



**RICHMOND CITY CORPORATION
90 SOUTH 100 WEST
RICHMOND, UTAH 84333**

AGENDA

Public Notice is given that the Richmond City Council will meet in a regularly scheduled meeting at 90 South 100 West, Richmond, Utah, on **Tuesday, April 21, 2026**. The meeting will begin at 6:30 PM.

Welcome and Opening Ceremonies by Fran Schumann.

1. Approval of the city council meeting minutes from March 17, 2026.
2. Recognition of the 2026 Black & White Days Grand Marshal's Ruth Little and Mary Ellen Glenn.
3. Discussion and update with representatives of the Cache County Sheriff's Office.
4. Presentation and discussion with representatives of AllTech, LLC on IT services and cybersecurity.
5. Discussion and possible vote on Ordinance 2026-02, an Ordinance amending the Richmond City Manual of Design & Construction Standards, Chapter 6.0 "Irrigation Water Design", Section 6.01 "General".
6. Update and discussion on a proposed fire district voucher system.
7. Staff reports and monthly financial review
8. Council Member and Mayor Reports
9. Initial discussion on the Fiscal Year 2027 Budget which is the period of July 1, 2026 through June 30, 2027.

Adjournment

*****Items on the agenda may be considered earlier than shown on the agenda.*****

In accordance with the Americans with Disabilities Act, individuals needing special accommodation for this meeting should contact the City Office at (435) 258-2092, at least 3 days before the date of the meeting.



RICHMOND CITY COUNCIL MEETING March 17, 2026

The regular meeting of the Richmond City Council was held at the Park Community Center located at 90 South 100 West, Richmond, Utah on Tuesday, March 17, 2026. The meeting began at 6:30 p.m. Mayor Jeff Young was in the chair.

Welcome and Opening Remarks by Joel Draxler

Council Members Present: Lyle Bair, Joel Draxler, Fran Schumann, Bryce Wood

Council Members Excused: Daryl Black

Staff Present: Justin Lewis (City Recorder), HollyJo Karren (City Administrator), Melissa Titensor

Others Present: Todd Smith, Debbie Zilles

Mayor Young announced that due to time constraints so those in attendance can attend the local caucus meetings, the City Council will forego the last two agenda items, staff and city council reports, in order to allow time for those who want to participate in the local Caucus meetings being held tonight.

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| Approval of the February 17, 2026 City Council meeting minutes |
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*****Councilmember Wood moved to approve the February 17, 2026 City Council meeting minutes. Councilmember Schumann seconded the motion. The motion was approved 4-0.*****

Yes Vote: Bair, Draxler, Schumann, Wood

No Vote: None

Absent: Black

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| Discussion and approval of Joyce Littlewood as a member of the Richmond City Library Board |
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*****Councilmember Wood moved to approve Joyce Littlewood as a member of the Richmond City Library Board. Councilmember Bair seconded the motion. The motion was approved 4-0.*****

Yes Vote: Bair, Draxler, Schumann, Wood

No Vote: None

Absent: Black

Discussion and possible approval of Melissa Titensor as City Treasurer

Mayor Young stated that he has been meeting with staff and reviewing time allocations and job duties to better balance workloads. He explained the purpose of this decision is to diversify Mrs. Karren’s responsibilities and overall workload. He reiterated his support for a merit-based system that considers an employee’s history, abilities, and strengths to determine the best fit based for the City’s needs. He noted that Mrs. Titensor has 16 years of experience with Richmond City, including work with the court and utility billing, and stated that he fully supports this proposal.

Councilmember Schumann said Mrs. Titensor will do a great job and she supports the appointment.

At Councilmember Draxler’s request, Mrs. Titensor introduced herself. She explained that she worked for an accounting firm starting in 2006 for quite a few years. She worked with another accounting firm while she worked with the court. Her husband is self-employed contractor, and she helps him do all of his bookkeeping and payroll. She has certificates in QuickBooks and payroll.

Mayor Young explained that another important consideration is always employee compensation. Because Mrs. Titensor has worked for the City for quite a while and received COLA (cost of living adjustment) and merit increases through the years, this will be a lateral move for her at this time with no pay increase.

*****Councilmember Wood moved to appoint Melissa Titensor as Richmond City Treasurer. Councilmember Draxler seconded the motion. The motion was approved 4-0.*****

Yes Vote: Bair, Draxler, Schumann, Wood

No Vote: None

Absent: Black

Mr. Lewis performed the Oath of Office with Mrs. Titensor.

Mayor Young has been holding weekly meetings with staff to discuss roles, job assignments and needs in roundtable discussions.

Discussion and possible vote on Ordinance 2026-01, an Ordinance amending the Richmond City Municipal Code, Title 13-000 “Police Department”, Chapter 13-200 “Animal Control”, Parts 13-261 “Definition and Establishment” and 13-265 “Pre-Existing Kennels”.

Mr. Lewis outlined the proposed changes to include:

13.261 Definition and Establishment Section A removing the last sentence - ~~An agreement signed by all neighbors (immediately adjacent and directly across from the proposed kennel) must be submitted to the city with each application.~~

Delete:

~~13-265 PRE-EXISTING KENNELS~~

~~Existing de facto kennels at the time of the passage of this ordinance are protected from the 20,000 square feet of land requirement and need to obtain a conditional use permit but are subject to the license fee payment. De facto kennels must adhere to the provisions of 13-264 or their status will be immediately revoked. Should the de facto kennel cease to function for one (1) calendar year, or should ownership of the property change without immediate assumption of identical kennel use, said protection is lost.~~

~~For the purposes of this chapter, a de facto kennel shall be defined as any individual/family who has three or more dogs legally licensed at his/her/their residence as of January 31, 2003.~~

Mr. Lewis advised that this proposal is for housekeeping and cleaning up some of the wording. The Planning Commission received public comment at their last meeting and has forwarded a recommendation for approval. These changes will not impact any existing kennels.

Mr. Lewis commended community members such as Pat and Morty Jenkins for being stellar kennel owners for many decades and this ordinance would not impact them.

Mayor Young is in support of these changes and noted that the same legal parameters exist and any non-compliance will still be enforced through legal channels when necessary.

*****Councilmember Wood moved to adopt Ordinance 2026-01, an Ordinance amending the Richmond City Municipal Code, Title 13-000 “Police Department”, Chapter 13-200 “Animal Control”, Parts 13-261 “Definition and Establishment” and 13-265 “Pre-Existing Kennels”. Councilmember Draxler seconded the motion. The motion was approved 4-0.*****

Yes Vote: Bair, Draxler, Schumann, Wood

No Vote: None

Absent: Black

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| Discussion and possible vote on amendments to the Employee Personnel Manual |
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Mayor Young said this has been being reviewed for several months. Most of the updates are to comply with updated state and federal rules and regulations. The comments and suggestions from the Council have also been included.

Mr. Lewis stated that the proposed manual, which is 64 pages, will replace the current manual in its entirety. Once adopted, it will be made available online. He noted that staff incorporated all comments received from the Mayor's Office, the Council, and the legal firm. He highlighted updates addressing medical marijuana and hiring and termination processes. He also noted a Council recommendation requiring that employee raises be approved by the mayor and two council members, and that the policy can be amended at any time.

Mayor Young explained that the intent is to ensure cross-accountability in all aspects, creating balance and ensuring that decisions affecting employees are made by two or more individuals. He expressed disagreement with the previous PTO (Personal Time Off) policy that allowed employees to be paid out at year-end for unused leave, noting the goal is for employees to use leave as needed rather than accumulate it as additional income. He stated that the PTO policy has been revised to better align with standard practices.

*****Councilmember Draxler moved to adopt the proposed amendments to the Employee Personnel Manual. Councilmember Wood seconded the motion. The motion was approved 4-0. *****

Yes Vote: Bair, Draxler, Schumann, Wood

No Vote: None

Absent: Black

Staff reports and monthly financial review.

No items were discussed or presented due to time constraints.

Council Member and Mayors Reports

Mayor Young said in closing that he would like the Council to be updated on a couple items. The City is currently reviewing how information is stored and who has access to applicable records. The transition to a ".gov" designation will allow for more advanced syncing and layering of information. He has also been testing an AI recording tool that can break down tasks and assignments from meetings. Mrs. Karren now has access to this platform, and it will be incorporated into policy that meetings are recorded. This information will be stored in a shared folder accessible to the City Council. The goal is to maintain consistent information and increase transparency. All records will remain subject to GRAMA (Government Records Access and Management Act) requests and will continue to follow established policies, with information redacted as necessary.

The meeting adjourned at 6:51 p.m.

Next scheduled meeting: April 21, 2026

RICHMOND CITY CORPORATION

Jeffrey D. Young, Mayor

ATTEST:

Justin B. Lewis, City Recorder

**RICHMOND CITY CORPORATION
ORDINANCE 2026-02**

WHEREAS, the City Council of Richmond has the responsibility for the general welfare of the City; and

WHEREAS, such responsibility includes but is not limited to, establishment of best management practices; and

WHEREAS, management practices may evolve over the passage of time:

NOW THEREFORE, the City Council of Richmond City, County of Cache, State of Utah, hereby adopts, passes and publishes the following:

AN ORDINANCE AMENDING THE RICHMOND CITY MANUAL OF DESIGN & CONSTRUCTION STANDARDS, CHAPTER 6.0 “IRRIGATION WATER DESIGN”, SECTION 6.01 “GENERAL”.

BE IT ORDAINED BY THE CITY COUNCIL OF RICHMOND CITY, CACHE COUNTY, UTAH AS FOLLOWS:

1. Sections shall be amended such that the **highlighted** areas below shall be added and the ~~strikeout~~ areas shall be deleted.

6.0 IRRIGATION WATER DESIGN

6.01 General

- A. The Richmond Irrigation & Power Company is the majority owner and operator of both canal/ditch and larger sized pressurized (secondary) irrigation water within Richmond City. The majority of smaller laterals are owned and operated by the Richmond Irrigation & Power Company or private parties. Richmond City owns and operates smaller laterals and meters where said improvements are required as a condition of development.
- B. Richmond Irrigation & Power Company Infrastructure
 - a. All design and construction must comply with the requirements and standards of Richmond Irrigation & Power Company and Richmond City.
 - b. Existing irrigation ditches or canals, of significant flow, must either be piped or fenced on both sides when adjacent to or contained within property to be developed. Unobstructed easements of sufficient width, no less than ten (10) feet in width, to allow maintenance and replacement shall be required.
- ~~C. Richmond City Irrigation Infrastructure~~

- ~~a. A secondary irrigation system shall be constructed in all subdivisions and dedicated to the City.~~
- ~~b. One (1) share of water (four (4) acre feet) per platted acre shall be required. Only certificates of shares of capital stock, from an irrigation company operating within the corporate limits of Richmond City, in the name of Richmond City will be considered as a means of satisfying the requirement for four acre feet (on a normal year) of usable water.~~
- ~~c. Laterals and services shall be constructed in a manner similar to culinary water mainlines, including meter setters and barrels at each property to be served. An isolation valve and flowmeter shall be furnished and installed by the developer, at the point of connection to the Richmond Irrigation & Power Company mainline(s).~~
- ~~d. Laterals shall be sized by the developer's engineer, so as to provide adequate service to property(s) but shall be no less than four (4) inches in diameter. Service lines shall be no less than one (1) inch (IPS) in diameter. Designs shall be reviewed and approved by the City.~~

C.D. All Irrigation Infrastructure, Whether Publicly or Privately Owned

- e. Clearance between other utilities shall be at least eighteen (18) inches. Closer tolerances require reinforcement concrete cradle or separation. Reinforcement shall be as per the current specifications.
- f. Covers over utilities and between railroad tracks or roadways shall be sufficient to adequately protect such utilities from potential loading of track or roadway either during construction or final finished surface. If cover is insufficient to adequately protect utility, encasement or casings shall be provided to protect affected utility.
- g. New lines must be buried with magnetic locator tape and be shown accurately on drawings given to the City.
- h. New and/or replacement/relocated main lines (four-inch (4") and larger) shall be purple in color no matter the original color and have a minimum pressure rating as required by the irrigation company or City but no less than 200 psi.
- i. Easements per Section 9 of these standards shall be required. Easements shall be no less than ten (10) feet in width. No buildings, utilities or structures shall be erected or constructed within such easements as to interfere with the activities necessary to properly access and maintain or replace such lines or water structures.

2. Should any section, clause, or provision of this Ordinance be declared by a court of competent

jurisdiction to be invalid, in whole or in part, the same shall not affect the validity of the Ordinance as whole, or any other part thereof.

3. All ordinances, and the chapter, clauses, sections, or parts thereof in conflict with provisions of this ordinance are hereby repealed, but only insofar as is specifically provided for herein.
4. This ordinance shall become effective after the required public hearing and upon its posting as required by law.

THIS ORDINANCE shall be attached as an amendment to the Richmond City Municipal Code above referred to.

ADOPTED AND PASSED by the Richmond City Council on this 21st day of April, 2026.

RICHMOND CITY CORPORATION

Jeffrey D. Young, Mayor

ATTEST:

Justin B. Lewis, City Recorder



RICHMOND
— **UTAH** —
Home of Black & White Days

FISCAL YEAR 2027

PROPOSED BUDGET

JULY 1, 2026 – JUNE 30, 2027

PERSONNEL

The proposed budget includes a 3.50% cost-of-living wage adjustment (COLA) for some employees. Employees who received a merit raise during Fiscal Year 2026 will not receive a COLA adjustment.

The proposed budget does not include the addition of any new full-time employees.

PROJECTS

The city applied for grant funding for new pickleball courts where the existing tennis courts are located. A RAPZ Tax grant was applied for as well as a grant from the Land and Water Conservation Fund (LWCF). It is anticipated that both grants will be approved or denied around the end of May 2026. If either grant is approved; the project will take place in Fiscal Year 2027 and need to be added to the budget at that time.

Sealing of six (6) sewer manholes to stop infiltration of stormwater into the sewer system. The long-term intent is to seal six manholes per fiscal year. Estimated Cost: \$30,000

The sewer line upsize project consists of the installation of an 18-inch sewer line from 300 West on State Road (SR) 142, along the north edge of SR 142, to the diversion structure located within the fence at the Richmond Treatment (MBR) Plant. A screen will be added within or near to the diversion box and the line continued from the diversion box to cell one of the lagoons. The total amount of 18-inch sewer line to be installed is approximately 1,500 linear feet with approximately four (4) manholes and a screening system. Once bids are received for the project it will be added to the budget.

Additional Tree trimming for the trees on the east side of the Black & White Days Building has been included at a cost of \$5,300.

An increase of \$45,000 has been included for additional sidewalk repair/replacement/installation. Total Budget: \$80,000.

The City Party has been budgeted at \$6,500 with an additional \$5,000 included to move the fireworks show from the annual Black & White Days event to the evening of the City Party.

In the past couple of years, a Halloween Carnival and Christmas Festival have been held. The estimated cost of each event, without labor, is \$3,500. Funding for one of the events is being included in the new budget.

Addition of a new parking area/roadway expansion on the south side of the road on 100 North in the area of 100 West to 175 West. Estimated cost: \$83,000

Improvements to the Quonset building which is located behind the Fire Station. The Quonset was formerly the city maintenance shop. The city is out of room at the maintenance shop and this building would allow for the storage and repair of equipment without building a new building. Parks staff could utilize this building. Improvements would include new lighting and electrical

improvements, main overhead door and upgrade to the cement in the entryway. Estimated cost: \$35,763.

EQUIPMENT

Purchase of a new Caterpillar M305 CT TAQ mini-excavator. The purchase cost is \$84,900 less a trade-in of the current mini-x of \$77,000 for a net purchase price of \$7,900.

Purchase of a John Deere Gator HPX615E (2026). Purchase price: \$17,992

MISCELLANEOUS ITEMS

A proposed increase of \$1.00 per month to the monthly water utility rate is included.

A proposed increase of \$1.00 per month to the monthly sewer utility rate is included.

A proposed increase of \$2.00 per month to the monthly solid waste/garbage utility rate is included. The solid waste/garbage utility rate has not been adjusted since July 2023.

The Central Dispatch monthly charge will increase from \$3.30 per month to \$3.40 per month per Resolution 2025-03 which was adopted on March 20, 2025.

Property tax revenue is unknown at this time and will be reviewed and discussed as part of the budget process when figures are provided by the County and State.

LONG TERM PLANNING

Long-term planning is underway for improvements to the MBR Plant (Sewer). Review is being done to determine if significant long-term improvements can be made in phases.

Studies are being conducted to determine the best location for a new culinary water tank and well as the city continues to grow these large infrastructure items will be needed.

Impact Fee studies are underway for Culinary Water and Sanitary Sewer.

Note: This document is an initial budget presentation only. All line items in the budget are subject to change until the final budget is adopted in June.

**RICHMOND CITY BUDGET
JULY 1, 2026 - JUNE 30, 2027
BUDGET**

| GL ACCOUNT # | BUDGET FY27 | DEC | MAY | JUNE | REVISED BUDGET | FY26 | +/(-) |
|---|--------------------|-------------|-------------|-------------|-------------------|--------------------|---------------|
| REVENUE | | | | | | | |
| 3110 INCOME - PROPERTY TAXES | \$ 406,333 | | | | 406,333 | \$ 369,394 | 36,939 |
| 3111 INCOME - FEE IN LIEU OF | \$ 26,000 | | | | 26,000 | \$ 24,000 | 2,000 |
| 3112 GAIN (LOSS) ON SALE | \$ - | | | | - | \$ - | - |
| 3130 INCOME - LOCAL SALES TAX | \$ 640,000 | | | | 640,000 | \$ 612,000 | 28,000 |
| 3140 INCOME - FRANCHISE TAX | \$ 280,000 | | | | 280,000 | \$ 250,000 | 30,000 |
| 3150 INCOME - MASS TRANSIT TAX | \$ 118,000 | | | | 118,000 | \$ 100,000 | 18,000 |
| 3210 INCOME - BUSINESS LICENSES | \$ 2,200 | | | | 2,200 | \$ 2,000 | 200 |
| 3225 INCOME - DOG LICENSES | \$ 2,000 | | | | 2,000 | \$ 2,600 | (600) |
| 3355 INCOME - LOCAL ROAD TAX | \$ 66,000 | | | | 66,000 | \$ 60,000 | 6,000 |
| 3356 INCOME - CLASS C ROAD FUNDS | \$ 180,000 | | | | 180,000 | \$ 160,000 | 20,000 |
| 3353 INCOME - COG GRANT - 400 WEST | \$ - | | | | - | \$ - | - |
| 3354 INCOME - RTIF ROAD TAX | \$ 67,000 | | | | 67,000 | \$ 62,000 | 5,000 |
| 3364 INCOME - LIBRARY CLEF GRANT | | | | | - | \$ - | - |
| 3365 INCOME - LIBRARY TECH GRANT | | | | | - | \$ - | - |
| 3510 INCOME - JUSTICE COURT FINES | \$ 2,500 | | | | 2,500 | \$ 1,500 | 1,000 |
| 3559 INCOME - LIB HOTSPOT GRANT | \$ - | | | | - | \$ - | - |
| 3610 INCOME - INTEREST EARNINGS | \$ 45,000 | | | | 45,000 | \$ 40,000 | 5,000 |
| 3611 INCOME - PENALTY INTEREST | \$ 5,500 | | | | 5,500 | \$ 5,000 | 500 |
| 3614 RENT - CINGULAR TOWER SPACE | \$ 16,833 | | | | 16,833 | \$ 16,833 | - |
| 3620 RENT - POST OFFICE | \$ 14,040 | | | | 14,040 | \$ 13,000 | 1,040 |
| 3621 RENT - PARK | \$ 600 | | | | 600 | \$ 600 | - |
| 3628 INCOME - RENTAL EQUIPMENT | \$ 5,266 | | | | 5,266 | \$ - | 5,266 |
| 3656 INCOME - CEMETERY CONTRACT | \$ 78,605 | | | | 78,605 | \$ 76,317 | 2,288 |
| 3663 INCOME - LIBRARY MISC | \$ 100 | | | | 100 | \$ 50 | 50 |
| 3662 INCOME - CHILD BOOK GRANT | \$ - | | | | - | \$ - | - |
| 3666 INCOME - GRAVE DIGGING | \$ 6,000 | | | | 6,000 | \$ 6,000 | - |
| 3673 INCOME - ROAD IMPROVEMENTS | \$ - | | | | - | \$ - | - |
| 3677 INCOME - CELEBRATIONS | \$ 6,000 | | | | 6,000 | \$ 6,000 | - |
| 3684 INCOME - YOUTH BASEBALL | \$ 3,000 | | | | 3,000 | \$ 3,000 | - |
| 3690 INCOME - KUED LIBRARY GRANT | \$ - | | | | - | \$ - | - |
| 3692 INCOME - PLANNING FEES | \$ 7,000 | | | | 7,000 | \$ 7,000 | - |
| 3693 RENT - CITY BUILDINGS (PRIVATE) | \$ 45,000 | | | | 45,000 | \$ 45,000 | - |
| RENT - CITY BUILDINGS (CITY) | \$ 10,000 | | | | 10,000 | \$ 10,000 | - |
| 3694 INCOME - SUNDRY REVENUES | \$ 250 | | | | 250 | \$ 250 | - |
| 3695 INCOME - RAPZ TAX COLLECTED | \$ - | | | | - | \$ 135,000 | (135,000) |
| 3658 INCOME - UDOT GENERAL PLAN GRANT | \$ - | | | | - | \$ - | - |
| 3697 COLLECTION FEE - CENTRAL DISPATCH | \$ 39,646 | | | | 39,646 | \$ 38,500 | 1,146 |
| 3823 DONATION - STREETS | \$ - | | | | - | \$ - | - |
| 3835 DONATION - DUP | \$ - | | | | - | \$ - | - |
| 3830 DONATION - LIBRARY | \$ - | | | | - | \$ - | - |
| 3837 DONATION - BLACK & WHITE | \$ - | | | | - | \$ - | - |
| 3841 DONATION - SENIOR PROGRAM | \$ 13,000 | | | | 13,000 | \$ 15,000 | (2,000) |
| 3107 TRANSFER FROM CAPITOL PROJECT FUND | \$ - | | | | - | \$ - | - |
| 3105 USE OF CLASS C ROAD FUNDS | \$ - | | | | - | \$ - | - |
| 3104 USE OF RTIF ROAD TAX | \$ 16,000 | | | | - | \$ - | - |
| 3109 USE OF FUND BALANCE | \$ - | | | | - | \$ - | - |
| TOTAL REVENUE | \$2,101,873 | \$ - | \$ - | \$ - | 2,101,873 | \$2,061,044 | 40,829 |

**RICHMOND CITY BUDGET
JULY 1, 2026 - JUNE 30, 2027**

GL ACCOUNT #

| DIRECT EXPENSES | BUDGET FY27 | DEC | MAY | JUNE | REVISED BUDGET | FY26 | |
|--|------------------------|-------------|-------------|-------------|---------------------------|-------------------|---------------|
| DIRECT COSTS | | | | | | | |
| 4111 ADM - WAGES | \$ 23,056 | | | | 23,056 | \$ 22,919 | 137 |
| 4113 ADM - BENEFITS | \$ 3,302 | | | | 3,302 | \$ 3,342 | (40) |
| 4120 ADM - MILEAGE & CONVENTION EXPENS | \$ 5,000 | | | | 5,000 | \$ 6,000 | (1,000) |
| 4122 ADM - ADVERTISING | \$ 300 | | | | 300 | \$ 600 | (300) |
| 4123 ADM - SUBSCRIPTIONS & MEM | \$ 1,500 | | | | 1,500 | \$ 1,600 | (100) |
| 4124 ADM - OFFICE EXPENSE | \$ 7,000 | | | | 7,000 | \$ 7,000 | - |
| 4126 ADM - UTILITIES | \$ 700 | | | | 700 | \$ 1,000 | (300) |
| 4129 ADM - CREDIT/DEBIT CARD FEES | \$ 6,500 | | | | 6,500 | \$ 7,000 | (500) |
| 4131 ADM - AUDITOR FEES | \$ 6,000 | | | | 6,000 | \$ 6,000 | - |
| 4132 ADM - ATTORNEY FEES | \$ 5,000 | | | | 5,000 | \$ 4,000 | 1,000 |
| 4149 ADM - PROPERTY TAX CELL PHONE TOWER | \$ 817 | | | | 817 | \$ 887 | (70) |
| 4151 ADM - INSURANCE | \$ 3,075 | | | | 3,075 | \$ 2,664 | 411 |
| 4156 ADM - YOUTH COUNCIL | \$ 5,000 | | | | 5,000 | \$ 5,000 | - |
| 4159 ADM - CELEBRATIONS | \$ 15,000 | | | | 15,000 | \$ 6,500 | 8,500 |
| 4160 ADM - BAD CHECK EXPENSE | \$ 1,000 | | | | 1,000 | \$ 1,000 | - |
| 4162 ADM - ELECTION EXPENSE | \$ - | | | | - | \$ 7,487 | (7,487) |
| 4163 ADM - SUNDRY | \$ 2,500 | | | | 2,500 | \$ 2,500 | - |
| 4188 ADM - IT EQUIP & SERVICE | \$ 30,000 | | | | 30,000 | \$ 30,000 | - |
| 4194 ADM - SALES TAX REBATE | \$ 90,000 | | | | 90,000 | \$ 80,000 | 10,000 |
| 4195 ADM - EMERGENCY PREPAREDNESS | \$ 1,000 | | | | 1,000 | \$ 1,000 | - |
| 4198 ADM - AMERICAN LEGION | \$ 1,250 | | | | 1,250 | \$ 1,250 | - |
| TOTAL ADMINISTRATIVE EXPENSE | \$ 208,000 | \$ - | \$ - | \$ - | 208,000 | \$ 197,749 | 10,251 |

| | | | | | | FY26 | |
|--------------------------------------|-------------------|-------------|-------------|-------------|----------------|-------------------|------------------|
| 4211 BLDG - WAGES | \$ 45,376 | | | | 45,376 | \$ 50,293 | (4,917) |
| 4213 BLDG - BENEFITS | \$ 4,009 | | | | 4,009 | \$ 4,461 | (452) |
| 4225 BLDG - MAINTENANCE | \$ 45,000 | | | | 45,000 | \$ 45,000 | - |
| 4226 BLDG - UTILITIES | \$ 52,000 | | | | 52,000 | \$ 52,000 | - |
| 4251 BLDG - INSURANCE | \$ 3,075 | | | | 3,075 | \$ 2,908 | 167 |
| 4289 BLDG - PARK SCHOOL RENOVATION | \$ 15,000 | | | | 15,000 | \$ 15,000 | - |
| 4282 BLDG - SENIOR PROGRAM | \$ 28,000 | | | | 28,000 | \$ 28,000 | - |
| 4292 BLDG - B&W REMODEL (RAPZ) | \$ - | | | | - | \$ - | - |
| 4280 BLDG - COMM BLDG REMODEL (RAPZ) | \$ - | | | | - | \$ 150,000 | (150,000) |
| TOTAL BUILDING EXPENSE | \$ 192,460 | \$ - | \$ - | \$ - | 192,460 | \$ 347,662 | (155,202) |

GL ACCOUNT #

| | BUDGET FY27 | DEC | MAY | JUNE | REVISED BUDGET | FY26 | |
|---|------------------------|-------------|-------------|-------------|---------------------------|-------------------|---------------|
| 4311 PUBLIC SAFETY - WAGES | \$ 12,536 | | | | 12,536 | \$ 11,202 | 1,334 |
| 4313 PUBLIC SAFETY - BENEFITS | \$ 1,108 | | | | 1,108 | \$ 994 | 114 |
| 4332 PUBLIC SAFETY - ATTORNEY FEE | \$ 50,000 | | | | 50,000 | \$ 38,000 | 12,000 |
| 4351 PUBLIC SAFETY - INSURANCE | \$ 100 | | | | 100 | \$ 93 | 7 |
| 4366 PUBLIC SAFETY - DOG POUND FEE | \$ 300 | | | | 300 | \$ 300 | - |
| 4367 PUBLIC SAFETY - DOG CATCHER SERVICE | \$ 11,250 | | | | 11,250 | \$ 10,425 | 825 |
| 4371 PUBLIC SAFETY - COMMUNICATION CENTER | \$ 39,646 | | | | 39,646 | \$ 39,600 | 46 |
| 4380 PUBLIC SAFETY - POLICE PROTECTION | \$ 72,120 | | | | 72,120 | \$ 67,312 | 4,808 |
| TOTAL PUBLIC SAFETY EXPENSE | \$ 187,060 | \$ - | \$ - | \$ - | 187,060 | \$ 167,926 | 19,134 |

| GL ACCOUNT # | BUDGET | DEC | MAY | JUNE | REVISED | FY26 | |
|--|---------------------|-------------|-------------|-------------|------------------|---------------------|----------------|
| | FY27 | | | | BUDGET | | |
| 4811 LIBRARY - WAGES | \$ 70,945 | | | | 70,945 | \$ 67,595 | 3,350 |
| 4813 LIBRARY - BENEFITS | \$ 10,770 | | | | 10,770 | \$ 10,620 | 150 |
| 4820 LIBRARY - MILEAGE & CONVENTION EXPENSE | \$ 1,200 | | | | 1,200 | \$ 1,200 | - |
| 4823 LIBRARY - SUBSCRIPTIONS & MEMBERSHIPS | \$ 350 | | | | 350 | \$ 350 | - |
| 4824 LIBRARY - OFFICE EXPENSE | \$ 1,500 | | | | 1,500 | \$ 1,200 | 300 |
| 4825 LIBRARY - MAINTENANCE | \$ 1,200 | | | | 1,200 | \$ 1,200 | - |
| 4826 LIBRARY - UTILITIES | \$ 6,800 | | | | 6,800 | \$ 6,000 | 800 |
| 4827 LIBRARY - PROCESSING SUPPLIES | \$ 800 | | | | 800 | \$ 800 | - |
| 4835 LIBRARY - AUTOMATION | \$ 1,800 | | | | 1,800 | \$ 1,800 | - |
| 4837 LIBRARY - COMPUTER UPGRADE | \$ 2,000 | | | | 2,000 | \$ 4,000 | (2,000) |
| 4839 LIBRARY - TECHNOLOGY | \$ 2,600 | | | | 2,600 | \$ 3,200 | (600) |
| 4841 LIBRARY - TECHNOLOGY GRANT | \$ - | | | | - | \$ - | - |
| 4851 LIBRARY - INSURANCE | \$ 3,075 | | | | 3,075 | \$ 3,033 | 42 |
| 4855 LIBRARY - PROGRAMS | \$ 3,000 | | | | 3,000 | \$ 3,000 | - |
| 4863 LIBRARY - SUNDRY | \$ 1,500 | | | | 1,500 | \$ 1,200 | 300 |
| 4866 LIBRARY - OTHER MATERIALS | \$ 800 | | | | 800 | \$ 800 | - |
| 4864 LIBRARY - ELECTRONIC MATERIALS | \$ 5,000 | | | | 5,000 | \$ 3,000 | 2,000 |
| 4865 LIBRARY - PRINT MATERIALS | \$ 7,500 | | | | 7,500 | \$ 7,500 | - |
| 4880 LIBRARY - HOTSPOT GRANT | | | | | - | \$ - | - |
| 4881 LIBRARY - ILL GRANT | | | | | - | \$ - | - |
| 4889 LIBRARY - CLEF GRANT | | | | | - | \$ - | - |
| 4885 LIBRARY - KUED GRANT | | | | | - | \$ - | - |
| | | | | | - | \$ - | - |
| | | | | | - | \$ - | - |
| TOTAL LIBRARY EXPENSE | \$ 120,840 | \$ - | \$ - | \$ - | 120,840 | \$ 116,498 | 4,342 |
| 4911 PLANNING - WAGES | \$ 42,541 | | | | 42,541 | \$ 45,909 | (3,368) |
| 4913 PLANNING - BENEFITS | \$ 21,065 | | | | 21,065 | \$ 18,178 | 2,887 |
| 4920 PLANNING - TRAINING | \$ 2,500 | | | | 2,500 | \$ 2,500 | - |
| 4924 PLANNING - OFFICE SUPPLIES | \$ 500 | | | | 500 | \$ 500 | - |
| 4931 PLANNING - COUNTYWIDE PLANNING | \$ 2,186 | | | | 2,186 | \$ 2,186 | - |
| 4932 PLANNING - ATTORNEY | \$ 6,000 | | | | 6,000 | \$ 5,000 | 1,000 |
| 4933 PLANNING - ENGINEERING | \$ 15,000 | | | | 15,000 | \$ 24,000 | (9,000) |
| 4951 PLANNING - INSURANCE | \$ 3,075 | | | | 3,075 | \$ 2,849 | 226 |
| 4981 PLANNING - TRAILS COORDINATOR | \$ 1,046 | | | | 1,046 | \$ 1,046 | - |
| 4996 PLANNING - PLANNING COMMISSION STIPEND | \$ 1,800 | | | | 1,800 | \$ 1,800 | - |
| | | | | | - | \$ - | - |
| | | | | | - | \$ - | - |
| TOTAL PLANNING EXPENSE | \$ 95,713 | \$ - | \$ - | \$ - | \$ 95,713 | \$ 103,968 | (8,255) |
| 50001 TRANSFER TO SPEC REV FUND SPORTS COMPLEX | \$ 25,000 | | | | 25,000 | \$ 25,000 | - |
| 50000 TRANSFER TO CAPITAL PROJECT FUND | \$ 96,241 | | | | 96,241 | \$ 1,215 | 95,026 |
| APPROPRIATED INCREASE IN FUND BALANCE | | | | | - | \$ - | - |
| TOTAL EXPENDITURES | \$ 2,101,873 | \$ - | \$ - | \$ - | 2,101,873 | \$ 2,061,044 | 40,829 |
| | \$ - | \$ - | \$ - | \$ - | | | |

| GL ACCOUNT # | BUDGET | DEC | MAY | JUNE | REVISED | FY26 | |
|---|---------------------|-------------|-------------|-------------|------------------|-------------------|----------------|
| ----- | FY27 | | | | BUDGET | | |
| WATER ENTERPRISE FUND | | | | | | | |
| 3711 WATER - MONTHLY CHARGE | \$ 879,480 | | | | 879,480 | \$ 772,252 | 107,228 |
| 3715 WATER - DEDICATION PAYMENT | | | | | - | | - |
| 3716 WATER - METER CONNECTION FEE | | | | | - | | - |
| 3717 WATER - IMPACT FEE | | | | | - | | - |
| 3718 WATER - GAIN ON SALE | | | | | - | | - |
| 3719 WATER - SUNDRY REVENUES | | | | | - | \$ - | - |
| 3725 WATER - ARPA FUNDS | | | | | - | | - |
| 3720 WATER - INTEREST | \$ 150,000 | | | | 150,000 | \$ 130,000 | 20,000 |
| | | | | | - | | - |
| | | | | | - | | - |
| | | | | | - | | - |
| TOTAL WATER ENTERPRISE REVENUE | \$ 1,029,480 | \$ - | \$ - | \$ - | 1,029,480 | \$ 902,252 | 127,228 |
| 5111 WATER - WAGES | \$ 192,299 | | | | 192,299 | \$ 191,326 | 973 |
| 5113 WATER - BENEFITS | \$ 99,159 | | | | 99,159 | \$ 87,334 | 11,825 |
| 5114 WATER - PENSION EXPENSE | \$ 10,000 | | | | 10,000 | \$ 10,000 | - |
| 5120 WATER - MILEAGE & CONVENTION EXPENSE | \$ 5,000 | | | | 5,000 | \$ 5,000 | - |
| 5121 WATER - BAD DEBT | \$ 1,000 | | | | 1,000 | \$ 1,000 | - |
| 5122 WATER - ADVERTISING | \$ - | | | | - | \$ 100 | (100) |
| 5123 WATER - SUBSCRIPTIONS & MEMBERSHIPS | \$ 2,500 | | | | 2,500 | \$ 2,300 | 200 |
| 5124 WATER - OFFICE EXPENSE | \$ 8,000 | | | | 8,000 | \$ 8,000 | - |
| 5125 WATER - MAINT & REPAIR | \$ 50,000 | | | | 50,000 | \$ 50,000 | - |
| 5126 WATER - UTILITIES | \$ 50,000 | | | | 50,000 | \$ 40,000 | 10,000 |
| 5127 WATER - GAS & OIL | \$ 10,000 | | | | 10,000 | \$ 10,000 | - |
| 5129 WATER - CREDIT/DEBIT CARD FEES | \$ 6,500 | | | | 6,500 | \$ 7,000 | (500) |
| 5131 WATER - AUDITOR | \$ 6,000 | | | | 6,000 | \$ 6,000 | - |
| 5132 WATER - ATTORNEY FEE | \$ 2,000 | | | | 2,000 | \$ 2,000 | - |
| 5133 WATER - ENGINEERING | \$ 30,000 | | | | 30,000 | \$ 40,000 | (10,000) |
| 5145 WATER - DEPRECIATION EXPENSE | \$ 260,000 | | | | 260,000 | \$ 280,000 | (20,000) |
| 5148 WATER - SUPPLIES | \$ 50,000 | | | | 50,000 | \$ 50,000 | - |
| 5151 WATER - INSURANCE | \$ 24,600 | | | | 24,600 | \$ 23,669 | 931 |
| 5160 WATER - EQUIP RENTAL | \$ 2,633 | | | | 2,633 | \$ - | 2,633 |
| 5189 WATER - BLDG RENT | \$ 5,000 | | | | 5,000 | \$ 5,000 | - |
| 5163 WATER - SUNDRY | \$ 2,000 | | | | 2,000 | \$ 2,000 | - |
| 5164 WATER - SAMPLES | \$ 9,000 | | | | 9,000 | \$ 9,000 | - |
| 5175 WATER - IRRIGATION SHARE FEES | \$ 4,000 | | | | 4,000 | \$ 3,600 | 400 |
| 5178 WATER - INTEREST WATER TANK | \$ 72,757 | | | | 72,757 | \$ 78,532 | (5,775) |
| 5188 WATER - IT SERVICE & EQUIP | \$ 30,000 | | | | 30,000 | \$ 30,000 | - |
| 5196 WATER - METERS | \$ 30,000 | | | | 30,000 | \$ 30,000 | - |
| | | | | | - | \$ - | - |
| TOTAL WATER EXPENSE | \$ 962,448 | \$ - | \$ - | \$ - | 962,448 | \$ 971,861 | (9,413) |

| GL ACCOUNT # ----- | BUDGET FY27 | DEC | MAY | JUNE | REVISED BUDGET | FY26 | |
|---|---------------------|-------------|-------------|-------------|-------------------|---------------------|---------------|
| SEWER ENTERPRISE FUND | | | | | | | |
| 3731 SEWER - MONTHLY SERVICE FEE | \$ 1,023,360 | | | | 1,023,360 | \$ 925,648 | 97,712 |
| 3734 SEWER - IMPACT FEE | \$ - | | | | - | | - |
| 3750 SEWER - ARPA FUNDS | \$ - | | | | - | | - |
| 3746 SEWER - INTEREST | \$ 70,000 | | | | 70,000 | \$ 70,000 | - |
| TOTAL SEWER ENTERPRISE FUND | \$ 1,093,360 | \$ - | \$ - | \$ - | 1,093,360 | 995,648 | 97,712 |
| | | | | | | | |
| 5211 SEWER - WAGES | \$ 244,297 | | | | 244,297 | \$ 197,437 | 46,860 |
| 5213 SEWER - BENEFITS | \$ 92,080 | | | | 92,080 | \$ 72,529 | 19,551 |
| 5214 SEWER - PENSION EXPENSE | \$ 10,000 | | | | 10,000 | \$ 10,000 | - |
| 5220 SEWER - MILEAGE & CONVENTION EXPENSE | \$ 5,000 | | | | 5,000 | \$ 7,500 | (2,500) |
| 5221 SEWER - BAD DEBT | \$ 1,000 | | | | 1,000 | \$ 1,000 | - |
| 5222 SEWER - ADVERTISING | \$ - | | | | - | \$ 100 | (100) |
| 5223 SEWER - SUBSCRIPTIONS & MEMBERSHIPS | \$ 2,000 | | | | 2,000 | \$ 2,000 | - |
| 5224 SEWER - OFFICE EXPENSE | \$ 8,000 | | | | 8,000 | \$ 7,000 | 1,000 |
| 5225 SEWER - MAINTENANCE & REPAIR | \$ 90,000 | | | | 90,000 | \$ 50,000 | 40,000 |
| 5226 SEWER - UTILITIES | \$ 100,000 | | | | 100,000 | \$ 100,000 | - |
| 5227 SEWER - GAS & PROPANE | \$ 20,000 | | | | 20,000 | \$ 20,000 | - |
| 5229 SEWER - CREDIT/DEBIT CARD FEES | \$ 6,500 | | | | 6,500 | \$ 7,000 | (500) |
| 5231 SEWER - AUDITOR | \$ 6,000 | | | | 6,000 | \$ 6,000 | - |
| 5232 SEWER - ATTORNEY FEE | \$ 2,000 | | | | 2,000 | \$ 3,000 | (1,000) |
| 5233 SEWER - ENGINEERING | \$ 50,000 | | | | 50,000 | \$ 50,000 | - |
| 5245 SEWER - DEPRECIATION | \$ 360,000 | | | | 360,000 | \$ 382,000 | (22,000) |
| 5248 SEWER - SUPPLIES | \$ 70,000 | | | | 70,000 | \$ 70,000 | - |
| 5251 SEWER - INSURANCE | \$ 24,600 | | | | 24,600 | \$ 21,445 | 3,155 |
| 5260 SEWER - EQUIP RENTAL | \$ 2,633 | | | | 2,633 | \$ - | 2,633 |
| 5289 SEWER - BLDG RENT | \$ 5,000 | | | | 5,000 | \$ 5,000 | - |
| 5263 SEWER - SUNDRY | \$ 1,500 | | | | 1,500 | \$ 1,500 | - |
| 5264 SEWER - SAMPLES | \$ 13,000 | | | | 13,000 | \$ 11,000 | 2,000 |
| 5288 SEWER - IT SERVICE & EQUIP | \$ 30,000 | | | | 30,000 | \$ 30,000 | - |
| 5295 SEWER - LINE CLEANING | \$ 30,000 | | | | 30,000 | \$ 25,000 | 5,000 |
| TOTAL SEWER EXPENSE | \$ 1,173,610 | \$ - | \$ - | \$ - | 1,173,610 | \$ 1,079,511 | 94,099 |

| GL ACCOUNT # ----- | BUDGET FY27 | DEC | MAY | JUNE | REVISED BUDGET | FY26 | |
|--|----------------|------|------|------|-------------------|-----------|---------|
| SPECIAL REVENUE FUND (CUB RIVER SPORTS COMPLEX) | | | | | | | |
| REVENUES | | | | | | | |
| 3153 INCOME - LEWISTON CITY | \$ 25,000 | | | | 25,000 | \$ 25,000 | - |
| 3154 INCOME - RAPZ TAX COLLECTED | \$ - | | | | - | | - |
| 3764 INCOME - MISC | \$ - | | | | - | | - |
| OTHER SOURCES | | | | | | | |
| 3550 INCOME - TRANSFER FROM CITY GENERAL FUND | \$ 25,000 | | | | 25,000 | \$ 25,000 | - |
| 3549 USAGE OF BEGINNING FUND BALANCE | | | | | - | \$ - | - |
| TOTAL REVENUE & OTHER SOURCES | \$ 50,000 | \$ - | \$ - | \$ - | 50,000 | \$ 50,000 | - |
| EXPENDITURES | | | | | | | |
| 5311 CUB RIVER - WAGES | | | | | - | \$ - | - |
| 5313 CUB RIVER - BENEFITS | | | | | - | | - |
| 5325 CUB RIVER - MAINTENANCE | \$ 50,000 | | | | 50,000 | \$ 50,000 | - |
| 5393 CUB RIVER - INFRASTRUCTURE | | | | | - | | - |
| 5395 CUB RIVER - RAPZ TAX | \$ - | | | | - | | - |
| 5392 CUB RIVER - EQUIPMENT | | | | | - | \$ - | - |
| BUDGETED INCREASE IN FUND BALANCE | | | | | | | |
| TOTAL EXPENDITURES & OTHER USES | \$ 50,000 | \$ - | \$ - | \$ - | 50,000 | \$ 50,000 | - |
| CAPITOL PROJECTS FUND | | | | | | | |
| REVENUES | | | | | | | |
| 50003 TRANSFER FROM GENERAL FUND | \$ 96,241 | | | | 96,241 | \$ 1,215 | 95,026 |
| 3687 INCOME - INTEREST | \$ 100,000 | | | | 100,000 | \$ 90,000 | 10,000 |
| OTHER ADDITIONS | | | | | | | |
| TOTAL REVENUE | \$ 196,241 | \$ - | \$ - | \$ - | \$ 196,241 | \$ 91,215 | 105,026 |
| EXPENDITURES | | | | | | | |
| 50004 TRANSFER TO GENERAL FUND | | | | | - | \$ - | - |
| 4000 CPF - PROJECTS | \$ 35,763 | | | | 35,763 | \$ 8,800 | 26,963 |
| 4001 CPF - EQUIPMENT | \$ 17,992 | | | | 17,992 | \$ 16,314 | 1,678 |
| TOTAL EXPENDITURES | \$ 53,755 | \$ - | \$ - | \$ - | 53,755 | \$ 25,114 | 28,641 |

| SOLID WASTE ENTERPRISE FUND | | BUDGET | DEC | MAY | JUNE | REVISED | FY26 | |
|------------------------------------|--------------------------------------|---------------|------------|------------|-------------|----------------|-------------|--------|
| | | FY27 | | | | BUDGET | | |
| REVENUES | | | | | | | | |
| 3696 | COLLECTION FEE - GARBAGE | \$ 338,024 | | | | 338,024 | \$ 289,025 | 48,999 |
| 3699 | INTEREST EARNINGS | \$ 500 | | | | 500 | \$ 1,000 | (500) |
| | | | | | | - | | - |
| | TOTAL REVENUE | \$ 338,524 | \$ - | \$ - | \$ - | 338,524 | 290,025 | 48,499 |
| EXPENDITURES | | | | | | | | |
| 5611 | SOLID WASTE - WAGES | \$ 34,168 | | | | 34,168 | \$ 22,919 | 11,249 |
| 5613 | SOLID WASTE - BENEFITS | \$ 4,161 | | | | 4,161 | \$ 3,342 | 819 |
| 5624 | SOLID WASTE - OFFICE SUPPLIES | \$ 3,200 | | | | 3,200 | \$ 3,000 | 200 |
| 5626 | SOLID WASTE - UTILITIES | \$ 420 | | | | 420 | \$ - | - |
| 5629 | SOLID WASTE - CREDIT/DEBIT CARD FEES | \$ 6,500 | | | | 6,500 | \$ 6,000 | - |
| 5631 | SOLID WASTE - AUDITOR | \$ 6,000 | | | | 6,000 | \$ 6,000 | - |
| 5632 | SOLID WASTE - LEGAL & PROFESSIONAL | \$ - | | | | - | \$ - | - |
| 5651 | SOLID WASTE - INSURANCE | \$ 3,075 | | | | 3,075 | \$ 2,664 | 411 |
| 5670 | SOLID WASTE - LOGAN SERVICE AREA | \$ 55,000 | | | | 55,000 | \$ 51,300 | 3,700 |
| 5630 | SOLID WASTE - CARRIER EXPENSE | \$ 198,000 | | | | 198,000 | \$ 172,800 | 25,200 |
| 5688 | SOLID WASTE - IT EQUIP/SERVICE | \$ 18,000 | | | | 18,000 | \$ 12,000 | 6,000 |
| 5699 | SOLID WASTE - GARBAGE CANS | \$ 10,000 | | | | 10,000 | \$ 10,000 | - |
| | | | | | | | | |
| | TOTAL EXPENSE | \$ 338,524 | \$ - | \$ - | \$ - | \$ 338,524 | \$ 290,025 | 48,499 |