



CITY COUNCIL MEETING

November 14, 2023 at 6:00 PM

City Hall

AGENDA

CALL TO ORDER

APPROVAL OF AGENDA

APPROVAL OF MINUTES

- [1.](#) OCTOBER 11, 2023 CITY COUNCIL MINUTES

DEPARTMENTAL REPORTS

- [2.](#) POLICE DEPARTMENT
- [3.](#) FIRE DEPARTMENT
- [4.](#) BUILDING OFFICIAL
5. PUBLIC WORKS
6. SPECIAL COMMITTEES
- [7.](#) CITY CLERK/TREASURER
8. CITY ATTORNEY
9. MAYOR

UNFINISHED BUSINESS

NEW BUSINESS

- [10.](#) PRELIMINARY 2024 BUDGETS

PUBLIC COMMENT

MOTION TO PAY BILLS

MOTION TO ADJOURN



CITY COUNCIL MEETING

October 10, 2023 at 6:00 PM

City Hall

MINUTES

CALL TO ORDER

Mayor Keeney called the meeting to order at 6:00 PM. Present were Council Member Sean Engle, Council Member Katherine Hudson, Council Member Angela Perea and Council Member John Wright. Also present were City Clerk/Treasurer Jennifer Allen, Police Chief Chris Kelley, Fire Chief Chance Wright, Building Official Clay Wilson, and City Attorney Justin Eichmann. Council Member Dan Cross and Council Member Bob Fant were absent.

APPROVAL OF AGENDA

Mayor Keeney asked for a motion to approve the agenda. Motion made by Council Member Wright, Seconded by Council Member Perea. Voting Yea: Council Member Hudson, Council Member Perea, Council Member Wright, Council Member Engle.

APPROVAL OF MINUTES

1. SEPTEMBER 12, 2023 CITY COUNCIL MEETING MINUTES

Mayor Keeney asked for a motion to approve the minutes of the September 12, 2023 City Council Meeting. Motion made by Council Member Engle, Seconded by Council Member Hudson.

Voting Yea: Council Member Hudson, Council Member Perea, Council Member Wright, Council Member Engle.

DEPARTMENTAL REPORTS

2. POLICE DEPARTMENT

Community Policing:

Patrols were conducted of residential and business areas daily.

JPD will be staffing the annual Trunk or Treat event at Worlds Underwater (2115 Main Dr) on October 31. The event runs from 6-8PM. Hope for good turnout

Enforcement:

Based on community complaints, Officers enforced speed violations throughout the city. Additionally, we began focusing on distracted driving (texting while driving) violations, especially in the area of crosswalks.

JPD enforced Truck Route violations of prohibited truck traffic on Wilkerson St, Elmore St, and Main Dr.

Personnel update:

Hired one officer in September. Field Training will begin on October 2.

One applicant has been provided with a Conditional Offer of Employment.

Currently advertising for one vacant Police Officer position. Utilizing Facebook, Instagram, Interview Now and Indeed for advertising.

Qualification/Training:

Continued defensive tactics training with our in-house instructor in September.

All Officers were certified in CPR by Johnson Fire Department Instructor.

3. FIRE DEPARTMENT

Community Events:

Attended Event for 52 Children to talk about fire safety

9 Station Tours with Special Needs Adults and Children

Employment update:

Fully Staffed

Fleet Update:

Ladder 1 Waiting for a quote from Anglin Diesel (shop outside of Ft. Smith - closer than Springfield)

Brush 1 – still looking for mechanic to fix

Training:

Completed 286 hours of combined Training.

Completed CPR Training for JPD and JFD

Misc:

Radios to go live this month tentatively.

6:30 target response time, looking really good - one of the best in the area.

4. BUILDING OFFICIAL

Building Permits: 6 new (new home, 1 commercial build out and swimming pools); Mechanical Permits: 15; Inspections: 21; Finals: 1 (New home)

Attended an ICC class on code changes for single-family and two-family residences. Multiple meetings with developers and engineers. Issued a code violation warning for solid fence.

MS4 inspections after a total of 3.29 inches of rainfall and held a TPR meeting for a property line adjustment.

Vehicle maintenance:

Police department: unit 1601 fuel pump in gas tank, 1701 high pressure fuel pump under intake, 2102 and 1901 oil changed, warrantied both batteries.

Fire department: started installing light bar, switch box and sirens in Chief Wright's truck.

5. PUBLIC WORKS

There have been several problems with traffic lights this last month, particularly at I-49. They can be fine one day and fail the next. Battery back ups look good but have passed their 5-year lifespan and batteries need to be replaced. The guys have been working on the north side of the city fixing road cuts and working their way around town.

6. SPECIAL COMMITTEES

7. CITY CLERK/TREASURER

State Turnback and Property Tax has been received, Sales Tax has not.

The final payment for the playground equipment installation at City Park of \$256,163.00 has been paid. Also, Cassie Elliott, the facilitator of securing the ROW/UE for Wilkerson and Main has been paid \$33,300.00.

Looking forward to the November Property Tax bump.

8. CITY ATTORNEY

Has been working on park regulations - need to make sure that beautiful park is taken care of. There will be legislation coming forward soon.

Two years ago Act 224 provided a \$5,000 stipend to Law Enforcement Officers. Signatures were secured from all recipients stating that if they left law enforcement employment, they were required by law to pay it back. The City has a former employee that has not paid the stipend back. All efforts have been exhausted and it needs to move forward in district court to get the money back. Requesting the Councils approval to file the collection action. Motion made by Council Member Engle, Seconded by Council Member Hudson.

Voting Yea: Council Member Hudson, Council Member Perea, Council Member Wright, Council Member Engle.

9. MAYOR

When the purchase of the ROW/UE for Main and Wilkerson began, Council was advised that any amount over \$20,000 would come back for approval. Requested approval to pay E-Z Mart \$25,760.00. Motion made by Council Member Engle, Seconded by Council Member Wright. Voting Yea: Council Member Hudson, Council Member Perea, Council Member Wright, Council Member Engle.

Last Council meeting we talked about the crosswalk in front of city hall. A Tapco system has been found that serves this purpose. It is solar powered, and the total cost is \$22,760 installed with a 10-year warranty. The system can be reused when the road project goes through. Motion made by Council Member Engle, Seconded by Council Member Perea. Voting Yea: Council Member Hudson, Council Member Perea, Council Member Wright, Council Member Engle.

The battery replacements each traffic light backup requires are \$40 apiece each traffic light backup requires 12. Requesting a motion to replace the needed batteries. Motion made by Council Member Wright, Seconded by Council Member Hudson. Voting Yea: Council Member Hudson, Council Member Perea, Council Member Wright, Council Member Engle.

Bids were opened Thursday for the construction of the Main and Wilkerson Road Project. The cost came in at \$9,569,570.00 - \$2.6 million above allocated \$6.9 million amount. Engineers

say to not accept because State law requires we reject any bid that is 25% or more over the allocated monies. Searching for extra money to add to the allocation pot. Mayor Keeney asked for a motion to reject the bid. Motion made by Council Member Wright, Seconded by Council Member Hudson. Voting Yea: Council Member Hudson, Council Member Perea, Council Member Wright, Council Member Engle. There is a 30-day turnaround to rebid, hopefully something can be done in the next 60-90 days.

UNFINISHED BUSINESS

NEW BUSINESS

- 10. ORDINANCE 2023-05: AN ORDINANCE TO AMEND SECTION 4.24 OCCUPATIONAL LICENSES OF THE JOHNSON MUNICIPAL CODE; DECLARING AN EMERGENCY AND FOR OTHER PURPOSES.** Mayor Keeney asked for a motion to read Ordinance 2023-05 by title only waiving the second and third readings. Motion made by Council Member Perea, Seconded by Council Member Hudson. Voting Yea: Council Member Hudson, Council Member Perea, Council Member Wright, Council Member Engle. City Attorney Justin Eichmann read the ordinance by title only. Mayor Keeney asked for a motion to approve the reading. Motion made by Council Member Engle, Seconded by Council Member Wright. Voting Yea: Council Member Hudson, Council Member Perea, Council Member Wright, Council Member Engle. Mayor Keeney asked for a motion to read the emergency clause. Motion made by Council Member Wright, Seconded by Council Member Hudson. Voting Yea: Council Member Hudson, Council Member Perea, Council Member Wright, Council Member Engle. City Attorney Eichmann read the emergency clause. Mayor Keeney asked for a motion to approve the emergency clause. Motion made by Council Member Hudson, Seconded by Council Member Wright. Voting Yea: Council Member Hudson, Council Member Perea, Council Member Wright, Council Member Engle.

PUBLIC COMMENT

Council Member Wright thanked the Fire Department and the Police department for their assistance at the Blessings Invitational Golf Tournament. Council Member Engle thanked the Fire Department for responding to a family member's house that was struck by lightning in Tontitown.

MOTION TO PAY BILLS

Mayor Keeney asked for a motion to pay the bills. Motion made by Council Member Wright, Seconded by Council Member Hudson. Voting Yea: Council Member Hudson, Council Member Perea, Council Member Wright, Council Member Engle.

MOTION TO ADJOURN

Mayor Keeney asked for a motion to adjourn. Motion made by Council Member Wright, Seconded by Council Member Perea. Voting Yea: Council Member Hudson, Council Member Perea, Council Member Wright, Council Member Engle.

Meeting was adjourned at 6:37 PM.

Respectfully Submitted,

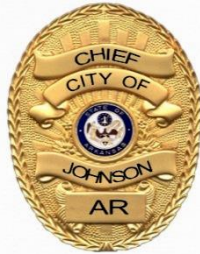
Jennifer Allen CMC, CAMC
City Clerk/Treasurer

Chris Keeney, Mayor

Johnson Police Department

Chief Chris Kelley

Item 2.



October 2023

Investigations update

Cases assigned for investigation this month:	3
Closed cases:	8
Open cases:	4

Calls for Service

Calls for service:	227
Incident reports written:	66
Accident reports written:	2
Arrests (includes Warrant Service)	52

Activity

Criminal Citations:	4
Directed/Extra patrols: (includes vacation checks)	504
Code violation citations:	5
Code violation warnings:	20
Parking- Warnings	11
Traffic- Warnings- Misc. Violations:	36
Traffic- Warnings- Speed:	5
Traffic- Speed citations:	11
Traffic- citations (Total):	36
DWI:	0

Washington County District Court Johnson Division

Warrants-Processed:	48
Warrants-Served:	43

Community Policing

- Patrols were conducted of residential and business areas on a daily basis.
- JPD participated in the annual Trunk or Treat event at Worlds Underwater. Very good turn out!

Enforcement

- Based on community complaints, Officers enforced speed and distracted driving violations throughout the city.
- JPD enforced Truck Route violations of prohibited truck traffic on Wilkerson St, Elmore St, and Main Dr.
- Focused on parking violations throughout the City. Increase in enforcement on Hackett St (Johnson Square).

Personnel update

- A probationary employee was let go in October.
- Have several applicants being reviewed for further background investigation.
- Two applicants have been provided with conditional offers of employment.
- Currently advertising for two vacant Police Officer position.
- Utilizing Facebook, Instagram, Interview Now and Indeed for advertising.

Qualification/Training

- Continued defensive tactics training with our in-house instructor in October.
- All Officers will qualify with their firearms in November.
- Conducted Taser recertification with all officers in October.



Johnson Fire Department

5810 S. Cardwell Rd. Fayetteville AR, 72704 ph. 479-442-0112

October 2023

Community Events:

- Attended Trunk or Treat
- 7 Station Tours with Special Needs Adults and Children

Employment update:

- Fully Staffed

Fleet Update:

- Ladder 1 Waiting for a quote from Anglin Diesel
- Brush 1 – still looking for mechanic to fix.

Company Level:

A- Shift	Completed	16 Business Inspections
B- Shift	Completed	8 Business Inspections
C- Shift	Completed	18 Business Inspections

Training:

- Completed 215 hours of combined Training.

Misc:

- AWIN Radio system is live and fully functional

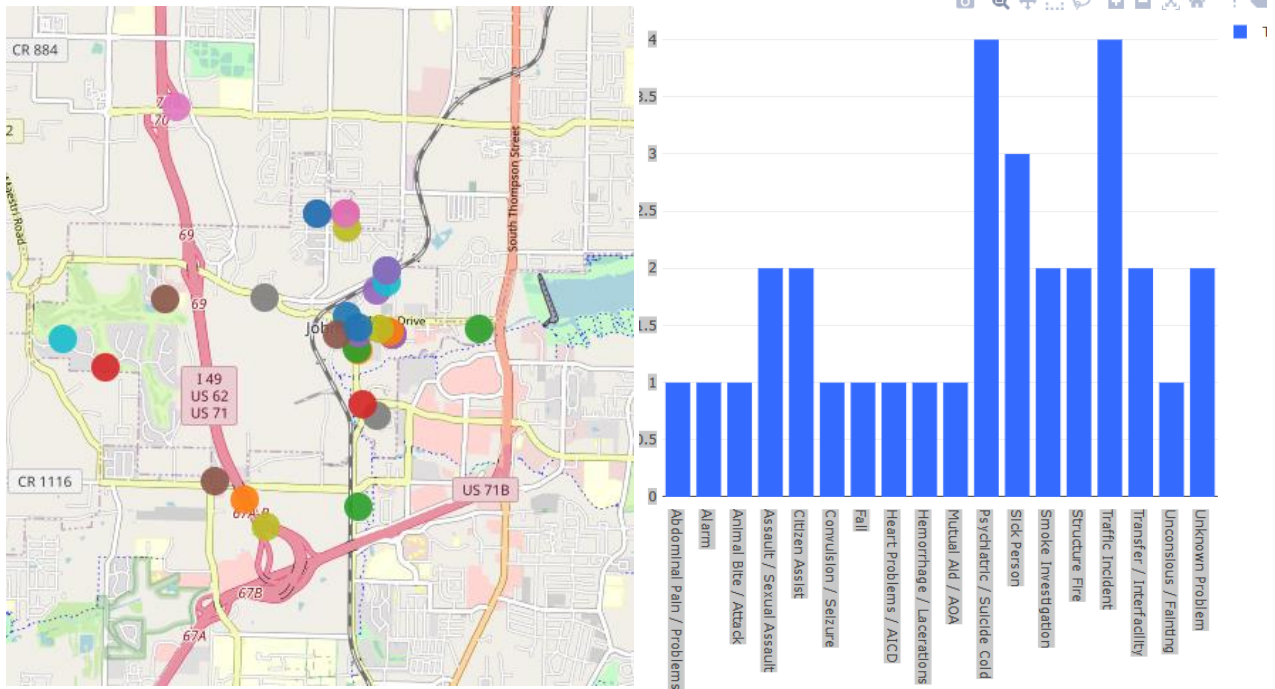


Johnson Fire Department

5810 S. Cardwell Rd. Fayetteville AR, 72704 ph. 479-442-0112

Calls For Service October

Total Calls:



Building Official Report

November 1, 2023

Building Permits: 3

Mechanical Permits: 5

Inspections: 32

Finals: 1 (porch)

I attended an ICC class on code changes for single- and two-family residents. Multiple meetings with developers and engineers. Ms4 inspections, I held a TPR meeting for a large-scale development. Also attended my yearly plumbing inspectors' class and trunk or treat.

Vehicle maintenance:

Police department: 1 oil change

Fire department:

Public works: Installed two class v trailer hitches, also new trailer connectors and 1 brake controller. Installed a new fan clutch in the white 1 ton. New ignition key and tumbler in the green 1 ton and ordered a new battery for a dump truck/spreader.

Clay Wilson

Building Official

General Fund Monthly Financial Statement

	Current Period Oct 2023 Oct 2023 Actual	Year-To-Date Jan 2023 Oct 2023 Actual	Annual Budget Jan 2023 Dec 2023	Annual Budget Jan 2023 Dec 2023 Variance
Revenue & Expenditures				
Revenue				
Tax Receipts				
Franchise Taxes	74,206.40	315,956.74	325,000.00	9,043.26
Property Taxes	48,688.96	388,051.24	450,000.00	61,948.76
Sales Tax - City	108,355.88	1,118,081.02	800,000.00	(318,081.02)
Sales Tax - County	80,213.86	780,887.66	790,000.00	9,112.34
Turnback - State	3,698.63	47,474.87	52,000.00	4,525.13
Fines and Forfeitures				
Animal Impound Fees	0.00	185.00	1.00	(184.00)
Court Costs - Act 1256	3,488.95	34,889.50	35,000.00	110.50
Fines	7,510.00	68,927.52	75,000.00	6,072.48
PD Forfeitures	0.00	0.00	1.00	1.00
Restitution	40.00	2,100.00	1.00	(2,099.00)
WA County Booking Fee	1,084.90	10,214.90	1.00	(10,213.90)
Warrant Service Charge	246.00	3,255.10	5,000.00	1,744.90
Fees & Permits				
5% state construction surcharg	0.00	835.79	1,500.00	664.21
Building Permits	817.00	49,164.00	50,000.00	836.00
Business Licenses	41.25	21,668.75	7,000.00	(14,668.75)
Demolition Permit	0.00	0.00	1.00	1.00
Engineering Fees	0.00	0.00	1.00	1.00
Flood Hazard Permit	0.00	0.00	1.00	1.00
Grading Permit	0.00	0.00	1.00	1.00
Mechanical Permits	503.00	6,902.25	10,000.00	3,097.75
Sign Permits	110.82	1,045.41	500.00	(545.41)
Submittal Fees	1,000.00	4,050.00	7,500.00	3,450.00
Government Receipts				
FEMA Reimbursement	0.00	0.00	1.00	1.00
Park Match Grant	45,000.00	225,000.00	225,000.00	0.00
PD E-Crash Grant	0.00	11,228.27	1.00	(11,227.27)
Other Revenue				
City Donations	0.00	0.00	1.00	1.00
Community Events	220.00	1,081.00	0.00	(1,081.00)
Copy Charges	50.00	310.00	200.00	(110.00)
Credit Card Service Fee	21.51	444.99	200.00	(244.99)
Fire Dept Donation	0.00	6,250.00	1.00	(6,249.00)
Ins Settlement	1,000.00	4,350.91	1.00	(4,349.91)
Interest Earned	11,900.68	78,274.10	2,000.00	(76,274.10)
MDA Donations/Pass The Boot	0.00	0.00	1.00	1.00
Misc Income - General	3.00	5,198.27	2,000.00	(3,198.27)
Misc Income - Sales	500.00	500.00	1.00	(499.00)
Park Donation	0.00	0.00	1.00	1.00

**General Fund
Monthly Financial Statement**

Police Dept Donation	0.00	6,250.00	1.00	(6,249.00)
Reimburse FD/PD Payroll ARPA	0.00	741,627.73	0.00	(741,627.73)
Reimbursement for PD Security	1,655.50	1,655.50	1.00	(1,654.50)
Rent - Post Office	0.00	6,300.00	4,200.00	(2,100.00)
Repay PD Stipend	0.00	0.00	1.00	1.00
RFA Fire Revnue	0.00	45,000.00	60,000.00	15,000.00
Street Cut Bond/Boring Permit	0.00	450.00	1.00	(449.00)
Surplus Carryover	0.00	0.00	2,000,000.00	2,000,000.00
Trash Bags	144.00	1,311.00	2,000.00	689.00
Revenue	\$390,500.34	\$3,988,921.52	\$4,904,120.00	\$915,198.48
Gross Profit	\$390,500.34	\$3,988,921.52	\$4,904,120.00	\$0.00

Expenses

Police Department Expense

Animal Control/Impound Fees	0.00	2,054.91	2,000.00	(54.91)
CID Expenses	0.00	2,222.35	3,000.00	777.65
Computer Server System	0.00	0.00	4,000.00	4,000.00
Gross Wages Police	37,756.38	371,312.81	596,365.00	225,052.19
Gross Wages- Security Reimbur	1,505.00	1,505.00	1.00	(1,504.00)
IT Expenses	383.75	3,807.50	3,500.00	(307.50)
Kennel Upkeep/Food	0.00	22.30	50.00	27.70
Law Enforcement Stipend Grant	0.00	0.00	1.00	1.00
Licenses (PD)	1,050.00	3,985.50	3,900.00	(85.50)
PD Cell Phone	134.77	1,696.26	2,700.00	1,003.74
PD Equip less \$500	0.00	2,253.08	2,010.00	(243.08)
PD Equip less \$500 - vehicle	49.16	701.30	2,500.00	1,798.70
PD Equip over \$500	0.00	7,009.73	6,500.00	(509.73)
PD Equip over \$500 - Vehicle	0.00	1,769.40	4,000.00	2,230.60
PD Fuel	4,710.30	42,927.34	55,000.00	12,072.66
PD General Expenses < \$500	299.11	2,032.74	2,000.00	(32.74)
PD Maintenance for equip	0.00	2,142.91	2,000.00	(142.91)
PD MDT Communications	320.08	2,645.85	6,200.00	3,554.15
PD Membership Dues	0.00	590.00	500.00	(90.00)
PD New Hire Expense	439.00	7,215.90	8,100.00	884.10
PD Office Expense	239.23	6,970.57	7,000.00	29.43
PD Records Management	4,171.51	8,590.88	6,000.00	(2,590.88)
PD Safety Equip	750.48	2,785.14	2,100.00	(685.14)
PD Training	175.00	2,850.00	4,800.00	1,950.00
PD Travel Expense	0.00	1,585.90	2,000.00	414.10
PD Uniforms Expense	1,027.80	4,755.07	5,000.00	244.93
PD Vehicle Insurance	0.00	0.00	5,500.00	5,500.00
PD Vehicle Maintenance	608.62	15,309.17	20,000.00	4,690.83
Police Dept Donation	0.00	0.00	6,250.00	6,250.00
Police Overtime Wages	198.14	7,691.39	10,000.00	2,308.61
Purchase New PD Unit	0.00	4,606.42	0.00	(4,606.42)
Repay Law Enforcement	0.00	0.00	1.00	1.00
Tower Rental	0.00	3,828.85	3,650.00	(178.85)

General Fund
Monthly Financial Statement

Item 7.

WA County Booking Fees	1,084.90	10,214.90	1.00	(10,213.90)
WA County Jail Fee	0.00	2,935.69	2,936.00	0.31
Labor Expense				
Gross Wages - Street	69.75	333.26	0.00	(333.26)
Administrative Expense				
5% State Construction	0.00	800.18	1,500.00	699.82
Admin Cell Phone	66.94	802.35	0.00	(802.35)
Admin Expense	104.70	457.92	750.00	292.08
Admin Fuel	0.00	0.00	6,000.00	6,000.00
Building Official Expenses	0.00	544.33	2,500.00	1,955.67
Capital Outlay (over \$500)	0.00	0.00	25,000.00	25,000.00
City Donation Expense	0.00	0.00	1.00	1.00
Credit Card Service Fee	44.03	484.64	350.00	(134.64)
Gross Wages - City	18,340.36	192,573.83	321,465.00	128,891.17
Municipal Code	0.00	8,150.66	10,000.00	1,849.34
Office Expenses - Admin	3,942.70	19,449.32	25,000.00	5,550.68
Overtime Wages- City	6.28	6.28	250.00	243.72
Performance Bond Return	0.00	0.00	1.00	1.00
Petty Cash Expense	0.00	0.00	100.00	100.00
Purchase Admin Vehicle	0.00	0.00	36,500.00	36,500.00
Trash Bags	0.00	0.00	1,500.00	1,500.00
Travel Expenses	0.00	2,531.72	2,000.00	(531.72)
Unemployment Fee	0.00	9,190.00	5,000.00	(4,190.00)
Fire Department Expense				
Act 833 Expense	0.00	963.05	0.00	(963.05)
Emergency Communication	82.46	824.60	1,500.00	675.40
FD Equip less \$500	0.00	2,318.83	2,000.00	(318.83)
FD Equip over \$500	0.00	0.00	3,000.00	3,000.00
FD Equipment Maintenance	0.00	1,274.11	5,000.00	3,725.89
FD Equipment Testing	0.00	1,873.85	6,250.00	4,376.15
FD Fuel	725.60	5,783.21	10,000.00	4,216.79
FD Medical Supplies	0.00	398.00	1,000.00	602.00
FD Memberships	0.00	455.00	500.00	45.00
FD New Hire	0.00	65.65	4,000.00	3,934.35
FD Office Expense	404.63	3,294.83	5,200.00	1,905.17
FD Personnel Safety Gear	0.00	3,751.20	14,000.00	10,248.80
FD Records Mgmt System	213.90	3,491.04	3,500.00	8.96
FD Run Pay	0.00	0.00	500.00	500.00
FD Safety Equip	0.00	0.00	1,500.00	1,500.00
FD Station Maintenance	506.59	35,133.40	8,000.00	(27,133.40)
FD Station Supplies	155.22	1,608.85	2,500.00	891.15
FD Training	0.00	2,336.59	3,000.00	663.41
FD Travel Expenses	270.00	2,512.97	5,000.00	2,487.03
FD Uniforms	0.00	1,100.64	1,500.00	399.36
FD Utilites	907.69	10,458.21	10,000.00	(458.21)
FD Vehicle Equip less \$500	32.46	32.46	2,000.00	1,967.54

General Fund
Monthly Financial Statement

Item 7.

FD Vehicle Equip over \$500	0.00	693.05	4,000.00	3,306.95
FD Vehicle Insurance	0.00	0.00	14,302.00	14,302.00
FD Vehicle Maintenance	147.64	2,691.65	3,500.00	808.35
FD WC Ins	0.00	1,354.00	1,500.00	146.00
Fire Department Donation	0.00	2,824.99	6,250.00	3,425.01
Fire Department Overtime	0.00	2,582.28	10,000.00	7,417.72
Fire Hydrant Rental	0.00	2,600.00	2,600.00	0.00
Fire Truck Payment	10,000.00	100,000.00	120,000.00	20,000.00
Gross Wages- Fire	40,373.37	405,886.14	471,345.00	65,458.86
Hazmat	0.00	1,371.42	1,300.00	(71.42)
Court Expense				
Court Automation	0.00	4.55	0.00	(4.55)
Court Clerk Training	0.00	438.39	1,300.00	861.61
Court Office Expense	738.87	8,695.16	10,000.00	1,304.84
Court Office Overtime	0.00	0.00	250.00	250.00
Gross Wages Court Office	9,122.80	89,374.06	121,410.00	32,035.94
Gross Wages Dist. Judge	0.00	3,751.26	3,752.00	0.74
Benefits Expense				
City Match - 401 K Plan	1,469.35	18,812.04	19,717.00	904.96
City Retirement Plan	2,548.27	26,889.66	32,861.00	5,971.34
LOPFI Funding	0.00	60,000.00	251,000.00	191,000.00
Medical Insurance	13,330.08	134,067.96	190,000.00	55,932.04
Medicare - Employers	1,560.24	16,207.12	21,903.00	5,695.88
One Time Pay Increase	0.00	0.00	7,200.00	7,200.00
Social Security - Employers	6,671.51	66,574.32	19,567.00	(47,007.32)
Transportation Allowance	369.24	3,877.02	4,800.00	922.98
Workers Comp Insurance	0.00	16,385.00	23,000.00	6,615.00
General Expense				
Bldg & Equip Maint	938.93	9,478.21	15,000.00	5,521.79
Election Fee	0.00	2,990.25	1.00	(2,989.25)
Infrastructure	0.00	4,396.25	1.00	(4,395.25)
Insurance - Property	12,179.42	12,179.42	4,200.00	(7,979.42)
Misc Expenses	0.00	360.00	500.00	140.00
Public Safety Radios	0.00	74,951.22	74,955.00	3.78
Purchase ROW/UE	66,202.88	215,904.31	250,000.00	34,095.69
Utilities Expense	2,570.67	26,656.24	30,000.00	3,343.76
Weather Station	0.00	1,750.00	0.00	(1,750.00)
Professional Services Expense				
Clear Creek Sampling & Analysis	0.00	1,230.00	1,000.00	(230.00)
Code & Zoning Revisions	0.00	0.00	20,000.00	20,000.00
Engineering for 56th Street	0.00	0.00	1.00	1.00
Engineering/Infrastructure	0.00	0.00	30,000.00	30,000.00
Engineering/Main & Wilkerson	875.00	1,956.32	1.00	(1,955.32)
Engineering/Mapping	0.00	0.00	1,000.00	1,000.00
Engineering/Storm Water Mgmt	0.00	2,737.50	1,000.00	(1,737.50)
Engineering/Submitted Plan	12,187.50	19,100.40	50,000.00	30,899.60

General Fund Monthly Financial Statement

Legal Fees	4,399.86	32,117.39	50,000.00	17,882.61
Planning and Zoning	0.00	6,149.21	5,000.00	(1,149.21)
Special Attorney Fees	0.00	0.00	1.00	1.00
Dues and Membership Expense				
Emer Medical Serv	0.00	28,115.25	37,487.00	9,371.75
Membership Dues	0.00	18,985.11	19,000.00	14.89
Solid Waste District Contribut	451.13	1,804.52	2,200.00	395.48
Park Expense				
Main Drive Park	4,231.44	1,177,532.89	500,000.00	(677,532.89)
Park Expense	3,227.84	9,986.61	2,500.00	(7,486.61)
Park Expense - Restroom	0.00	580.60	750.00	169.40
Parks & Rec Expense	0.00	0.00	1.00	1.00
Repair / Maintenance Expense				
Trail System Expenses	0.00	23,601.25	90,000.00	66,398.75
Advertising & Promotion Expense				
Advertising	200.00	3,633.65	7,500.00	3,866.35
Community Events	0.00	859.66	0.00	(859.66)
Public Relations	2,840.94	4,598.70	5,000.00	401.30
Other Expense				
Transfer for Street Projects	0.00	250,000.00	250,000.00	0.00
Expenses	\$277,413.52	\$3,737,754.87	\$4,096,087.00	\$358,332.13
Revenue Less Expenditures	\$113,086.82	\$251,166.65	\$808,033.00	\$0.00
Other Expenses				
Extraordinary Expense				
Demolition of Structures	0.00	0.00	9,600.00	9,600.00
Facility Repair - Storm Damage	0.00	0.00	1.00	1.00
Fire Engine Repair - Damage	0.00	264,400.00	266,500.00	2,100.00
PD Unit Repair - Storm Damage	0.00	4,350.91	1.00	(4,349.91)
Settlement/Lawsuit	0.00	7,500.00	0.00	(7,500.00)
Storm Damage Clean Up	0.00	0.00	1.00	1.00
Other Expenses	\$0.00	\$276,250.91	\$276,103.00	(\$147.91)
Net Change in Fund Balance	\$113,086.82	(\$25,084.26)	\$531,930.00	\$0.00
Fund Balances				
Beginning Fund Balance	3,845,208.79	3,983,294.87	0.00	0.00
Net Change in Fund Balance	113,086.82	(25,084.26)	531,930.00	0.00
Ending Fund Balance	3,958,295.61	3,958,295.61	0.00	0.00

Street Fund Monthly Financial Statement

	Current Period Oct 2023 Oct 2023 Actual	Year-to-Date Jan 2023 Oct 2023 Actual	Annual Budget Jan 2023 Dec 2023	Annual Budget Jan 2023 Dec 2023 Variance
Revenue & Expenditures				
Revenue				
Tax Receipts				
Property Taxes - Street	5,354.73	42,612.33	50,000.00	7,387.67
Turnback - State - Street	25,944.72	255,400.70	250,000.00	(5,400.70)
Fines and Forfeitures				
Restitution	0.00	0.00	1.00	1.00
Other Revenue				
Interest Earned	160.05	1,118.37	400.00	(718.37)
Misc Income - General	0.00	0.00	1.00	1.00
Surplus Carryover	0.00	0.00	150,000.00	150,000.00
Trans from Gen Street Projects	0.00	250,000.00	250,000.00	0.00
Workers Comp Reimbursement	0.00	5,857.14	1.00	(5,856.14)
Revenue	\$31,459.50	\$554,988.54	\$700,403.00	\$145,414.46
Gross Profit	\$31,459.50	\$554,988.54	\$700,403.00	\$0.00
Expenses				
Labor Expense				
Gross Wages - Street	11,132.80	115,730.76	144,730.00	28,999.24
Street Wages Overtime	24.08	1,814.37	1,000.00	(814.37)
Benefits Expense				
City Match - 401 K Plan	190.56	2,031.55	6,681.00	4,649.45
City Retirement Plan	856.48	9,099.84	11,134.00	2,034.16
Medical Insurance	2,796.44	27,964.40	46,423.00	18,458.60
Medicare - Employers	160.89	1,695.54	2,099.00	403.46
One Time Pay Increase	0.00	0.00	1,500.00	1,500.00
Social Security - Employers	687.89	7,249.44	8,973.00	1,723.56
Uniforms - Street	0.00	181.04	500.00	318.96
General Expense				
Bridge Inspection	0.00	365.85	800.00	434.15
Electric - Street Lights	2,911.52	27,821.38	26,000.00	(1,821.38)
Fuel - Street Vehicles	632.75	9,238.72	10,000.00	761.28
Infrastructure	0.00	0.00	1.00	1.00
Misc Expenses	0.00	0.00	100.00	100.00
Signal Maintenance	4,199.00	7,816.10	6,000.00	(1,816.10)
Street Cell Phone	99.28	992.91	1,100.00	107.09
Street Equipment	0.00	18,020.09	25,000.00	6,979.91
Street Projects	13,127.00	176,749.24	250,000.00	73,250.76
Street Shop Misc	100.72	2,358.03	2,500.00	141.97
Street Signs	40.89	455.54	2,500.00	2,044.46
Vehicle Insurance - Street	0.00	23.92	4,500.00	4,476.08
Repair / Maintenance Expense				
Bridge Repairs	0.00	0.00	10,000.00	10,000.00
Equipment Maintenance	531.62	21,352.08	10,000.00	(11,352.08)

Street Fund Monthly Financial Statement

Street Repairs & Maint	421.32	64,447.52	100,000.00	35,552.48
Street Vehicle Maintenance	70.77	3,274.97	5,000.00	1,725.03
Trail System Expenses	0.00	0.00	12,000.00	12,000.00
Winter Chat	0.00	3,532.93	5,000.00	1,467.07
Expenses	\$37,984.01	\$502,216.22	\$693,541.00	\$191,324.78
Revenue Less Expenditures	(\$6,524.51)	\$52,772.32	\$6,862.00	\$0.00
Net Change in Fund Balance	(\$6,524.51)	\$52,772.32	\$6,862.00	\$0.00

Fund Balances

Beginning Fund Balance	229,847.06	170,550.23	0.00	0.00
Net Change in Fund Balance	(6,524.51)	52,772.32	6,862.00	0.00
Ending Fund Balance	223,322.55	223,322.55	0.00	0.00

General Fund
2024 Preliminary Budget

Annual Budget
Jan 2024
Dec 2024

Revenue & Expenditures

Revenue

Tax Receipts

Franchise Taxes	325,000.00
Property Taxes	500,000.00
Sales Tax - City	900,000.00
Sales Tax - County	800,000.00
Turnback - State	52,000.00

Fines and Forfeitures

Animal Impound Fees	1.00
Court Costs - Act 1256	35,000.00
Fines	75,000.00
Restitution	1.00
WA County Booking Fee	1.00
Warrant Service Charge	3,200.00

Fees & Permits

5% state construction surcharg	1.00
Building Permits	50,000.00
Business Licenses	20,000.00
Demolition Permit	1.00
Engineering Fees	1.00
Flood Hazard Permit	1.00
Grading Permit	1.00
Mechanical Permits	7,000.00
Sign Permits	500.00
Submittal Fees	7,500.00

Other Revenue

Act 833 Reimbursement	1.00
City Donations	1.00
Community Events	1,000.00
Copy Charges	300.00
Credit Card Service Fee	450.00
Fire Dept Donation	1.00
Interest Earned	100,000.00
Misc Income - General	5,200.00
Misc Income - Sales	1.00
Police Dept Donation	1.00
Reimbursement for PD Security	1.00
Repay PD Stipend	5,000.00
RFA Fire Revnue	60,000.00
Street Cut Bond/Boring Permit	1.00
Surplus Carryover	1,400,000.00
Trash Bags	1,300.00

General Fund
2024 Preliminary Budget

Revenue	\$4,348,465.00
Gross Profit	\$4,348,465.00

Expenses**Police Department Expense**

Animal Control/Impound Fees	2,000.00
CID Expenses	4,000.00
Computer Server System	30,000.00
Gross Wages Police	617,365.00
Gross Wages- Security Reimbur	1.00
IT Expenses	7,207.00
Kennel Upkeep/Food	50.00
Licenses (PD)	5,000.00
PD Cell Phone	1,800.00
PD Equip less \$500	2,500.00
PD Equip less \$500 - vehicle	1,800.00
PD Equip over \$500	8,700.00
PD Equip over \$500 - Vehicle	4,700.00
PD Fuel	62,000.00
PD General Expenses < \$500	2,000.00
PD Maintenance for equip	4,750.00
PD MDT Communications	5,000.00
PD Membership Dues	600.00
PD New Hire Expense	8,800.00
PD Office Expense	8,000.00
PD Records Management System	8,760.00
PD Safety Equip	2,100.00
PD Station Maintenance	7,500.00
PD Training	5,000.00
PD Travel Expense	2,000.00
PD Uniforms Expense	5,000.00
PD Vehicle Insurance	1.00
PD Vehicle Maintenance	20,000.00
Police Dept Donation	1.00
Police Overtime Wages	10,000.00
Purchase New PD Unit	67,500.00
Tower Rental	3,830.00
WA County Booking Fees	1.00
WA County Jail Fee	2,936.00

Administrative Expense

5% State Construction Surcharg	1.00
Admin Bldg & Equip Maint	15,000.00
Admin Cell Phone	975.00
Admin Expense	750.00
Admin Fuel	6,000.00
Building Official Expenses	2,500.00
Capital Outlay (over \$500)	25,000.00

General Fund
2024 Preliminary Budget

City Donation Expense	1.00
Credit Card Service Fee	500.00
Gross Wages - City	333,393.00
Municipal Code	10,000.00
Office Expenses - Admin	30,000.00
Overtime Wages- City	250.00
Performance Bond Return	1.00
Petty Cash Expense	100.00
Purchase Admin Vehicle	36,500.00
Trash Bags	1,500.00
Travel Expenses	2,000.00
Unemployment Fee	5,000.00

Fire Department Expense

Act 833 Expense	1.00
Emergency Communication	1,500.00
FD Cell Phone	1,020.00
FD Equip less \$500	2,500.00
FD Equip over \$500	3,000.00
FD Equipment Maintenance	5,000.00
FD Equipment Testing	6,250.00
FD Fuel	10,000.00
FD Medical Supplies	1,000.00
FD Memberships	500.00
FD New Hire	4,000.00
FD Office Expense	5,200.00
FD Personnel Safety Gear	14,000.00
FD Records Mgmt System	5,000.00
FD Safety Equip	1,500.00
FD Station Maintenance	8,000.00
FD Station Supplies	2,500.00
FD Training	2,500.00
FD Travel Expenses	5,000.00
FD Uniforms	2,500.00
FD Utilites	12,500.00
FD Vehicle Equip less \$500	1,000.00
FD Vehicle Equip over \$500	4,000.00
FD Vehicle Insurance	14,302.00
FD Vehicle Maintenance	3,500.00
FD WC Ins	1,500.00
Fire Department Donation	1.00
Fire Department Overtime	10,000.00
Fire Hydrant Rental	2,600.00
Fire Truck Payment	120,000.00
Gross Wages- Fire	542,467.00
Hazmat	1,375.00

Court Expense

General Fund
2024 Preliminary Budget

Court Automation	10.00
Court Clerk Training	1,000.00
Court Office Expense	10,000.00
Gross Wages Court Office	126,963.00
Gross Wages Dist. Judge	3,752.00
Benefits Expense	
City Match - 401 K Plan	21,960.00
City Retirement Plan	36,600.00
LOPFI Funding	206,225.00
Medical Insurance	224,675.00
Medicare - Employers	22,495.00
One Time Pay Increase	8,000.00
Social Security - Employers	100,450.00
Transportation Allowance	4,800.00
Workers Comp Insurance	30,000.00
General Expense	
Election Fee	1.00
Infrastructure	1.00
Insurance - Property	12,250.00
Misc Expenses	500.00
Utilities Expense	30,000.00
Weather Station	1,750.00
Professional Services Expense	
Clear Creek Sampling & Analyis	1,640.00
Engineering/Infrastructure	30,000.00
Engineering/Main & Wilkerson	50,000.00
Engineering/Mapping	1.00
Engineering/Storm Water Mgmt	3,585.00
Engineering/Submitted Plan Rev	25,000.00
Legal Fees	50,000.00
Planning and Zoning	8,000.00
Special Attorney Fees	1.00
Dues and Membership Expense	
Emer Medical Serv	38,320.00
Membership Dues	19,000.00
Solid Waste District Contribut	2,200.00
Park Expense	
Park Expense	40,000.00
Repair / Maintenance Expense	
Trail System Expenses	90,000.00
Advertising & Promotion Expense	
Advertising	5,000.00
Community Events	1,000.00
Public Relations	5,000.00
Other Expense	
Transfer for Street Projects	750,000.00
Expenses	<u><u>\$4,134,768.00</u></u>

General Fund
2024 Preliminary Budget

Revenue Less Expenditures	\$213,697.00
Net Change in Fund Balance	\$213,697.00

Street Fund
2024 Preliminary Budget

Annual Budget
Jan 2024
Dec 2024

Revenue & Expenditures

Revenue

Tax Receipts

Property Taxes - Street	65,000.00
Turnback - State - Street	300,000.00

Fines and Forfeitures

Restitution	1.00
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Other Revenue

Interest Earned	1,000.00
Misc Income - General	10.00
Surplus Carryover	205,000.00
Trans from Gen Street Projects	750,000.00
Workers Comp Reimbursement	1.00

Revenue	\$1,321,012.00
Gross Profit	\$1,321,012.00

Expenses

Labor Expense

Gross Wages - Street	204,128.00
Street Wages Overtime	1,000.00

Benefits Expense

City Match - 401 K Plan	4,141.00
City Retirement Plan	13,613.00
Medical Insurance	37,450.00
Medicare - Employers	2,960.00
One Time Pay Increase	1,500.00
Social Security - Employers	12,655.00
Uniforms - Street	500.00

General Expense

Bridge Inspection	800.00
Electric - Street Lights	32,000.00
Fuel - Street Vehicles	12,000.00
Infrastructure	100,000.00
Misc Expenses	100.00
Signal Maintenance	10,000.00
Stop Lights Electric	4,000.00
Street Bldg Maintenance	2,500.00
Street Cell Phone	1,100.00
Street Equipment	140,300.00
Street Projects	250,000.00
Street Shop Misc	2,500.00
Street Shop Utilities	1,800.00
Street Signs	2,500.00
Vehicle Insurance - Street	4,500.00

Repair / Maintenance Expense

Street Fund
2024 Preliminary Budget

Bridge Repairs	10,000.00
Equipment Maintenance	20,000.00
Street Repairs & Maint	100,000.00
Street Vehicle Maintenance	5,000.00
Trail System Expenses	90,000.00
Winter Chat	5,000.00
Expenses	\$1,072,047.00
Revenue Less Expenditures	\$248,965.00
Net Change in Fund Balance	\$248,965.00