

# City of Brookings

## MEETING AGENDA

### CITY COUNCIL

**Monday, July 24, 2023, 7:00pm**

City Hall Council Chambers, 898 Elk Drive, Brookings, OR 97415

#### **A. Call to Order**

#### **B. Pledge of Allegiance**

#### **C. Roll Call**

#### **D. Appointments/Announcements**

1. Budget Committee Appointment - Ryan Reneau [Pg. 1]
  - a. Volunteer Commission Application [Pg. 2]
2. Yard of the Month for July [Pg. 5]
  - a. Residential – 1247 Iris St – Dave & Rita Bunting
  - b. Commercial – 349 Chetco Avenue – Dairy Queen

#### **E. Scheduled Public Appearances**

(Informational presentations to Council on non-agenda items – 10 minute limit per person)

1. Chamber of Commerce – Marie Curtis

#### **F. Oral Requests and Communications from the audience**

(\*Public Comments on non-agenda items – five (5) minute limit per person, please submit Public Comment Form in advance)

#### **G. Consent Calendar**

1. Approve Liquor License for new ownership – Cielito Lindo [Pg. 6]
2. Approve City Council meeting minutes for July 10, 2023 [Pg. 11]
3. Accept Financials for June 2023 [Pg. 13]

#### **H. Remarks from Mayor and Councilors**

#### **I. Adjournment**

\*Public Comment forms and the agenda packet are available on-line at [www.brookings.or.us](http://www.brookings.or.us), Brookings City Hall and Chetco Community Public Library. Return completed Public Comment forms to the City Recorder before the start of the meeting or during regular business hours.

All public meetings are held in accessible locations. Auxiliary aids will be provided upon request with at least 72 hours advance notification. Please contact 469-1102 if you have any questions regarding this notice.

View the City Council meeting LIVE at the time of the meeting on:

- Television – Charter Channel 181
- Internet – 1. Visit the City of Brookings website at [www.brookings.or.us](http://www.brookings.or.us). 2. Click on Government (top tab). 3. Click on City Council (right side). 4. Under Agenda & Meetings click "Watch Meeting Live" 5. You will need to download the VLC Media Player. Follow directions and links for your device.

# CITY OF BROOKINGS

## COUNCIL AGENDA REPORT

Meeting Date: July 24, 2023

Originating Dept: Finance and Admin

\_\_\_\_\_  
Signature (submitted by)

  
\_\_\_\_\_  
City Manager Approval

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Subject: Appoint Ryan Reneau to the Budget Committee.

Recommended Motion:

Move to accept resignation from Staci Barr and appoint Ryan Reneau to the Budget Committee, Position # 3, with a term expiring February 1, 2025.

Financial Impact:

None

Background/Discussion:

Staci Barr submitted a resignation from the Budget Committee. The City has received an application from Ryan Reneau for appointment to the Budget Committee. Mayor Hedenskog has reviewed his application and recommends him for appointment to the Committee to fill the current vacancy.

Attachment(s):

a. Volunteer Commission Application



## City of Brookings

898 Elk Drive, Brookings, OR 97415  
Phone: 541-469-2163 Fax: 541-469-3650  
[www.brookings.or.us](http://www.brookings.or.us)

### APPLICATION TO SERVE ON A COMMISSION OR COMMITTEE

#### PART I Contact Information:

Applicant Name: Ryan Reneau

Physical Address: [REDACTED]

Mailing Address: [REDACTED]

Email Address: [REDACTED]

Phone: [REDACTED]

#### PART II Position Selection, Requirements and Restrictions: (Please answer all that apply)

- | 1. Commission/Committee applying for:  | <u>Composition (i)</u> | <u>Term (ii)</u> |
|--|------------------------|------------------|
| <input checked="" type="checkbox"/> Planning Commission/Commission for Citizen Involvement (iii) | 5 Electors, 2 UGB      | 4 years          |
| <input checked="" type="checkbox"/> Budget Committee   | 5 Electors             | 3 years          |
| <input checked="" type="checkbox"/> Parks and Recreation Commission                              | 4 Residents, 1 UGB     | 2 years          |
| <input type="checkbox"/> Other (please specify): _____   |                        |                  |
2. City residents: How long have you lived in the City of Brookings? 31 years      months  
*Planning & Budget Applicants Only:* Are you a City elector (registered voter)? ☒ Yes ☐ No
3. UGB residents: How long have you lived in the UGB?      years      months
4. What is your current occupation? Sales

#### NOTES:

##### (i) Membership requirements:

- Residents must reside inside City limits; resident/UGB status determined by physical address.
- Electors are registered voters of the City of Brookings (verified by County Elections Office).
- UGB members must reside within the Brookings Urban Growth Boundary (contact the Planning Department at 541-469-1137 for assistance in determining UGB status).

##### (ii) Term: Appointments to fill mid-term vacancies will be for the remainder of that term.

##### (iii) Other restrictions:

- Planning Commission: No more than two (2) Commissioners may be principally involved, as individuals, members or partners, in the buying, selling or development of real estate for profit. No two (2) members shall be involved in the same kind of business or profession.

#### PART III Background Information: (Attach additional pages if needed)

1. List your related experience and/or background to the position you are applying for:

BYA Coach for 15 year

City Softball 15 years

Elks past officer

Asst. Mgr Les Schwab 23 years

BBQ pits for City & Elks

2. List any unrelated work history, educational background, and volunteer experience you may have:

Responsible for budget at Les Schwab

As officer of the Elks I was a member of the budget committee.

3. Briefly describe your interest in this position and what you hope to accomplish:

Helping the city of Brookings

**PART IV Volunteer Agreement: Please read and check off the following before signing:**

☐ I acknowledge that I will not be under the direct supervision and control of the City in connection with the

- ☒ voluntary services for which I have applied.
- ☒ I acknowledge that I will receive no compensation or expense reimbursement from the City in connection with any volunteer services for which I have applied.
- ☒ I understand and agree that my volunteer service will be donated to the City at times other than my regular work hours.
- ☒ I understand that if the position I applied for requires me to be an elector of the City of Brookings, that the City has permission to verify my status as a registered voter.
- ☒ I agree to release the City from all matters relating to the voluntary service for which I have applied, including compliance, if any is required, with social security, withholdings, insurance and all other regulations and reportings governing such matters. I assume full responsibility for any injuries or damages suffered by or arising from the voluntary service described herein. (*Planning Commission applicants, see \*\* below*)
- ☒ I agree to release, indemnify and hold the City harmless from and against any and all actions, causes of action, claims, demands, liabilities, losses, damages or expenses, of whatsoever kind and nature, including attorney fees, which City may sustain or incur as a result of errors or omissions in the performance of the voluntary service set forth herein.
- ☒ By signing this application voluntarily, I, the Applicant, do hereby acknowledge that I have read and agree to the terms stated above and that I understand and acknowledge that this document will become public information and may be distributed to the public and news media as part of a City Council Agenda Packet.

RYAN REUEAN

Applicant (print name)

Applicant's Signature

Date

\*\*Planning Commissioners holding office on April 1<sup>st</sup> of each year are required to file an Annual Statement of Economic Interest with the Oregon Government Ethics Commission (OGE). You may view a sample form at [http://www.oregon.gov/ogec/docs/sei/sei-11\\_form\\_sample\\_only\\_for\\_website.pdf](http://www.oregon.gov/ogec/docs/sei/sei-11_form_sample_only_for_website.pdf). Official forms provided by OGE.

Submit completed applications by mail or in person to the City Recorder, 898 Elk Drive, Brookings, OR 97415. Regular business hours are 9 am to 4:30 pm, Monday – Friday.

*Commission and Committee contact information:*

- Planning Commission: 541-469-1103 - [lziemer@brookings.or.us](mailto:lziemer@brookings.or.us)
- Budget Committee: 541-469-1123 - [jhoward@brookings.or.us](mailto:jhoward@brookings.or.us)
- Parks and Recreation Commission: 541-469-1103 - [lziemer@brookings.or.us](mailto:lziemer@brookings.or.us)

**Dairy Queen 349 Chetco Ave**  
**Owners: Bart and Linda Burroughs and their dog, Barley**



**Dave & Rita Bunting – 1247 Iris St**





# CITY OF BROOKINGS POLICE DEPARTMENT

Kelby McCrae, Chief of Police



**To:** Brookings City Council through City Manager Janell Howard  
**From:** Lieutenant Donny Dotson  
**Date:** 07/11/23  
**Subject:** Liquor License Application

The Brookings Police Department found no **local** disqualifying information prohibiting **Anita Clevenger and Efrain Moreno** with the attached **Change of Ownership** liquor license application. The business "**Cielito Lindo**" is located at 500 Chetco Avenue, Brookings, Oregon. It is the recommendation of the Brookings Police Department the above mentioned applicants be granted their request with final approval coming from the **Oregon Liquor Control Commission**.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Donny Dotson".

Lieutenant Donny Dotson  
Brookings Police Department



# LIQUOR LICENSE APPLICATION

Page 1 of 4

Check the appropriate license request option:

☐ [New Outlet](#) | ☒ [Change of Ownership](#) | ☐ [Greater Privilege](#) | ☐ [Additional Privilege](#)

Select the license type you are applying for.

More information about all license types is available [online](#).

## Full On-Premises

- ☐ Commercial
- ☐ Caterer
- ☐ Public Passenger Carrier
- ☐ Other Public Location
- ☐ For Profit Private Club
- ☐ Nonprofit Private Club

## Winery

- ☐ Primary location
- Additional locations: ☐ 2nd ☐ 3rd ☐ 4th ☐ 5th

## Brewery

- ☐ Primary location
- Additional locations: ☐ 2nd ☐ 3rd

## Brewery-Public House

- ☐ Primary location
- Additional locations: ☐ 2nd ☐ 3rd

## Grower Sales Privilege

- ☐ Primary location
- Additional locations: ☐ 2nd ☐ 3rd

## Distillery

- ☐ Primary location
- Additional tasting locations: ☐ 2nd ☐ 3rd ☐ 4th ☐ 5th ☐ 6th

## ☐ Limited On-Premises

## ☒ Off Premises

## ☐ Warehouse

## ☐ Wholesale Malt Beverage and Wine

## LOCAL GOVERNMENT USE ONLY

LOCAL GOVERNMENT:

After providing your recommendation, return this application to the applicant WITH the recommendation marked below

City/County name:

(Please specify city or county)

Date application received:

Optional: Date Stamp Received Below

- ☐ Recommend this license be granted
- ☐ Recommend this license be denied

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

Trade Name



# LIQUOR LICENSE APPLICATION

Page 2 of 4

APPLICANT INFORMATION	
Identify the applicants applying for the license. This is the entity (example: corporation or LLC) or individual(s) applying for the license. Please add an additional page if more space is needed.	
Name of entity or individual applicant #1: <b>Santana Park LLC</b>	Name of entity or individual applicant #2:
Name of entity or individual applicant #3:	Name of entity or individual applicant #4:

BUSINESS INFORMATION		
Trade Name of the Business (name customers will see): <b>Cielito Lindo</b>		
Premises street address (The physical location of the business and where the liquor license will be posted): <b>500 Chetco Ave</b>		
City: <b>Brookings</b>	Zip Code: <b>97415</b>	County: <b>Curry</b>
Business phone number: <b>541-469-2525</b>		Business email: <b>santanapark21@gmail.com</b>
Business mailing address (where we will send any items by mail as described in OAR 845-004-0065[1]): [REDACTED]		
City: <b>Brookings</b>	State: <b>Oregon</b>	Zip Code: <b>97415</b>
Does the business address currently have an OLCC liquor license? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Does the business address currently have an OLCC marijuana license? <input type="checkbox"/> Yes <input type="checkbox"/> No

AUTHORIZED REPRESENTATIVE - A liquor applicant or licensee may give representative authorization to make changes to the license or application on behalf of the licensee or to receive information about a license or application.		
I give permission for the below named representative to: <input checked="" type="checkbox"/> Make changes regarding this license/application on my behalf. <input checked="" type="checkbox"/> Sign application forms regarding this license/application on my behalf. <input checked="" type="checkbox"/> Receive information about the status of this application, including information about pending compliance action or communications between OLCC and the licensee/applicant.		
Representative Name: <b>Efrain Moreno</b>		
Phone number: [REDACTED]		Email: <b>santanapark21@gmail.com</b>
Mailing address: [REDACTED]		
City: <b>Brookings</b>	State: <b>Oregon</b>	Zip Code: <b>97415</b>

Please note: liquor license applications are public records.

OLCC Liquor License Application (Rev. 6.1.23)

# LIQUOR LICENSE APPLICATION

Page 3 of 4

**APPLICATION CONTACT INFORMATION** – Provide the point of contact for this application. If this individual is not an applicant or licensee, the Authorized Representative section must be filled in and the appropriate permission(s) must be selected.

Application Contact Name:

Anita Clevenger

Phone number:

[REDACTED]

Email:

santapark21@gmail.com

## TERMS

- “Real property” means the real estate (land) and generally whatever is erected or affixed to the land (for example, the building) at the business address.
- “Common area” is a privately owned area where two or more parties (property tenants) have permission to use the area in common. Examples include the walking areas between stores at a shopping center, lobbies, hallways, patios, parking lots, etc. An area’s designation as a “common area” is typically identified in the lease or rental agreement.

## ATTESTATION – OWNERSHIP AND CONTROL OF THE BUSINESS AND PREMISES

- Each applicant listed in the “Application Information” section of this form has read and understands OAR 845-005-0311 and attests that:
  1. At least one applicant listed in the “Application Information” section of this form has the legal right to occupy and control the real property proposed to be licensed as shown by a property deed, lease, rental agreement, or similar document.
  2. No person not listed as an applicant in the “Application Information” section of this form has an ownership interest in the business proposed to be licensed, unless the person qualifies to have that ownership interest waived under OAR 845-005-0311.
  3. The licensed premises at the premises street address proposed to be licensed either:
    - a. Does not include any common areas; or
    - b. Does include one or more common areas; however, only the applicant(s) have the exclusive right to engage in alcohol sales and service in the area to be included as part of the licensed premises.
      - In this circumstance, the applicant(s) acknowledges responsibility for ensuring compliance with liquor laws within and in the immediate vicinity of the licensed premises, including in portions of the premises that are situated in “common areas” and that this requirement applies at all times, even when the business is closed.
  4. The licensed premises at the premises street address either:
    - a. Has no area on property controlled by a public entity (like a city, county, or state); or
    - b. Has one or more areas on property controlled by a public entity (like a city, county, or state) and the public entity has given at least one of the applicant(s) permission to exercise the privileges of the license in the area.

Cielito Lindo

OLCC Liquor License Application (Rev. 6.1.23)

# LIQUOR LICENSE APPLICATION

Page 4 of 4

Cielito Lindo

• Each applicant listed in the "Application Information" section of this form has read and understands OAR 845-006-0362 and attests that:

1. Upon licensure, each licensee is responsible for the conduct of others on the licensed premises, including in outdoor areas.
2. The licensed premises will be controlled to promote public safety and prevent problems and violations, with particular emphasis on preventing minors from obtaining or consuming alcoholic beverages, preventing over-service of alcoholic beverages, preventing open containers of alcoholic beverages from leaving the licensed premises unless allowed by OLCC rules, and preventing noisy, disorderly, and unlawful activity on the licensed premises.

I attest that all answers on all forms and documents, and all information provided to the OLCC as a part of this application, are true and complete.

Anita Clevenger

Print name

Signature

06/12/23

Date

Atty. Bar Info (if applicable)

Efrain Moreno

Print name

Signature

06/12/23

Date

Atty. Bar Info (if applicable)

Print name

Signature

Date

Atty. Bar Info (if applicable)

Print name

Signature

Date

Atty. Bar Info (if applicable)

**City of Brookings**  
**CITY COUNCIL MEETING MINUTES**  
City Hall Council Chambers, 898 Elk Drive, Brookings, OR 97415  
**Monday, July 10, 2023**

**Call to Order**

Mayor Hedenskog called the meeting to order at 7:00 PM

**Roll Call**

Council Present: Mayor Ron Hedenskog, Councilors Isaac Hodges, Michelle Morosky, and Ed Schreiber; a quorum present

Absent: Councilor Andy Martin

Staff present: City Manager Janell Howard, PWDS Director Anthony Baron, PWDS Deputy Director Lauri Ziemer, Fire Operations Chief Jim Watson and Administrative Assistant Michelle Robidoux

Media Present: 1

Others Present: 4 audience members

**Consent Calendar**

1. Approve Council minutes for June 26, 2023
2. Accept Planning Commission minutes for May 2, 2023

**Mayor Hedenskog moved, Councilor Schreiber seconded, and Council voted unanimously to approve the Consent Calendar.**

**Staff Reports**

1. Weaver Lane Improvements

*Anthony Baron presented the staff report*

Dominick Imperatrice – 910 Weaver Lane, Brookings, addressed the Council regarding Weaver Lane Improvements.

Councilor Schreiber wanted to wait for project plans from the developer before continuing with design of street improvements.

**Councilor Hodges moved to authorize the City Manager to proceed with Dyer Task Order No. 106 in the amount of \$86,700 for the design of full street improvements on the first 460 lineal feet of Weaver Lane. Mayor Hedenskog seconded and Council voted three to one with Councilor Schreiber voting nay, the motion carried.**

2. Chetco Avenue Pedestrian Improvements

*Anthony Baron presented the staff report*

**Councilor Morosky moved, Councilor Schreiber seconded and Council voted unanimously to authorize the City Manager to sign Dyer Partnership Task Order**

**107 for \$154,300 to provide engineering services for segment three of the Safe Routes to School project, Chetco Avenue pedestrian improvements.**

**Remarks from Mayor and Councilors**

Janell Howard introduced new employee, Administrative Assistant Michelle Robidoux.

**Adjournment**

Mayor Hedenskog moved, Councilor Schreiber seconded and Council voted unanimously to adjourn the meeting at 7:39 PM.

Respectfully submitted:

ATTESTED:  
this 24th day of July, 2023:

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Ron Hedenskog, Mayor

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Janell Howard, City Manager



CITY OF BROOKINGS  
FUND SUMMARY  
FOR THE 12 MONTHS ENDING JUNE 30, 2023

GENERAL FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
<u>REVENUE</u>					
TAXES	3,646,440.00	148,774.36	3,875,274.30	( 228,834.30)	106.3
LICENSES AND PERMITS	296,500.00	34,068.74	481,414.56	( 184,914.56)	162.4
INTERGOVERNMENTAL	293,500.00	45,948.73	225,606.92	67,893.08	76.9
CHARGES FOR SERVICES	994,500.00	53,859.60	421,747.29	572,752.71	42.4
OTHER REVENUE	125,500.00	7,798.62	239,722.60	( 114,222.60)	191.0
TRANSFERS IN	633,382.00	.00	.00	633,382.00	.0
	5,989,822.00	290,450.05	5,243,765.67	746,056.33	87.5
<u>EXPENDITURES</u>					
JUDICIAL:					
PERSONAL SERVICES	35,168.00	2,965.85	40,167.31	( 4,999.31)	114.2
MATERIAL AND SERVICES	12,850.00	325.00	4,498.66	8,351.34	35.0
CAPITAL OUTLAY	.00	.00	.00	.00	.0
	48,018.00	3,290.85	44,665.97	3,352.03	93.0
FINANCE AND ADMINISTRATION:					
PERSONAL SERVICES	384,120.00	32,908.82	411,612.38	( 27,492.38)	107.2
MATERIAL AND SERVICES	227,300.00	32,815.60	320,535.75	( 93,235.75)	141.0
CAPITAL OUTLAY	.00	.00	.00	.00	.0
	611,420.00	65,724.42	732,148.13	( 120,728.13)	119.8
POLICE:					
PERSONAL SERVICES	3,027,250.00	241,024.29	2,926,422.33	100,827.67	96.7
MATERIAL AND SERVICES	204,000.00	27,832.82	210,648.24	( 6,648.24)	103.3
CAPITAL OUTLAY	.00	.00	.00	.00	.0
DEBT SERVICE	67,867.00	4,352.49	67,634.84	232.16	99.7
TRANSFERS OUT	.00	.00	.00	.00	.0
	3,299,117.00	273,209.60	3,204,705.41	94,411.59	97.1
FIRE:					
PERSONAL SERVICES	235,238.00	18,730.39	230,594.17	4,643.83	98.0
MATERIAL AND SERVICES	105,500.00	9,757.87	84,745.54	20,754.46	80.3
CAPITAL OUTLAY	.00	.00	.00	.00	.0
DEBT SERVICE	30,580.00	.00	30,579.01	.99	100.0
TRANSFERS OUT	.00	.00	.00	.00	.0
	371,318.00	28,488.26	345,918.72	25,399.28	93.2

CITY OF BROOKINGS  
FUND SUMMARY  
FOR THE 12 MONTHS ENDING JUNE 30, 2023

GENERAL FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
PLANNING AND BUILDING:					
PERSONAL SERVICES	242,675.00	12,379.25	181,962.30	60,712.70	75.0
MATERIAL AND SERVICES	92,900.00	14,878.82	45,063.04	47,836.96	48.5
CAPITAL OUTLAY	.00	.00	.00	.00	.0
TRANSFERS OUT	.00	.00	.00	.00	.0
	<u>335,575.00</u>	<u>27,258.07</u>	<u>227,025.34</u>	<u>108,549.66</u>	<u>67.7</u>
PARKS & RECREATION:					
PERSONAL SERVICES	285,789.00	22,129.18	264,790.54	20,998.46	92.7
MATERIAL AND SERVICES	121,300.00	7,315.01	123,971.63	( 2,671.63)	102.2
CAPITAL OUTLAY	.00	355.12	355.12	( 355.12)	.0
DEBT SERVICE	9,981.00	.00	9,980.00	1.00	100.0
TRANSFERS OUT	.00	.00	.00	.00	.0
	<u>417,070.00</u>	<u>29,799.31</u>	<u>399,097.29</u>	<u>17,972.71</u>	<u>95.7</u>
GOLF COURSE:					
PERSONAL SERVICES	.00	.00	.00	.00	.0
MATERIAL AND SERVICES	700,000.00	.00	.00	700,000.00	.0
CAPITAL OUTLAY	.00	.00	.00	.00	.0
	<u>700,000.00</u>	<u>.00</u>	<u>.00</u>	<u>700,000.00</u>	<u>.0</u>
SWIMMING POOL:					
PERSONAL SERVICES	94,384.00	20,985.11	85,228.58	9,155.42	90.3
MATERIAL AND SERVICES	56,200.00	30,235.10	72,291.53	( 16,091.53)	128.6
CAPITAL OUTLAY	.00	.00	.00	.00	.0
	<u>150,584.00</u>	<u>51,220.21</u>	<u>157,520.11</u>	<u>( 6,936.11)</u>	<u>104.6</u>
NON-DEPARTMENTAL:					
MATERIAL AND SERVICES	168,600.00	5,545.54	108,469.35	60,130.65	64.3
CAPITAL OUTLAY	.00	.00	.00	.00	.0
TRANSFERS OUT	285,000.00	.00	.00	285,000.00	.0
CONTINGENCIES AND RESERVES	623,120.00	.00	.00	623,120.00	.0
	<u>1,076,720.00</u>	<u>5,545.54</u>	<u>108,469.35</u>	<u>968,250.65</u>	<u>10.1</u>
	<u>7,009,822.00</u>	<u>484,536.26</u>	<u>5,219,550.32</u>	<u>1,790,271.68</u>	<u>74.5</u>
	<u>( 1,020,000.00)</u>	<u>( 194,086.21)</u>	<u>24,215.35</u>	<u>( 1,044,215.35)</u>	<u>2.4</u>

CITY OF BROOKINGS  
FUND SUMMARY  
FOR THE 12 MONTHS ENDING JUNE 30, 2023

STREET FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
<u>REVENUE</u>					
INTERGOVERNMENTAL	710,000.00	44,495.11	488,505.31	221,494.69	68.8
OTHER REVENUE	20,200.00	.00	12,093.48	8,106.52	59.9
TRANSFER IN	.00	.00	.00	.00	.0
	<u>730,200.00</u>	<u>44,495.11</u>	<u>500,598.79</u>	<u>229,601.21</u>	<u>68.6</u>

EXPENDITURES

EXPENDITURES:

PERSONAL SERVICES	231,087.00	19,041.95	223,229.16	7,857.84	96.6
MATERIAL AND SERVICES	215,500.00	27,663.21	128,133.12	87,366.88	59.5
CAPITAL OUTLAY	250,000.00	.00	2,500.00	247,500.00	1.0
DEBT SERVICE	4,409.00	4,408.00	4,408.00	1.00	100.0
TRANSFERS OUT	119,370.00	.00	.00	119,370.00	.0
CONTINGENCIES AND RESERVES	139,834.00	.00	.00	139,834.00	.0
	<u>960,200.00</u>	<u>51,113.16</u>	<u>358,270.28</u>	<u>601,929.72</u>	<u>37.3</u>
	<u>960,200.00</u>	<u>51,113.16</u>	<u>358,270.28</u>	<u>601,929.72</u>	<u>37.3</u>
	<u>( 230,000.00)</u>	<u>( 6,618.05)</u>	<u>142,328.51</u>	<u>( 372,328.51)</u>	<u>61.9</u>

CITY OF BROOKINGS  
FUND SUMMARY  
FOR THE 12 MONTHS ENDING JUNE 30, 2023

WATER FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
REVENUE					
SOURCE 03	.00	.00	.00	.00	.0
CHARGES FOR SERVICES	1,885,000.00	160,165.05	1,822,781.97	62,218.03	96.7
OTHER INCOME	48,000.00	5,765.94	65,355.97	( 17,355.97)	136.2
TRANSFERS IN	.00	.00	.00	.00	.0
	1,933,000.00	165,930.99	1,888,137.94	44,862.06	97.7

EXPENDITURES

WATER DISTRIBUTION:

PERSONAL SERVICES	404,558.00	35,559.47	398,508.81	6,049.19	98.5
MATERIAL AND SERVICES	197,800.00	14,874.69	177,350.66	20,449.34	89.7
CAPITAL OUTLAY	50,000.00	815.22	40,931.43	9,068.57	81.9
DEBT SERVICE	28,294.00	127.00	26,372.46	1,921.54	93.2
TRANSFERS OUT	24,000.00	.00	.00	24,000.00	.0
	704,652.00	51,376.38	643,163.36	61,488.64	91.3

WATER TREATMENT:

PERSONAL SERVICES	28,833.00	2,411.15	28,637.14	195.86	99.3
MATERIAL AND SERVICES	545,780.00	83,919.32	539,403.70	6,376.30	98.8
CAPITAL OUTLAY	10,000.00	.00	.00	10,000.00	.0
DEBT SERVICE	2,385.00	.00	2,384.49	.51	100.0
TRANSFERS OUT	728,196.00	.00	.00	728,196.00	.0
CONTINGENCIES AND RESERVES	143,154.00	.00	.00	143,154.00	.0
	1,458,348.00	86,330.47	570,425.33	887,922.67	39.1

DEPARTMENT 24:

CAPITAL OUTLAY	.00	.00	.00	.00	.0
	.00	.00	.00	.00	.0
	2,163,000.00	137,706.85	1,213,588.69	949,411.31	56.1
	( 230,000.00)	28,224.14	674,549.25	( 904,549.25)	293.3

CITY OF BROOKINGS  
FUND SUMMARY  
FOR THE 12 MONTHS ENDING JUNE 30, 2023

WASTEWATER FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
<u>REVENUE</u>					
SOURCE 03	( 4,500.00)	.00	.00	( 4,500.00)	.0
CHARGES FOR SERVICES	3,508,300.00	261,762.36	3,350,888.73	157,411.27	95.5
OTHER REVENUE	10,000.00	.00	41,319.07	( 31,319.07)	413.2
TRANSFER IN	.00	.00	.00	.00	.0
	<u>3,513,800.00</u>	<u>261,762.36</u>	<u>3,392,207.80</u>	<u>121,592.20</u>	<u>96.5</u>
<u>EXPENDITURES</u>					
WASTEWATER COLLECTION:					
PERSONAL SERVICES	624,241.00	54,416.03	598,167.03	26,073.97	95.8
MATERIAL AND SERVICES	235,500.00	7,969.53	124,990.44	110,509.56	53.1
CAPITAL OUTLAY	15,000.00	6,297.62	10,620.19	4,379.81	70.8
DEBT SERVICE	28,294.00	127.00	26,372.52	1,921.48	93.2
TRANSFERS OUT	212,522.00	.00	.00	212,522.00	.0
	<u>1,115,557.00</u>	<u>68,810.18</u>	<u>760,150.18</u>	<u>355,406.82</u>	<u>68.1</u>
WASTEWATER TREATMENT:					
PERSONAL SERVICES	43,586.00	3,616.63	42,956.58	629.42	98.6
MATERIAL AND SERVICES	1,118,925.00	162,848.90	1,061,654.75	57,270.25	94.9
CAPITAL OUTLAY	15,000.00	.00	.00	15,000.00	.0
DEBT SERVICE	2,385.00	.00	2,384.49	.51	100.0
TRANSFERS OUT	1,350,434.00	.00	.00	1,350,434.00	.0
CONTINGENCIES AND RESERVES	242,413.00	.00	.00	242,413.00	.0
	<u>2,772,743.00</u>	<u>166,465.53</u>	<u>1,106,995.82</u>	<u>1,665,747.18</u>	<u>39.9</u>
	<u>3,888,300.00</u>	<u>235,275.71</u>	<u>1,867,146.00</u>	<u>2,021,154.00</u>	<u>48.0</u>
	<u>( 374,500.00)</u>	<u>26,486.65</u>	<u>1,525,061.80</u>	<u>( 1,899,561.80)</u>	<u>407.2</u>



CITY OF BROOKINGS  
FUND SUMMARY  
FOR THE 12 MONTHS ENDING JUNE 30, 2023

URBAN RENEWAL AGENCY FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
<u>REVENUE</u>					
TAXES	639,676.00	16,927.92	716,354.94	( 76,678.94)	112.0
INTERGOVERNMENTAL	.00	.00	.00	.00	.0
OTHER REVENUE	2,000.00	.00	26,580.84	( 24,580.84)	1329.0
TRANSFERS IN	.00	.00	.00	.00	.0
	<u>641,676.00</u>	<u>16,927.92</u>	<u>742,935.78</u>	<u>( 101,259.78)</u>	<u>115.8</u>
<u>EXPENDITURES</u>					
GENERAL:					
PERSONAL SERVICES	.00	.00	.00	.00	.0
MATERIAL AND SERVICES	186,000.00	.00	5,346.80	180,653.20	2.9
CAPITAL OUTLAY	1,355,676.00	21,279.07	858,573.36	497,102.64	63.3
DEBT SERVICE	.00	.00	.00	.00	.0
TRANSFERS OUT	.00	.00	.00	.00	.0
CONTINGENCIES AND RESERVES	.00	.00	.00	.00	.0
	<u>1,541,676.00</u>	<u>21,279.07</u>	<u>863,920.16</u>	<u>677,755.84</u>	<u>56.0</u>
DEPARTMENT 20:					
CAPITAL OUTLAY	.00	.00	.00	.00	.0
	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.0</u>
DEPARTMENT 22:					
MATERIAL AND SERVICES	.00	.00	.00	.00	.0
DEBT SERVICE	.00	.00	.00	.00	.0
	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.0</u>
DEPARTMENT 24:					
CONTINGENCIES AND RESERVES	.00	.00	.00	.00	.0
	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.0</u>
	<u>1,541,676.00</u>	<u>21,279.07</u>	<u>863,920.16</u>	<u>677,755.84</u>	<u>56.0</u>
	<u>( 900,000.00)</u>	<u>( 4,351.15)</u>	<u>( 120,984.38)</u>	<u>( 779,015.62)</u>	<u>( 13.4)</u>