT TIE IN FEASIBILITY STUDY, (20-4411), AND CREATE A LINE ITEM TO THE HEMLOCK STREET WATER IMPROVEMENT PROJECT IN THE SAME AMOUNT.

ROLL CALL: Motion introduced by Shea Corrigan and seconded by Kim Kind

Ayes (4): Potter, Askey, Corrigan, Kind

Nays (0): None

The motion carried.



IX. DEPARTMENT REPORTS

A) Administration

The city administrator gave a PowerPoint presentation.

B) Police Department

There were no officers present at the meeting. The police reports were included in the packet.

C) Public Works

Jason Wofford had nothing to add beyond what was already discussed in the meeting.

X. COUNCIL REPORTS

A) Mayor

The mayor gave official congratulations to mayor elect, Shea Corrigan; city councilor re-elect, Tim Askey and newly elected councilor Chris Featherston.

B) Council

There were no council reports.

XI. INFORMATION/ ANNOUNCEMENTS

A) Next CAC Meeting January 22, 2025

B) Now Accepting Applications for Budget Committee

C) Special Thanks to Yamhill Tree Lighting contributors

XII. ADJOURNMENT

The meeting adjourned at 8:06 p.m.

Respectfully Submitted and Approved.

Attest:

Yvette Potter
Mayor, City of Yamhill

Angie Fowler, Recorder



CITY COUNCIL EXECUTIVE SESSION MINUTES

EXECUTIVE SESSION PERMITTED MATTER:

ORS 192.660(2) (h)

To consult with your attorney regarding your legal rights and duties in regard to current litigation or litigation that is more likely than not to be filed.

I. CALL TO ORDER Mayor Potter called the meeting to order at 5:30 p.m.

ROLL CALL

Present, In-Person: Mayor Yvette Potter

Councilors; Kay Echauri, Shea Corrigan, Marci Hedin, Tim Askey

Staff Present, In-person: Chief Greg Graven, Interim City Administrator

Present, Virtually: Tyler Yeoman Millette, City Attorney

II. ADJOURNMENT The meeting adjourned at 5:49 p.m.

*Representatives of the news media and designated staff may attend executive sessions. Representatives of the news media are specifically directed not to report on any of the deliberations during the executive session, except to state the general subject of the session as previously announced.

*Executive sessions do not allow for public attendance. No action will be taken in the executive session. If action needs to be taken, the council will do so in regular session.

Respectfully Submitted and Approved.

Yvette Potter
Mayor, City of Yamhill

Angie Fowler
City Recorder



CITY COUNCIL EXECUTIVE SESSION MINUTES

EXECUTIVE SESSION PERMITTED MATTER:

ORS 192.660(2)(a)

To consider the employment of a public officer, employee, staff member or individual agent.

I. CALL TO ORDER Mayor Potter called the meeting to order at 5:00 p.m.

ROLL CALL

Present, In-Person: Mayor Yvette Potter
Councilors: Kay Echaury, Shea Corrigan, Tim Askey

Staff Present, In-Person: None

II. ADJOURNMENT The meeting adjourned at 6:17 p.m.

*Representatives of the news media and designated staff may attend executive sessions. Representatives of the news media are specifically directed not to report on any of the deliberations during the executive session, except to state the general subject of the session as previously announced.

*Executive sessions do not allow for public attendance. No action will be taken in the executive session. If action needs to be taken, the council will do so in regular session.

Respectfully Submitted and Approved.

Yvette Potter
Mayor, City of Yamhill

Angie Fowler
City Recorder



CITY COUNCIL EXECUTIVE SESSION MINUTES

EXECUTIVE SESSION PERMITTED MATTER:

ORS 192.660(2)(a)

To consider the employment of a public officer, employee, staff member or individual agent.

I. CALL TO ORDER Mayor Potter called the meeting to order at 6:31 p.m.

ROLL CALL **Present, In-Person:** Mayor Yvette Potter
Councilors: Kay Echauri, Shea Corrigan, Marci Jensen, Tim Askey

Staff Present, In-Person: None

II. ADJOURNMENT The meeting adjourned at 8:07 p.m.

*Representatives of the news media and designated staff may attend executive sessions. Representatives of the news media are specifically directed not to report on any of the deliberations during the executive session, except to state the general subject of the session as previously announced.

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Respectfully Submitted and Approved.

Yvette Potter
Mayor, City of Yamhill

Angie Fowler
City Recorder



CITY COUNCIL EXECUTIVE SESSION MINUTES

EXECUTIVE SESSION PERMITTED MATTER:

ORS 192.660(2)(a)

TO CONSIDER THE EMPLOYMENT OF A PUBLIC OFFICER, EMPLOYEE, STAFF MEMBER OR INDIVIDUAL AGENT.

I. CALL TO ORDER Mayor Potter called the meeting to order at 5:31 p.m.

ROLL CALL

Present, In-Person: Mayor Yvette Potter
Councilors; Shea Corrigan, Marci Jensen, Tim Askey

Staff Present, In-Person: City Admin. Shelley Reimer

II. ADJOURNMENT The meeting adjourned at 6:10 p.m.

*Representatives of the news media and designated staff may attend executive sessions. Representatives of the news media are specifically directed not to report on any of the deliberations during the executive session, except to state the general subject of the session as previously announced.

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Respectfully Submitted and Approved.

Yvette Potter
Mayor, City of Yamhill

Angie Fowler
City Recorder



CITY COUNCIL EXECUTIVE SESSION MINUTES

EXECUTIVE SESSION PERMITTED MATTER:

ORS 192.660(2)(a)

TO CONSIDER THE EMPLOYMENT OF A PUBLIC OFFICER, EMPLOYEE, STAFF MEMBER OR INDIVIDUAL AGENT.

I. CALL TO ORDER Mayor Potter called the meeting to order at 5:31 p.m.

ROLL CALL

Present, Virtually: Mayor Yvette Potter

Present, In-Person:

Councilors; Shea Corrigan, Marci Jensen, Tim Askey

Staff Present, In-Person: City Admin. Shelley Reimer,
Chief Greg Graven, Police Department (0:29)

II. ADJOURNMENT The meeting adjourned 6:33 p.m.

*Representatives of the news media and designated staff may attend executive sessions. Representatives of the news media are specifically directed not to report on any of the deliberations during the executive session, except to state the general subject of the session as previously announced.

*Executive sessions do not allow for public attendance. No action will be taken in the executive session. If action needs to be taken, the council will do so in regular session.

Respectfully Submitted and Approved.

Yvette Potter
Mayor, City of Yamhill

Angie Fowler
City Recorder



CITY COUNCIL EXECUTIVE SESSION MINUTES

EXECUTIVE SESSION PERMITTED MATTER:

ORS 192.660(2) (f)

TO CONSIDER INFORMATION OR RECORDS THAT ARE EXEMPT BY LAW FROM PUBLIC INSPECTION.

I. CALL TO ORDER Mayor Potter called the meeting to order at 4:00 p.m.

ROLL CALL

Present, Virtually: Mayor Yvette Potter

Present, In-Person:

Councilors: Shea Corrigan, Marci Jensen

Staff Present, In-Person: City Admin. Shelley Reimer, Chief Greg Graven, Police Department; Attorney Emily Guimont, Beery Elsner & Hammond

II. ADJOURNMENT The meeting adjourned at 5:13 p.m.

*Representatives of the news media and designated staff may attend executive sessions. Representatives of the news media are specifically directed not to report on any of the deliberations during the executive session, except to state the general subject of the session as previously announced.

*Executive sessions do not allow for public attendance. No action will be taken in the executive session. If action needs to be taken, the council will do so in regular session.

Respectfully Submitted and Approved.

Yvette Potter
Mayor, City of Yamhill

Angie Fowler
City Recorder



CITY COUNCIL EXECUTIVE SESSION MINUTES

EXECUTIVE SESSION PERMITTED MATTER:

ORS 192.660(2) (i)

TO REVIEW AND EVALUATE THE EMPLOYMENT-RELATED PERFORMANCE OF THE CHIEF EXECUTIVE OFFICER

I. CALL TO ORDER Mayor Potter called the meeting to order at 5:20 p.m.

ROLL CALL

Present, In-Person: Mayor Yvette Potter
Councilors; Shea Corrigan, Marci Jensen, Tim Askey, Kim Kind

Staff Present, In-Person: City Admin. Shelley Reimer (44:45)

II. ADJOURNMENT The meeting adjourned at 6:35 p.m.

*Representatives of the news media and designated staff may attend executive sessions. Representatives of the news media are specifically directed not to report on any of the deliberations during the executive session, except to state the general subject of the session as previously announced.

*Executive sessions do not allow for public attendance. No action will be taken in the executive session. If action needs to be taken, the council will do so in regular session.

Respectfully Submitted and Approved.

Yvette Potter
Mayor, City of Yamhill

Angie Fowler
City Recorder



YAMHILL POLICE DEPARTMENT



**PO BOX 09
YAMHILL OR 97148
(503)662-3511**

To:		Yamhill City Council	
From:		Greg Graven	
Subject:		Police Statistics December 2024	

Police Statistics:

Number of Calls/Activity:		206	
Number of Case Reports:		07	
Number of Arrests:		06	
Number of Municipal Court Citations:		35	
Number of Warnings:		122	
Number of Circuit Court Citations:		04	
Citizen Calls for Service		37	
Officer Initiated Contacts		142	

Hours Worked:

Greg Graven		154	
Travis Van Cleave		105	
AJ Miller		00	
Chris Livingston		143	
Andrew McMullen		00	

Miles Driven:

Greg Graven		814	
Travis Van Cleave		490	
AJ Miller		00	
Chris Livingston		534	
Andrew McMullen		00	



YAMHILL POLICE DEPARTMENT

**PO BOX 09
YAMHILL OR 97148
(503) 662-3511**



Yamhill Police Department December Staff Report for City Council

Date: 01/01/2025

Yamhill Police Department:

Greg Graven

- Respond to Calls for Service
- Records Requests/Reports/Vision Reports
- Fleet Management
- Budget Documents
- AOA Agency Assist YCSO Medics Injury Crash Moores Valley Rd Kuykendall Road
- ONIBRS November CAD Inform November/LEEP Use of Force November /LEEP Suicide Data November /LEEP LEPC COLECT November /Monthly Staff Report November /YPD Stats November
- Lexipol Policy Manual Updates
- Webinar School Shooter Adverse Childhood Experience Justice Clearing House 1 hour
- Webinar Navigating Challenging Times Leadership Strategies for LE Lexipol 1 hour
- Webinar Special Populations Manage w/ Care Justice Clearing House 1.5 hours
- ECHO Deflection & the Peer Profession
- PEC Prevention & Education Committee Meeting Virtual
- Mid-Willamette Valley Council of Government COG Transportation Meeting Virtual
- Stolen Vehicle on Stillers Mill Road Referred to YCSO
- Monthly Staff Meeting w/ Kim Steele, Angie Fowler, Kara Corrigan Shelley Reimer, Jason Wofford, Kyle Adams
- 14th Annual City Christmas Tree Lighting Program
- YC Staff Meeting w/ YC Admin & DHS YC District Office 120 N Larch Place
- @ 84 Meeting w/ Shelley Reimer
- Restraining Order/Protection Order Violation E 3rd Street Case# 24YP015
- CJIS Documents Training Records
- Fuel Cloud Updates

- Work with City Auditors
- Symposium Logistics State and federal bias/hate crime laws 1 hour
- Symposium Trends & Data 30 minutes
- Payroll for 11/24/2024 to 12/07/2024
- PERS EDX Reporting 11/24/2024 to 12/07/2024
- Symposium Federal Investigations: Best practices for LE 30 min
- Symposium Investigations: Best practices for LE 1 hour
- Symposium The 8 questions to ask in every investigation to look for bias motivation 30 minutes
- Symposium Model Policy for LE 30 minutes
- Symposium Prosecution tips and best practices 45 minutes
- Symposium Multi-Disciplinary Team (MDT) Best Practices 25 minutes
- Symposium Bias Response Hotline – Resources for Law Enforcement ODOJ Civil Rights 20 minutes
- Follow Up Case# 24YP0153 Restraining Order/Protection Order Violation
- CIS Drone Grant Application
- Annual Shop w/ a Cop Detail @ Walmart McMinnville
- @ 84 Meeting w/ Dave Brooks Shelley Reimer IT Proposal
- @ 84 Budget Meeting w/ Shelley Reimer
- Annual Shop with a Sheriff @ Walmart McMinnville
- AOA Agency Assist YCSO Trespass/Burglary in Progress NW Bony Road YCSO 328 Hall, 306 Stoneberg, 340 Baker, 335 Meade 24YP0156 YCSO 24YC3582 R-1
- Meeting w/ Shea Corrigan
- SRO School Resource Officer Meeting w/ Clint Raevers Superintendent YC School District Office 120 N Larch Place
- ECHO Deflection in the Peer Profession
- TAT Threat Assessment Team Meeting
- Webinar Emotional First Aid What to do & How to Help w/ Grief & Loss 1 hour
- CJIS Documents Set Up New Employee CJIS Online
- Webinar ONIBRS Crime Reporting 1 hour
- LEA Meeting YCSO
- DA's Office Grand Jury 24YP0156
- Body Armor Equipment Demo Extreme Products John Myers 841 Van Cleave, 844 Livingston
- Staff Christmas Party Secret Santa Gift Exchange
- PBB Detail
- Check Payroll for 12/08/2024 to 12/21/2025
- Check PERS EDX for 12/08/2024 to 12/21/2025
- Walmart McMinnville Supplies 2 Chromebooks for City Council w/ Kim Steele
- AOA Agency Assist YCSO Non-Injury Motor Vehicle Crash Moores Valley Rd//Rockyford Road 341 Rose, 330 Baker

- Set up Documents for 2025 Happy New Year!!

Corporal Travis Van Cleave

- 12/03/24 Patrol
- 12/04/24 Patrol, Grand Jury 24-101, AOA YCSO Reckless Driver
- 12/05/24 Patrol, Meeting @ Yamhill Fire
- 12/10/24 Patrol, Abandoned Veh @ E 1st
- 12/11/24 AOA Yamhill Fire Seizure @ YCHS, Shop with a Cop
- 12/12/24 Patrol
- 12/17/24 AOA YCSO Hwy 47//Russell Creek Fake 911, Warrant Arrest Attempt Geelan/Hwy 240, Taser Training and Recert
- 12/18/24 Patrol, Impound Abandoned Veh on 1st St, ATL Fireworks 1st&Hemlock,
- 12/19/24 Meeting @ Sta 84
- 12/20/24 AOA YCSO Warrant Arrest Hwy 240//Geelan, Custodial on Laurel St,
- 12/24/24 Patrol
- 12/25/24 Patrol, Reckless Driver Main/Olive
- 12/26/24 Patrol, AOA Yamhill Fire Chest Pain, Flett Rd,
- 12/27/24 Patrol, AOA YCSO Crash Ribbon Ridge/Hwy 240
- 12/30/24 YPD Case 24YP0157, Harassment Dahlia Street
- 12/31/24 Patrol, Happy New Years
- Calls 9
- O.I.C 46
- Cites 19
- Warn 51

Officer Adam Miller

- No Report

SRO Officer Chris Livingston

- I've been keeping very busy this last month between patrol and the schools.
- I also spent several days investigating an illegal distribution of an intimate image case at the intermediate school, and that has been handed over to the DAs office.

Officer Andrew McMullen

- No Report

Greg Graven
Chief of Police