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# January 2023 Financial Report

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*Where Life is Sweet*

Department of Finance  
January 2023  
(Unaudited)

Includes the Hermiston Urban Renewal Agency

# FY2022-2023 Monthly Financial Report

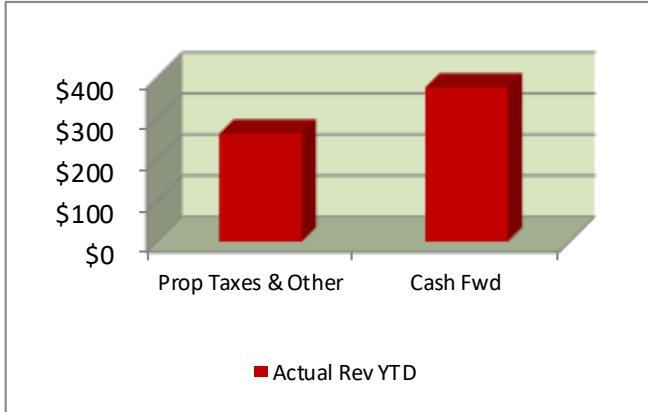
Hermiston Urban Renewal Agency (HURA)

For the Month Ending January 31, 2023

## Resources

Through January 31, 2023

by Category



	Annual Proj Rev	Actual Rev YTD	% Var
Prop Taxes & Other	\$ 271	263	97%
Cash Fwd	\$ 375	375	0%
<b>Total</b>	<b>\$ 646</b>	<b>\$ 638</b>	<b>99%</b>

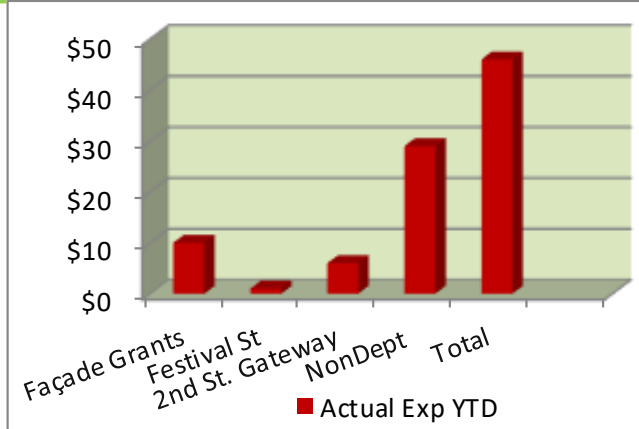
**Note:** Variance is calculated as % of revenue YTD

## Expenditures

Through January 31, 2023

by Character

(in \$1,000)



	Annual Proj Exp	Actual Exp YTD	% Var
Façade Grants	\$ 50	10	20%
Festival St	\$ 5	1	20%
2nd St. Gateway	\$ 400	6	2%
NonDept	\$ 191	29	15%
<b>Total</b>	<b>\$ 646</b>	<b>\$ 46</b>	<b>7%</b>

**Note:** variance is calculated as % of expenses YTD.

The FY2022-23 budget for the Urban Renewal Agency is \$ 645,662. This includes \$50,000 for Façade Grants, \$5,000 for the Festival Street, \$400,000 for construction of the 2<sup>nd</sup> Street Gateway project, and \$190,662 for Non-Departmental expenses.

Property tax revenues collection totaled \$3,929 in January bringing total revenue collected to date of \$262,596.

# FY2022-2023 Monthly Financial Report

City of Hermiston, Oregon

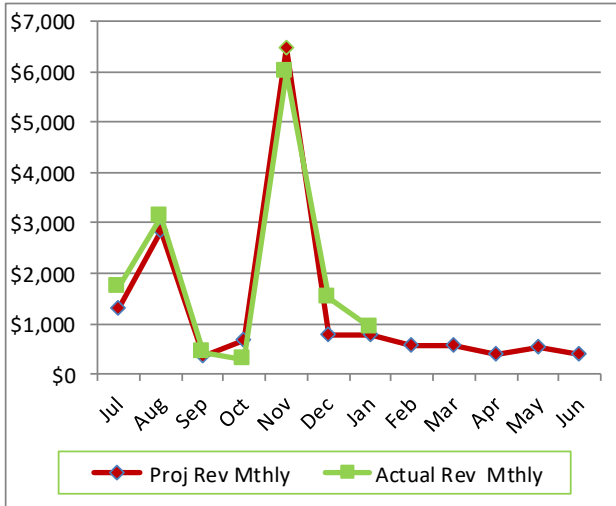
General Fund Resources

For the Month Ending January 31, 2023

## General Fund Resources Summary

Through January 31, 2023

(in \$1,000)



	Proj Rev Mthly	Rev Proj	Actual Rev Mthly	Var Fav/ (Unfav)	% Var
Jul	\$ 1,298	\$ 1,298	\$ 1,731	\$ 433	33%
Aug	\$ 2,834	\$ 2,834	\$ 3,133	\$ 299	11%
Sep	\$ 342	\$ 342	\$ 445	\$ 103	30%
Oct	\$ 675	\$ 675	\$ 295	\$ (380)	-56%
Nov	\$ 6,472	\$ 6,472	\$ 5,983	\$ (490)	-8%
Dec	\$ 781	\$ 781	\$ 1,526	\$ 745	95%
Jan	\$ 762	\$ 762	\$ 903	\$ 141	18%
Feb	\$ 557	\$ 557		\$ -	0%
Mar	\$ 573	\$ 573		\$ -	0%
Apr	\$ 379	\$ 379		\$ -	0%
May	\$ 544	\$ 544		\$ -	0%
Jun	\$ 384	\$ 384		\$ -	0%
<b>Total YTD</b>	<b>15,604</b>	<b>15,604</b>	<b>14,016</b>	<b>851</b>	<b>5.5%</b>
Cash Fwd	1,102	-	-	-	0%
<b>Total</b>	<b>\$ 16,706</b>	<b>\$ 15,604</b>	<b>\$ 14,016</b>	<b>851</b>	<b>5.5%</b>

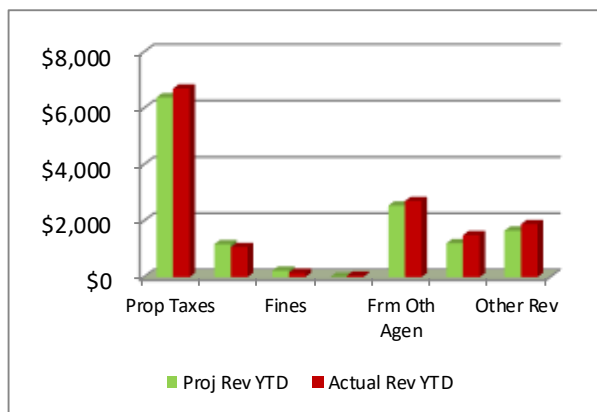
Estimated General Fund revenues for the 2022-23 fiscal year are **\$15,603,889**. Projected revenues for January were **\$762,196**, compared to actual revenues of **\$903,098**, a positive variance of **\$140,902**. The fund is currently **\$851,000** more than projected through December YTD.

## General Fund - All Resources

Through January 31, 2023

by Category

(in \$1,000)



	Annual Proj Rev	Proj Rev YTD	Actual Rev YTD	Var Fav/ (Unfav)	% Var
Prop Taxes	\$ 6,787	\$ 6,382	\$ 6,694	\$ 312	5%
Lic & Fran	\$ 1,435	\$ 1,164	1,064	(100)	-9%
Fines	\$ 400	\$ 229	150	(79)	-35%
Interest Rev	\$ 15	\$ 9	49	40	435%
Frm Oth Agen	\$ 3,013	\$ 2,540	2,697	157	6%
Svc Chgs	\$ 1,904	\$ 1,196	1,487	291	24%
Other Rev	\$ 2,051	\$ 1,647	1,875	228	14%
Cash Fwd	\$ 1,102	\$ -	-	-	0%
<b>Total</b>	<b>\$16,706</b>	<b>\$ 13,166</b>	<b>\$ 14,016</b>	<b>\$ 849</b>	<b>6.5%</b>

Note: variance is calculated as a percent of the projected revenue YTD.

# FY2022-2023 Monthly Financial Report

City of Hermiston, Oregon

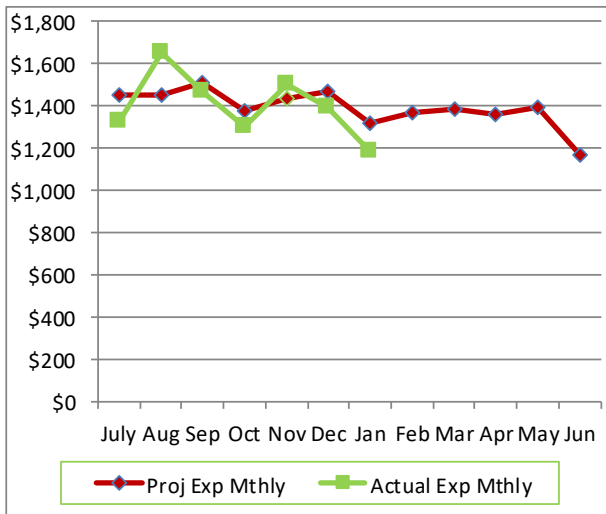
General Fund Expenditures

For the Month Ending January 31, 2023

## General Fund Expenditure Summary

Through January 31, 2023

(in \$1,000)



	Proj Exp Mthly	Proj Exp	Actual Exp Mthly	Var Fav/ (Unfav)	% Var
July	\$ 1,454	\$ 1,454	\$ 1,324	\$ 130	9%
Aug	\$ 1,453	\$ 1,453	\$ 1,653	\$ (200)	-14%
Sep	\$ 1,512	\$ 1,512	\$ 1,473	\$ 39	3%
Oct	\$ 1,377	\$ 1,377	\$ 1,304	\$ 73	5%
Nov	\$ 1,440	\$ 1,440	\$ 1,502	\$ (63)	-4%
Dec	\$ 1,466	\$ 1,466	\$ 1,397	\$ 69	5%
Jan	\$ 1,322	\$ 1,322	\$ 1,185	\$ 137	10%
Feb	\$ 1,365	\$ 1,365		\$ -	0%
Mar	\$ 1,386	\$ 1,386		\$ -	0%
Apr	\$ 1,364	\$ 1,364		\$ -	0%
May	\$ 1,398	\$ 1,398		\$ -	0%
Jun	\$ 1,171	\$ 1,171		\$ -	0%
<b>Total YTD</b>	<b>16,706</b>	<b>16,706</b>	<b>9,838</b>	<b>184</b>	<b>1.1%</b>
Contngcy		-	-	-	0%
<b>Total</b>	<b>\$ 16,706</b>	<b>\$ 16,706</b>	<b>\$ 9,838</b>	<b>\$ 184</b>	<b>1.1%</b>

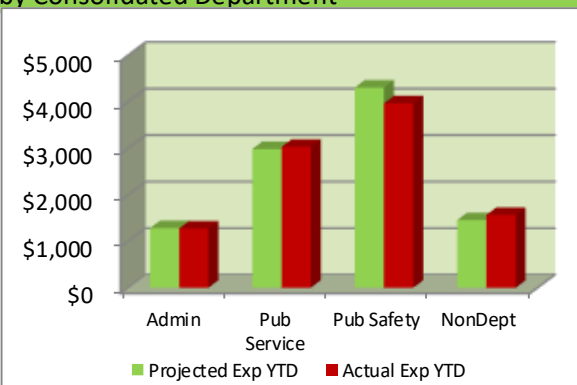
Projected General Fund monthly expenditures for January were **\$1,322,391**. Actual expenditures were **\$1,185,425**, which is **\$136,966 less** than projected for a **variance of 10.4%** for the month, and a positive **1.8% year-to-date**.

## General Fund Expenditures

Through January 31, 2023

by Consolidated Department

(in \$1,000)



	Annual Proj Exp	Projected Exp YTD	Actual Exp YTD	Var Fav/ (Unfav)	% Var
Admin	\$ 2,164	1,281	1,274	7	1%
Pub Service	4,985	2,984	3,031	(47)	-2%
Pub Safety	7,066	4,304	3,967	337	8%
NonDept	2,492	1,454	1,567	(113)	-8%
Unapp	-	-	-	-	0%
<b>Total</b>	<b>\$16,706</b>	<b>\$ 10,023</b>	<b>\$ 9,838</b>	<b>\$ 184</b>	<b>1.8%</b>

**Note:** variance is calculated as a percent of the projected expenditures YTD.

# FY2022-2023 Monthly Financial Report

## General Fund Expenditure Detail

For the Month Ending January 31, 2023

### General Fund Expenditures by Department

	Annual Projected			Var Fav/ (Unfav)	% Var Fav/ (Unfav)
	Exp	Projected Exp YTD	Actual Exp YTD		
City Council	67,027	52,539	43,888	8,651	16%
City Manager/Legal	1,010,363	589,378	601,521	(12,143)	-2%
City Planning	431,372	251,634	250,964	670	0%
Finance	654,929	387,864	377,708	10,156	3%
<b>Total Administration</b>	<b>2,163,691</b>	<b>1,281,415</b>	<b>1,274,081</b>	<b>7,334</b>	<b>1%</b>
Transportation	297,000	164,693	235,480	(70,787)	-43%
Airport	339,000	167,730	210,946	(43,216)	-26%
Bldg Inspection	600,157	359,869	313,904	45,965	13%
Parks	731,981	437,849	460,810	(22,961)	-5%
Parks/Utility Landscaping	66,861	35,914	19,072	16,842	47%
Pool	585,615	370,180	368,674	1,506	0%
Municipal Buildings	145,173	84,684	93,682	(8,998)	-11%
Library	1,024,415	613,036	544,300	68,736	11%
Recreation	874,159	547,465	644,775	(97,310)	-18%
Community Center	256,122	163,325	104,463	58,862	36%
Harkenrider Center	64,064	39,157	34,523	4,634	12%
<b>Total Public Services</b>	<b>4,984,547</b>	<b>2,983,904</b>	<b>3,030,629</b>	<b>(46,725)</b>	<b>-2%</b>
Court	833,378	555,797	379,547	176,250	32%
Public Safety Center	62,000	37,050	33,052	3,998	11%
Police Operations	6,169,885	3,710,881	3,554,504	156,377	4%
<b>Total Public Safety</b>	<b>7,065,263</b>	<b>4,303,728</b>	<b>3,967,103</b>	<b>336,625</b>	<b>8%</b>
Non-Departmental	2,492,087	1,453,717	1,566,593	(112,876)	-8%
Unappropriated	0	0	0	0	0%
<b>Total Non-Dept</b>	<b>2,492,087</b>	<b>1,453,717</b>	<b>1,566,593</b>	<b>(112,876)</b>	<b>-8%</b>
<b>Total</b>	<b>16,705,588</b>	<b>10,022,765</b>	<b>9,838,406</b>	<b>184,359</b>	<b>1.8%</b>

For January of FY2023, **Total Administration** is **\$7,334 less** than projected for the month. **Total Public Services** is **\$46,725 more** than projected this month. **Public Safety** is **\$336,625 less** than projected for January. **Non-Departmental** is **\$112,876 more** than projected for the month. The total **General Fund expenses** are **\$184,359 less** than projected (.53%) for the first seven months of FY2023.

# FY2022-2023 Monthly Financial Report

## Fund Balance - General Fund

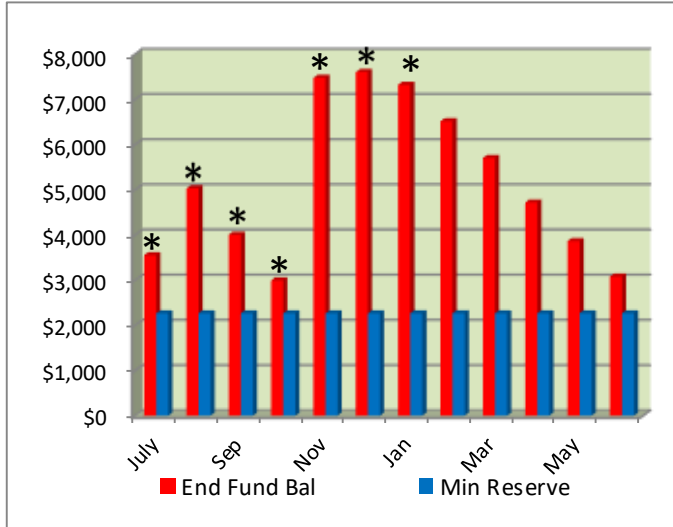
For the Month Ending January 31, 2023

### General Fund

Through January 31, 2023

Ending Fund Balance

(in \$1,000)



Minimum Reserve = \$2,264,700

	Begin Fund Bal	Revenue	Expense	End Fund Bal	ACT/PROJ Fund Bal
July	\$ 3,144	\$ 1,731	\$ (1,324)	\$ 3,551	ACT*
Aug	\$ 3,551	\$ 3,133	\$ (1,653)	\$ 5,031	ACT*
Sep	\$ 5,031	\$ 445	\$ (1,473)	\$ 4,003	ACT*
Oct	\$ 4,003	\$ 295	\$ (1,304)	\$ 2,995	ACT*
Nov	\$ 2,995	\$ 5,983	\$ (1,502)	\$ 7,475	ACT*
Dec	\$ 7,475	\$ 1,526	\$ (1,397)	\$ 7,604	ACT*
Jan	\$ 7,604	\$ 903	\$ (1,185)	\$ 7,322	ACT*
Feb	\$ 7,322	\$ 557	\$ (1,365)	\$ 6,514	PROJ
Mar	\$ 6,514	\$ 573	\$ (1,386)	\$ 5,702	PROJ
Apr	\$ 5,702	\$ 379	\$ (1,364)	\$ 4,717	PROJ
May	\$ 4,717	\$ 544	\$ (1,398)	\$ 3,863	PROJ
June	\$ 3,863	\$ 384	\$ (1,171)	\$ 3,077	PROJ
<b>Total</b>	<b>\$ 3,144</b>	<b>\$ 16,453</b>	<b>\$ (16,521)</b>	<b>\$ 3,077</b>	

The General Fund balance at the end of January for FY2023 is approximately **\$7,322,000**, which is **\$5,037,300** more than the current Minimum Reserve requirement of **\$2,264,700** (or **2.24 times the minimum reserve**).

The General Fund reserve policy is to maintain **15% fund balance** of total expenditures based on the prior fiscal year activity.

# FY2022-2023 Monthly Financial Report

## Special Revenue Funds Report

For the Month Ending January 31, 2023

### Special Revenue Funds

#### Resources & Requirements

	2022-23		Remaining Budget
	Annual Budget	Actual YTD	
<b>02 Bonded Debt Fund</b>			
Resources	634,018	390,597	243,421
Expenditures	531,720	498,409	33,311
Unappropriated Balance	102,298	N/A	N/A
<b>05 Transient Room Tax (TRT)</b>			
Resources	998,800	861,434	137,366
Expenditures	998,800	614,755	384,045
Unappropriated Balance	-	N/A	N/A
<b>08 Reserve Fund</b>			
Resources	21,968,083	3,956,091	18,011,992
Expenditures	20,873,689	3,094,618	17,779,071
Unappropriated Balance	1,094,394	N/A	N/A
<b>11 Miscellaneous Special Revenue</b>			
Resources	141,000	28,504	112,496
Expenditures	141,000	49,964	91,036
Unappropriated Balance	-	N/A	N/A
<b>19 Christmas Express Special Revenue</b>			
Resources	35,000	20,679	14,321
Expenditures	35,000	20,599	14,401
Unappropriated Balance	-	N/A	N/A
<b>20 Law Enforcement Special Revenue</b>			
Resources	84,014	10,324	73,690
Expenditures	65,000	12,532	52,468
Unappropriated Balance	19,014	N/A	N/A
<b>21 Library Special Revenue</b>			
Resources	33,000	4,258	28,742
Expenditures	33,000	1,066	31,934
Unappropriated Balance	29,700	N/A	N/A
<b>23 Enterprise Zone Project Fund</b>			
Resources	1,648,699	620,000	1,028,699
Expenditures	885,325	885,325	-
Unappropriated Balance	763,374	N/A	N/A
<b>25 EOTEC Operations</b>			
Resources	956,316	468,770	487,546
Expenditures	956,316	556,847	399,469
Unappropriated Balance		N/A	N/A
<b>26 IT Services</b>			
Resources	806,000	388,936	417,064
Expenditures	806,000	407,301	398,699
Unappropriated Balance		N/A	N/A

Beginning with the 2016-17 fiscal year the City began distinguishing within the funds some part of ending fund balance as contingency and some as reserved for future expenditure. The contingency is included in appropriations while the reserve for future expenditures is unappropriated.

The City uses multiple Special Revenue funds to account for revenues that are restricted to expenditure for particular purposes. They include funds for debt service, economic development, parks and recreation, capital projects, and grants. Since these funds are not operational in nature and used for specific purposes from year-to-year, their expenditures do not typically follow a predictable pattern so budget variances are not calculated for them.

# FY2022-2023 Monthly Financial Report

## Utility and Street Funds Report

For the Month Ending January 31, 2023

### Utility and Street Funds Report

#### Resources & Expenditures

	2022-2023		Actual YTD	Variance	
	Annual Budget	Projected YTD		Fav/(Unfav)	% Variance
<b>04 Street Fund</b>					
Resources	1,843,007	1,053,015	937,382	(115,633)	-11%
Expenditures	1,813,007	1,057,587	834,458	223,129	21%
Contingency	30,000	N/A	N/A	N/A	N/A

<b>06 Utility Fund</b>					
Resources	11,806,391	6,285,708	6,388,705	102,997	2%
Expenditures	10,728,239	6,258,139	5,246,731	1,011,408	16%
Contingency	1,078,152	N/A	N/A	N/A	N/A

<b>13 HES Fund</b>					
Resources	12,495,134	5,722,500	6,762,434	1,039,934	18%
Expenditures	9,945,430	5,801,501	5,953,559	(152,058)	-3%
Contingency	2,549,704	N/A	N/A	N/A	N/A

<b>15 Regional Water Fund</b>					
Resources	1,874,653	788,083	782,833	(5,250)	-1%
Expenditures	1,206,031	703,518	562,526	140,992	20%
Contingency	668,622	N/A	N/A	N/A	N/A

All four of these funds are projected on a straight line, 1/12<sup>th</sup> of budgeted expense or revenue per month.

Revenues for the **Street Fund** are **\$115,633** less than projected. Expenditures are **\$223,129** below projected.

Revenues in the **Utility Funds** are **\$102,997** above projected. Expenditures are **\$1,011,408** below projected.

The **HES Fund** revenue is **\$1,039,934** more than projected. Expenditures are **\$152,058** above projected.

The **Regional Water Fund** revenues are **\$5,250** less than projected. Expenditures are **\$140,992** below projected.



# FY2021-2022 Monthly Financial Report

City of Hermiston, Oregon

Utilities/Streets Capital Projects Report

For the Month Ending January 31, 2023

	2022-2023 Budget	YTD Expenditures	Project Budget	Project To-Date Expenditures	% Complete
Geer & Harper Re-alignment	\$ 125,000	\$ -	\$ 1,500,000	\$ 11,062	0.74%
N. 1st Place Reconstruction	\$ 4,500,000	\$ 188,433	\$ 4,500,000	\$ 270,433	6.01%
Well #6 Backup Generator	\$ 320,000	\$ -	\$ 380,000	\$ 41,929	
N. 1st Place Water Line Replacement	\$ 100,000	\$ 197,945	\$ 800,000	\$ 223,953	27.99%
Gladys & Main Waterline Replacement	\$ 100,000	\$ 70,769	\$ 1,180,000	\$ 70,769	6.00%
Lift Station #6 Reconstruction	\$ 620,000	\$ 553,649	\$ 620,000	\$ 585,237	94.39%
McDonald's & 395 Sewer Main Replacement	\$ 330,000	\$ 2,464	\$ 330,000	\$ 24,464	7.41%
Lift Station #3 Upgrade	\$ 550,000	\$ 829,197	\$ 900,000	\$ 1,188,271	132.03%
<b>Total</b>	<b>\$ 6,645,000</b>	<b>\$ 1,842,457</b>	<b>\$ 10,210,000</b>	<b>\$ 2,416,118</b>	<b>23.66%</b>

### **Geer & Harper Re-alignment**

This intersection needs to be reconstructed to improve traffic/pedestrian access and ensure connectivity to property east of N. 1st Place. The current configuration makes access difficult for large trucks and traffic backs up on Harper Road during busy times during the day.

**Current Update:** No change in the status of this project. Still waiting for additional right-of-way acquisition.

### **North 1<sup>st</sup> Place Reconstruction**

North 1<sup>st</sup> Place is a critical secondary north/south arterial in Hermiston's transportation system. The existing road is cracking, there are no sidewalks and there is unrestricted access to the roadway from parking and undeveloped areas.

**Current Update:** Bids were opened and were very competitive. Construction will begin soon.

### **Well #6 Backup Generator**

Well No. 6 is the primary well and the only well available that could provide minimal water supply to lower pressure zones in the city during a power outage. The current pump was last repaired in 1994, and the backup pump lacks the capacity to service the pressure zone. The pump covers service area including Walmart Distribution Center, Eastern Oregon Higher Education Center, Pioneer Seed, and EOTEC. Preventative maintenance will avoid significant inconvenience and loss of water to area businesses.

**Current Update:** Project still delayed by supply-chain issues holding up actual delivery of the generator. Now anticipated delivery to occur in late Spring '23.

### **North 1<sup>st</sup> Place Water Line Replacement**

This project will eliminate failing, deteriorating lines which will minimize future repair work. It will also eliminate steel pipes from the 1920's and will improve public safety by ensuring no lead pipes.

**Current Update:** : Bids were opened, and were very competitive. Construction will begin soon.

# FY2021-2022 Monthly Financial Report

City of Hermiston, Oregon

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Lift Station #6 Reconstruction	\$ 620,000	\$ 553,649	\$ 620,000	\$ 585,237	94.39%
McDonald's & 395 Sewer Main Replacement	\$ 330,000	\$ 2,464	\$ 330,000	\$ 24,464	7.41%
Lift Station #3 Upgrade	\$ 550,000	\$ 829,197	\$ 900,000	\$ 1,188,271	132.03%
<b>Total</b>	<b>\$ 6,645,000</b>	<b>\$ 1,842,457</b>	<b>\$ 10,210,000</b>	<b>\$ 2,416,118</b>	<b>23.66%</b>

### **Gladys & Main Waterline Replacement**

Sections of this water distribution system were installed in the 1920s with steel pipe – some of the oldest pipe in the city water system. This project will eliminate failing, deteriorating and undersized line, reduce repair work, and improve public safety.

**Current Update:** This project is being pushed back to occur in late 2023 due to internal staff capacity. Moving the N 1<sup>st</sup> waterline project back to coincide with the N 1<sup>st</sup> roadway project will result in a large project occurring in early 2023; meanwhile, the request from Amazon Data Services to supply regional water will also result in a very large project occurring there in early/mid 2023. Delaying the Gladys & Main project will result in better oversight of the project.

### **Lift Station #6 Reconstruction**

Lift station #6 was built in 1981. The submersible duplex pump station has experienced corrosion of both metal and brick. Replacement of the wetwell will increase capacity, eliminate porous brick, and safeguard the environment. Ventilation of the structure is inadequate and electrical systems are nearing the end of their useful life.

**Current Update:** The project has been completed. Although the low bid for this project came in \$89,000 higher than originally estimated, the project was able to realize significant savings by phasing-off much of the paving and sidewalk replacement and leaving that to be included with the work for the North 1<sup>st</sup> Place reconstruction. Therefore, the final cost of \$612,000 only came in \$12,000 higher than the original estimate.

### **McDonald's & 395 Sewer Main Replacement**

Segments of this piping have been found to have structural failures in multiple locations and failing joints. These line failures cause pipe blockage and requires monthly cleaning. In addition, pipe failures may be allowing sewage to exfiltrate the surrounding soil. A new sewer line would eliminate current monthly maintenance costs and provide watertight lines to protect existing groundwater resources from contamination.

**Current Update:** Council adopted the necessary resolution to advance this project in November. Anderson Perry is now working to finalize bid documents to advertise and award a contract in January/February.

# FY2021-2022 Monthly Financial Report

City of Hermiston, Oregon

Utilities/Streets Capital Projects Report

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Lift Station #3 Upgrade	\$ 550,000	\$ 829,197	\$ 900,000	\$ 1,188,271	132.03%
<b>Total</b>	<b>\$ 6,645,000</b>	<b>\$ 1,842,457</b>	<b>\$ 10,210,000</b>	<b>\$ 2,416,118</b>	<b>23.66%</b>

### **Lift Station #3 Upgrade**

Lift Station No. 3 was built in approximately 1981 and is located underneath Highway 395. The pump and electrical systems need to be replaced. This project calls for the install of duplex pumps and upgraded electrical and control systems. It also will include evaluation of extending a gravity line to Lift Station No. 6, which is also in poor shape. Extending the line under Union Pacific Railroad tracks may be more cost effective than replacing both lift stations. Traffic control will be necessary during design phase

**Current Update:** *The project has been winterized, with the final work to occur on Highway 395 re-starting in the spring.*

### **Regional Water System AWS Phase 1**

Amazon Web Services is paying to extend the City-owned 16" water main in Feedville Road approximately 7,000 feet to connect up with the City's other existing water infrastructure in Kelli Blvd. This project will also upgrade various pumps and motors in the Regional Water System, and also chlorinate and perform the necessary functions to convert the line to carry potable water.

**Current Update:** *The project has been Awarded to Rotschy, Inc. for \$2.8 million. Mobilization should begin in late February, with project completion anticipated by September 2023.*

### **Penney Ave. Extension**

Business Oregon awarded a grant of approximately \$600,000 to cover half of the cost of constructing an extension of Penney Ave. between Kelli Blvd. and US395. Council approved using ARPA funds to cover the local match (half). This project implements the Transportation System Plan by adding an additional connection in to the southern industrial area of the City.

**Current Update:** *Final Right of Way acquisition was completed in December. Anderson Perry is finalizing it's design which was awaiting ROW, and anticipates advertising in late January, award in early March, with project completion anticipated in late Fall, '23.*