

**CITY OF LEBANON  
BOARD OF PUBLIC WORKS MEETING  
THURSDAY, MAY 22, 2025, 12:00 PM  
CITY HALL COUNCIL CHAMBERS, 401 S. JEFFERSON AVENUE  
"TENTATIVE AGENDA"**

1. Call to Order, Roll Call, and Declaration of Quorum
2. Public Comments
3. Approval of Minutes
  - a. April 16, 2025, Regular Meeting
4. Discussions and Presentations
  - a. APPA "Excellence in Reliability Award"- Missouri Public Utility Alliance (MPUA)
  - b. Operations Update
  - c. April 2025 Operations Detail Report
5. Public Hearing
  - a. Fiscal Year 2026 Budget
6. Resolutions
  - a. Resolution No. 2025-013- A Resolution by the Board of Public Works of the City of Lebanon, Laclede County, Missouri, adopting the Fiscal Year 2026 budget for the period beginning July 1, 2025 and ending June 30, 2026 and the Utility Summary of the 2026-2030 Capital Improvement Plan. (Public Works Director Richard Shockley)
  - b. Resolution No. 2025-014- A Resolution by the Board of Public Works of Lebanon, Missouri, approving the purchase of Electric Material from Fletcher-Reinhardt Company to Reconduct Feeder 1010 of Substation No. One. (Electric Superintendent Travis Long)
  - c. Resolution No. 2025-015- A Resolution by the Board of Public Works of Lebanon, Missouri, approving the purchase of Water and Wastewater Materials from Ferguson Waterworks for the Water and Wastewater Department. (Environmental Superintendent Eric Mork)
  - d. Resolution No. 2025-016- A Resolution by the Board of Public Works of Lebanon, Missouri, approving the purchase of Water Meters and Antennas from Core and Main for the Water Department. (Environmental Superintendent Eric Mork)
7. Board Member Comments
8. Adjournment

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CITY OF LEBANON  
BOARD OF PUBLIC WORKS REGULAR MEETING MINUTES  
APRIL 16, 2025

BE IT REMEMBERED that the Board of Public Works of the City of Lebanon, Missouri, met in Regular Session on April 16, 2025 at 12:00 PM in the Council Chambers at City Hall located at 401 South Jefferson.

Call to Order, Roll Call, and Declaration of Quorum

Upon roll call, the following Officers were present: Don Anderson, Ted Dahl, LeAnn Mather.  
Absent: Jeremy Goforth.

A quorum was declared.

Chairwoman Mather was present via Zoom.

Staff members and others in attendance: Public Works Director/Board of Public Works General Manager Richard Shockley, City Administrator Troy Schulte, Environmental Services Superintendent Eric Mork, Public Works Analyst Kelly Roberts, Communications Manager Derek Gean, and City Clerk Lacey Brackett.

Public Comments

None.

Approval of Minutes

April 2, 2025, Regular Meeting

Ted Dahl moved and Don Anderson seconded that the Board approve the minutes as presented. Motion carried as follows: Yea: (3) Don Anderson, Ted Dahl, LeAnn Mather; Nay: (0) None; Abstain: (0) None; Absent: (1) Jeremy Goforth.

Public Hearing

LeAnn Mather moved and Don Anderson seconded that the Board move out of Regular Session and into Public Hearing. Motion carried as follows: Yea: (3) Don Anderson, Ted Dahl, LeAnn Mather; Nay: (0) None; Abstain: (0) None; Absent: (1) Jeremy Goforth.

Electric, Water, and Wastewater Utility Rates Schedule

Public Works Director Richard Shockley reported that Toth and Associates completed a Cost of Service Study outlining proposed utility rates to maintain operations and reserves. For an average user (1,300 kW electricity and 5,000 gallons each of water and wastewater), the estimated monthly increase would be about \$14.78.

Board Member Dahl asked about comparisons with similar-sized cities and was pleased a study was done to ensure costs accordingly. Shockley noted the City is generally in line with others,

though currently under cost on water. He stated the City maintains a 30% reserve, which is standard, and City Administrator Troy Schulte added that he wanted to gradually increase this reserve to 40%.

Board Member Anderson asked if rates would continue to rise in future years. Shockley confirmed that utility rates and adjustments would be reviewed annually.

Ted Dahl moved and Don Anderson seconded that the Board move out of Public Hearing and back into Regular Session. Motion carried as follows: Yea: (3) Don Anderson, Ted Dahl, LeAnn Mather; Nay: (0) None; Abstain: (0) None; Absent: (1) Jeremy Goforth.

#### Resolutions

Resolution No. 2025-010- A Resolution of the Board of Public Works of the City of Lebanon, Missouri adopting the Cost of Service Study completed by Toth and Associates, Inc. (Public Works Director Richard Shockley)

Ted Dahl moved and Don Anderson seconded that the Board approve Resolution No. 2025-010 as presented. Motion carried as follows: Yea: (3) Don Anderson, Ted Dahl, LeAnn Mather; Nay: (0) None; Abstain: (0) None; Absent: (1) Jeremy Goforth.

Chairwoman Mather declared Resolution No. 2025-010 duly passed and approved.

Resolution No. 2025-011- A Resolution of the Board of Public Works of the City of Lebanon, Missouri adopting the City's Electric, Water, and Wastewater Service Rates for Fiscal Year 2026. (Board of Public Works General Manager Richard Shockley)

Don Anderson moved and LeAnn Mather seconded that the Board approve Resolution No. 2025-011 as presented. Motion carried as follows: Yea: (3) Don Anderson, Ted Dahl, LeAnn Mather; Nay: (0) None; Abstain: (0) None; Absent: (1) Jeremy Goforth.

Chairwoman Mather declared Resolution No. 2025-011 duly passed and approved.

Resolution No. 2025-012- A Resolution by the Board of Public Works of the City of Lebanon, Missouri, approving the purchase of Water Meters from Core and Main for the Water Department. (Environmental Superintendent Eric Mork)

Don Anderson moved and Ted Dahl seconded that the Board approve Resolution No. 2025-012 as presented.

Motion carried as follows: Yea: (3) Don Anderson, Ted Dahl, LeAnn Mather; Nay: (0) None; Abstain: (0) None; Absent: (1) Jeremy Goforth.

Chairwoman Mather declared Resolution No. 2025-012 duly passed and approved.

#### Discussions and Presentations

Operations Update

Public Works General Manager Richard Shockley reported that Electric Superintendent Travis Long was attending a lineman graduation event at OTC and noted that excavation and infrastructure improvements had been completed.

Environmental Superintendent Eric Mork provided an operations update, including the installation of 236 linear feet of sewer main and 240 feet of service line at Legacy Trails, as well as a new sewer main extension at Harwood and Pearl. A contractor was cleaning the water tower using drone technology, which Mork planned to present at the next meeting. He also discussed other recent work, including multiple water meter replacements and repairs to three-meter pits.

Board Member Dahl remarked that crews would stay busy with ongoing residential development.

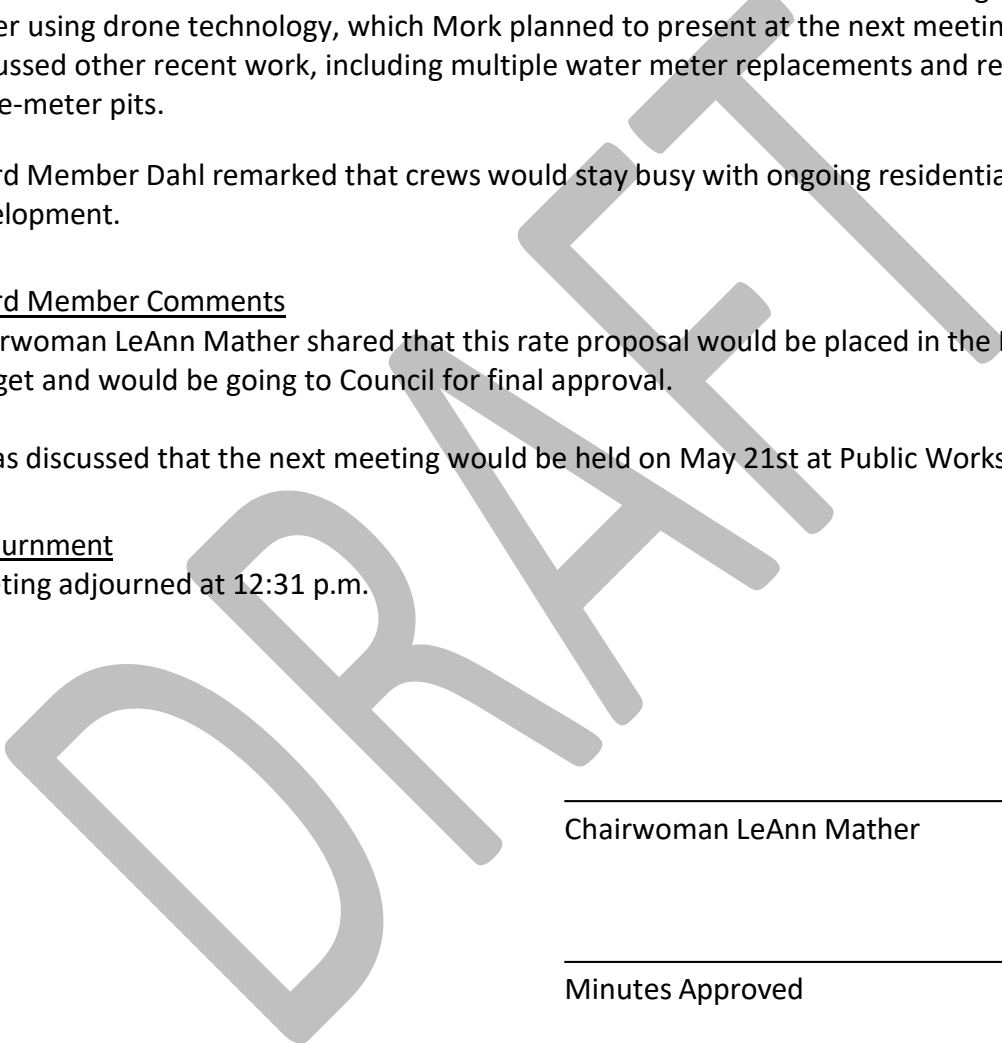
Board Member Comments

Chairwoman LeAnn Mather shared that this rate proposal would be placed in the FY2026 budget and would be going to Council for final approval.

It was discussed that the next meeting would be held on May 21st at Public Works.

Adjournment

Meeting adjourned at 12:31 p.m.



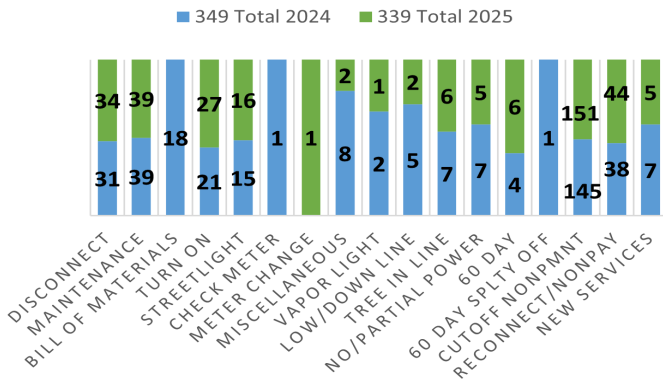
\_\_\_\_\_  
Chairwoman LeAnn Mather

\_\_\_\_\_  
Minutes Approved

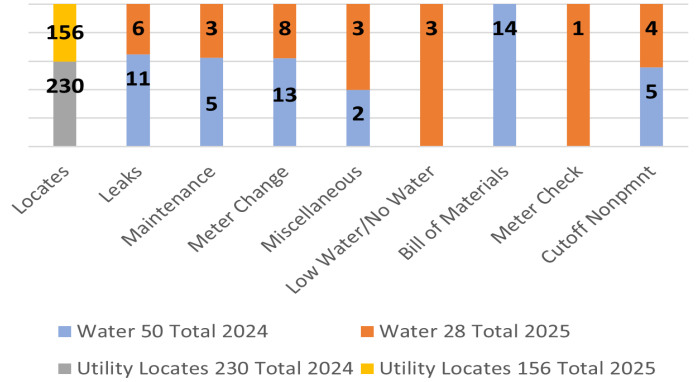
# Operations Detail Report April 2025

## WORK ORDERS

### ELECTRIC

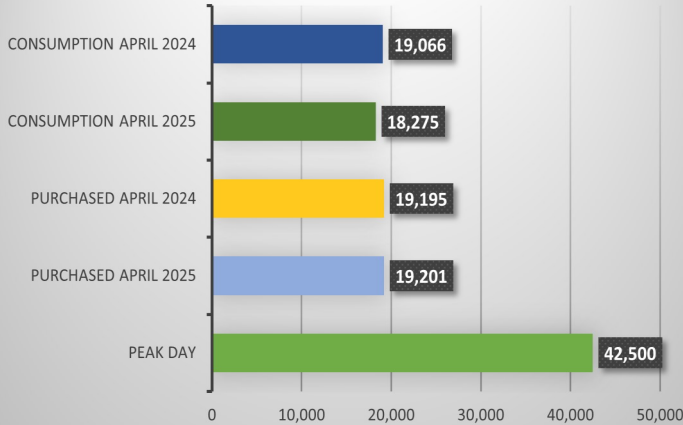


### Environmental

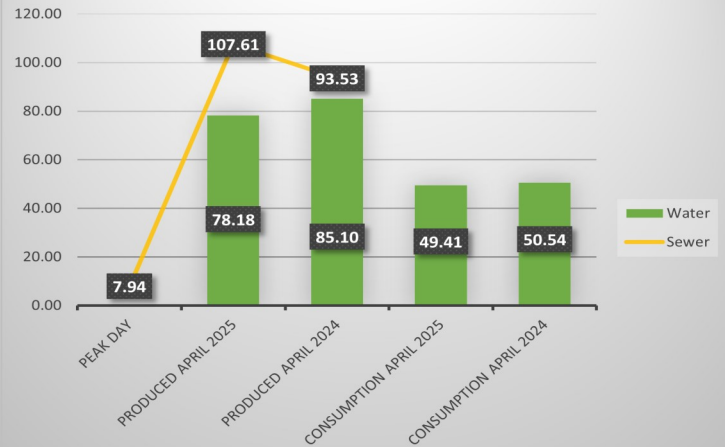


## PRODUCTION

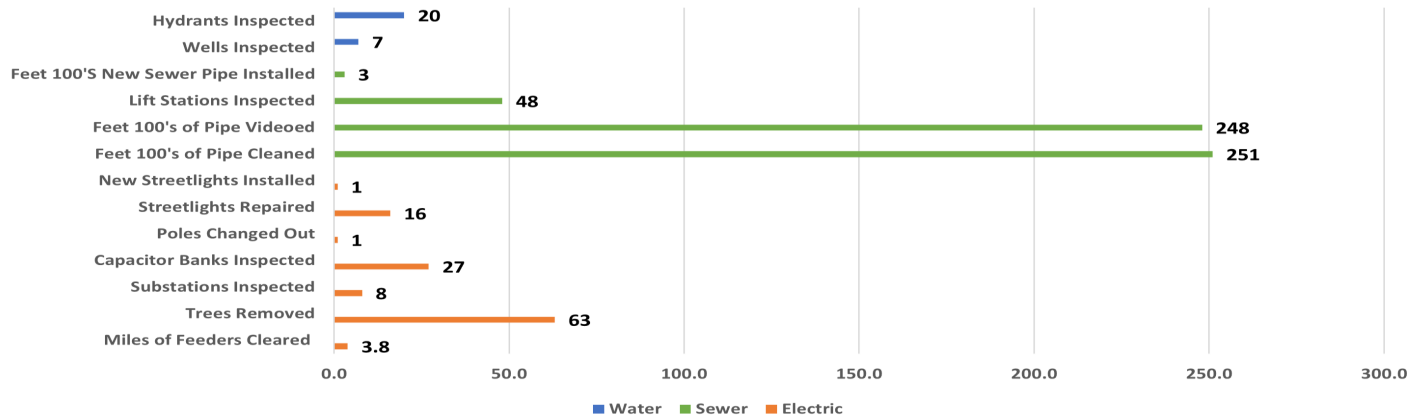
### Electric in Kilowatts



### Environmental in Million Gallons



## WORK ACTIVITY



RESOLUTION NO. 2025-013

A RESOLUTION BY THE BOARD OF PUBLIC WORKS OF THE CITY OF LEBANON, LACLEDE COUNTY, MISSOURI, ADOPTING THE FISCAL YEAR 2026 BUDGET FOR THE PERIOD BEGINNING JULY 1, 2025 AND ENDING JUNE 30, 2026 AND THE UTILITY SUMMARY OF THE 2026-2030 CAPITAL IMPROVEMENT PLAN.

*WHEREAS,* that per City Code Section 46-419 (a), the Board of Public Works shall be responsible for the preparation and adoption of the Lebanon Municipal Utilities annual operating budget and shall schedule a public hearing on the proposed budget; *and*

*WHEREAS,* that said Public Hearing was held on May 21, 2025, to discuss 1) Revenues; 2) Expenditures; 3) Capital Expenditures; 4) Personnel Staffing; 5) Fund Balances; 6) Utility Rates, Fees Schedules, and Water and Sewer Impact Fees; and 6) City Goals; *and*

*WHEREAS,* the Capital Improvement Plan is a planning document; utility projects from this plan are moved into the budget each year and presented to the Board of Public Works throughout the year for final approval; *and*

*WHEREAS,* that per City Code Sec 46-419 (a) following the adoption of the Board of Public Works Fiscal Year 2026 Budget and Utility Summary of the 2026-2030 Capital Improvement Plan, the City Council may elect to endorse said Budget in its entirety by ordinance; if no action is taken to endorse within 90 days of receipt, the budget shall be deemed endorsed.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF PUBLIC WORKS OF THE CITY OF LEBANON, LACLEDE COUNTY, MISSOURI, AS FOLLOWS:

SECTION 1: That the Board of Public Works of the City of Lebanon, Laclede County, Missouri, hereby adopts and appropriates the revenues and expenditures as the Fiscal Year 2026 Approved Budget and the Utility Summary of the 2026-2030 Capital Improvement Plan. Said Budget, including the 2026-2030 Capital Improvement Plan, is hereby attached and incorporated herewithin as marked "*Exhibit A.*"

SECTION 2: That this Resolution shall be in full force and effect from and after the date of its passage and approval.

Passed and approved by the Board of Public Works of the City of Lebanon, Laclede County, Missouri, on this 22nd day of May 2025.

*(Seal)*

\_\_\_\_\_  
Chairwoman LeAnn Mather

*Attest:*

\_\_\_\_\_  
City Clerk Lacey Brackett

"Exhibit A"

**City of Lebanon, Missouri**

**Board of Public Works  
Annual Operating Budget**

**July 1, 2025 – June 30, 2026**

## Prepared by the Finance Department

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# Introduction



## Executive Summary

### **To Members of the Board of Public Works**

On behalf of the entire City of Lebanon staff, it is my pleasure to submit the proposed Fiscal Year 2026 budget for the City of Lebanon utility funds. This transmittal letter provides a general summary of the overall financial condition, shares the prior year's accomplishments, and provides highlights from this year's budget.

The projected ending FY2025 fund balances on 27.9 percent (27.9%) for the Electric Fund, 40 percent (40%) for the Wastewater Fund, and 35.3 percent (35.3%) for the Water Fund. While some capital projects were placed on hold in cost saving efforts, or projects simply not completed at the close of the fiscal year, fund balances are within the code required reserve levels. Fiscal Year 2025 revenues generated through customer billing are projected to close in line with the budget.

### **Fiscal 2025 Accomplishments**

Continued focusing on infrastructure improvements and maintenance activities to increase reliability of service or our customers while constructing infrastructure to serve new customers and existing commercial or industrial customers upgrading or expanding operations or facilities. Improvements to the SCADA system for all utilities have been upgraded, allowing for more data collection, more system monitoring, and better management of remote infrastructure. Cost of Service Studies were completed on all the utility funds providing critical cost of service data to manage utility rates and fund revenues.

- Electric
  - Substation – Replaced reclosures and breakers on Substation #3 providing better system protection and the ability to meter feeder activity data. Improvements to Substation #1 and #2 by installing transformer protection panels, and relays to improve reliability and the ability to capture event data.
  - Expand both overhead and underground primary to serve new developments.
  - Continued the aggressive right of way clearing and management program reducing power interruptions and reducing labor
  - Planned pole change-outs identified in the routine system inspection program to improve reliability and reduce costly emergency repairs.
- Wastewater
  - Collection System Improvements - Cleaned and video inspected approximately 18,000 linear feet of trunk sewer to restore capacity and to evaluate pipe condition. This activity is in preparation of flow monitoring to recalibrate the Goodwin Hollow collection system model used for the Sanitary Sewer Evaluation Study.
  - Completed the second phase of WWTP aeration equipment renovations and replacement to improve energy efficiency and plant performance.
- Water

- Water Towers - Sanitary inspections and power washing of the exterior was completed on two of the five water towers to assure water quality and longevity of the exterior coating system.
- Expansion of the water distribution system to serve new development, replaced aged water mains improving fire flow in aged residential neighborhood and reducing water loss.
- Replaced chemical scales to improve monitoring of chemical dosage and replaced pump house roofs from storm damage.

Utility Funds continue to experience supply chain issues and inflated cost on both materials and equipment used to operate, maintain, and improve the utility infrastructure. Materials with brass and copper components seem to have the most cost pressure, while bucket trucks used by the electric utility have extreme lead time of eighteen-to-twenty-four-month delivery times.

The proposed budget continues to dedicate significant funds for residential development projects with developments planned for the southeast side and the northwest side of the city. Infrastructure improvements to enhance reliability are again a focus.

#### **Fiscal 2026 Priorities**

- **Copper and Lead Service Line Inventory** - Water Department will continue the inventory of water service line materials to comply with the Missouri Department of Natural Resources.
- **SSES** - A multi-year project evaluating and developing a hydraulic model of approximately half of the sanitary sewer collection system identifying capacity and defect issues during wet weather.
- **Reliability** – Significant funds are dedicated to substation, pole replacement, right-of-way maintenance, water and sewer main replacement or rehabilitation, and water and sewer treatment infrastructure improvements.

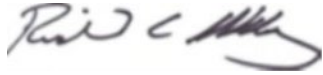
#### **Financial Highlights**

City staff continue to be extremely conservative projecting any increase in utility consumption by our utility customers, budgeting flat consumption rates for FY2026. This conservative approach is also applied budgeting for wholesale electric cost, which makes up 75% of the electric expenses, applying a slight increase. As mentioned earlier, with the continued pressure on operational cost, a utility rate adjustment for all utility funds, applying the recommendation from the cost of service study, is included in this budget.

The budget has \$38,955,512 in appropriations, including \$3,622,500 in capital expense on projects and equipment. With a total ending fund balance of \$11,025,775.

A special thank you to the Public Works Team and Finance Department for putting together a budget document that captures the priorities and financials, providing transparency to the customers and citizens we serve.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Richard C. Shockley". The signature is fluid and cursive, with a prominent initial "R" and a long, sweeping underline.

Richard C. Shockley  
General Manager

## Goals and Objectives Fiscal Year 2026

Achievement of the goals, objectives and tasks may be guided by resource allocations and opportunities that occur during the year. The City Administrator regularly reports on the City's progress toward achieving its goals.

### **Departmental Objectives and Strategies**

Enhance reliability of utilities through planning, maintenance, and capital improvements.

- Implement enhancements to substation infrastructure per the system load study completed in 2019
- Strengthen system reliability.
- Increase reliability and decrease tree related outages by clearing single/three phase feeders.
- Maintain no less than 30% and no more than 50% of the electric utility's income
- Maintain compliance with the National Pollutant Discharge Elimination System (NPDES) permit for the wastewater treatment plant.
- Replacement of oxidation discs in the north oxidation ditch at the wastewater treatment plant.
- Review masterplan for approximately half of wastewater collection system and incorporate into CIP.
- Replace/rehabilitate 1.5 miles of sewer main.
- Lift station improvements- Replacement of electrical control panels. Conversion wet well mounted lift stations to submersible pump lift stations. The construction of needed bypass piping and valves. Replace/Rebuild pumps and motors on the existing lift stations.
- Continue to correct the map collecting GIS data during scheduled inspections of the collection system.
- Instrument upgrades to SCADA system.
- Replacement of the Glencastle well house.
- Distribution system loss management.
- Continue to correct the map collecting GIS data during scheduled inspections of the distribution system.

## Debt Schedule

### FY2026 Debt Service Requirements

	Outstanding Principal as of July 1, 2025		Principal & Interest Payments 2025-2026
<b>Certificates of Participation</b>			
(Funding for Goodwin Hollow / WWTP & Water Tower Renovations)			
<b>Water - 87</b>			
Series 2020-A	\$ 299,487	\$	41,465
Series 2020-B	\$ 199,102	\$	27,507
Series 2021	\$ 33,390	\$	3,440
<b>Wastewater - 85</b>			
Series 2020-A	\$ 3,065,992	\$	424,500
Series 2020-B	\$ 874,361	\$	120,797
Series 2021	\$ 1,504,406	\$	154,975
<b>Capital Leases</b>			
Application Truck	\$ 49,685	\$	25,760
Excavator	\$ 50,970	\$	26,426
Combination Cleaning Truck	\$ 122,335	\$	62,852
Dump Truck	\$ 49,470	\$	25,416

## Personnel Schedule

	Salary Grade	FY 2024 Budget	FY 2025 Budget	FY 2026 Proposed
Apprentice Lineman I	IBEW Agreement	3	0	0
Apprentice Lineman II	IBEW Agreement	1	2	0
Apprentice Lineman III	IBEW Agreement	3	1	2
Apprentice Lineman IV	IBEW Agreement	0	2	1
Customer Service Representative	L06	1	1	1
Electric Superintendent	L15	1	1	1
Equipment Tech II (Utility Meter Service Tech)	L06	1	1	1
Journeyman Lineman I	IBEW Agreement	2	4	6
Journeyman Lineman II	IBEW Agreement	4	4	4
Operations Manager	L12	1	1	1
Operations Specialist	L14	2	2	1
Utility Operations Supervisor	L14	1	1	1
Assistant Public Works Director	L14	0	0	1
<b>Total Electric</b>		<b>20</b>	<b>20</b>	<b>20</b>
Customer Service Representative	L06	1.5	1.5	1.5
Environmental Services Superintendent	L14	1	1	1
Equipment Operator I	L05	0.5	1	1
Equipment Operator II	L06	2	4	4
Equipment Operator III	L07	1	2	2
Equipment Operator IV	L08	2	2	2
Equipment Technician I	L05	1	0	0
Equipment Technician II	L06	3	4	4
Equipment Technician III	L07	2	0	0
Equipment Technician IV	L08	0	1	1
Equipment Technician V	L09	2	1	1
Maintenance/Operations Worker II	L03	0	0	0
Operations Manager	L12	1	1	1
<b>Total Wastewater</b>		<b>17</b>	<b>18.5</b>	<b>18.5</b>
Customer Service Representative	L06	1	1	1
Equipment Operator I	L05	0.5	1	1
Equipment Operator II	L06	2	2	2
Equipment Operator III	L07	1	0	0
Equipment Operator IV	L08	0	1	1
Equipment Technician II	L06	1	0	0
Equipment Technician III	L07	1	1	1
Equipment Technician IV	L08	1	0	0
Operations Manager	L12	1	1	1
Public Works Director	L16	1	1	1
<b>Total Water</b>		<b>9.5</b>	<b>8</b>	<b>8</b>

## Capital

Capital is defined as outflows for a good that has an expected life of more than one year and cost over \$5,000. Capital items include real property, office equipment, furnishings and vehicles. A capital improvement is a necessary or desirable project that extends or improves infrastructure and enhances the City's ability to provide safe and desirable services for the benefit of the community and the quality of life in Lebanon. These projects directly affect the way citizens live, travel and conduct business within the community. By ordinance, all capital purchases above \$5,000 must appear before the City Council.

### New Appropriations for Electric Fund Capital Projects

Department	Project Name	Description	Total FY2026
Electric Operating	Digger Derrick	Replace digger derrick truck	400,000
	Material Handler Bucket Truck	Replacement of a material handler bucket truck	300,000
Electric Reserve	Transformers	Purchase of various sizes of transformers	400,000
	Distribution/Transmission Pole Changeouts	Transmission and distribution pole upgrades	200,000
	Grandview Subdivision Electric Installation	Install new underground electric utilities for residential subdivision extension.	160,000
	LED Streetlight Improvements	Replace existing street lights with LED heads.	75,000
	Substation Improvements - Substation #1	Install new standard transformer protection panel. Install new relay panels inside the substation building.	100,000
	Substation Improvements - Substation #2	Install new standard transformer protection panel, sudden pressure relay, and seal-in relay and move DC power to inside the substation building.	110,000
	West Fremont Residential Development	Update existing overhead distribution electric and install new underground electric utilities for new development.	350,000
<b>Grand Total</b>			<b>2,095,000</b>

## New Appropriations for Wastewater Fund Capital Projects

Department	Project Name	Description	Total FY2026
WWTP Operation	<b>Benchtop Spectrophotometer</b>	Replacement of the existing benchtop Spectrophotometer at the wastewater treatment plant. Note: Formerly 85-ENV-002-19	8,500
	<b>Collection Improvements-Goodwin Hollow Watershed</b>	Sanitary Sewer Evaluation Study (SSES) of Goodwin Hollow watershed and rehabilitation/improvements identified within report (MULTIYEAR FUNDING). Improvements anticipated include lining of pipes and manholes, creation of new design standards, and other best management practices. Note: Formerly 85-ENV-001-14	500,000
	<b>Lift Station Improvements</b>	Replacement of electrical control panels. Conversion of 5 wet well mounted lift stations to submersible pump lift stations. Construct needed bypass piping and valves. Replace/Rebuild pumps and motors on the existing 47 lift stations. Note: Formerly 85-ENV-001-19	45,000
	<b>Lift Station SCADA</b>	Install wireless communication network and Programmable Logic Controllers (PLC). Note: Formerly 85-ENV-007-15	20,000
	<b>Liftstation Critical Parts</b>	Critical parts to keep the 48 liftstations operational. Parts include but not limited to 2 & 5 HP pumps, Simplex and duplex control panels, PLC, Level transducer, Motor starters, Vacuum pumps, Floats, Contactors, Capacitors.	15,000
	<b>Misc Sewer Extensions</b>	Provide sewer service to property	40,000
	<b>Oxidation Ditch Rehabilitation (North and South)</b>	Rehabilitate Rotors and Enclosures, Reseal Concrete Seams. Note: Formerly 85-WWT-001-16	140,000
	<b>Portable Flow Meters</b>	Portable Area Velocity Flow Meters	20,000
	<b>Refrigerated Samplers</b>	Portable Sampler used for the Industrial pretreatment program and refrigerated samplers are used at the wastewater treatment plant	12,000
	<b>Replace Variable Frequency Drives (VFD)</b>	Replacement of the five VFDs at the WWTP and Goodwin Hollow Lift Station	55,000

	<b>Security &amp; Access Control</b>	Install Security & Access control at the WWTP and Goodwin Hollow Liftstaion	60,000
	<b>UV System Parts</b>	Maintenance and replacement parts on UV System	35,000
	<b>Wastewater Equipment Repairs</b>	Replacement/Rebuild of Wastewater Pumps, Motors, and Equipment	125,000
	<b>WWTP Replacement Parts for the Filters</b>	Purchase replacement parts to change the filter media.	27,000
<b>Grand Total</b>			<b>1,102,500</b>

## New Appropriations for Water Fund Capital Projects

Department	Project Name	Description	Total FY2026
Water Operation	Misc Water Extensions	Provide water service to property	25,000
	North 5/Atchley Park Water Line Replacement	Replace 1,600 linear feet of 6 inch cast iron with pvc water main.	120,000
	Security Fence at all Well Sites	Chain link fencing around wells and towers	30,000
	Water Main: Gateway Road	Replace approximately 2,850 linear feet of 2-inch galvanized line with 6-inch PVC water line along Gateway Rd to the driveway to Goodwin hollow lift station. Note: Formerly 87- ENV-002-25	70,000
	Water Tie Line: Twin Oaks & Tower	Construct approximately 650 linear feet of 6-inch and 350 linear feet of 8-inch water line and 1 fire hydrant. Note: Formerly 87-ENV-001-21	40,000
	Water Tower Cleaning (exterior)	Pressure wash exterior of the water towers	30,000
	Water Wells: Chlorine Analyzer Replacements	Replacement of the existing chlorine analyzers in the seven wells. Note: Formerly 87-ENV-004-19	30,000
	Well Equipment Replacements	Replacement of well operating equipment	30,000
	Well House Improvements	Inspection to all the wells and booster stations	50,000
<b>Grand Total</b>			<b>425,000</b>

## Enterprise Activity Fund Summaries

### **Electric Fund - 80**

#### **Balance**

Fund Balance December 2024

Total Cash as of 12/31/24	10,807,979
Remaining FY25 Operating Income	14,335,560
Less remaining expenses *	(15,341,276)

<b><i>Unrestricted Cash -Operating</i></b>	1,661,176
<b><i>Unrestricted Cash -Reserve</i></b>	8,141,087
<b><i>Unrestricted Cash Total (Est 6/30/25)</i></b>	9,802,263
<b><i>New Operating Revenue - Operating</i></b>	29,724,232
<b><i>Interfund Transfer Revenue for Reserve</i></b>	85,406
<b><i>New Revenues for FY 2025-26</i></b>	29,809,637
<b><i>Total Available for Appropriations</i></b>	<b>39,611,900</b>

80 - 200 - Electric Operating	29,644,086
80 - 205 - Electric Maintenance	459,592
80 - 215 - Electric Reserve	1,195,000

***Total Electric Fund Appropriations*** **31,298,678**

#### ***Fund Balances***

<b><i>Estimated Ending Balance</i></b>	8,313,222
<b><i>% Total Operating Revenues</i></b>	27.9%
<b><i>30% Reserve Requirement</i></b>	8,942,891
<b><i>Excess Reserves (Fund Balance - Res. Req.)</i></b>	<b>(629,669)</b>

\* Including FY25 encumbered funds

**Electric Fund 80  
Revenue and Expense Summary**

	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
	<b>Actuals</b>	<b>Actuals</b>	<b>Estimate</b>	<b>Proposed</b>
<b>Revenue</b>				
Intergovernmental TRF	226,870	151,246	-	-
Service Charges, Rentals, Fees	25,885,213	26,045,559	27,842,995	29,809,637
<b>Total Revenue</b>	<b>26,112,082</b>	<b>26,196,805</b>	<b>27,842,995</b>	<b>29,809,637</b>
<b>Expense</b>				
Personnel	1,922,077	2,138,743	2,308,804	2,413,581
Capital	892,852	1,274,827	1,438,675	2,095,000
Debt	858	-	-	-
Utilities	47,408	43,972	46,334	53,673
Professional Services	2,080,393	2,123,082	2,337,305	2,839,843
Supplies	21,212,746	20,536,080	20,399,516	21,213,774
Materials	261,279	258,894	360,053	408,727
Tools & Portable Equipment	7,115	5,933	6,004	6,277
Machinery & Equipment	22,183	55,152	16,799	62,812
Vehicles	67,193	87,653	78,084	144,530
Other Expenses	236,939	147,387	825,075	1,860,461
<b>Total Expense</b>	<b>26,751,041</b>	<b>26,671,723</b>	<b>27,816,649</b>	<b>31,098,678</b>
<b>Change in Fund Balance</b>	<b>(638,959)</b>	<b>(474,918)</b>	<b>26,346</b>	<b>(1,289,041)</b>

**Wastewater Fund - 85**

Fund Balance December 2024

Total Cash as of 12/31/24	1,918,174
Remaining FY25 Operating Income	2,473,215
Less remaining expenses*	(3,365,409)

<b>Unrestricted Cash -Operating</b>	1,025,979
<b>Unrestricted Cash -Reserve</b>	1,497,434
<b>Unrestricted Cash Total (Est 6/30/25)</b>	2,523,413
<b>New Operating Revenue - Operating</b>	4,487,842
<b>Interfund Transfer Revenue for Reserve</b>	0
<b>New Revenues for FY 2025-26</b>	4,487,842
<b>Total Available for Appropriations</b>	7,011,254

85 - 200 - WWTP and Operation	4,305,809
85 - 205 - WW Maintenance	399,877
85 - 215 - Inflow & Infiltration	511,097

**Total Wastewater Fund Appropriations** 5,216,783

**Fund Balances**

<b>Estimated Ending Balance</b>	1,794,471
<b>% Total Operating Revenues</b>	40%
<b>40% Reserve Requirement</b>	1,795,137
<b>Excess Reserves (Fund Balance - Res. Req.)</b>	(665)

\* Including FY25 encumbered funds

**Wastewater Fund 85  
Revenue and Expense Summary**

	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
	<b>Actuals</b>	<b>Actuals</b>	<b>Estimate</b>	<b>Proposed</b>
<b>Revenue</b>				
Service Charges, Rentals, Fees	4,002,249	3,972,443	4,021,384	4,475,842
Licenses, Permits	20,550	23,325	12,068	12,000
<b>Total Revenue</b>	<b>4,022,799</b>	<b>3,995,768</b>	<b>4,033,452</b>	<b>4,487,842</b>
<b>Expense</b>				
Personnel	955,336	1,135,723	1,281,337	1,521,412
Capital	829,913	1,159,768	624,829	1,102,500
Debt	251,265	226,144	949,313	840,727
Utilities	268,716	224,787	246,181	268,135
Professional Services	293,523	600,945	434,221	878,130
Supplies	41,573	48,101	46,279	51,197
Materials	55,003	52,254	99,140	102,456
Tools & Portable Equipment	4,100	4,357	3,511	4,500
Machinery & Equipment	31,596	58,475	76,267	115,363
Vehicles	50,756	45,352	45,934	63,094
Other Expenses	131,023	80,697	439,312	269,270
<b>Total Expense</b>	<b>2,912,806</b>	<b>3,636,604</b>	<b>4,392,955</b>	<b>5,216,783</b>
Change in Fund Balance	1,109,993	359,164	(359,503)	(728,942)

**Water Fund - 87**

**Balance**

Fund Balance December 2024

Total Cash as of 12/31/24	828,495
Remaining FY25 Operating Income	1,111,074
Less remaining expenses *	(1,568,521)

<b><i>Unrestricted Cash -Operating</i></b>	371,048
<b><i>Unrestricted Cash -Reserve</i></b>	584,979
<b><i>Unrestricted Cash Total (Est 6/30/25)</i></b>	956,027
<b><i>New Revenues for FY 2025-26</i></b>	2,602,107
<b><i>Total Available for Appropriations</i></b>	<b>3,558,133</b>

87 - 200 Water Operating	1,998,931
87 - 205 Water Maintenance	641,121

<b><i>Total Water Fund Appropriations</i></b>	<b>2,640,051</b>
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**Fund Balances**

<b><i>Estimated Ending Balance</i></b>	918,082
<b><i>% of Total Operating Revenue</i></b>	35.3%
<b><i>40% Reserve Requirement</i></b>	1,040,843
<b><i>Excess Reserves (Fund Balance - Res. Req.)</i></b>	<b>(707,740)</b>

\* Including FY25 encumbered funds

**Water Fund 87  
Revenue and Expense Summary**

	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
	<b>Actuals</b>	<b>Actuals</b>	<b>Estimate</b>	<b>Proposed</b>
<b>Revenue</b>				
Intergovernmental	-	-	24,452	-
Service Charges, Rentals, Fees	2,191,869	2,062,849	2,348,982	2,572,107
Licenses, Permits	36,950	42,993	25,360	30,000
<b>Total Revenue</b>	<b>2,228,819</b>	<b>2,105,842</b>	<b>2,398,794</b>	<b>2,602,107</b>
<b>Expense</b>				
Personnel	629,500	672,162	708,184	893,246
Capital	338,341	377,320	209,724	425,000
Debt	35,630	22,643	97,448	97,448
Utilities	213,522	194,744	217,756	250,327
Professional Services	286,335	294,292	236,010	537,432
Supplies	36,878	41,598	43,991	53,277
Materials	151,728	243,540	194,348	228,519
Tools & Portable Equipment	8,000	5,764	5,152	6,500
Machinery & Equipment	32,834	37,741	37,281	54,986
Vehicles	44,085	26,717	36,876	42,839
Other Expenses	172,450	184,585	572,468	54,145
<b>Total Expense</b>	<b>1,949,301</b>	<b>2,101,105</b>	<b>2,359,238</b>	<b>2,640,051</b>
Change in Fund Balance	279,518	4,737	39,556	(37,945)

# Departmental Summaries



# Electric Operating

The Electric system for the city serves approximately 7,600 customers and is made up of 140 miles of 7.2 KV distribution and 40 miles of 69 KV transmission loop inter-connecting seven sub-stations to three 69KV transmission lines linking to the Show-Me Transmission network. The city provides electricity to most citizens within the city limits.

## **Fiscal Year 2024-2025 Accomplishments:**

Completed electric infrastructure upgrades as well as extended overhead and underground electric for continued subdivision additions. Completed new installation of underground electric services for multiple commercial and residential projects. Continued substation improvements through installation of new feeder controls as well as installing tap changer controls to help lower line loss and increase power factor on the distribution system. Continued improving system reliability, reducing outages, and lowering maintenance costs by installing wildlife protection and replacing glass hardware with new polymer hardware on 3 miles of distribution lines.

## **Fiscal Year 2026 Goals:**

- I. **Goal:** Implement enhancements to substation infrastructure per the system load study completed in 2019.  
**Strategy:** Install feeder controls on the distribution side. Replace old, antiquated transmission relays and relocate them to inside the substation building.  
**Budgetary Factor:** Availability of funds, materials, and employees. Capital for engineering and material from reserves.
  
- II. **Goal:** Improve system reliability.  
**Strategy:** Upgrade and install new switching equipment for distribution and transmission systems.  
**Budgetary Factor:** Availability of funds, materials, and employees.
  
- III. **Goal:** Strengthen system reliability.  
**Strategy:** Continue to upgrade overhead infrastructure with pole changeouts (as needed), change crossarms from wood to fiberglass, insulators and cutouts from glass to polymer, and continue to install wildlife protection.  
**Budgetary Factor:** Availability of funds, materials, and employees.

**Performance Measurements:**

Calendar Year Performance	2022	2023	2024	2025	Estimated 2026
Underground Primary Installed (Miles)	1	2	2.7	1	1.5
Substation Transformers Tested	0	2	2	2	2
Number of Distribution Poles replaced	22	30	30	52	50
New Services Installed	55	75	105	91	80
Number of Service Work Orders	1800	1800	1500	1275	1500
Streetlight Installed or Repaired	160	120	90	120	100
Pole Hardware Upgrades (Per Pole)	0	0	0	98	75
Outages	0	84	68	50	60

**Previous Years’ Goals:**

- I. **Goal:** Improve system reliability and reduce outages.  
**Status:** Ongoing
  
- II. **Goal:** Strengthen system reliability.  
**Status:** Ongoing
  
- III. **Goal:** Strengthen system reliability.  
**Status:** Ongoing

<b>Department Details</b>				
<b>Electric Utility Operating 80-200</b>	<b><u>FY2023</u></b>	<b><u>FY2024</u></b>	<b><u>FY2025</u></b>	<b><u>FY2026</u></b>
	<b><u>Budget</u></b>	<b><u>Budget</u></b>	<b><u>Estimated</u></b>	<b><u>Proposed</u></b>
<b>Revenue</b>				
Service Charges, Rentals, Fees	24,836,150	27,150,029	27,591,523	29,724,232
<b>Total Revenue</b>	<b>24,836,150</b>	<b>27,150,029</b>	<b>27,591,523</b>	<b>29,724,232</b>
<b>Expense</b>				
<b>Personnel</b>				
Salaries-General	1,365,545	1,460,495	1,491,435	1,529,384
Benefits-Insurance	296,832	295,870	334,589	418,237
Benefits-Retirement	196,500	201,965	237,405	250,120
Payroll Taxes-General	135,845	165,374	193,918	149,415
Employee-General	54,925	53,925	49,957	66,425
<b>Total Personnel</b>	<b>2,049,648</b>	<b>2,177,629</b>	<b>2,307,304</b>	<b>2,413,581</b>
<b>Capital</b>				
Capital Exp-Building and Improvement	28,125	38,092	8,050	-
Capital Exp-Furniture and Fixtures	2,708	8,575	-	-
Capital Exp-Machinery and Equipment	205,500	504,250	202,375	400,000
Capital Exp-Vehicles	-	60,000	307,500	700,000
Capital Exp-Infrastructure	-	-	8,750	-
Depreciation Expense	-	-	-	-
<b>Total Capital</b>	<b>236,333</b>	<b>610,917</b>	<b>526,675</b>	<b>1,100,000</b>
<b>Debt</b>	30,436	-	-	-
<b>Utilities</b>	47,030	48,300	46,094	53,433
<b>Professional Services</b>				
Prof Services-General	1,500,200	1,616,115	1,611,799	1,759,290
Insurance-General	108,364	117,128	140,301	145,913
Advertising-General	2,525	2,252	1,500	1,500
Software-Annual Renewal	43,400	25,000	35,287	50,000
Prof Services - Janitorial Service Charge				3,738
Prof Services-Admin Service Charge				429,402
<b>Total Professional Services</b>	<b>1,654,489</b>	<b>1,760,495</b>	<b>1,788,888</b>	<b>2,389,843</b>
<b>Supplies</b>				
Supplies-Operational	7,500	7,500	5,330	7,500
Supplies-Computer Accessories	1,500	1,500	4,879	7,000
Supplies-Small Office Equipment	500	6,500	809	1,500
Supplies-Small Tools	5,000	5,000	4,162	5,536
Supplies-Printing	300	45	150	150
Supplies-Mailing	2,000	2,000	819	1,214
Supplies-Postage	750	750	409	524
Supplies-Paper	450	450	355	450
Supplies-Promo-Education	20,000	20,000	4,679	20,100
Supplies-Safety	15,000	15,000	14,838	18,800
Wholesale Power-Demand	5,500,000	8,000,000	9,007,869	8,900,000
Wholesale Power-Energy	13,500,000	12,500,000	10,075,067	10,850,000
Wholesale Power-Transmission	1,200,000	1,200,000	1,279,581	1,400,000
<b>Total Supplies</b>	<b>20,253,000</b>	<b>21,758,745</b>	<b>20,398,946</b>	<b>21,212,774</b>

<b>Materials</b>				
Materials-Asphalt	2,000	2,000	2,000	2,000
Materials-Rock	2,000	2,000	2,270	2,000
Materials-Concrete	1,500	1,500	287	1,787
Materials-Pipe-Conduit	18,725	18,725	12,397	18,500
Materials-Poles	26,750	26,750	33,624	50,000
Materials-Pupi Arms	25,000	12,000	15,541	18,000
Materials-Cutouts	10,700	15,000	21,336	21,320
Materials-Fittings	5,000	5,000	4,533	5,000
Materials-Hardware	37,450	41,195	34,041	45,000
Materials-Wire	37,450	40,000	96,831	102,620
Materials-Street Lights	16,050	16,050	19,561	16,000
Materials-Wildlife Protection	5,000	8,500	11,355	11,500
Materials-Transformers	107,000	-	-	-
Materials-Substation	14,000	14,000	3,363	14,000
Materials-Meters	26,750	26,750	76,047	50,000
Materials-Infrastructure Maintenance	32,100	32,100	23,787	40,000
Materials-Scada	10,000	10,000	3,080	11,000
<b>Total Materials</b>	<b>377,475</b>	<b>271,570</b>	<b>360,053</b>	<b>408,727</b>
<b>Tools &amp; Portable Equipment</b>	4,500	5,000	4,934	5,207
<b>Machinery &amp; Equipment</b>				
Equipment-Repair	12,500	12,500	24,360	26,000
Equipment-Maintenance	12,000	10,000	8,644	24,448
Equipment-Supplies	5,000	5,000	(23,433)	5,000
Equipment-Fuel	1,500	2,000	767	1,000
Equipment-Rental	-	-	100	200
<b>Total Machinery &amp; Equipment</b>	<b>31,000</b>	<b>29,500</b>	<b>10,438</b>	<b>56,648</b>
<b>Vehicles</b>				
Vehicle-Repair	6,000	6,000	7,516	59,206
Vehicle-Maintenance	15,000	15,000	30,086	45,000
Vehicle-Equipment	2,500	2,500	1,116	1,116
Vehicle-Fuel	33,500	39,500	38,090	38,090
<b>Total Vehicles</b>	<b>57,000</b>	<b>63,000</b>	<b>76,808</b>	<b>143,412</b>
Contra Account-Other	-	-	(26,894)	
<b>Internal Service Allocations</b>				
Internal Service-Personnel	-	-	191,195	-
Code Administration Allocation In	62,252	114,140	110,738	-
Garage Allocation In	54,551	35,953	26,962	-
IT Allocation In	40,583	44,721	35,418	-
Facility Mgmt Allocation In	12,115	11,716	19,739	-
Janitorial Allocation In	6,446	3,958	3,876	-
Purchasing / Warehouse Allocation	70,215	91,220	59,791	-
<b>Total Internal Service Allocations</b>	<b>246,161</b>	<b>301,708</b>	<b>447,719</b>	-
Interfund Transfers	267,000	199,350	404,250	-
Salary Charge				77,007
PILOT Transfer				1,783,454
<b>Total Other Expenses</b>	<b>513,161</b>	<b>501,058</b>	<b>825,075</b>	<b>1,860,461</b>
<b>Total Expense</b>	<b>25,254,072</b>	<b>27,226,214</b>	<b>28,347,535</b>	<b>29,344,086</b>

# Electric Maintenance

This fund manages the expenses of utility right-of-way maintenance throughout the 140 miles of 7.2 Kv distribution and 40 miles of 69 Kv transmission electric systems.

## Fiscal Year 2024-2025 Accomplishments:

The current feeder clearing contract is for five (5) feeders on our three-phase and single-phase electric system. Contract crews have cleared 18.7 miles of single-phase and three-phase and removed 350 trees.

## Fiscal Year 2026 Goals:

- IV. **Goal:** Increase reliability and decrease tree related outages by clearing single/three phase feeders.  
**Strategy:** Contract tree services to continue aggressive feeder clearing.  
**Budgetary Factor:** Availability of funds.
  
- V. **Goal:** Increase reliability and decrease tree related outages by clearing single/three phase feeders.  
**Strategy:** Continue line inspections to identify area requiring clearing.  
**Budgetary Factor:** Availability of employees.

## Performance Measurements:

	2022	2023	2024	2025	Estimated 2026
<b>Calendar Year Performance</b>					
Feet of Cleared Lines	56,496	21,120	55,000	98,660	95,000
Number of Trees Removed	50	52	100	350	300
Number of Tree Related Outages	17	15	10	8	10

## Previous Years' Goals:

- I. **Goal:** Increase reliability and decrease tree related outages by clearing single/three phase feeders.  
**Status:** Ongoing
  
- II. **Goal:** Increase reliability and decrease tree related outages by clearing single/three phase feeders.  
**Status:** Ongoing

<b>Department Details</b>	<b><u>FY2023</u></b>	<b><u>FY2024</u></b>	<b><u>FY2025</u></b>	<b><u>FY2026</u></b>
<b>Electric Utility Maintenance 80-205</b>	<b><u>Budget</u></b>	<b><u>Budget</u></b>	<b><u>Estimated</u></b>	<b><u>Proposed</u></b>
<b>Expense</b>				
<b>Personnel</b>				
Employee-General	-	-	1,500	-
<b>Total Personnel</b>	-	-	<b>1,500</b>	-
<b>Utilities</b>	-	40	240	240
<b>Professional Services</b>				
Prof Services-General	350,000	400,000	548,417	450,000
<b>Total Professional Services</b>	<b>350,000</b>	<b>400,000</b>	<b>548,417</b>	<b>450,000</b>
<b>Supplies</b>				
Supplies-Computer Accessories	350	350	-	-
Supplies-Chemicals	1,000	1,000	570	1,000
<b>Total Supplies</b>	<b>1,350</b>	<b>1,350</b>	<b>570</b>	<b>1,000</b>
<b>Tools &amp; Portable Equipment</b>	2,000	3,500	1,070	1,070
<b>Machinery &amp; Equipment</b>				
Equipment-Repair	5,000	5,000	5,000	5,000
Equipment-Maintenance	2,000	2,000	1,014	1,014
Equipment-Fuel	-	500	347	150
Equipment-Rental	250	-	-	-
<b>Total Machinery &amp; Equipment</b>	<b>7,250</b>	<b>7,500</b>	<b>6,361</b>	<b>6,164</b>
<b>Vehicles</b>				
Vehicle-Repair	2,500	2,500	618	618
Vehicle-Maintenance	1,000	1,000	-	-
Vehicle-Equipment	1,000	1,000	-	-
Vehicle-Fuel	1,000	1,000	658	500
<b>Total Vehicles</b>	<b>5,500</b>	<b>5,500</b>	<b>1,276</b>	<b>1,118</b>
<b>Total Expense</b>	<b>366,100</b>	<b>417,890</b>	<b>559,434</b>	<b>459,592</b>

# Electric Reserve

Contributions to the fund shall be made from customer payments for each utility service and the reserve fund shall be established and maintained at no less than thirty (30) percent of the annual income of each utility and each fund shall not exceed fifty (50) percent of that utility's annual income; except that in the event of an emergency or a special need as determined by the mayor and city council, the council may by ordinance authorize the use of money from either fund for any reason deemed appropriate and necessary by the mayor and city council.

## **Fiscal Year 2025 Goals:**

- I. **Goal:** Maintain no less than 30% and no more than 50% of the electric utility's income  
**Strategy:** Careful management of fund resources  
**Budgetary Factor:** N/A

## **Performance Measurements:**

Routine monitoring of electric reserve fund amount.

## **Previous Years' Goals:**

- II. **Goal:** Maintain no less than 30% and no more than 50% of the electric utility's income.  
**Status:**

Department Details	<u>FY2023</u>	<u>FY2024</u>	<u>FY2025</u>	<u>FY2026</u>
Electric Reserve 80-215	<u>Budget</u>	<u>Budget</u>	<u>Estimated</u>	<u>Proposed</u>
<b>Revenue</b>				
<b>Service Charges, Rentals, Fees</b>				
<b>Misc Revenue</b>				
Misc-General (DTMP Debt Repayment)	483,964	483,966	251,472	85,406
<b>Total Revenue</b>	<b>483,964</b>	<b>483,966</b>	<b>251,472</b>	<b>85,406</b>
<b>Expense</b>				
<b>Capital</b>				
Capital Exp-Land and Improvement	160,000	605,000	365,000	710,000
Capital Exp-Building and Improvement	245,128	-	-	
Capital Exp-Machinery and Equipment	585,000	722,000	547,000	285,000
<b>Total Capital</b>	<b>990,128</b>	<b>1,327,000</b>	<b>912,000</b>	<b>995,000</b>
<b>Total Expense</b>	<b>990,128</b>	<b>1,327,000</b>	<b>912,000</b>	<b>995,000</b>

# Wastewater Operating

This program was established to prevent the introduction of pollutants into the municipality Wastewater system which will interfere with the operation of the system or contaminate the resulting sludge; to prevent the introduction of pollutants into the municipal Wastewater system which will pass through the system, inadequately treated, into receiving waters or the atmosphere or otherwise be incompatible with the system; to improve the opportunity to recycle and reclaim Wastewater and sludge from the system; and to provide for equitable distribution of the cost of the municipal Wastewater system.

## **Fiscal Year 2024-2025 Accomplishments:**

Renovations to the equipment building. Replaced oxidation diffusers on the oxidation basin. Installed mixer in the waste tank at the wastewater treatment plant. Installed 440 linear feet of conduit and fiber to several buildings at the wastewater treatment plant.

## **Fiscal Year 2026 Goals:**

- I. **Goal:** Enhance reliability of utilities through planning, maintenance, and capital improvements.  
**Strategy:** Maintain compliance with the National Pollutant Discharge Elimination System (NPDES) permit for the wastewater treatment plant.  
**Budgetary Factor:** None
  
- II. **Goal:** Enhance reliability of utilities through planning, maintenance, and capital improvements.  
**Strategy:** Replacement of oxidation discs in the north oxidation ditch at the wastewater treatment plant.  
**Budgetary Factor:** Availability of funds

## Performance Measurements:

	2021	2022	2023	2024	Estimated 2025
<b>Pipeline Video Inspections</b>	100,445	38,823	55,275.4	148,893.6	150,000
<b>Cleaning (linear feet)</b>	137,015	138,315	112,931	151,549	160,000
<b>Manhole Inspections</b>	431	312	89	456	450
<b>Deflection Testing (linear feet)</b>	0	1,529	0	3,650	1,294
<b>Vacuum Testing Manholes</b>	3	9	0	21	8
<b>Pressure Testing Lines</b>	2	8	0	25	8
<b>Manhole Rehabilitation</b>	0	0	0	3	3
<b>Pipeline Rehabilitation (linear feet)</b>	8,278	14,040	8,942	625	5,902
<b>Smoke Testing ( linear feet)</b>	78,561	119,098	17,311	21,322	134,376
<b>Service Calls (linear feet)</b>	12,258	7,620	1,916	20,478	10,060
<b>GIS Manhole Locations</b>	0	0	0	353	450

## Previous Years' Goals:

- I. **Goal:** Enhance reliability of utilities through planning, maintenance, and capital improvements. Board of Public Works to address increased operating and material cost, update rate study, and make recommendations to Council.  
**Status:** Complete
  
- II. **Goal:** Enhance reliability of utilities through planning, maintenance, and capital improvements. Instrument upgrades to SCADA system.  
**Status:** Ongoing

<b>Department Details</b>	<b><u>FY2023</u></b>	<b><u>FY2024 Budget</u></b>	<b><u>FY2025</u></b>	<b><u>FY2026</u></b>
<b>Wastewater Operation 85-200</b>	<b><u>Budget</u></b>		<b><u>Estimated</u></b>	<b><u>Proposed</u></b>
<b>Revenue</b>				
Service Charges, Rentals, Fees	3,857,600	3,960,400	4,021,717	4,475,842
Licenses, Permits	11,000	12,000	12,907	12,000
<b>Total Revenue</b>	<b>3,868,600</b>	<b>3,972,400</b>	<b>4,034,624</b>	<b>4,487,842</b>
<b>Expense</b>				
<b>Personnel</b>				
Salaries-General	404,624	443,649	473,134	521,114
Benefits-Insurance	94,984	96,338	94,630	118,287
Benefits-Retirement	52,115	56,523	71,158	75,562
Payroll Taxes-General	54,916	56,976	63,395	77,407
Employee-General	13,000	13,000	13,459	17,042
<b>Total Personnel</b>	<b>619,639</b>	<b>666,486</b>	<b>715,775</b>	<b>809,412</b>
<b>Capital</b>				
Capital Exp-Land and Improvement	353,871	500,000	282,436	585,000
Capital Exp-Building and Improvement	128,125	138,092	77,018	60,000
Capital Exp-Furniture and Fixtures	8,749	16,075	-	-
Capital Exp-Machinery and Equipment	450,500	325,250	240,375	457,500
Capital Exp-Vehicles	40,000	45,000	25,000	-
<b>Capital</b>	<b>981,245</b>	<b>1,024,417</b>	<b>624,829</b>	<b>1,102,500</b>
<b>Debt</b>				
Debt-COPS	949,908	1,021,523	808,860	700,274
Debt-Lease Purchase	140,454	140,455	140,454	140,454
<b>Total Debt</b>	<b>1,090,362</b>	<b>1,161,978</b>	<b>949,313</b>	<b>840,727</b>
<b>Utilities</b>	<b>222,525</b>	<b>259,065</b>	<b>240,600</b>	<b>263,146</b>
<b>Professional Services</b>				
<b>Prof Services-General</b>				
Prof Services-Legal	2,500	2,500	2,101	2,500
Prof Services-Engineering	352,500	5,000	12,364	40,000
Prof Services-Surveying	500	500	-	500
Prof Services-Toxicology Testing	250	200	717	-
Prof Services-MSHP Background Checks	100	100	99	-
Prof Services-Collection Agency	750	800	1,299	1,500
Prof Services-Dues/License	2,500	2,000	1,110	1,000
Prof Service-Studies	-	-	4,000	-
Prof Service-Service Contracts	65,000	70,000	70,069	85,000
Prof Service-Taxes/Fees	10,000	8,000	8,559	8,600
Prof Service-PILOT	-	194,500	194,825	-
Prof Service-Damage Claims	2,000	-	-	500
Prof Service-Credit Card Fee	10,000	15,000	20,253	15,000
Prof Service-Janitorial Service Charge	-	-	-	11,823
Prof Services-Admin Service Charge				180,256
<b>Prof Services-General</b>	<b>446,100</b>	<b>298,600</b>	<b>315,395</b>	<b>346,679</b>
Insurance-Vehicle	14,134	13,261	17,125	15,656
Insurance-Equipment	950	1,006	962	258,097
Insurance-Building & Property	13,478	16,102	23,401	33,903
Insurance-Liability	-	-	-	26,578
Insurance-Earthquake	-	-	1,180	1,227
<b>Insurance-General</b>	<b>28,562</b>	<b>30,368</b>	<b>42,668</b>	<b>335,461</b>
Advertising-General	950	1,050	567	650
Software-Annual Renewal/Maintenance	32,700	35,000	57,606	43,838
Prof Services-Admin Service Charge				147,556
<b>Professional Services</b>	<b>508,312</b>	<b>365,018</b>	<b>416,235</b>	<b>874,184</b>

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<b>Supplies</b>				
Supplies-Operational	15,000	15,000	19,441	17,000
Supplies-Computer Accessories	1,500	3,000	5,024	7,500
Supplies-Small Office Equipment	2,000	2,000	379	500
Supplies-Small Tools	-	-	14	14
Supplies-Printing	250	500	269	783
Supplies-Mailing	2,500	2,000	1,394	1,500
Supplies-Postage	600	600	830	1,000
Supplies-Paper	300	300	285	300
Supplies-Forms	50	-	-	-
Supplies-Promo-Education	-	-	-	750
Supplies-Janitorial	650	750	496	1,500
Supplies-Chemicals	15,000	15,000	11,726	12,000
Supplies-First Aid	100	100	-	-
Supplies-Safety	2,500	2,500	-	2,500
<b>Total Supplies</b>	<b>40,450</b>	<b>41,750</b>	<b>39,857</b>	<b>45,347</b>
<b>Materials</b>				
Materials-Paint	250	250	888	1,000
Materials-Fittings	1,000	1,000	716	600
Materials-Hardware	3,000	3,500	1,110	1,515
Materials-Fixtures	20,000	20,000	14,596	20,000
Materials-Wire	250	250	245	1,007
Materials-Infrastructure Maintenance	2,000	2,000	2,177	3,500
Materials-Scada	2,000	2,000	3,176	2,500
<b>Total Materials</b>	<b>28,500</b>	<b>29,000</b>	<b>22,908</b>	<b>30,122</b>
<b>Tools &amp; Portable Equipment</b>	<b>2,000</b>	<b>2,000</b>	<b>1,419</b>	<b>2,500</b>
<b>Machinery &amp; Equipment</b>				
Equipment-Repair	5,000	7,500	5,575	8,000
Equipment-Maintenance	3,000	3,000	2,298	8,120
Equipment-Fuel	8,000	2,000	826	826
Equipment-Rental	-	-	-	300
Equipment - Computers	-	-	-	7,500
<b>Total Machinery &amp; Equipment</b>	<b>16,000</b>	<b>12,500</b>	<b>8,699</b>	<b>24,746</b>
<b>Vehicles</b>				
Vehicle-Repair	6,000	6,000	5,499	18,079
Vehicle-Maintenance	6,000	6,000	5,365	6,525
Vehicle-Fuel	16,525	17,000	17,687	19,250
<b>Total Vehicles</b>	<b>28,525</b>	<b>29,000</b>	<b>28,551</b>	<b>43,854</b>
<b>Other Expenses</b>				
Internal Service Allocations				
Internal Service-Personnel	-	-	125,536	-
Code Administration Allocation In	54,080	107,611	101,817	-
Garage Allocation In	33,825	13,769	14,620	-
IT Allocation In	46,584	64,536	46,333	-
Facility Mgmt Allocation In	13,673	13,805	23,465	-
Janitorial Allocation In	6,446	3,959	3,876	-
Purchasing / Warehouse Allocation In	35,107	41,202	21,354	-
<b>Total Internal Service Allocations</b>	<b>189,715</b>	<b>244,883</b>	<b>337,000</b>	-
Interfund Transfer	-	85,530	102,313	-
PILOT Transfer	-	-	-	269,270
<b>Total Other Expenses</b>	<b>189,715</b>	<b>330,413</b>	<b>439,312</b>	<b>269,270</b>
	3 <sup>2</sup>			
<b>Total Expense</b>	<b>3,727,273</b>	<b>3,921,628</b>	<b>3,487,499</b>	<b>4,305,809</b>

# Wastewater Maintenance

This fund manages the expenses of the underground collection system maintenance which includes approximately 120 miles of sewer pipes ranging from 8 inch diameter to 36 inch diameter and approximately 2500 manholes.

## **Fiscal Year 2024-2025 Accomplishments:**

Replaced 400 linear feet of 10 inch and 805 linear feet of sewer main east of Park Manor. Flatwoods subdivision sewer main extension.

## **Fiscal Year 2026 Goals:**

- VI. **Goal:** Enhance reliability of utilities through planning, maintenance, and capital improvements.  
**Strategy:** Review masterplan for approximately half of wastewater collection system and incorporate into CIP.  
**Budgetary Factor:** Availability of funds
  
- VII. **Goal:** Enhance reliability of utilities through planning, maintenance, and capital improvements.  
**Strategy:** Replace/rehabilitate 1.5 miles of sewer main.  
**Budgetary Factor:** Availability of funds

## **Previous Years' Goals:**

- III. **Goal:** Enhance reliability of utilities through planning, maintenance, and capital improvements.  
Review masterplan for approximately half of wastewater collection system and incorporate into CIP.  
**Status:** Ongoing
  
- IV. **Goal:** Enhance reliability of utilities through planning, maintenance, and capital improvements.  
Replace/rehabilitate 1.5 miles of sewer main.  
**Status:** Ongoing

<b>Department Details</b>	<b><u>FY2023</u></b>	<b><u>FY2024</u></b>	<b><u>FY2025</u></b>	<b><u>FY2026</u></b>
<b>Wastewater Maintenance 85-205</b>	<b><u>Budget</u></b>	<b><u>Budget</u></b>	<b><u>Estimated</u></b>	<b><u>Proposed</u></b>
<b>Expense</b>				
<b>Personnel</b>				
Salaries-General	190,844	202,318	198,976	159,730
Benefits-Insurance	49,556	52,409	75,043	88,648
Benefits-Retirement	25,182	24,933	20,744	28,232
Payroll Taxes-General	20,026	21,520	22,743	25,268
Employee-General	5,600	5,650	5,970	7,650
<b>Total Personnel</b>	<b>291,208</b>	<b>306,830</b>	<b>323,477</b>	<b>309,528</b>
<b>Utilities</b>	<b>920</b>	<b>920</b>	<b>1,088</b>	<b>1,095</b>
<b>Prof Services-General</b>	<b>300</b>	<b>250</b>	<b>346</b>	<b>650</b>
Insurance-Vehicle	1,715	1,723	1,911	1,987
Insurance-Equipment	666	903	575	598
<b>Total Insurance-General</b>	<b>2,381</b>	<b>2,626</b>	<b>2,486</b>	<b>2,585</b>
<b>Professional Services</b>	<b>2,681</b>	<b>2,876</b>	<b>2,831</b>	<b>3,235</b>
<b>Supplies</b>				
Supplies-Operational	100	250	148	250
Supplies-Computer Accessories	500	500	125	250
Supplies-Safety	2,000	2,000	2,504	2,000
<b>Supplies</b>	<b>2,600</b>	<b>2,750</b>	<b>2,777</b>	<b>2,500</b>
<b>Materials</b>				
Materials-Asphalt	2,000	2,500	1,250	2,500
Materials-Rock	4,000	4,000	9,579	7,500
Materials-Concrete	2,000	4,000	4,042	4,042
Materials-Landscaping	2,000	2,000	1,145	1,145
Materials-Pipe-PVC	1,500	3,000	1,500	3,000
Materials-Pipe-Misc.	500	500	290	1,000
Materials-Precast	3,000	6,000	5,716	6,000
Materials-Fittings	4,500	5,500	7,781	5,500
Materials-Hardware	-	-	250	500
Materials-Fixtures	-	-	15,962	15,000
Materials-Infrastructure Maintenance	2,000	2,500	2,685	2,500
<b>Total Materials</b>	<b>21,500</b>	<b>30,000</b>	<b>50,199</b>	<b>48,687</b>
<b>Tools &amp; Portable Equipment</b>	<b>500</b>	<b>750</b>	<b>816</b>	<b>1,000</b>
<b>Machinery &amp; Equipment</b>				
Equipment-Repair	3,500	3,500	3	5,000
Equipment-Maintenance	3,500	3,500	2,460	3,500
Equipment-Fuel	7,500	11,000	9,042	15,070
Equipment-Rental	2,000	2,000	1,842	1,095
<b>Total Machinery &amp; Equipment</b>	<b>16,500</b>	<b>20,000</b>	<b>13,346</b>	<b>24,665</b>
<b>Vehicles</b>				
Vehicle-Repair	500	1,000	1,052	1,052
Vehicle-Maintenance	1,000	866	765	750
Vehicle-Fuel	7,500	10,000	6,387	7,365
<b>Total Vehicles</b>	<b>9,000</b>	<b>11,866</b>	<b>8,204</b>	<b>9,167</b>
<b>Total Other Expenses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Expense</b>	<b>346,065</b>	<b>375,993</b>	<b>403,755</b>	<b>399,877</b>

# Inflow and Infiltration

This fund manages the expenses of the cleaning and inspections throughout the 120 miles of wastewater lines in the collection system which is broke down into 12 watershed basins. Inspections include manhole, smoke testing, flow metering, dye testing, GIS data collection, new construction performance testing pipeline video inspection and operation and maintenance of the 48 lift stations.

**FY 2024-2025 Accomplishments:**

Completed multiple improvements to lift stations. Started collecting GIS information to correct the collection system map in conjunction with manhole inspections. Implemented mobile data collection for manhole and smoke testing inspections. Contractor cleaned 18,194 linear feet of trunk sewer.

**Fiscal Year 2026 Goals:**

- VIII. **Goal:** Enhance reliability of utilities through planning, maintenance, and capital improvements.  
**Strategy:** Lift station improvements- Replacement of electrical control panels. Conversion wet well mounted lift stations to submersible pump lift stations. Construct needed bypass piping and valves. Replace/Rebuild pumps and motors on the existing lift stations.  
**Budgetary Factor:** Availability of funds
  
- IX. **Goal:** Enhance reliability of utilities through planning, maintenance, and capital improvements.  
**Strategy:** Continue to correct the map collecting GIS data during scheduled inspections of the collection system.  
**Budgetary Factor:** Availability of funds

**Previous Years' Goals:**

- III. **Goal:** Enhance reliability of utilities through planning, maintenance, and capital improvements. Lift station improvements- Replacement of electrical control panels. Conversion wet well mounted lift stations to submersible pump lift stations. Construct needed bypass piping and valves. Replace/Rebuild pumps and motors on the existing lift stations.  
**Status:** Ongoing
  
- IV. **Goal:** Enhance reliability of utilities through planning, maintenance, and capital improvements. Continue to correct the map collecting GIS data during scheduled inspections of the collection system.  
**Status:** Ongoing

<b>Department Details</b>	<b><u>FY2023</u></b>	<b><u>FY2024</u></b>	<b><u>FY2025</u></b>	<b><u>FY2026</u></b>
<b>Wastewater Inflow &amp; Filtration 85-215</b>	<b><u>Budget</u></b>	<b><u>Budget</u></b>	<b><u>Estimated</u></b>	<b><u>Proposed</u></b>
<b>Expense</b>				
<b>Personnel</b>				
Salaries-General	203,869	242,074	242,085	247,990
Benefits-Insurance	53,392	41,898	53,832	69,225
Benefits-Retirement	27,750	37,906	46,359	39,630
Payroll Taxes-General	20,930	25,172	23,943	31,616
Employee-General	7,350	7,350	9,576	14,012
<b>Total Personnel</b>	<b>313,291</b>	<b>354,400</b>	<b>375,795</b>	<b>402,472</b>
<b>Capital</b>				
Capital Exp-Machinery and Equipment	-	-	-	-
<b>Total Capital</b>				<b>-</b>
<b>Utilities</b>	<b>300</b>	<b>1,600</b>	<b>4,493</b>	<b>3,893</b>
<b>Total Professional Services</b>	<b>19,330</b>	<b>19,320</b>	<b>15,155</b>	<b>711</b>
<b>Supplies</b>				
Supplies-Operational	500	500	438	600
Supplies-Computer Accessories	500	500	125	250
Supplies-Safety	2,500	2,500	3,081	2,500
<b>Total Supplies</b>	<b>3,500</b>	<b>3,500</b>	<b>3,645</b>	<b>3,350</b>
<b>Materials</b>				
Materials-Paint	500	500	491	500
Materials-Fittings	500	500	500	500
Materials-Hardware	6,000	6,000	6,198	6,817
Materials-Fixtures	7,500	7,500	6,128	7,830
Materials-Wire	750	500	88	500
Materials-Infrastructure Maintenance	2,000	2,000	12,627	7,500
<b>Total Materials</b>	<b>17,250</b>	<b>17,000</b>	<b>26,032</b>	<b>23,647</b>
<b>Tools &amp; Portable Equipment</b>	<b>500</b>	<b>500</b>	<b>1,276</b>	<b>1,000</b>
<b>Machinery &amp; Equipment</b>				
Equipment-Repair	10,000	10,000	47,829	57,337
Equipment-Maintenance	4,000	4,000	4,754	4,742
Equipment-Fuel	-	100	1,411	3,573
Equipment-Rental	500	400	229	300
<b>Total Machinery &amp; Equipment</b>	<b>14,500</b>	<b>14,500</b>	<b>54,222</b>	<b>65,952</b>
<b>Vehicles</b>				
Vehicle-Repair	3,000	3,000	2,954	2,960
Vehicle-Maintenance	5,000	5,000	2,499	4,000
Vehicle-Fuel	8,250	9,500	3,726	3,113
<b>Total Vehicles</b>	<b>16,250</b>	<b>17,500</b>	<b>9,179</b>	<b>10,072</b>
<b>Total Expense</b>	<b>384,921</b>	<b>428,320</b>	<b>501,701</b>	<b>511,097</b>

# Water Operating

The City water distribution system is made up of approximately 140 miles of distribution lines ranging from 6” to 12” in size, 1685 water valves and 1275 fire hydrants. The City operates 7 deep wells, 2 booster pump stations, and 5 elevated water towers. The city provides water to most customers within the city limits.

## Fiscal Year 2024-2025 Accomplishments:

Replaced 4 fluoride scales in the wells. Submitted initial lead service line inventory to the state. Installed 7 chlorine leak detectors in the wells. Drained and cleaned out 2 water towers.

## Fiscal Year 2026 Goals:

- X. **Goal:** Enhance reliability of utilities through planning, maintenance, and capital improvements.  
**Strategy:** Instrument upgrades to SCADA system.  
**Budgetary Factor:** Availability of funds
- XI. **Goal:** Enhance reliability of utilities through planning, maintenance, and capital improvements.  
**Strategy:** Replacement of the Glencastle well house.  
**Budgetary Factor:** Availability of funds

## Performance Measurements:

Performance Measures	2021	2022	2023	2024	2025 Projected
Meter Change out	162	93	147	145	175
Meter Repairs	50	59	46	43	55
Valve Exercising	0	0	0	0	350
Monthly Hydrant Flushing	20	20	20	20	20
Hydrant Repairs	57	24	24	14	25
One Call Locates	1655	1640	1918	3209	2000
Water Leak Repairs	72	80	87	92	75
Complaint Calls	201	474	265	274	300
Hydrant Maintenance	14	20	24	15	25

## Previous Years’ Goals:

- V. **Goal:** Enhance reliability of utilities through planning, maintenance, and capital improvements.  
Instrument upgrades to SCADA system.  
**Status:** Ongoing
- VI. **Goal:** Enhance reliability of utilities through planning, maintenance, and capital improvements.  
Board of Public Works to address increased operating and material cost, update rate study, and make recommendations to Council.

**Status:** Complete

<b>Department Details</b>	<b><u>FY2023</u></b>	<b><u>FY2024</u></b>	<b><u>FY2025</u></b>	<b><u>FY2026</u></b>
<b>Water Operating 87-200</b>	<b><u>Budget</u></b>	<b><u>Budget</u></b>	<b><u>Estimated</u></b>	<b><u>Proposed</u></b>
<b>Revenue</b>				
Intergovernmental TRF	-	-	24,452	-
Service Charges, Rentals, Fees	1,757,650	2,025,700	2,348,982	2,572,107
Licenses, Permits	25,000	25,000	25,360	30,000
<b>Total Revenue</b>	<b>1,782,650</b>	<b>2,050,700</b>	<b>2,398,794</b>	<b>2,602,107</b>
<b>Expense</b>				
<b>Personnel</b>				
Salaries-General	219,161	243,385	338,032	319,868
Benefits-Insurance	90,203	80,991	70,919	91,726
Benefits-Retirement	27,100	28,581	49,881	46,381
Payroll Taxes-General	29,897	30,873	39,945	44,325
Employee-General	8,700	8,770	7,708	8,529
<b>Total Personnel</b>	<b>375,061</b>	<b>392,600</b>	<b>506,484</b>	<b>510,829</b>
<b>Capital</b>				
Capital Exp-Land and Improvement	259,000	72,000	37,500	135,000
Capital Exp-Building and Improvement	128,125	88,091	33,050	80,000
Capital Exp-Furniture and Fixtures	8,536	16,075	-	-
Capital Exp-Machinery and Equipment	89,500	105,250	12,375	60,000
Capital Exp-Vehicles	-	90,000	80,848	-
Capital Exp-Infrastructure	-	-	80,000	150,000
<b>Total Capital</b>	<b>485,161</b>	<b>371,416</b>	<b>209,724</b>	<b>425,000</b>
<b>Debt</b>				
<b>Debt-COPS</b>	142,933	112,879	97,448	93,780
<b>Debt-Lease Purchase</b>	15,795	-	50,000	-
<b>Total Debt</b>	<b>158,729</b>	<b>112,879</b>	<b>147,448</b>	<b>93,780</b>
<b>Utilities</b>	<b>213,950</b>	<b>218,917</b>	<b>216,816</b>	<b>249,377</b>
<b>Professional Services</b>				
<b>Prof Services-General</b>				
Prof Services-Legal	5,000	5,000	5,387	5,000
Prof Services-Toxicology Testing	150	150	175	100
Prof Services-MSHP Background Checks	150	100	42	50
Prof Services-Collection Agency	1,500	1,000	1,443	1,500
Prof Services-Dues/License	8,500	6,500	8,634	8,634
Prof Service-Studies	20,000	17,000	9,733	-
Prof Service-Service Contracts	55,000	55,000	37,289	125,000
Prof Service-Taxes/Fees	20,000	25,000	40,381	50,000
Prof Service-Damage Claims	500	1,000	250	2,000
Prof Service-Credit Card Fee	8,000	10,000	13,803	12,000
Prof Service-Janitorial	-	-	-	3,941
Prof Services - Admin Svc Charge				97,521
<b>Total Prof Services-General</b>	<b>203,800</b>	<b>218,250</b>	<b>229,802</b>	<b>305,746</b>
<b>Insurance-General</b>				
Insurance-Vehicle	1,959	2,477	3,177	7,065
Insurance-Equipment	413	473	443	1,996
Insurance-Building & Property	18,268	20,722	24,997	51,110
Insurance-Liability	4,532	5,792	16,860	14,976
Insurance-City Government	7,700	6,104	7,036	2,211
<b>Total Insurance-General</b>	<b>32,872</b>	<b>35,568</b>	<b>52,513</b>	<b>77,358</b>

<b>Advertising-General</b>	<b>1,500</b>	<b>1,500</b>	<b>1,055</b>	<b>1,206</b>
<b>Software-Annual Renewal/Maintenance</b>				
Software-Purchase	5,200	-	-	-
Software-Agreement	20,000	35,000	67,503	55,000
<b>Total Software-Annual Renewal/Maintenance</b>	<b>25,200</b>	<b>35,000</b>	<b>67,503</b>	<b>55,000</b>
<b>Total Professional Services</b>	<b>263,372</b>	<b>290,318</b>	<b>350,873</b>	<b>536,832</b>
<b>Supplies</b>				
Supplies-Operational	5,200	5,000	5,256	6,500
Supplies-Computer Accessories	1,500	3,500	4,908	5,000
Supplies-Small Office Equipment	1,000	1,000	392	500
Supplies-Printing	500	1,000	2,262	1,100
Supplies-Mailing	3,000	1,500	5,160	9,178
Supplies-Postage	200	100	80	100
Supplies-Paper	880	1,000	1,019	938
Supplies-Promo-Education	-	-	-	500
Supplies-Break Room	3,000	3,000	4,343	5,060
Supplies-Chemicals	18,000	18,000	16,298	18,000
Supplies-Safety	2,700	2,700	2,241	2,700
<b>Total Supplies</b>	<b>35,980</b>	<b>36,800</b>	<b>41,958</b>	<b>49,577</b>
<b>Materials</b>				
Materials-Rock	-	1,000	500	500
Materials-Concrete	-	1,000	30,000	30,000
Materials-Fittings	1,000	1,000	1,000	1,000
Materials-Hardware	2,000	2,000	1,795	2,000
Materials-Fixtures	8,000	8,000	5,803	8,000
Materials-Wire	-	-	1,500	3,000
Materials-Infrastructure Maintenance	-	-	173	250
Materials-Scada	5,000	5,000	5,000	5,000
<b>Total Materials</b>	<b>16,000</b>	<b>18,000</b>	<b>45,771</b>	<b>49,750</b>
<b>Tools &amp; Portable Equipment</b>	<b>3,000</b>	<b>3,000</b>	<b>2,999</b>	<b>3,000</b>
<b>Machinery &amp; Equipment</b>				
Equipment-Repair	5,500	5,500	8,370	7,500
Equipment-Maintenance	3,500	5,000	1,416	3,000
Equipment-Rental	5,000	3,500	-	3,000
<b>Total Machinery &amp; Equipment</b>	<b>14,000</b>	<b>14,000</b>	<b>9,785</b>	<b>13,500</b>
<b>Vehicles</b>				
Vehicle-Repair	2,000	2,000	2,235	2,000
Vehicle-Maintenance	2,000	3,000	4,498	3,000
Vehicle-Fuel	12,500	9,500	8,139	8,141
<b>Total Vehicles</b>	<b>16,500</b>	<b>14,500</b>	<b>14,871</b>	<b>13,141</b>

**Other Expenses**

<b>Internal Service Allocations</b>				
Internal Service-Personnel	-	-	188,037	-
Code Administration Allocation In	54,080	106,636	106,985	-
Garage Allocation In	56,043	41,239	33,611	54,145
IT Allocation In	39,906	56,913	46,174	-
Facility Mgmt Allocation In	7,553	11,217	18,665	-
Janitorial Allocation In	6,446	3,959	3,876	-
Purchasing / Warehouse Allocation In	54,855	65,470	56,758	-
<b>Internal Service Allocations</b>	<b>218,883</b>	<b>285,434</b>	<b>454,105</b>	<b>54,145</b>
Interfund Transfer	-	90,415	122,313	-
PILOT Transfer	85,000	97,500	112,663	156,126
<b>Total Other Expenses</b>	<b>218,883</b>	<b>375,849</b>	<b>572,468</b>	<b>54,145</b>
<b>Total Expense</b>	<b>1,800,635</b>	<b>1,848,278</b>	<b>2,119,196</b>	<b>1,998,931</b>

# Water Maintenance & Distribution

This fund manages expenses for operations and maintenance of the underground water distribution system.

## **Fiscal Year 2024-2025 Accomplishments:**

Flatwoods subdivision water main. Beacon water main replacement. Marvin, Mizer, Barlow, Dickinson water main replacement. Started collecting GIS information to correct the distribution map.

## **Fiscal Year 2026 Goals:**

- XII. **Goal:** Enhance reliability of utilities through planning, maintenance, and capital improvements.  
**Strategy:** Distribution system loss management.  
**Budgetary Factor:** Availability of funds
  
- XIII. **Goal:** Enhance reliability of utilities through planning, maintenance, and capital improvements.  
**Strategy:** Continue to correct the map collecting GIS data during scheduled inspections of the distribution system.  
**Budgetary Factor:** None

## **Previous Years' Goals:**

- VII. **Goal:** Enhance reliability of utilities through planning, maintenance, and capital improvements.  
Distribution system loss management.  
**Status:** Ongoing
  
- VIII. **Goal:** Enhance reliability of utilities through planning, maintenance, and capital improvements.  
Continue to correct the map collecting GIS data during scheduled inspections of the distribution system.  
**Status:** Ongoing

Department Details	<u>FY2023</u>	<u>FY2024</u>	<u>FY2025</u>	<u>FY2026</u>
Water Maintenance 87-205	<u>Budget</u>	<u>Budget</u>	<u>Estimated</u>	<u>Proposed</u>
<b>Expense</b>				
<b>Personnel</b>				
Salaries-General	179,389	203,029	93,022	243,619
Benefits-Insurance	40,916	42,269	49,507	62,174
Benefits-Retirement	29,246	31,404	26,673	38,483
Payroll Taxes-General	27,199	27,540	21,519	28,341
Employee-General	9,000	8,000	10,980	9,800
<b>Total Personnel</b>	<b>285,749</b>	<b>312,242</b>	<b>201,701</b>	<b>382,417</b>
<b>Utilities</b>	<b>1,000</b>	<b>950</b>	<b>940</b>	<b>950</b>
<b>Professional Services</b>	<b>5,583</b>	<b>4,459</b>	<b>6,208</b>	<b>600</b>
<b>Supplies</b>	<b>4,000</b>	<b>3,450</b>	<b>2,033</b>	<b>3,700</b>
<b>Materials</b>				
Materials-Asphalt	15,000	30,000	21,504	30,000
Materials-Rock	8,000	10,000	7,193	8,762
Materials-Concrete	5,000	7,000	5,322	5,000
Materials-Landscaping	5,000	4,000	4,739	3,535
Materials-Pipe-PVC	5,000	12,500	438	12,600
Materials-Pipe-Misc.	1,000	1,500	1,544	3,687
Supplies-Small Office Equipment	25,000	25,000	26,848	25,024
Materials-Hardware	7,500	7,500	11,757	8,000
Materials-Fixtures	21,000	21,000	17,880	26,000
Materials-Meters	50,000	50,000	38,866	50,000
Materials-Infrastructure Maintenance	5,000	5,000	3,962	6,162
Materials-Scada	1,500	1,500	118	-
<b>Total Materials</b>	<b>149,000</b>	<b>175,000</b>	<b>140,171</b>	<b>178,769</b>
<b>Tools &amp; Portable Equipment</b>	<b>2,500</b>	<b>3,000</b>	<b>2,153</b>	<b>3,500</b>
<b>Machinery &amp; Equipment</b>				
Equipment-Repair	5,500	5,000	7,425	11,661
Equipment-Maintenance	7,500	10,000	5,688	15,600
Equipment-Fuel	5,500	7,500	8,416	12,500
Equipment-Rental	1,500	1,500	1,935	1,725
<b>Total Machinery &amp; Equipment</b>	<b>20,000</b>	<b>24,000</b>	<b>23,464</b>	<b>41,486</b>
<b>Vehicles</b>				
Vehicle-Repair	2,500	5,500	4,905	9,116
Vehicle-Maintenance	6,000	6,000	5,654	6,552
Vehicle-Fuel	6,500	9,500	11,446	14,030
<b>Total Vehicles</b>	<b>15,000</b>	<b>21,000</b>	<b>22,005</b>	<b>29,698</b>
<b>Total Other Expenses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Expense</b>	<b>482,832</b>	<b>544,102</b>	<b>398,675</b>	<b>641,121</b>

# Appendix



## Five Year Capital Spending Plan

Fund	Department	Project Name	Total FY2026	Total FY2027	Total FY2028	Total FY2029	Total FY2030
80-Electric	Electric Operation	Transformers	400,000	400,000	400,000	350,000	350,000
		Material Handler Bucket Truck	300,000	-	-	-	-
	Electric Reserve	Digger Derrick	400,000	-	-	-	-
		Distribution/Transmission Pole Changeouts	200,000	350,000	350,000	350,000	350,000
		LED Streetlight Improvements	75,000	55,000	55,000	55,000	-
		Grandview Subdivision Electric Installation	160,000	-	-	-	-
		West Fremont Residential Development	350,000	-	-	-	-
		Substation Improvements - Substation #2	110,000	-	-	-	-
Substation Improvements - Substation #1	100,000	-	-	-	-		
<b>Electric Total</b>			<b>2,095,000</b>	<b>805,000</b>	<b>805,000</b>	<b>755,000</b>	<b>700,000</b>
85-Wastewater	WWTP Operation	Collection Improvements- Goodwin Hollow Watershed	500,000	750,000	750,000	750,000	750,000
		Oxidation Ditch Rehabilitation (North and South)	140,000	-	-	-	-
		Lift Station Improvements	45,000	50,000	10,000	10,000	10,000

		Benchtop Spectrophotometer	8,500	-	-	-	-
		Security & Access Control	60,000	-	-	-	-
		Replace Variable Frequency Drives (VFD)	55,000	55,000	40,000	-	-
		Misc Sewer Extensions	40,000	40,000	40,000	40,000	40,000
		WWTP Replacement Parts for the Filters	27,000	-	33,000	-	37,000
		UV System Parts	35,000	35,000	35,000	35,000	35,000
		Lift Station SCADA	20,000	20,000	20,000	20,000	20,000
		Portable Flow Meters	20,000	-	-	-	-
		Wastewater Equipment Repairs	125,000	125,000	125,000	125,000	125,000
		Liftstation Critical Parts	15,000	-	-	-	-
		Refrigerated Samplers	12,000	12,000	-	-	-
<b>Wastewater Total</b>			<b>1,102,500</b>	<b>1,087,000</b>	<b>1,053,000</b>	<b>980,000</b>	<b>1,017,000</b>
<b>87-Water</b>	<b>Water Operation</b>	Water Tie Line: Twin Oaks & Tower	40,000	-	-	-	-
		Water Main: Gateway Road	70,000	-	-	-	-
		Water Wells: Chlorine Analyzer Replacements	30,000	-	-	-	-
		Security Fence at all Well Sites	30,000	30,000	30,000	30,000	30,000
		Well House Improvements	50,000	50,000	40,000	-	-
		North 5/Atchley Park Water Line Replacement	120,000	-	-	-	-

	Well Equipment Replacements	30,000	20,000	20,000	20,000	20,000
	Water Tower Cleaning (exterior)	30,000	15,000	-	-	-
	Misc Water Extensions	25,000	25,000	25,000	25,000	25,000
	<b>Water Total</b>	<b>425,000</b>	<b>140,000</b>	<b>115,000</b>	<b>75,000</b>	<b>75,000</b>
	<b>Grand Total</b>	<b>3,622,500</b>	<b>2,032,000</b>	<b>1,973,000</b>	<b>1,810,000</b>	<b>1,792,000</b>

2026 Utility Fee Schedule

## Proposed 2026 Electric Rates

	Proposed	Existing
<b>RESIDENTIAL</b>	SERVICE AVAILABILITY CHARGE \$23.00	SERVICE AVAILABILITY CHARGE \$17.00
FIRST 1000 KWH	\$0.1057	\$0.1026
REMAINING	\$0.1057	\$0.1026
<b>SOLAR AVOIDED COST</b>	\$0.0188 (Effective February 2023)	\$0.0188 (Effective February 2023)
<b>COMMERCIAL 1</b>	SERVICE AVAILABILITY CHARGE \$ 28.50	SERVICE AVAILABILITY CHARGE \$ 21.00
ENERGY CHARGE (KWH)	\$0.1057	\$0.1013
<b>COMMERCIAL 2</b>	SERVICE AVAILABILITY CHARGE \$ 61.00	SERVICE AVAILABILITY CHARGE \$ 45.00
DEMAND (KWD)	\$9.35	\$8.35
ENERGY CHARGE (KWH)	\$0.0794	\$0.0758
<b>COMMERCIAL -INDUSTRIAL</b>	SERVICE AVAILABILITY CHARGE \$ 61.00	SERVICE AVAILABILITY CHARGE \$ 125.00
DEMAND (KWD)	\$9.35	\$8.75
ENERGY CHARGE (KWH)	\$0.0794	\$0.0731
<b>INDUSTRIAL 1</b>	SERVICE AVAILABILITY CHARGE \$ 300.00	SERVICE AVAILABILITY CHARGE \$ 250.00
DEMAND (KWD)	\$11.10	\$10.10
ENERGY CHARGE	\$0.0756	\$0.0731

<b>INDUSTRIAL 2</b>	<b>SERVICE AVAILABILITY CHARGE \$</b>	<b>SERVICE AVAILABILITY CHARGE \$</b>
	590.00	490.00
DEMAND (KWD)	\$11.68	\$10.68
FIRST 1,400,000 KWH	\$0.0759	\$0.0731
REMAINING	\$0.0579	\$0.0551

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<b>City Use</b>		
All KWH	\$0.0880	\$0.0735

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<b>Lighting</b>		
Service Availability	\$9.84	\$9.84

## Proposed 2026 Wastewater Rates

	<b>Proposed</b>	<b>Existing</b>
<b>Meter Size Usage Fee</b>		
5/8" - 3/4" Meter	\$27.20	\$25.21
<b>Usage Rate</b>		
First 7,000 Gallons	\$2.41	\$2.13
7,001 to 25,000	\$5.87	\$5.12
25,001 and above	\$7.74	\$6.74

### Meter Size Usage Fee

Greater Than 1"	\$50.69	\$45.69
Usage Rate		
First 7,000 Gallons	\$2.41	\$2.13
7,001 to 25,000	\$5.87	\$5.12
25,001 to 200,000	\$7.74	\$6.74
200,001 and above	\$2.35	\$2.13

## Proposed 2026 Water Rates

Residential Service less than 1" Meter	Proposed	Existing
User Fee	\$10.50	\$9.15
First 7,000 Gallons	\$2.21 (per thousand)	\$2.21 (per thousand)
Over 7,000 Gallons	\$4.40 (per thousand)	\$3.95 (per thousand)
Residential Service greater than 1" Meter	Proposed	Existing
User Fee	\$10.50	\$9.15
Meter Fee	\$19.49	\$19.49
First 7,000 Gallons	\$2.21 (per thousand)	\$2.21 (per thousand)
Over 7,000 Gallons	\$4.40 (per thousand)	\$3.95 (per thousand)
Commercial Service less than 1" Meter	Proposed	Existing
User Fee	\$10.50	\$9.15
Meter Fee	\$0.00	\$0.00
First 7,000 Gallons	\$2.21 (per thousand)	\$2.21 (per thousand)
Next 93,000 Gallons	\$4.40 (per thousand)	\$3.95 (per thousand)

Over 100,000 Gallons	\$1.28 (per thousand)	\$1.18 (per thousand)
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<b>Commercial Service 1" Meter</b>	<b>Proposed</b>	<b>Existing</b>
User Fee	\$10.50	\$9.15
Meter Fee	\$19.49	\$19.49
First 7,000 Gallons	\$2.21 (per thousand)	\$2.21 (per thousand)
Next 93,000 Gallons	\$4.40 (per thousand)	\$3.95 (per thousand)
Over 100,000 Gallons	\$1.28 (per thousand)	\$1.18 (per thousand)

<b>Commercial Service greater than 1" to 2" Meter</b>	<b>Proposed</b>	<b>Existing</b>
User Fee	\$10.50	\$9.15
Meter Fee	\$45.00	\$43.64
First 7,000 Gallons	\$2.21 (per thousand)	\$2.21 (per thousand)
Next 93,000 Gallons	\$4.40 (per thousand)	\$3.95 (per thousand)
Over 100,000 Gallons	\$1.28 (per thousand)	\$1.18 (per thousand)

<b>Commercial Service greater than 2" Meter</b>	<b>Proposed</b>	<b>Existing</b>
User Fee	\$10.50	\$9.15
Meter Fee	\$45.00	\$43.64
First 7,000 Gallons	\$2.21 (per thousand)	\$2.21 (per thousand)
Next 93,000 Gallons	\$4.40 (per thousand)	\$3.95 (per thousand)
Over 100,000 Gallons	\$1.28 (per thousand)	\$1.18 (per thousand)

<b>City Usage</b>		
All Usage	\$1.63 (per thousand)	\$1.50 (per thousand)

# Proposed 2026 Code Administration Fee Schedule

<b>Water Fees</b>				
Proposed			Existing	
<u>Water Meter Hookup Fee</u>			<u>Water Meter Hookup Fee</u>	
<u>Water Meter Size</u>	<u>Hookup Fee</u>	<u>Impact Fee</u>	<u>Hookup Fee</u>	<u>Impact Fee</u>
5/8"	\$1,130	\$0	\$885	\$0
1"	\$1,410	\$900	\$1,200	\$900
1 1/2"	\$4,680	\$2,250	\$4,350	\$2,250
2"	\$5,060	\$3,000	\$4,580	\$3,000
3"	\$9,070	\$4,000	\$4,800	\$4,000
4"	\$12,190	\$5,000	\$6,300	\$5,000
6"	\$15,035	\$6,000	\$9,400	\$6,000
<b>Residential \$150 + Impact Fee</b>				
<b>Commercial \$300 + Impact Fee</b>				

<u>Temporary Water Meter Fee</u>		
<u>F. H. Meter Size</u>	<u>Deposit</u>	<u>Hookup Fee</u>
5/8"	\$50	\$100
1"	\$50	\$100
2"	\$100	\$100
<b>Customer will sign an application stating if temporary water meter is damaged or missing, the cost billed to the customer will be:</b>		
	<u>Proposed</u>	<u>Existing</u>
5/8" water meter	\$165	\$140
1" water meter	\$265	\$300
2" water meter	\$1,675	\$800

**Fire Sprinkler Hookup Fee**

	<b><u>Proposed</u></b>	<b><u>Existing</u></b>
<b><u>Fire Sprinkler Size</u></b>	<b><u>Hookup Fee</u></b>	<b><u>Hookup Fee</u></b>
2"	\$755	\$750
4"	\$1,790	\$1,250
6"	\$2,330	\$1,500
8"	\$3,035	\$2,000
<b>Bulk Water Sales per 1,000 gallons</b>	<b>\$4.40</b>	<b>\$2.21</b>

**Sewer Fees**

**Sewer Hookup Fee**

<b><u>Water Meter Size</u></b>	<b><u>Hookup Fee</u></b>	<b><u>Impact Fee</u></b>
5/8"	\$750	\$0
1"	\$750	\$900
1 1/2"	\$750	\$2,250
2"	\$750	\$3,000
3"	\$750	\$4,000
4"	\$750	\$5,000
6"	\$750	\$6,000
<b>Residential \$150 + Impact Fee</b>		
<b>Commercial \$300 + Impact Fee</b>		

<b>Electrical Fees</b>	<b>Proposed</b>	<b>Existing</b>
<b><u>All Electric Services</u></b>		
The first 200 Amps	\$500	\$500
Additional 200 Amps	\$250 Each	\$250 Each
Upgrade from 60 Amp to 100 Amp	No Cost	No Cost
Upgrade from 100 Amp to a larger electric service - Underground	No Cost	No Cost
Upgrade from 100 Amp to a larger electric service - Overhead	\$250	\$100
<b>*The customer will supply electric service wire from the pole to the meter base overhead and underground*</b>		
<b><u>Meter Base Cost</u></b>		
1-PH 100-Amp Meter Base # 1011792 (100Amp 1-PH SKT/BKR)	\$210	\$150
1-PH 200-Amp Meter Base # 1011793 (200Amp 1-PH SKT/BKR)	\$290	\$265
1-PH 200-Amp Meter Base # 1004977B (200Amp external breakers)	\$300	\$300
1-PH 400-Amp Meter Base # UHC344N3T (400 Amp 1-PH HO SKT/BKR)	\$690	\$580
1-PH *600 to 1200 Amp Meter Base # 1012437 1-PH (600 Amp – 1200 Amp 6T TRAN/SKT)	\$1,050	\$825
3-PH 100-amp Meter Base # 1009048A (100Amp 3-PH HO SKT/BKR)	Do Not Stock	Do Not Stock
3-PH 200-amp Meter Base # 1010721A (200Amp 3-PH 480v HO SKT/BKR)	\$880	\$645
3-PH *400 to 1200 Amp Meter Base # 1012437 3-PH (400 Amp – 1200 Amp 13T TRAN/SKT w/CT's)	\$1,700	\$1,040
Pedestal (Single) # PD79-1 (Single Meter Pedestal 1- POS DS)	\$270	\$210
Pedestal (Single) # PD79-2 (Double Meter Pedestal 2- POS DS)	\$300	\$225
Transformer Mounted Meter Base #1008400 (SKT/SW 20A 13T FW HO)	\$270	\$235
<b>*Meter base cost will change if supplier has a cost increase*</b>		

Residential Temporary Electric Meter	\$180	\$100
Commercial Temporary Electric Meter	\$300	\$150
Security Light Hookup Fee	\$100 plus the monthly rate	\$100 plus the monthly rate

## Glossary of Frequently Used Terms

### A

**Accrual Basis of Accounting** – The method of accounting under which revenues are recorded when they are earned (whether or not cash is received at that time) and expenditures are recorded when goods and services are received (whether cash disbursements are made at that time or not).

**Appropriation** – A legal authorization granted by the City Council which permits the City to incur obligations and make expenditures of resources.

**Assessed Valuation** – The valuation set upon real estate and certain personal property by Assessor as a basis for levying property taxes.

### B

**Bond** – A written promise to pay a sum of money on a specific date(s) at a specific interest rate. The interest payments and the repayment of the principal are detailed in a bond ordinance.

**Budget** - An estimate of revenues and expenditures anticipated during a fiscal year and a summary of anticipate use of those revenues and expenditures.

**Budget Calendar** - The schedule of key dates which the City follows in the preparation of adopting the annual budget.

**Budget Document** – The compilation of the individual departmental spending plans for the various funds, along with supporting schedules, tables and graphs which, in total, comprises the annual revenue and expenditure plan.

**Budgetary Control** – The control or management of the organization in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and revenues.

### C

**Capital Assets:** An asset with a life anticipated life of greater than three years that is of major importance and/or cost.

Capital Budget: The City's systematic plan for addressing new construction, major maintenance greater than \$1,000 in a given fiscal year. Additional expenses can include the purchase and improvement of land and the acquisition of new buildings and facilities, or acquisition of longer lived, yet depreciable assets.

Capital Improvements Project: Is a project that may include the construction of new facilities, renovation of existing structures or facilities to extend useful life, and major repair of infrastructure such as streets or utility lines that is of a comprehensive and non-routine nature.

Capital Improvement Plan (CIP): A presentation of the City's long and short-term projected capital improvement needs. The planning document is used by staff and the governing body to guide the discussion of current and intermediate term capital requirements.

Capital Leased Property-Leased real or personal property, for which ownership of the asset substantially transfers to the lessee and there for meets the criteria for capitalizing as an asset.

Capitalized-To record a const as a long term asset. The amount recorded is the cost to acquire or construct the asset, plus all cost necessary to get the asset ready for its intended use.

Cash Basis- A basis of accounting in which transactions are recognized when cash is received or spent.

City Council – The Mayor and eight council members that collectively act as the legislative and policy making body of the City.

C.O.P. – Certificate of Participation. This is a type of lease purchase security funding for major capital projects. The city leases these capital projects for the life of the bonds with ownership passing to the City upon final payment. The funds to make the payments are subject to annual appropriations by the City. Normally, this type of lease purchase issue is for projects that are considered "necessary facilities" so the City is unlikely to walk away from the project.

## D

Debt Service – The annual payment of principal and interest on the City's bond indebtedness.

Department – A management unit of closely associated City activities headed by a Director or Chief. Each department may have one or more divisions.

Division – A section or unit within the City having a specialized function or activity.

## E

Encumbrances – Obligations in the form of requisitions, purchase orders, and contracts which are chargeable to an appropriation and for which a part of the appropriation is reserved because the goods or services have not been received. When paid the encumbrance is eliminated, and an actual expense is recorded.

Enterprise Fund: A fund in which operations are expected to function in a manner similar to a private business enterprise. The costs of operating are expected to be financed on a continuing basis through user charges (rates) rather than through taxes.

Expenditures/Expense – Decreases in net financial resources that include current operating expenses which require the current or future use of net current assets, debt services, and capital outlays.

## **F**

Fiscal Policy – A government's policies with respect to revenues, spending, and debt management as these relate to government services, programs and capital investment. Fiscal policy provides an agreed upon set of principles for the planning and programming of governmental budgets and their funding.

Fiscal Year – A 12- month period to which the annual budget applies. The City of Lebanon has specified July 1 to June 30 as its fiscal year.

Fixed Asset – Assets of long-term nature that are intended to continue to be held or used, such as land, buildings, machinery, furniture, and other equipment.

Franchise Fee – An ongoing fee charged to a franchisee (utility company) for operating and providing service within the City of Lebanon. The fee is based on a percentage of gross receipts, and utility companies often pass these fees along to their customers in the form of a gross receipts tax which is collected by the utility company and paid to the City on a monthly or quarterly basis.

Full Time Equivalent (FTEs) – Employee positions, which are authorized in the adopted budget, to be filled during the year. One FTE is equivalent to a 40-hour per week position.

Fund – An accounting device established to control receipt and disbursement of income from sources set aside to support specific activities or attain certain objectives. Each fund is treated as a distinct fiscal entity with a self-balancing set of accounts.

Fund Balance – The excess of a fund's current assets over its current liabilities. A negative fund balance is often referred to as a deficit.

## **G**

General Fund – A fund set up to account for the ordinary operations of a governmental unit that are financed from taxes and other general revenues. All transactions not accounted for in some other fund are accounted for in this fund.

General Obligation Bond (GO)-Bonds which are secured by the full faith and credit of the issuer. General Obligation Bonds issued by local units of government are secured by a pledge of the issuer's ad valorem taxing power.

Generally Accepted Accounting Principles (GAAP) – conventions, rules, and procedures that define accepted accounting practice, including broad guidelines as well as detailed procedures.

Grant – A contribution by a governmental or other organization to support a particular function. Typically, these contributions are made to local governments from state or federal governments.

Governmental funds - Funds through which most governmental functions are financed.

## I

Internal Service Fund – Funds set up to account for goods and services provided by designated departments on a (cost reimbursement) fee basis to other governmental units.

Infrastructure: The facilities, systems and equipment, needed for the efficient continual operations of a city. Examples of these assets include roads, sidewalks, curbs and gutters, public parking lots, utility lines, traffic signal and street lighting.

## L

LAGERS – The Missouri Local Government Employees Retirement System, a State pension plan to which the City as a whole, participated for the benefit of its employees.

Liquid Asset – cash or easily convertible into cash. Some examples are money market shares, U.S. Treasury bills, and bank deposits.

## M

Mission – A broad statement of the goals, in terms of meeting public service needs, that a department or organization is formed to meet.

Modified Accrual Accounting – A basis of accounting in which expenditures are accrued but revenues are accounted for on a cash basis. This accounting technique is a combination of cash and accrual accounting since expenditures are immediately incurred as a liability when a purchase is authorized while revenues are not recorded until they are received.

## **O**

**Operating Annual Expenditures:** Items required for the operation of the City departments in the provision of City services. Small tools and equipment less than or equal to \$1,000, the purchase of lower value Capital Assets and minor maintenance to existing buildings and facilities.

**Operating Budget:** The financial plan adopted for a single fiscal year. The “proposed budget” designates the financial plan initially developed by departments and presented by the City Administrator to the Council for approval. The “adopted budget” is the plan as modified and finally approved by the Council. The adopted budget is authorized by ordinance and thus establishes the legal spending limits for the fiscal year.

**Organization Chart –** A flowchart or picture representation of the employee positions within a department and the hierarchy related to those positions.

## **P**

**Projected Revenues –** The amount of estimated revenues to be collected during the fiscal year.

## **Q**

**Quasi Funds –** Also known as special funds. Generally, has a governing body in addition to the City Council.

## **R**

**Resources –** Total dollars available for appropriation including estimated revenues, transfers, and beginning fund balance.

**Revenues –** Amounts the City receives and/or earns as income including, but not limited, such items as taxes, user fees, licenses, permits, rents, grants, fines, and interest earnings.

## **S**

**Special Revenue Funds –** Funds set up to account for revenues from specific taxes or other earmarked sources that (by law) are designated to finance particular activities of government.

## **T**

**Transfers In/Out –** Amounts transferred from one fund to another to assist in financing the services for the recipient of the fund.



To: Board of Public Works

Proposed for the Meeting Date of: May 22, 2025

**Staff Informational Sheet**

**Topic:** Resolution No. 2025-014- A Resolution by the Board of Public Works of Lebanon, Missouri, approving the purchase of Electric Material from Fletcher-Reinhardt Company to Reconduct Feeder 1010 of Substation No. One. (Electric Superintendent Travis Long)

**CIP Number:** 80-ELF-002-23

**Spent Year To Date:** \$0.00

**Budget Amount:** \$180,000

**Funding Source:** 80-215-52000 (80-5-215-2005.000)

**Subject Matter:**

Purchase materials for the reconductor of feeder 1010 out of substation #1.

**Background (problem/explanation):**

The existing 4/0 ACSR conductor from substation 1 feeder 1010 during a contingency is loaded to 85%. The new conductor would be loaded to 43% during the same contingencies. This reconductor would also give us the opportunity to upgrade poles, materials, and install wildlife protection for over a half mile of primary feeder.

**Staff Recommendation:**

Staff recommends purchasing the reconductor materials from Fletcher-Reinhardt Company for \$37,477.47, which is the third-lowest bid. After reviewing all bids, Fletcher-Reinhardt is the most accurate and complete bid for project G93.

**Submitted By:** Travis Long, Electric Superintendent

**Department:** Electric

**Date:** 05/13/2025

**ATTACHMENTS:**

1. Resolution No. 2025-014- Purchase, Electric Material for Reconductor of Feeder 1010 at Substation One, Fletcher-Reinhardt
2. Exhibit A - Bid Tabulation Electric Material for Project G93

RESOLUTION NO. 2025-014

A RESOLUTION BY THE BOARD OF PUBLIC WORKS OF LEBANON, MISSOURI, APPROVING THE PURCHASE OF ELECTRIC MATERIAL FROM FLETCHER-REINHARDT COMPANY TO RECONDUCT FEEDER 1010 OF SUBSTATION NO. ONE.

*WHEREAS*, that One Hundred Eighty Thousand Dollars (\$180,000.00) is reflected in the FY2025 Budget for Primary System Improvements to Substation No. 1 and is established as Project No. 80-ELF-002-23 in the Capital Improvement Plan (CIP); *and*

*WHEREAS*, that the existing 4/0 ACSR conductor from Substation 1 Feeder 1010 is loaded to Eighty-Five Percent (85%) when heavy loading to the line is necessary during unexpected events or power failure, and by purchasing materials for a new conductor, the loaded rate would be reduced to Forty-Three Percent (43%) during Said events, and would allow the opportunity to upgrade poles, materials, and install wildlife protection for over half a mile of primary feeder; *and*

*WHEREAS*, that bids for the Reconductor Materials for this project were solicited in accordance with the City *Purchasing Policy Section 2-429 Formal competitive bids* and *Section 2-430 Capital improvement purchases*; *and*

*WHEREAS*, that six (6) bids were received, reviewed, and confirmed accordingly by City Staff where Fletcher-Reinhardt Company was deemed the most accurate and complete bid in the amount of Thirty-Seven Thousand Four Hundred Seventy-Seven Dollars and Forty-Seven Cents (\$37,477.47).

*WHEREAS*, that City Staff recommends purchasing the Reconductor Materials from Fletcher Reinhardt.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF PUBLIC WORKS OF THE CITY OF LEBANON, LACLEDE COUNTY, MISSOURI, AS FOLLOWS:

SECTION 1: That the Board of Public Works of the City of Lebanon, Missouri, hereby approves the purchase of Electric Material from Fletcher-Reinhardt Company to reconduct feeder 1010 at Substation 1 in the amount of Thirty-Seven Thousand Four Hundred Seventy-Seven Dollars and Forty-Seven Cents (\$37,477.47). Said Bid Tab is hereby attached and incorporated within as marked "*Exhibit A.*"

SECTION 2: That the Board of Public Works hereby authorizes and directs the Finance Director to take administrative action to expend funds from Electric Fund 80 for the purchase of Electric Material for Feeder 1010 at Substation No. 1 from Fletcher-Reinhardt Company in the amount of Thirty-Seven Thousand Four Hundred Seventy-Seven Dollars and Forty-Seven Cents (\$37,477.47) and properly capitalize as established under the Code of Ordinances of the City of Lebanon, Missouri, Chapter 2, Article VI, Section Sec. 2-477 et seq.

SECTION 3: That this Resolution shall be in full force and effect from and after the date of its passage and approval.

Passed and approved by the Board of Public Works of the City of Lebanon, Laclede County, Missouri, on this 22nd day of May 2025.

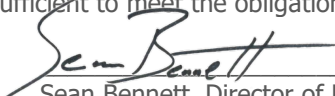
*(Seal)*

\_\_\_\_\_  
Chairwoman LeAnn Mather

*Attest:*

\_\_\_\_\_  
City Clerk Lacey Brackett

I hereby certify that there is a balance, otherwise unencumbered, to the credit of the appropriation to which the foregoing expenditure is to be charged, and a cash balance, otherwise unencumbered, in the treasury, to the credit of the fund from which payment is to be made, each sufficient to meet the obligation hereby incurred.

  
\_\_\_\_\_  
Sean Bennett, Director of Finance

## "Exhibit A"

<b>Event Number</b>	EL-80-250429-F-945 Addendum 1
<b>Event Title</b>	Electric Material for Project G93
<b>Event Description</b>	
<b>Event Type</b>	ITB
<b>Issue Date</b>	4/15/2025 03:09:52 PM (CT)
<b>Close Date</b>	5/6/2025 02:00:00 PM (CT)

<b>Organization</b>	City of Lebanon Purchasing
<b>Workgroup</b>	Purchasing
<b>Event Owner</b>	Jessica Meiners
<b>Email</b>	jmeiners@lebanonmo.org
<b>Phone</b>	(417) 991-2321
<b>Fax</b>	

Responding Supplier	City	State	Response Submitted	Lines Responded	Response Total
Stella-Jones Corporation	Tacoma	WA	4/29/2025 10:49:54 AM (CT)	1	\$4,080.00
WESCO	Matton	IL	5/6/2025 07:29:46 AM (CT)	21	\$31,064.76
Harry Cooper Supply	Springfield	MO	5/5/2025 03:57:27 PM (CT)	16	\$35,614.05
Fletcher-Reinhardt Company	Bridgeton	MO	4/28/2025 02:44:14 PM (CT)	20	\$37,477.47
Cape Electrical Supply (Graybar Electric Company, INC)	Poplar Bluff	MO	5/5/2025 12:46:34 PM (CT)	21	\$39,907.51
Graybar (Graybar Electric Company)	Kansas City	MO	5/6/2025 12:51:12 PM (CT)	20	\$44,796.45
Klute			4/29/2025 6:43 PM (CT)		No Bid

Line #	Description	QTY	UOM	Stella-Jones Corporation		WESCO		Harry Cooper Supply	
				Total Price	\$4,080.00	Total Price	\$31,064.76	Total Price	\$35,614.05
				Unit	Extended	Unit	Extended	Unit	Extended
1	Vice Top Insulators (HPI-15VTC)	47	EACH	No Bid		\$28.05	\$1,683.00	\$29.59	\$1,390.73
2	Aluma Form Ridge Pin(F1CS-MV-V18-RHP-1)	15	EACH	No Bid		\$54.75	\$821.25	No Bid	
3	PUPI Tangent 8' (TB 2500 096 04x2)	9	EACH	No Bid		\$245.00	\$2,205.00	\$236.86	\$2,131.74
4	PUPI Tangent 10'(TB 2500 120 05x2)	6	EACH	No Bid		\$295.00	\$1,770.00	\$285.32	\$1,711.92
5	Deadend PUPI 8'(DA 30 0 0 096 E 2 B7X 2)	3	EACH	No Bid		\$420.00	\$1,260.00	\$411.01	\$1,233.03
6	4" Curved Washers (J6823-US)	15	EACH	No Bid		\$1.88	\$28.20	\$2.25	\$33.75
7	Aluma Form Cutout (CSG 15 LD 100A 110 CB 1 H10)	5	EACH	No Bid		\$223.50	\$1,117.50	No Bid	
8	Stirrup Clamp (Basket) (AHL5397021EXB)	8	EACH	No Bid		\$49.95	\$999.00	\$52.75	\$422.00
9	Hot Line Clamp (Aluma Form -AF-BC20)	8	EACH	No Bid		\$12.10	\$302.50	No Bid	
10	Dead-end Insulator (Hubbell 4010150215)	9	EACH	No Bid		\$19.65	\$176.85	\$18.15	\$163.35
11	5/8 Eye-Nut (Aluma Form - AF1092)	8	EACH	No Bid		\$2.65	\$21.20	\$1.79	\$14.32
12	Auto Dead-End Clevis (Hubbell GD451 336.4 (18/1)	21	EACH	No Bid		\$62.95	\$1,888.50	\$67.00	\$1,407.00
13	3" Spool (Aluma Form INS-53-2)	14	EACH	No Bid		\$1.59	\$101.76	\$1.14	\$15.96
14	Goathead/ GH5 Guy Hook for 5/8" Bolt	25	EACH	No Bid		\$9.85	\$246.25	\$8.55	\$213.75
15	Guy Preform / Guy Grip GDE-1108 Galv, Steel Stranded 7/16" 7W	25	EACH	No Bid		\$5.25	\$131.25	\$5.40	\$135.00
16	7/16 Guy Wire	150	PER FOOT	No Bid		\$0.72	\$900.00	\$0.61	\$91.50
17	336.4 ACSR Merlin 18/1 Wire	10000	PER FOOT	No Bid		\$1.29	\$12,900.00	\$0.99	\$9,900.00
18	Osrose Pole Topper Pole Top (Part #70-110-020-016)	15	EACH	No Bid		\$14.00	\$210.00	No Bid	
19	40-3 Wood Pole	6	EACH	\$680.00	\$4,080.00	\$630.00	\$3,780.00	No Bid	
20	AR113 15kV, 110kV Polymer, Horizontal AR Switch (AR113SSCL)	2	EACH	No Bid		\$10.45	\$522.50	\$8,275.00	\$16,550.00
21	Shipping/Freight Charge			No Bid		\$0.00	\$0.00	\$200.00	\$200.00
	Lead Time					See Line Items for lead time and MOQ's		LEAD TIMES ARE LISTED PER LINE ITEM	

Line #	Description	QTY	UOM	Fletcher-Reinhardt Company		Cape Electrical Supply (Graybar Electric)		Graybar (Graybar Electric Company)	
				Total Price	\$37,477.47	Total Price	\$39,907.51	Total Price	\$44,796.45
				Unit	Extended	Unit	Extended	Unit	Extended
1	Vice Top Insulators (HPI-15VTC)	47	EACH	\$26.30	\$1,236.10	\$28.99	\$1,362.53	\$20.97	\$1,006.56
2	Aluma Form Ridge Pin(F1CS-MV-V18-RHP-1)	15	EACH	\$57.75	\$866.25	\$57.14	\$857.10	\$56.52	\$847.80
3	PUPI Tangent 8' (TB 2500 096 04x 2)	9	EACH	\$270.25	\$2,432.25	\$174.73	\$1,572.57	\$228.02	\$2,052.18
4	PUPI Tangent 10'(TB 2500 120 05x2)	6	EACH	\$239.69	\$1,438.14	\$229.12	\$1,374.72	\$240.01	\$1,440.06
5	Deadend PUPI 8'(DA 30 0 0 096 E 2 B7X 2)	3	EACH	\$410.00	\$1,230.00	\$412.36	\$1,237.08	\$283.29	\$849.87
6	4" Curved Washers (J6823-US)	15	EACH	\$1.87	\$28.05	\$2.36	\$35.40	\$1.54	\$77.00
7	Aluma Form Cutout (CSG 15 LD 100A 110 CB 1 H10)	5	EACH	\$235.50	\$1,177.50	\$232.89	\$1,164.45	\$230.36	\$1,151.80
8	Stirrup Clamp (Basket) (AHL397021EXB)	8	EACH	\$47.15	\$377.20	\$50.87	\$406.96	No Bid	
9	Hot Line Clamp (Aluma Form -AF-BC20)	8	EACH	\$13.00	\$325.00	\$12.85	\$102.80	\$12.47	\$311.75
10	Dead-end Insulator (Hubbell 4010150215)	9	EACH	\$14.25	\$213.75	\$21.14	\$190.26	\$12.72	\$190.80
11	5/8 Eye-Nut (Aluma Form – AF1092)	8	EACH	\$2.70	\$135.00	\$2.75	\$22.00	\$2.72	\$136.00
12	Auto Dead-End Clevis (Hubbell GD451 336.4 (18/1)	21	EACH	\$65.08	\$1,366.68	\$64.26	\$1,349.46	\$69.17	\$2,075.10
13	3" Spool (Aluma Form INS-53-2)	14	EACH	\$1.41	\$19.74	\$1.70	\$23.80	\$1.63	\$104.32
14	Goathead/ GH5 Guy Hook for 5/8" Bolt	25	EACH	\$5.73	\$143.25	\$10.04	\$251.00	\$6.58	\$164.50
15	Guy Preform / Guy Grip GDE-1108 Galv, Steel Stranded 7/16" 7W	25	EACH	\$5.38	\$134.50	\$5.32	\$133.00	\$11.51	\$287.75
16	7/16 Guy Wire	150	PER FOOT	\$0.85	\$212.50	\$0.70	\$105.00	\$1.20	\$180.00
17	336.4 ACSR Merlin 18/1 Wire	10000	PER FOOT	\$0.85	\$8,500.00	\$0.896	\$8,960.00	\$1.01	\$11,503.90
18	Osrose Pole Topper Pole Top (Part #70-110-020-016)	15	EACH	\$19.00	\$380.00	\$16.82	\$252.30	\$17.64	\$352.80
19	40-3 Wood Pole	6	EACH	\$1,093.25	\$6,559.50	\$731.18	\$4,387.08	\$903.16	\$5,418.96
20	AR113 15kV, 110kV Polymer, Horizontal AR Switch (AR113SSCL)	2	EACH	\$5,351.03	\$10,702.06	\$8,060.00	\$16,120.00	\$8,322.65	\$16,645.30
21	Shipping/Freight Charge			No Bid		\$0.00	\$0.00	\$0.00	\$0.00
	Lead Time					STOCK TO 17 WEEKS LEAD TIME		See Graybar quote or line notes	

Line	Responding Supplier	Supplier Notes
1	Cape Electrical Supply (Graybar Electric Company, INC)	SOLD IN PACKAGE QTY OF 20 QUOTED FOR 60 EA
1	Graybar (Graybar Electric Company)	5-7 weeks, FA12/SPQ, offering Aluma-Form.Price changed from \$985.59 to \$1,006.56 for minimum qty to order of 48.
1	Harry Cooper Supply	ESTIMATED LEAD TIME 2 WEEKS - PLUS FREIGHT
1	WESCO	HPI-15VTC STOCKAlternate:INS-15-PK-1Cost 20.33 each Lead Time: 4-6 Weeks. Standard Pack of 20. Price changed from \$1,318.35 to \$1,683.00 for minimum qty to order.
2	Graybar (Graybar Electric Company)	5-7 weeks, FA
2	WESCO	Lead Time: 4-6 Weeks
3	Graybar (Graybar Electric Company)	5-7 weeks, FA
3	Harry Cooper Supply	ESTIMATED LEAD TIME 5-7 WEEKS - PLUS FREIGHT
3	WESCO	Lead Time: 6-8 Weeks
4	Graybar (Graybar Electric Company)	5-7 weeks, FA
4	Harry Cooper Supply	ESTIMATED LEAD TIME 5-7 WEEKS - PLUS FREIGHT
4	WESCO	Lead Time: 6-8 Weeks
5	Graybar (Graybar Electric Company)	5-7 weeks, FA50/SPQ
5	Harry Cooper Supply	ESTIMATED LEAD TIME 5-7 WEEKS - PLUS FREIGHT
5	WESCO	Stock
6	Graybar (Graybar Electric Company)	5-7 weeks, FA50/SPQ. Price changed from \$23.10 to \$77.00 for minimum qty to order of 50.
6	Harry Cooper Supply	LINE HARDWARE SWC-400A - ESTIMATED LEAD TIME 5-7 DAYS
6	WESCO	Quoted J6823Stock
7	Graybar (Graybar Electric Company)	5-7 weeks, FAPer Aluma-Form:(THEY HAVE THE PART NUMBER WRONG. I CORRECTED IT TO WHAT THEY HAVE BOUGHT IN THE PAST) CSG1LD-1-1-CB-1-H10

7	WESCO	Lead Time: 4-6 Weeks
8	Harry Cooper Supply	ESTIMATED LEAD TIME 10-12 WEEKS
8	WESCO	Lead Time: 12 WeeksStandard Pack 20. Price changed from \$399.60 to \$999.00 for minimum qty to order.
9	Fletcher-Reinhardt Company	MOQ = 25. Standard Pack of 25. Price changed from \$104.00 to \$325.00 for minimum qty to order.
9	Graybar (Graybar Electric Company)	5-7 weeks, FA25/SPQ. Price changed from \$99.76 to \$311.75 for minimum qty to order of 25.
9	WESCO	Lead Time: 4-6 WeeksStandard Pack 25
10	Fletcher-Reinhardt Company	Standard Pack of 15. Price changed from \$128.25 to \$213.75 for minimum qty to order.
10	Graybar (Graybar Electric Company)	5-7 weeks, FA15/SPQ Offering Aluma-Form equal. Price changed from \$114.48 to \$190.80 for minimum qty to order of 15.
10	Harry Cooper Supply	HUBBELL 4010150215 - STOCK
10	WESCO	Stock AlternateMPS DS-15Cost \$14.95 each Lead Time 2-3 Weeks DEI-15Cost \$14.95 eachStandard Pack 15Lead Time: 4-6 Weeks
11	Fletcher-Reinhardt Company	Standard Pack of 50. Price changed from \$21.60 to \$135.00 for minimum qty to order.
11	Graybar (Graybar Electric Company)	5-7 weeks, FA50/SPQ. Price changed from \$21.76 to \$136.00 for minimum qty to order of 50.
11	Harry Cooper Supply	LINE HARDWARE OEN-58 OVAL EYE NUT - STOCK
11	WESCO	StockSubject to standard pack qty of 50
12	Graybar (Graybar Electric Company)	6-8 weeks, FA10/SPQ. Price changed from \$1,452.57 to \$2,075.10 for minimum qty to order of 30.
12	Harry Cooper Supply	ESTIMATED LEAD TIME 15-16 WEEKS
12	WESCO	Lead Time: 12 WeeksStandard Pack 10. Price changed from \$1,321.95 to \$1,888.50 for minimum qty to order.
13	Fletcher-Reinhardt Company	Substitute part Hendrix HPI53-2
13	Graybar (Graybar Electric Company)	5-7 weeks, FA64/SPQ. Price changed from \$22.82 to \$104.32 for minimum qty to order of 64.
13	Harry Cooper Supply	GAMMA 53-2 - STOCK
13	WESCO	Lead Time: 4-6 WeeksStandard Pack 64. Price changed from \$22.26 to \$101.76 for minimum qty to order.
14	Graybar (Graybar Electric Company)	3-5 weeks, FA
14	Harry Cooper Supply	STOCK
14	WESCO	StockAlternateHGA58CPrice: \$3.59Lead Time: 1-2 WeeksStandard Pack 50
15	Graybar (Graybar Electric Company)	3-5 weeks, FAOffering Hubbell equal.
15	Harry Cooper Supply	STOCK
15	WESCO	Lead Time: 2-4 Weeks
16	Fletcher-Reinhardt Company	250' minimum qty. Price changed from \$127.50 to \$212.50 for minimum qty to order.
16	Graybar (Graybar Electric Company)	1 week, FA7/16" 7STR EHS CL A GALV1 X 150 Coil(s)
16	Harry Cooper Supply	ESTIMATED LEAD TIM 3-5 DAYS ARO - PRIORITY WIRE
16	WESCO	Lead Time: 2-3 Weeks. MOQ of 1,250'. Price changed from \$108.00 to \$900.00 for minimum qty to order.
17	Fletcher-Reinhardt Company	23,000' total
17	Graybar (Graybar Electric Company)	1 week, FAMERLIN 336.4 18/1 ACSR2 X 5,695 Reel(s). Price changed from \$10,100.00 to \$11,503.90 for minimum qty to order
17	Harry Cooper Supply	ESTIMATED LEAD TIME 3-5 DAYS ARO - PRIORITY WIRE
17	WESCO	Lead Time 1-2 WeeksSubject to escalation/de-escalation at the time of shipment
18	Fletcher-Reinhardt Company	10 per carton. Please revise qty to 20. Price changed from \$285.00 to \$380.00 for minimum qty to order.
18	Graybar (Graybar Electric Company)	1 week, FA16" Pole Topper10/SPQ. Price changed from \$264.60 to \$352.80 for minimum qty to order of 20.
18	WESCO	Stock
19	Graybar (Graybar Electric Company)	1-2 weeks, FADCOI, M-20, WQC, City of Lebanon, MoQuote #2Full truckload pricing 38 pcs @ \$480.00 ea.
19	Stella-Jones Corporation	Lead Time: 1-2 weeks ARO, subject to review at time of order.
19	WESCO	Lead Time 1-2 Weeks
20	Fletcher-Reinhardt Company	M1HC2TR2STANDARD MFORCE THREEPHASE SWITCH, 15.5KV, 110KV BIL,HORIZONTAL UPRIGHT MOUNTING,28', 1.5" ROUND PIPE,CYCLOALIPHATIC INSULATOR, STEEL CROSSARM W/ 1 POINT LIFTPOLYMER INSULATOREATON 8 WEEK LEAD TIME
20	Graybar (Graybar Electric Company)	12-14 weeks, FASWITCH AR HORZ17.1KV 110BIL
20	Harry Cooper Supply	ESTIMATED LEAD TIME 10-12 WEEKS
20	WESCO	Lead Time: 2-3 WeeksStandard Pack 50. Price changed from \$20.90 to \$522.50 for minimum qty to order.
21	Harry Cooper Supply	FREIGHT CHARGES ARE ESTIMATES. ACTUAL FREIGHT CHARGES MAY VARY.

	WESCO	<p>1. Due to global shortages on raw materials, we are experiencing delays in production and shipping from our manufacturer partners. 2. All items quoted are subject to prior sale. Material lead times may change without notice. 3. Thank you for your patience and understanding while we navigate through this difficult time. 4. This quote does not account for any potential adverse impacts COVID-19 may have on performance or obligations herein. In the event of any delays or adverse impacts, we reserve the right for an equitable adjustment of the delivery schedule and prices herein to offset the effects of COVID-19 delays and tariffs, without fault or penalty of any kind. By accepting this quote or issuing a purchase order for the quoted products and/or services, you agree to and accept these terms.</p> <p>4. Subject to Escalation/De-Escalation at the time of shipment. 5. Subject to prior sale. 6. If WESCO is assessed any tariffs, these costs will be passed on at the time of shipment. 7. Subject to standard packaging per mfg. 8. Please check notes for alternates and MOQ's.</p>
	Harry Cooper Supply	Material pricing is subject to change at anytime due to manufacturer price increases.
	Graybar (Graybar Electric Company)	<p>Aluma-Form all or nothing for freight allowance, if not all could be subject to requote. Please reference the Graybar Quote number when placing a purchase order. QUOTED PRICES ARE EXCLUSIVE OF APPLICABLE TAXES AND DUTIES. SELLER RESERVES THE RIGHT TO RECOVER FROM BUYER ANY INCURRED ADDITIONAL COSTS AND EXPENSES AS A RESULT OF MODIFICATIONS OF SUCH TAXES OR DUTIES INCLUDING BUT NOT LIMITED TO IMPORT DUTIES AND OR TARIFFS. Pricing subject to escalation/de-escalation at time of shipment. Any changes to quantities quoted could result in a re-quote. Estimated ship dates could be subject to change. Graybar takes exception to any Liquidated Damages Clauses.</p>



To: Board of Public Works

Proposed for the Meeting Date of: May 22, 2025

**Staff Informational Sheet**

**Topic:** Resolution No. 2025-015- A Resolution by the Board of Public Works of Lebanon, Missouri, approving the purchase of Water and Wastewater Materials from Ferguson Waterworks for the Water and Wastewater Department. (Environmental Superintendent Eric Mork)

**CIP Number:** N/A

N/A

**Spent Year To Date:** \$23,994.88

\$1,208.46

**Budget Amount:** \$51,000

\$35,500

**Funding Source:** 87 Water Fund (87-5-205-7510.003/87-205-57513 and 87-5-205-7510.005/87-205-57515)

85 Wastewater (85-5-205-7510.003/85-205-57513 and 85-5-205-7510.005/85-205-57515)

**Subject Matter:**

Restock materials for the water & wastewater department

**Background (problem/explanation):**

These materials are used in the daily operation and maintenance of the wastewater collection system and the water distribution system.

3 bids were received

**Staff Recommendation:**

Staff recommends purchasing materials from Ferguson Waterworks in the amount of \$12,910.43 with \$7,759.63 being expended from the Water fund (87) and \$5,150.80 being expended from the Wastewater fund (85).

**Submitted By:** Eric Mork, Environmental Superintendent

**Department:** Environmental Services

**Date:** 05/12/2025

**ATTACHMENTS:**

1. Resolution No. 2025-015- Purchase, Water and Wastewater Material Restock, Ferguson

Waterworks

2. Exhibit A - Bid Tabulation Restock of Material for the Water and Wastewater Departments April 2025

RESOLUTION NO. 2025-015

A RESOLUTION BY THE BOARD OF PUBLIC WORKS OF LEBANON, MISSOURI, APPROVING THE PURCHASE OF WATER AND WASTEWATER MATERIALS FROM FERGUSON WATERWORKS FOR THE WATER AND WASTEWATER DEPARTMENT.

*WHEREAS,* that Fifty-One Thousand Dollars (\$51,000.00) is reflected in the FY2025 Budget for various Water Materials; *and*

*WHEREAS,* that Thirty-Five Thousand Five Hundred Dollars (\$35,500.00) is reflected in the FY2025 Budget for various Wastewater Materials; *and*

*WHEREAS,* that materials are used daily and a restock is necessary to maintain inventory for the daily operation and maintenance of the Water and Wastewater Distribution System; *and*

*WHEREAS,* that bids for the Water and Wastewater Material Restock were solicited in accordance with the City *Purchasing Policy Section 2-428 Written bids; and*

*WHEREAS,* that (3) bids for various materials were received, reviewed, and confirmed accordingly by City Staff where Ferguson Waterworks was the lowest and best value bid in the amount of Twelve Thousand Nine Hundred Ten Dollars and Forty-Three Cents (\$12,910.43); *and*

*WHEREAS,* that City Staff recommends purchasing the Water and Wastewater Materials restock from Ferguson Waterworks in the amount of Twelve Thousand Nine Hundred Ten Dollars and Forty-Three Cents (\$12,910.43) in accordance with the *City Purchasing Policy Section 4-30 Capital improvement purchases.*

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF PUBLIC WORKS OF THE CITY OF LEBANON, LACLEDE COUNTY, MISSOURI, AS FOLLOWS:

SECTION 1: That the Board of Public Works of the City of Lebanon, Missouri, hereby approves the purchase of Water Materials from Ferguson Waterworks in the amount of Seven Thousand Seven Hundred Fifty-Nine Dollars and Sixty-Three Cents (\$7,759.63) and Wastewater Materials in the amount of Five Thousand One Hundred Fifty Dollars and Eighty Cents (\$5,150.80); total amount of Twelve Thousand Nine Hundred Ten Dollars and Forty-Three Cents (\$12,910.43). Said Bid Tab is hereby attached and incorporated within as marked "*Exhibit A.*"

SECTION 2: That the Board of Public Works hereby authorizes and directs the Finance Director to take administrative action to expend funds from Water Fund 87 for Water Materials in the amount of Seven Thousand Seven Hundred Fifty-Nine Dollars and Sixty-Three Cents (\$7,759.63) and expend funds from Wastewater Fund 85 for Wastewater Materials in the amount of Five Thousand One Hundred Fifty Dollars and Eighty Cents (\$5,150.80).

SECTION 3: That this Resolution shall be in full force and effect from and after the date of its passage and approval.

Passed and approved by the Board of Public Works of the City of Lebanon, Laclede County, Missouri, as this 22nd day of May 2025.

*(Seal)*

\_\_\_\_\_  
Chairwoman LeAnn Mather

*Attest:*

\_\_\_\_\_  
City Clerk Lacey Brackett

I hereby certify that there is a balance, otherwise unencumbered, to the credit of the appropriation to which the foregoing expenditure is to be charged, and a cash balance, otherwise unencumbered, in the treasury, to the credit of the fund from which payment is to be made, each sufficient to meet the obligation hereby incurred.

  
\_\_\_\_\_  
Sean Bennett, Director of Finance

# "Exhibit A"

<b>Event Number</b>	MD-99-250429-W-946
<b>Event Title</b>	Restock of Material for the Water and Wastewater Departments April 2025
<b>Event Description</b>	
<b>Event Type</b>	ITB
<b>Issue Date</b>	4/18/2025 03:02:13 PM (CT)
<b>Close Date</b>	4/29/2025 02:00:00 PM (CT)

<b>Organization</b>	City of Lebanon Purchasing
<b>Workgroup</b>	Purchasing
<b>Event Owner</b>	Jessica Meiners
<b>Email</b>	jmeiners@lebanonmo.org
<b>Phone</b>	(417) 991-2321
<b>Fax</b>	

Responding Supplier	City	State	Response Submitted	Lines Responded	Response Total
FERGUSON WATERWORKS	Springdale	AR	4/29/2025 11:40:15 AM (CT)	17	\$12,910.43
Core&Main LP	St. Louis	MO	4/25/2025 06:50:30 AM (CT)	18	\$15,766.90
Consolidated Pipe & Supply	Valley Park	MO	4/28/2025 03:05:46 PM (CT)	18	\$18,173.40

Line #	Description	QTY	UOM	FERGUSON WATERWORKS		Core&Main LP		Consolidated Pipe & Supply	
				Unit	Extended	Unit	Extended	Unit	Extended
1	6" MJ-DI Cap	6	EACH	\$59.58	\$357.48	\$57.39	\$344.34	\$50.00	\$300.00
2	6" MJ-DI Plug	6	EACH	\$77.76	\$466.56	\$75.28	\$451.68	\$66.00	\$396.00
3	1" PVC (SCH40) 22 1/2 Bend	150	EACH	\$1.40	\$210.00	\$1.10	\$165.00	\$2.65	\$397.50
4	1" PVC (SCH40) Tee	150	EACH	\$0.81	\$121.50	\$0.78	\$117.00	\$2.37	\$355.50
5	1" PVC (SCH40) 90 Bends	150	EACH	\$0.61	\$91.50	\$0.60	\$90.00	\$1.72	\$258.00
6	1" PVC (SCH40) Caps	150	EACH	\$0.50	\$75.00	\$0.50	\$75.00	\$1.50	\$225.00
7	1" PVC (SCH40) 45 Bends	150	EACH	\$0.93	\$139.50	\$0.90	\$135.00	\$2.18	\$327.00
8	8" x 12" H SS Tapping Sleeve with 6" Tap (FAST-905-6)	1	EACH	\$959.71	\$959.71	\$958.62	\$958.62	\$1,028.00	\$1,028.00
9	6" Tapping Valve MJ x Flange with 2" Nut Open Left	2	EACH	\$1,009.19	\$2,018.38	\$969.73	\$1,939.46	\$1,078.00	\$2,156.00
10	5 1/4" Mueller Break Away Kit	8	EACH	\$220.00	\$1,760.00	\$381.81	\$3,054.48	\$382.00	\$3,056.00
11	4 1/2" Mueller Break Away Kit	8	EACH	\$195.00	\$1,560.00	\$381.81	\$3,054.48	\$360.00	\$2,880.00
12	8" x 4" PVC (SDR35) Glue on Service Tee	40	EACH	\$53.05	\$2,122.00	\$56.42	\$2,256.80	\$60.00	\$2,400.00
13	4" 45 Bend PVC (SDR35) Glue On	60	EACH	\$4.40	\$264.00	\$4.74	\$284.40	\$5.00	\$300.00
14	4" 22 1/2 Bend PVC (SDR35) Glue On	60	EACH	\$4.90	\$294.00	\$5.20	\$312.00	\$5.50	\$330.00
15	8" PVC (SDR35) Glue On Plug	12	EACH	\$32.10	\$385.20	\$34.36	\$412.32	\$36.30	\$435.60
16	4" Rubber Fernco Saddle Tees	24	EACH	\$43.55	\$1,045.20	\$41.83	\$1,003.92	\$51.50	\$1,236.00
17	8" x 4" PVC (SDR35) Gasketed Saddle Tee	24	EACH	\$43.35	\$1,040.40	\$46.35	\$1,112.40	\$87.20	\$2,092.80
18	Shipping/Freight Charge			No Bid		\$0.00	\$0.00	\$0.00	\$0.00
	Lead Time					2-4 WEEKS		Delivery 7-10 days on most items, line 11 has a lead time of 11 weeks.	

Line	Responding Supplier	Supplier Notes
1	Consolidated Pipe & Supply	Delivery 5-10 days
2	Consolidated Pipe & Supply	Delivery 5-10 days
3	Consolidated Pipe & Supply	Delivery 5-10 days
4	Consolidated Pipe & Supply	Delivery 5-10 days
5	Consolidated Pipe & Supply	Delivery 5-10 days
6	Consolidated Pipe & Supply	Delivery 5-10 days
7	Consolidated Pipe & Supply	Delivery 5-10 days
8	Consolidated Pipe & Supply	Delivery 10-15 days
9	Consolidated Pipe & Supply	Delivery 5-10 days
10	Consolidated Pipe & Supply	Delivery 5-10 days
11	Consolidated Pipe & Supply	4 weeks lead time.
12	Consolidated Pipe & Supply	Delivery 5-10 days
13	Consolidated Pipe & Supply	Delivery 5-10 days
14	Consolidated Pipe & Supply	Delivery 5-10 days
15	Consolidated Pipe & Supply	Delivery 5-10 days
16	Consolidated Pipe & Supply	Delivery 5-10 days
17	Consolidated Pipe & Supply	Delivery 5-10 days



To: Board of Public Works

Proposed for the Meeting Date of: May 22, 2025

**Staff Informational Sheet**

**Topic:** Resolution No. 2025-016- A Resolution by the Board of Public Works of Lebanon, Missouri, approving the purchase of Water Meters and Antennas from Core and Main for the Water Department. (Environmental Superintendent Eric Mork)

**CIP Number:** N/A

**Spent Year To Date:** \$36,516.22

**Budget Amount:** \$89,418

**Funding Source:** 87-5-205-7520.001 (87-205-57521)

**Subject Matter:**

Purchase of Water Meters and Antennas

**Background (problem/explanation):**

This purchase is to restock inventory to maintain quantities for operation and maintenance of the water distribution system.

Sole Source

**Staff Recommendation:**

Staff recommends purchasing materials from Core and Main in the amount of \$48,490.28

**Submitted By:** Eric Mork, Environmental Superintendent

**Department:** Environmental Services

**Date:** 05/13/2025

**ATTACHMENTS:**

1. Resolution No. 2025-016- Purchase, Water Meters and Antennas, Core and Main
2. Exhibit A - Core & Main Quote

RESOLUTION NO. 2025-016

A RESOLUTION BY THE BOARD OF PUBLIC WORKS OF LEBANON, MISSOURI, APPROVING THE PURCHASE OF WATER METERS AND ANTENNAS FROM CORE AND MAIN FOR THE WATER DEPARTMENT.

*WHEREAS*, that Eighty-Nine Thousand Four Hundred Eighteen Dollars (\$89,418.00) is reflected in the FY2025 Budget for Meter Materials; *and*

*WHEREAS*, that a restock of water meters and antennas is necessary to maintain adequate inventory for the daily operation and maintenance of the Water Distribution System; *and*

*WHEREAS*, that City Staff recommends purchasing Water Meters and Antennas in the amount of Forty-Eight Thousand Four Hundred Ninety Dollars and Twenty-Eight Cents (\$48,490.28) from Core and Main in accordance with the *City Purchasing Policy Section 2-920 Sole source, specialized and non-standard items.*

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF PUBLIC WORKS OF THE CITY OF LEBANON, LACLEDE COUNTY, MISSOURI, AS FOLLOWS:

**SECTION 1:** That the Board of Public Works of the City of Lebanon, Missouri, hereby approves the purchase of Water Meters and Antennas from Core and Main in the amount of Forty-Eight Thousand Four Hundred Ninety Dollars and Twenty-Eight Cents (\$48,490.28). Said Quote is hereby attached and incorporated within as marked "*Exhibit A.*"

**SECTION 2:** That the Board of Public Works hereby authorizes and directs the Finance Director to take administrative action to expend funds from Water Fund 87 for the purchase of Water Meters and Antennas in the amount of Forty-Eight Thousand Four Hundred Ninety Dollars and Twenty-Eight Cents (\$48,490.28), and properly capitalize as established under the Code of Ordinances of the City of Lebanon, Missouri, Chapter 2, Article VI, Section Sec. 2-430 et seq.

**SECTION 3:** That this Resolution shall be in full force and effect from and after the date of its passage and approval.

Passed and approved by the Board of Public Works of the City of Lebanon, Laclede County, Missouri, as this 222nd day of May 2025.

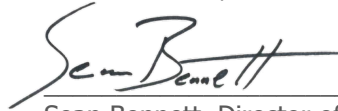
*(Seal)*

\_\_\_\_\_  
Chairwoman LeAnn Mather

*Attest:*

\_\_\_\_\_  
City Clerk Lacey Brackett

I hereby certify that there is a balance, otherwise unencumbered, to the credit of the appropriation to which the foregoing expenditure is to be charged, and a cash balance, otherwise unencumbered, in the treasury, to the credit of the fund from which payment is to be made, each sufficient to meet the obligation hereby incurred.



\_\_\_\_\_  
Sean Bennett, Director of Finance

"Exhibit A"



5/5/2025

City of Lebanon, MO  
1401 W Commercial  
Lebanon, MO 65536

1049 Industrial Dr  
Osage Beach, MO  
T: 573-348-1273  
F: 573-348-2874

<u>Quantity</u>	<u>Item</u>	<u>Unit</u>	<u>Extended</u>
27	520M Dual Port	\$ 275.00	\$ 7,425.00
50	85B Pit Lid Housing	\$ 39.52	\$ 1,976.00
27	520M Single Port	\$ 175.00	\$ 4,725.00
96	3/4S iPERL	\$ 165.00	\$ 15,840.00
6	2" Cordonel w/ Pressure	\$ 2,195.69	\$ 13,174.14
1	3" Cordonel w/Pressure	\$ 2,833.89	\$ 2,833.89
2	2" OMNI+ Register	\$ 503.31	\$ 1,006.62
3	1.5" OMNI+ Register	\$ 503.21	\$ 1,509.63
			Total \$48,490.28

Please feel free to call if you have any questions.

Prepared by:

*Kaleb Breshears*

Kaleb Breshears  
AMR/AMI Product Specialist MO  
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*Chris Harper*

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