

**Clear Lake / Clearwater Sewer Authority
Meeting Agenda
Thursday, June 20, 2024
5:30 p.m. at Wastewater Facility Shop Building**

Call to Order

Roll Call

- 1. Approval of Agenda**
- 2. Public Forum**
- 3. Consent Agenda (MOTION)**
 - a. Approval of Minutes from April 18, 2024 Regular Meeting**
 - b. Approval of Claims/Accounts Payable for March 2024**
 - c. Approval of Claims/Accounts Payable for April 2024**
 - d. Res 2024-04 – Declining Waiver of Statutory Tort Limits**
 - e. Quarterly Financial Report – Q1-2024**
- 4. Old Business**
- 5. New Business**
 - a. Authorize Purchase of Pump**
 - b. Billing Concerns**
 - c. Other Business**
- 6. Reports**
 - a. Staff Reports**
 - b. FYI – Flow Report, Surcharge Report, Building Permit Reports**
- 7. Next Meeting Date**
 - a. Next Meeting August 15, 2024 – Clearwater City Hall**
- 8. Adjournment**

To: Clear Lake/Clearwater Sewer Authority Board
From: Annita Smythe, Director
Date: June 20, 2024
Re: June 20, 2024 Meeting Overview

1. Approval of Agenda
2. Public Forum
3. Consent Agenda (MOTION) *(please see attached Consent Agenda items)*
 - a. Approval of Minutes from April 18, 2024 Regular Meeting **(page 3)**
 - b. Approval of Claims/Accounts Payable for March 2024 **(page 5)**
 - c. Approval of Claims/Accounts Payable for April 2024 **(page 7)**
The cash report for April is included in the materials. I expect to have the claims report this weekend and will provide at the meeting.
 - d. Res 2024-04 – Declining Waiver of Statutory Tort Limits **(page 8)**
 - e. Quarterly Financial Report – Q1-2024 **(page 9)**
4. Old Business
None.
5. New Business
 - a. Authorize Purchase of Pump (MOTION)
Staff will have quotes for the meeting for a proposed pump purchase – they have not come in yet.
 - b. Billing Concerns
Staff have concerns about a lack of data being received from the City of Clear Lake that is needed to properly calculate monthly bills. We have not received this data for several months even though we have asked and provided examples of what is needed. After no responses, we finally sent estimated bills, as we have also not received any revenue for those months. Without accurate data, staff are unable to calculate and send bills as required under the Joint Powers Agreement.
 - c. Other Business
6. Reports
 - a. Staff Reports
 - b. FYI - Flow Report, Surcharge Report, Building Permit Reports **(page 12)**
Staff have not received building permit reports from the City of Clear Lake since November 2023, even though we have asked several times and provided examples of what was received previously. As a result, staff are unable to monitor capacity as required under the Joint Powers Agreement.
7. Next Meeting Date
 - a. Next Meeting August 15, 2024 – Clearwater City Hall
8. Adjournment

**Clear Lake/Clearwater Sewer Authority
Regular Meeting Minutes
April 18, 2024**

CALL TO ORDER

Chair Lawrence called the meeting to order at 5:30 p.m. at Clear Lake City Hall.

ROLL CALL

Present: Chair Lawrence, Vice Chair Goenner, Members White, Winkelman, and Gilliland.

Absent: None.

Staff Present: Director Smythe, Chief Operator Forsell, Plant Operator Kirchenbauer.

A quorum was declared present.

1. APPROVAL OF AGENDA

MOTION by Winkelman to approve Agenda as presented, seconded by Gilliland, all voted aye.
MOTION CARRIED.

2. PUBLIC FORUM

None.

3. CONSENT AGENDA

- a. **Approval of Minutes from December 14, 2023 Regular Meeting**
- b. **Approval of Minutes from January 11, 2024 Special Meeting**
- c. **Approval of Claims/Accounts Payable for December 2023**
- d. **Approval of Claims/Accounts Payable for January 2024**
- e. **Approval of Claims/Accounts Payable for February 2024**
- f. **Res 2024-01 – Approving Annual Appointments**
- g. **Res 2024-02 – Pre-Authorization of Claims Payments**
- h. **Res 2024-03 – Approving Step Increase**
- i. **Quarterly Financial Report – Q4-2023**

MOTION by Winkelman to approve the Consent Agenda as presented, seconded by White, all voted aye. **MOTION CARRIED.**

4. OLD BUSINESS

- a. **Authorization to Dispose of Tanks (MOTION)**

MOTION by Lawrence to dispose of tanks using method prescribed by staff, seconded by Gilliland, all voted aye. **MOTION CARRIED.**

5. NEW BUSINESS

- a. **2023 Audit Report – Janel Bitzan, Creative Planning (MOTION)**

- Janel Bitzan gave the annual audit report. The auditors issued an unmodified “clean” opinion and had no findings of non-compliance with legal requirements. The only comment for the financial reports is the standard “lack of segregation of accounting duties”, which is common with entities of our size due to the lack of staffing numbers required to completely segregate duties.
- Chair Lawrence asked what expenses are included in professional services. Staff explained that these are items contracted out, such as testing, equipment calibration, or legal services.
- **MOTION** by Gilliland to accept the audit report, seconded by Winkelman, all voted aye. **MOTION CARRIED.**

b. Energy Audit

- Forsell explained the free energy audit that was completed through MRWA. Page 3 of the audit report includes the suggested changes, many of which are already in progress. In comparison to other similar plants, ours runs very efficiently. Member Gilliland asked what the plan would be moving forward. Forsell explained that he would focus on the suggested lighting upgrades, looking for grants, and would be adjusting temperature settings in some buildings. Chair Lawrence asked if a negative air test was completed. Kirchenbauer explained that most buildings require ventilation, so there was only one building where that was done.

c. Waste Hauler Agreement (MOTION)

- Smythe explained the proposed amendment to the City of Clearwater waste hauler contract to add the Sewer Authority service at a substantial savings. The city would bill back the Sewer Authority for their share and provide a copy of the bill.
- **MOTION** to approve by Lawrence, seconded by Gilliland, all voted aye. **MOTION CARRIED.**

d. Other Business

- Forsell noted the following:
 - He brought along the program view equipment for a show-n-tell, if anyone is interested.
 - The new cassettes for MBR 2 are expected to be installed May 13-15.
 - He expects to have quotes in June for upgrades to address issues with tree roots in the effluent pipe that goes to the river.
 - Congratulated the team for receipt of an award from MPCA.

6. REPORTS

a. Staff Reports

- Smythe acknowledged receipt of the MPCA award.
- Smythe noted that the audit went very smoothly, given the recent staffing challenges at both cities.
- Smythe congratulated Kirchenbauer for completing his class B wastewater license.

b. FYI – Flow Report, Surcharge Report, Building Permit Reports

- Staff gave a brief overview of the reports, noting that the flow projection continues to trend downward. Smythe explained the new surcharge report.

7. NEXT MEETING DATE

Next meeting date confirmed for June 20, 2024 at 5:30 p.m. at the new shop building at the Wastewater plant.

8. ADJOURN

MOTION to adjourn by White, seconded by Gilliland, all voted aye. **MOTION CARRIED.** Meeting adjourned at 6:01 p.m.

ATTEST:

APPROVED:

Annita M. Smythe, Director

Andrea Lawrence Wheeler, Chair



CLEAR LAKE/CLEARWATER SEWER AUTHORITY
CHECKS FOR MONTH - MARCH 2024

Check #	Vendor Name	Chk Date	Chk Amt	Source	Comment	Balance
					BEGINNING BALANCE	\$ 612,322.83
Deposit	031424 REC	3/14/2024	\$ 732.74	031424 REC	SALE OF FINAL SCADA CARD	\$ 613,055.57
Deposit	032724 REC	3/27/2024	\$ 12,478.24	032724 REC	SEWER FLOW/SURCH FEB24 CL	\$ 625,533.81
Deposit	MAR24 INT	4/4/2024	\$ 127.64	MAR24 INT	MARCH 2024 INTEREST	\$ 625,661.45
001873E	INTERNAL REVENUE SEI	3/13/2024	\$ (1,574.56)	PAYPER6_2024	FED TAX/SOC SEC/MED PAYROLL6	\$ 624,086.89
001874E	MN DEPT OF REVENUE	3/13/2024	\$ (309.97)	PAYPER6_2024	WITHHOLDING TAX PAYROLL6	\$ 623,776.92
001875E	PERA	3/13/2024	\$ (809.53)	PAYPER6_2024	PERA PAYROLL6	\$ 622,967.39
001876E	MNDCP RETIREMENT	3/13/2024	\$ (125.00)	PAYPER6_2024	MNDCP PAYROLL6	\$ 622,842.39
001877E	INTERNAL REVENUE SEI	3/27/2024	\$ (1,574.56)	PAYPER7_2024	FED TAX/SOC SEC/MED PAYROLL7	\$ 621,267.83
001878E	MN DEPT OF REVENUE	3/27/2024	\$ (309.97)	PAYPER7_2024	WITHHOLDING TAX PAYROLL7	\$ 620,957.86
001879E	PERA	3/27/2024	\$ (809.53)	PAYPER7_2024	PERA PAYROLL7	\$ 620,148.33
001880E	MNDCP RETIREMENT	3/24/2024	\$ (125.00)	PAYPER7_2024	MNDCP PAYROLL7	\$ 620,023.33
001881E	ALERUS	3/31/2024	\$ (4.00)	MAR 2024 EFT	MAR24 HEALTH SAVINGS	\$ 620,019.33
001882E	DELTA DENTAL	3/31/2024	\$ (127.82)	MAR 2024 EFT	DENTAL COVERAGE MAR24	\$ 619,891.51
001883E	HEALTH PARTNERS	3/31/2024	\$ (2,243.01)	MAR 2024 EFT	APR24 HEALTH INSURANCE	\$ 617,648.50
001884E	LAKE CENTRAL BANK	3/31/2024	\$ (15.09)	MAR 2024 EFT	STAPLES ADDRESS LABELS	\$ 617,633.41
001885E	REPUBLIC SERVICES	3/31/2024	\$ (359.55)	MAR 2024 EFT	GARBAGE PICKUP MAR24	\$ 617,273.86
6987	SHARETECH	3/9/2024	\$ (330.00)	030924 AP	SET UP NEW COMPS/TRANSFER D/	\$ 616,943.86
6988	ZENON ENVIRONMENTA	3/9/2024	\$ (6,032.71)	030924 AP	REPAIRS, CONTROLS/PROGRAMMII	\$ 610,911.15
6989	CENTRA SOTA COOPER	3/14/2024	\$ (135.04)	031424 AP	FILTER RADIAL SEAL OUTER AIR	\$ 610,776.11
6990	CLEARWATER	3/14/2024	\$ (2,128.00)	031424 AP	FEB24 TREASURER/ADMIN SVCS	\$ 608,648.11
6991	FORSELL, JON	3/14/2024	\$ (24.50)	031424 AP	SEMINAR PARKING REIMB	\$ 608,623.61
6992	HAWKINS INC	3/14/2024	\$ (40.00)	031424 AP	CHLORINE CYLINDER, SULFUR DIO	\$ 608,583.61
6993	PARTS CITY AUTO PART	3/14/2024	\$ (68.96)	031424 AP	SAE 5W-30, 21-91 VARIOUS APPS	\$ 608,514.65
6994	U.S. BANK	3/14/2024	\$ (1,165.33)	031424 AP	TRAINING, FUEL, REPAIRS, UNIFOR	\$ 607,349.32
6995	XCEL ENERGY	3/14/2024	\$ (3,798.70)	031424 AP	FEB24 ELECTRICITY/NATURAL GAS	\$ 603,550.62
6996	FRONTIER	3/21/2024	\$ (249.25)	032124 AP	FEB24 PHONE/INTERNET	\$ 603,301.37
6997	HAWKINS INC	3/21/2024	\$ (209.00)	032124 AP	SULFUR DIOXIDE	\$ 603,092.37
6998	MIDWEST FLO CAL LLC	3/21/2024	\$ (400.46)	032124 AP	TROUBLESHOOT HIGHER EFFLUEN	\$ 602,691.91
6999	NELSON SANITATION AN	3/21/2024	\$ (780.00)	032124 AP	CLEAN LIFT STATION	\$ 601,911.91
7000	NORTH CENTRAL LABOF	3/21/2024	\$ (336.44)	032124 AP	ACCUVAC AMPULES	\$ 601,575.47
7001	XCEL ENERGY	3/21/2024	\$ (7,165.66)	032124 AP	MAR24 ELECTRICITY/NAT GAS	\$ 594,409.81
500129-130E	PAYROLL6	3/13/2024	\$ (3,839.39)	PAY20240106.00		\$ 590,570.42
500131-132E	PAYROLL7	3/27/2024	\$ (3,919.38)	PAY20240107.00		\$ 586,651.04

RECEIPTS \$ 13,338.62
 PAYROLL \$ (7,758.77)
 EXPENSES \$ (31,251.64)
\$ (25,671.79)

CLEAR LAKE SEWER AUTHORITY
***Cash Balances-Audit Summary©**

Current Period March 2024

Fund	General Ledger	-----Transactions-----				
10100 ASB						
101 GENERAL OPERATI						
			<u>Contra Entries</u>		<u>Cash Account used in the Transaction</u>	
GL Begin Bal	\$618,789.39	= - Disbursements	\$88,256.20	+ Transfers	\$0.00	Disbursements/(Receipts)
+ Debits	\$87,734.45	+ Receipts	\$83,280.05	+ Journal Entries	(\$3,864.53)	Includes Startup (if any)
- Credits	\$119,872.80			+ JE Payroll	(\$23,297.67)	
GL Balance	\$586,651.04			Transaction Balance	\$586,651.04	In Bal
301 CAPITAL IMPROVEM						
			<u>Contra Entries</u>		<u>Cash Account used in the Transaction</u>	
GL Begin Bal	\$0.00	= - Disbursements	\$0.00	+ Transfers	\$0.00	Disbursements/(Receipts)
+ Debits	\$0.00	+ Receipts	\$0.00	+ Journal Entries	\$0.00	Includes Startup (if any)
- Credits	\$0.00			+ JE Payroll	\$0.00	
GL Balance	\$0.00			Transaction Balance	\$0.00	In Bal
All Fund	GL Begin Bal	+ Receipts	- Disbursements	+ Journal Entries	+ JE Payroll	Balance
	\$618,789.39	\$83,280.05	\$88,256.20	(\$3,864.53)	(\$23,297.67)	\$586,651.04

CLEAR LAKE SEWER AUTHORITY
***Cash Balances-Audit Summary©**

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Current Period April 2024

Fund	General Ledger	-----Transactions-----				
10100 ASB						
101 GENERAL OPERATI						
			<u>Contra Entries</u>		<u>Cash Account used in the Transaction</u>	
GL Begin Bal	\$618,789.39	= - Disbursements	\$113,118.68	+ Transfers	\$0.00	Disbursements/(Receipts)
+ Debits	\$138,800.64	+ Receipts	\$134,299.99	+ Journal Entries	(\$3,864.53)	Includes Startup (if any)
- Credits	\$152,639.33			+ JE Payroll	(\$31,155.47)	
GL Balance	\$604,950.70			Transaction Balance	\$604,950.70	In Bal
301 CAPITAL IMPROVEM						
			<u>Contra Entries</u>		<u>Cash Account used in the Transaction</u>	
GL Begin Bal	\$0.00	= - Disbursements	\$0.00	+ Transfers	\$0.00	Disbursements/(Receipts)
+ Debits	\$0.00	+ Receipts	\$0.00	+ Journal Entries	\$0.00	Includes Startup (if any)
- Credits	\$0.00			+ JE Payroll	\$0.00	
GL Balance	\$0.00			Transaction Balance	\$0.00	In Bal
All Fund	GL Begin Bal	+ Receipts	- Disbursements	+ Journal Entries	+ JE Payroll	Balance
	\$618,789.39	\$134,299.99	\$113,118.68	(\$3,864.53)	(\$31,155.47)	\$604,950.70

CLEAR LAKE/CLEARWATER SEWER AUTHORITY

Chair Lawrence called the Clear Lake/Clearwater Sewer Authority meeting to order at 5:30 p.m. at the Wastewater Treatment Facility on Thursday, June 20, 2024.

The following Authority Members were present: Lawrence, Goenner, and Gilliland.

The following Authority Members were absent: White and Winkelman.

A motion to adopt the following resolution was made by _____ and seconded by _____.



**RESOLUTION 2024-04
DECLINING WAIVER OF STATUTORY TORT LIMITS**

WHEREAS, the League of Minnesota Cities Insurance Trust, LMCIT, provides insurance coverage to the Clear Lake/Clearwater Sewer Authority; and

WHEREAS, the policy has an annual renewal in September 2024; and

WHEREAS, as part of the renewal process, LMCIT requires the Authority to make an annual declaration of its intent regarding statutory tort limits under Minnesota law; and

WHEREAS, in previous years, the Board has declined to waive these limits.

NOW, THEREFORE, BE IT RESOLVED, that the Clear Lake/Clearwater Sewer Authority hereby declines to waive the Minnesota Statutory Tort Limits as it applies to the insurance renewal for the 2024-2025 policy year.

BE IT FURTHER RESOVED, that the Director is hereby authorized to sign and submit the required form to LMCIT on behalf of the Authority.

Authority members voting in favor:

Absent: White and Winkelman.

Adopted by the Sewer Authority this 20th day of June, 2024.

ATTEST:

APPROVED BY:

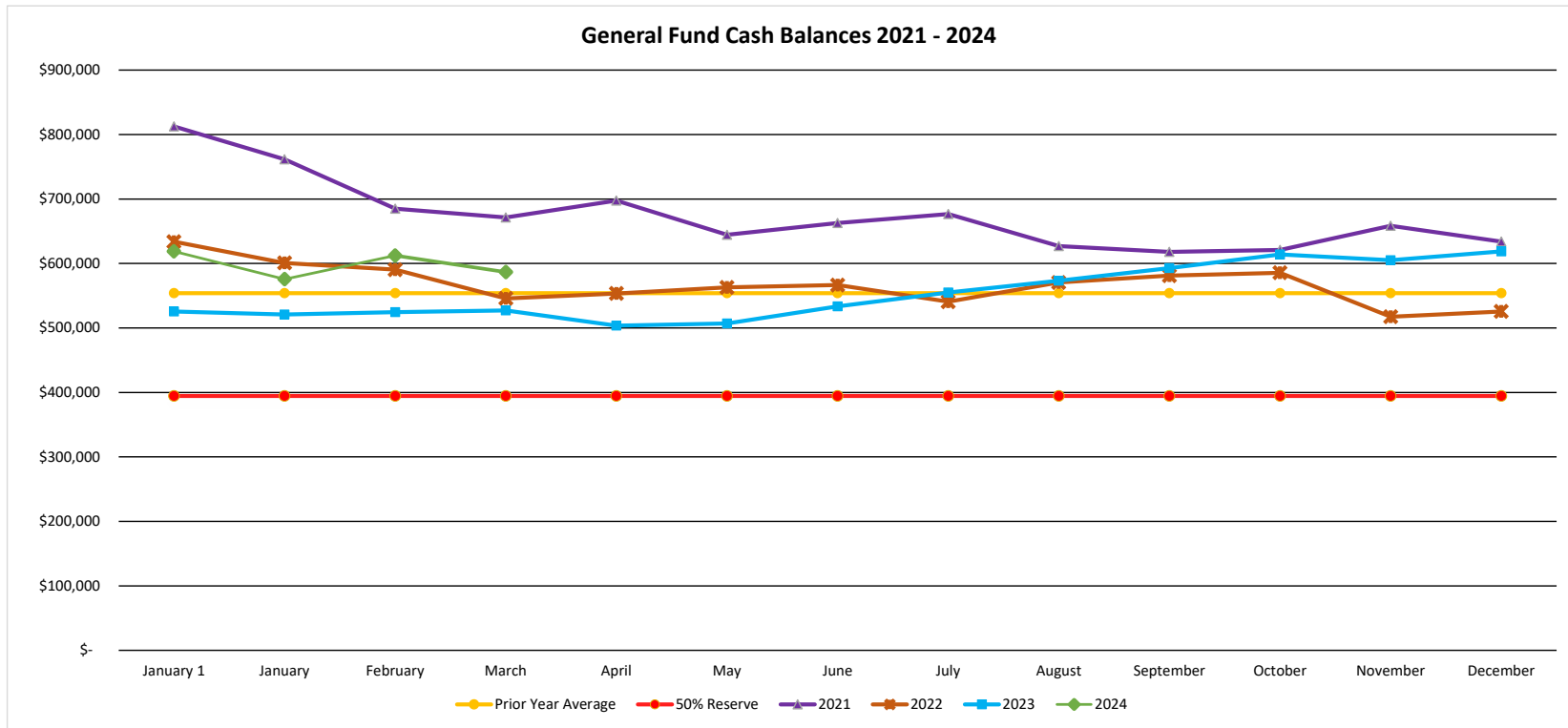
Annita M. Smythe, Director

Andrea Lawrence Wheeler, Chair



CLCWSA

1st Quarter 2024
Quarterly Budget Report



General Fund

	YTD Budget	YTD Actual	Percent of YTD Budget	
Receipts				
Sewer Revenues	\$ 167,711	\$ 66,893	39.89 %	↓
Miscellaneous Revenue	-	-	-	
Interest Earnings	300	374	124.8	↑
Sewer Surcharge	29,250	15,280	52.2	↓
Insurance Dividend	-	-	-	
Sales of General Fixed Assets	-	733	-	↑
	<u>\$ 197,261</u>	<u>\$ 83,280</u>	<u>42.2 %</u>	↓

	YTD Budget	YTD Actual	Percent of YTD Budget	
Disbursements				
Wages	\$ 39,350	\$ 40,322	102.5 %	⇒
Payroll Taxes	5,875	6,109	104.0	⇒
Employee Expenses	9,000	14,834	164.8	↓
Supplies/ Maintenance	28,750	21,908	76.2	↑
Insurance	7,000	-	0.0	↑
Administrative	2,550	5,560	218.0	↓
Contracted Services	10,884	6,322	58.1	↑
Utilities	24,400	20,034	82.1	↑
Capital	37,500	330	0.9	↑
Miscellaneous	-	-	-	
Depreciation	31,952	-	0.0	↑
	<u>\$ 197,261</u>	<u>\$ 115,418</u>	<u>58.5</u>	↑

Key

- ↑ Varies more than 10% than budget positively
- ↓ Varies more than 10% than budget negatively
- ⇒ Within 10% of budget

Clear Lake/ Clearwater Sewer Authority

Statement of Revenue and Expenditures

Budget to Actual

For the Three Months Ended March 31, 2024

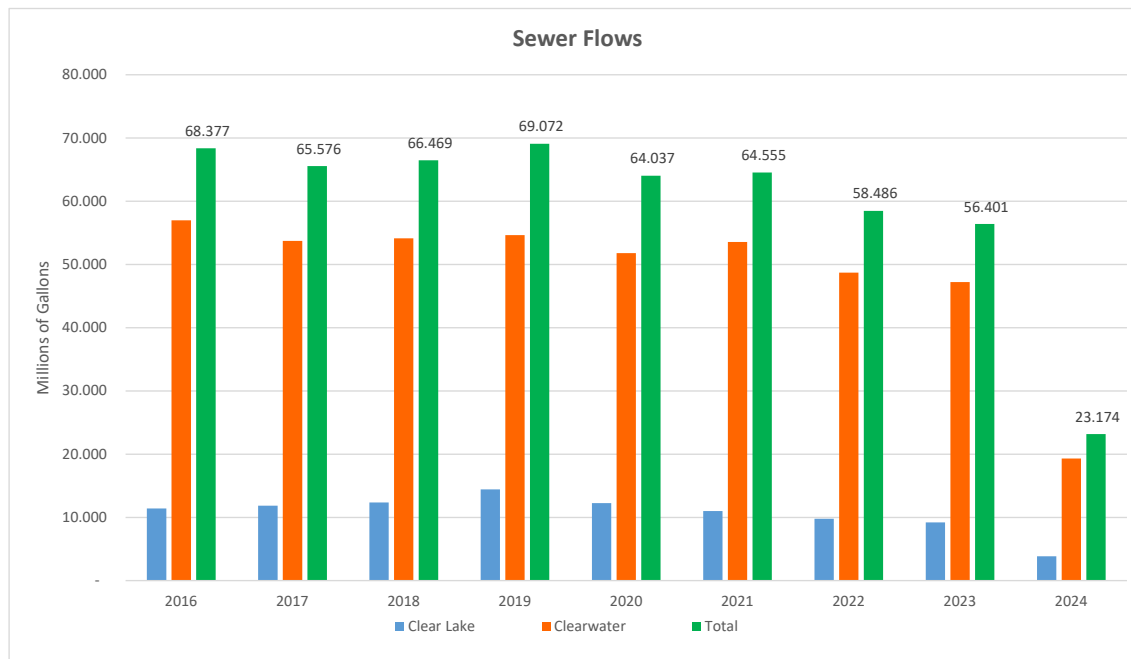
	Annual Budget	Budget through 3/31/2024	Actual Through 3/31/2024	Variance - Favorable (Unfavorable)	Percent of Budget through 3/31/2024
Revenues					
Sewer Revenues	\$ 670,845	\$ 167,711	\$ 66,893	\$ (100,818)	39.9 % 1)
Miscellaneous Revenue	-	-	-	-	-
Interest Earnings	1,200	300	374	74	124.8
Sewer Surcharge Revenue	117,000	29,250	15,280	(13,970)	52.2 1)
Insurance Dividends	-	-	-	-	-
Sales of General Fixed Assets	-	-	733	-	-
Total Revenues	789,045	197,261	83,280	(114,714)	42.2
Expenditures					
Wages	\$ 157,400	\$ 39,350	\$ 40,322	(972)	102.47
Payroll Taxes	23,500	5,875	6,109	(234)	103.98
Employee Expenses	36,000	9,000	\$14,834	(5,834)	164.82
Supplies/ Maintenance	115,000	28,750	21,908	6,842	76.20
Insurance	28,000	7,000	\$0	7,000	-
Administrative	10,200	2,550	\$5,560	(3,010)	218.03
Contracted Services	43,536	10,884	\$6,322	4,562	58.09
Utilities	97,600	24,400	\$20,034	4,366	82.11
Capital	150,000	37,500	330	37,170	0.88 2)
Miscellaneous	-	-	-	-	-
Depreciation	127,809	31,952	-	31,952	- 3)
Total Expenditures	789,045	197,261	115,418	81,843	58.51
Excess Revenues (Expenditures)	\$ -	\$ -	\$ (32,138.35)	\$ (32,871.09)	

Item Explanation of items percentage received/expended less than 90% or greater than 110% and \$ variance greater than \$10,000.

- 1) As of 3/31/24 payment had not been received for January or February 2024 flows
- 2) Only one small expenditure thus far for the new shop
- 3) Depreciation recognized as an actual expense at year end (after audit)

Annual Sewer Flow Data 2016-2024
millions of gallons

	<u>CL</u> <u>2016</u>	<u>CW</u> <u>2016</u>	<u>CL</u> <u>2017</u>	<u>CW</u> <u>2017</u>	<u>CL</u> <u>2018</u>	<u>CW</u> <u>2018</u>	<u>CL</u> <u>2019</u>	<u>CW</u> <u>2019</u>	<u>CL</u> <u>2020</u>	<u>CW</u> <u>2020</u>	<u>CL</u> <u>2021</u>	<u>CW</u> <u>2021</u>	<u>CL</u> <u>2022</u>	<u>CW</u> <u>2022</u>	<u>CL</u> <u>2023</u>	<u>CW</u> <u>2023</u>	<u>CL</u> <u>2024</u>	<u>CW</u> <u>2024</u>
January	0.966	4.346	0.981	4.848	1.056	4.611	1.094	4.414	1.199	4.534	0.953	4.352	0.884	3.916	0.748	4.265	0.760	3.796
February	0.947	4.270	0.925	4.252	0.917	4.379	0.991	4.527	1.004	4.369	0.870	3.975	0.788	3.606	0.716	3.468	0.793	3.586
March	0.964	4.449	1.008	4.664	1.062	4.716	2.076	5.333	1.086	4.632	0.994	4.450	0.946	3.870	0.833	3.748	0.758	3.883
April	0.932	4.278	0.993	4.549	1.029	4.561	1.099	4.442	1.028	4.035	0.988	4.272	0.905	3.870	0.810	3.990	0.751	3.896
May	0.978	4.581	1.047	4.976	1.035	4.583	1.174	4.557	1.037	4.267	1.000	4.632	0.946	4.463	0.801	4.145	0.798	4.153
June	0.935	4.852	0.958	4.599	1.031	4.331	1.148	4.552	0.999	4.287	0.932	4.872	0.744	4.531	0.749	4.008		
July	0.910	5.209	0.990	4.399	1.045	4.768	1.102	4.699	1.011	4.590	0.917	4.377	0.783	4.511	0.716	4.088		
August	0.910	5.573	0.945	4.230	1.008	4.594	1.161	4.611	1.005	4.276	0.892	5.077	0.744	4.709	0.762	4.017		
September	0.924	5.070	0.903	4.157	0.996	4.289	1.108	4.409	0.996	4.188	0.849	5.132	0.772	4.222	0.749	3.748		
October	0.992	4.778	1.034	4.413	1.079	4.384	1.158	4.521	1.005	4.368	0.888	4.832	0.759	3.693	0.753	4.003		
November	0.953	4.693	1.043	4.182	1.017	4.278	1.135	4.185	0.940	4.178	0.860	3.610	0.750	3.601	0.782	3.816		
December	0.992	4.875	1.016	4.464	1.069	4.631	1.197	4.379	0.950	4.053	0.859	3.972	0.77	3.703	0.770	3.916		
Total	11.403	56.974	11.843	53.733	12.344	54.125	14.443	54.629	12.260	51.777	11.002	53.553	9.791	48.695	9.189	47.212	3.860	19.314
Average	0.950	4.748	0.987	4.478	1.029	4.510	1.204	4.552	1.022	4.315	0.917	4.463	0.816	4.058	0.766	3.934	0.772	3.863
High	0.992	5.573	1.047	4.976	1.079	4.768	2.076	5.333	1.199	4.632	1.000	5.132	0.946	4.709	0.833	4.265	0.798	4.153
Usage	16.68%	83.32%	18.06%	81.94%	18.57%	81.43%	20.91%	79.09%	19.15%	80.85%	17.04%	82.96%	16.74%	83.26%	16.29%	83.71%	16.66%	83.34%
Annual Capacity	26.280	105.120	26.280	105.120	26.280	105.120	26.280	105.120	26.280	105.120	26.280	105.120	26.280	105.120	26.280	105.120	26.280	105.120
% Capacity Used	43%	54%	45%	51%	47%	51%	55%	52%	47%	49%	42%	51%	37%	46%	35%	45%	15%	18%



18.03% 5 yr average - CL
81.97% 5 yr average - CW

Surcharge Tracking 2024

Clearwater Accounts

Dec 23	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	BOY	EOY	CHG	AVG	
707	708	708	708	708	708								707	0	-707	708	
\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	
\$ 7,070.00	\$ 7,080.00	\$ 7,080.00	\$ 7,080.00	\$ 7,080.00	\$ 7,080.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,070.00	\$ -	\$ (7,070.00)	\$ 3,266.92	
Total												\$ 42,470.00					

Clear Lake Accounts

Dec 23	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	BOY	EOY	CHG	AVG	
271	270	280											271	0	-271	275	
\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	
\$ 2,710.00	\$ 2,700.00	\$ 2,800.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,710.00	\$ -	\$ (2,710.00)	\$ 631.54	
Total												\$ 8,210.00					

Total Accounts

Dec 23	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	BOY	EOY	CHG	AVG	
978	978	988	708	708	708	0	0	0	0	0	0	0	978	0	-978	341	
\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	
\$ 9,780.00	\$ 9,780.00	\$ 9,880.00	\$ 7,080.00	\$ 7,080.00	\$ 7,080.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,780.00	\$ -	\$ (9,780.00)	\$ 3,898.46	
Total												\$ 50,680.00					

No Data provided by Clear Lake.

BUILDING PERMITS 2024 MONTHLY REPORT

	ReRoof	Reside	Windows/Doors	Plumbing	Mechanical	Basement Finish	Addition/Alteration	Deck/Porch	Accessory Building	Fence	New Build - Residential	New Build - Commercial	Sign (Permanent)	Other*	TOTAL
JAN	3	1	1	1	2		1		1		1				11
FEB	2	2		1	1	1				1	1				9
MAR	1	1	1	3			1		2			1			10
APR	1			4	2	1	2		1	2			1		14
MAY	6	3	1	5	1		1	1		1		1			20
JUN															0
JUL															0
AUG															0
SEPT															0
OCT															0
NOV															0
DEC															0
Total	13	7	3	14	6	2	4	1	1	4	4	1	3	0	64

*OTHER	
January	
February	
March	
April	Demo Permit (Residential)
May	
June	
July	
August	
September	
October	
November	
December	