

**GLADSTONE CITY COUNCIL
REGULAR MEETING
CITY HALL COUNCIL CHAMBERS
February 11, 2014**

**7:30 p.m. CALL TO ORDER
ROLL CALL
FLAG SALUTE**

BUSINESS FROM THE AUDIENCE

Visitors: Presentations not scheduled on the Agenda are limited to five (5) minutes. Longer presentations should be submitted to the Assistant City Administrator by 5:00 p.m. Wednesday prior to the Tuesday City Council meeting.

CONSENT AGENDA

All items below will be enacted by one motion unless someone requests specific item(s) be removed prior to Council adoption of the Consent Agenda.

1. Approval of January 7, 2014 and January 14, 2014 Minutes
2. Request to Purchase Two New Patrol Vehicles
3. Appoint Yvonne McNeil to Traffic Safety Commission
4. Payment of January Claims

CORRESPONDENCE

REGULAR AGENDA

5. Expense Report for Sewer Lateral Repair at 170 W. Arlington Street/Set Date for Hearing
6. Recommendations from Traffic Safety Commission:
 - a: Purchase & Install Personal Activated Crosswalk Flashing Signs for Oatfield Road at Ridgeway Dr.
 - b: Send Letter to Oregon Dept. of Transportation Requesting Reduced Speed Limit on McLoughlin Blvd.
7. Ordinance 1445 – Amending Chapter 5.04 of the Gladstone Municipal Code Regarding Business License Fee Calculations
8. Second Reading of Ordinance 1442 – Adding a New Chapter 12.22 Regarding Special Events to the Gladstone Municipal Code
9. Second Reading of Ordinance 1443 – Adopting a New Chapter 5.60 of the Gladstone Municipal Code Regarding Permit Requirements for Security Alarm Systems
10. Ordinance 1444 - Adopting A New Chapter 15.32 of the Gladstone Municipal Code Regarding Maintenance of Private Fire Hydrants and Usage of Public Fire Hydrants.
11. Ordinance 1446 - Adopting Gladstone Municipal Code Chapter 9.09 Requiring Compliance with the U.S. Controlled Substances Act and Amending Chapter 5.04 Business License Provisions and Declaring an Emergency

BUSINESS FROM THE COUNCIL

EXECUTIVE SESSION -192.660(2)(i) - To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing. (no attachments)

ADJOURN



CONSENT AGENDA

GLADSTONE CITY COUNCIL MEETING MINUTES – January 7, 2014

ROLL CALL

The following city officials answered the roll call: Mayor Wade Byers and Councilors Hal Busch, Thomas Mersereau, Kari Martinez, Lendon Nelson, and Neal Reisner.

ABSENT: Ray Jaren

STAFF

City Administrator, Pete Boyce; Heather Martin, City Attorney; Jolene Morishita, Assistant City Administrator; and Jim Pryde, Police Chief

Mayor Byers led the flag salute. He reported at the last Council meeting Patrick Clark indicated he would like another 30 days to find a location for his pet Lynx and it was approved. The 30 days expire on January 9, 2014. The City was contacted by Oregon State Senator Alan Olson who is considering submitting legislation at the Legislative session in February. This meeting was called to consider lengthening Mr. Clark's extension in light of a legislative solution.

City Attorney Heather Martin reported this is not a regular Council meeting. According to Council rules there is only business from the audience if it is a regular meeting or during a public hearing. A public hearing has not been declared for this meeting and testimony has been heard on this issue at previous Council meetings.

Mayor Byers introduced Senator Olson who represents Senate District 20 which includes Gladstone. Senator Olson said when he first saw the news article on December 15, 2013 which talked about the cat and described the situation what struck him was that Mr. Clark is a veteran. He too is a veteran. Often times Legislatures write laws that have unintended consequences. The law passed in 2009 was intended to protect folks from wild animals and the fact that many people liked to bring in exotic animals. He feels the Bill was so tightly defined that there was never an exception allowed for any reason whatsoever. In hearing about Mr. Clark's situation, he had his staff look into the issue to see if they could open the door for special situations or instances where people who have had animals for a long time that have not had a problem, they could keep that animal. This exception would not be for everyone or anyone. In this case Mr. Clark is a veteran and uses the Lynx to bring serenity to himself from the actions he had in the military.

Senator Olson has talked to colleagues and now there is an agreement with both the House and Senate that a venue should be considered to modify the bill/law that is in place. This could be a tool and instrument to resolve the issue. He is asking Council to allow Mr. Clark an extension to allow them to get through the February session and get the bill through. 91 people have agreed to this bill for the Governor to sign it. There is a possibility the bill will not get through but at least with this opportunity they will have a chance to allow Mr. Clark to keep his animal and move forward until the animal's demise.

Questions from Council

- Question: What is a fair time frame to get this bill through the legislative process? Answer: Senator Olson stated they go into session on February 3rd. There will be hearings and meetings and public testimony. Legally they could be in session through March 3rd. He suggested that the extension be granted from January 7th until the end of session. If the bill did not go through the Council could then take action.
- Question: Will this exception make a precedent for others in the future? Answer: Mr. Olson stated decisions are made all the time to exempt categories and certain groups of people that are allowed by others. In this case Mr. Clark has had his animal for 16 years. Sometimes when you move you are not aware of specific laws until you bump into them. It is up to Council to determine whether it is right to make an exception in this case.
- It was stated that this animal is providing a service to someone and that is a health-related issue. It should be allowed. Question: Has there been any other exceptions made for exotic animals (service animals). Answer: Senator Olson stated he hasn't heard of anything and talking with the Department of Agriculture they have never specifically said they have allowed this to happen or not allowed it to happen. There is an opportunity perhaps that the Americans with Disabilities Act could take precedent here. If Mr. Clark mitigates any situation he may have from his PTSD, this could be considered a service animal. In the law there was a monkey that was exempted as a service animal. Legislators have the opportunity to except certain things.

Senator Olson explained he needed to find a bill that has an appropriate relating clause. They have the opportunity to expand on a relating clause or to contract a relating clause. The broader the clause the easier it is to put an amendment in. He intends to put an amendment into a bill that has an appropriate relating clause. He talked to the Chair of Committee that there is a bill that has a relating clause that is extremely close. If the clause was broadened, then an amendment that would relate to and work for this particular instance could be inserted. He has talked to legislative council and they have given direction as to how to write the bill and include this exception into the relating clause. This is a bill that likely will pass. This gives the director of the Department of Agriculture the opportunity to evaluate the case to see if it is appropriate for this situation. It is not just for one person, but everyone in the state that would run up against this.

He is asking Council for an extension to allow him the opportunity to submit this legislation and get it passed. He has had many people say this would be good legislation and they would support it; from both sides of the aisle, the House and the Senate.

Councilor Nelson moved and Councilor Martinez seconded a motion to allow Mr. Clark a 90-day extension beyond the close of the February Legislative session.

Councilor Reisner stated there is currently a law on the books that say no exotic animals. Mr. Clark did not know that the animal was not allowed in the City when he moved in a couple of years ago. It was a surprise to Mr. Clark and the City that there was such a law. The City must obey laws and uphold state laws and also the Gladstone Municipal Code.

City Attorney Martin explained technically the Council could grant Mr. Clark an exception to what the code provision is. It doesn't have to go before the Planning Commission as is not in the development code. The Council can determine whether they want to grant an exemption based on certain criteria. After reviewing the case last year, there wasn't anything where Mr. Clark would be in compliance with State law.

Councilor Mersereau stated he visited the Clark's residence a few days ago. He saw a tired old pussy cat: a friend. He really doubts whether the cat could do a lot of damage. The fact is that Council represents the people, so emotional feelings should not be a main consideration. He feels the people are expecting the City to run at a reasonable cost and if something blatant was to happen and the cat was to do something, there would be a civil suit. He doesn't feel there is much worry about this but the law does exist. He suggested an insurance policy on the cat for any damage he may cause. City Administrator Boyce agrees that in the interim of the extension an insurance policy would help with the risk the City assumes during this debate.

Question: Will the State or Legislation of the State during this extension period of time take the risk of the City? Answer: Senator Olson stated he couldn't commit the State to take that responsibility on.

Councilor Martinez stated the Council represents all the people, not just those who don't have a Lynx cat that are service animals. She feels they represent Mr. Clark to allow the time to see the process through. Give the Legislature a chance to decide the spirit of the law.

Roll: **Mersereau:** Aye; **Martinez:** Yes; **Nelson:** Yes; **Busch:** Yes; **Reisner:** No; and **Byers:** Yes.

The motion carried 5-1.

ADJOURN

Mayor Byers adjourned the Council Meeting at 7:40 p.m.

The next City Council meeting was adjourned to _____, 2014, at 7:00 p.m.

Approved by the Mayor this _____ day of _____, 2014.

Attest:

Mayor

Assistant City Administrator

GLADSTONE CITY COUNCIL MINUTES OF REGULAR MEETING – January 14, 2014

ROLL CALL

The following city officials answered the roll call: Mayor Wade Byers and Councilors Hal Busch, Ray Jaren, Kari Martinez, Thomas Mersereau, Lendon Nelson, and ...Reisner.

ABSENT: None

STAFF

Pete Boyce, City Administrator; Rhonda Bremmeyer, Senior Center Director; Irene Green, Library and Scott Tabor, Public Works Director.

Mayor Byers led the flag salute.

BUSINESS FROM THE AUDIENCE

Mike Madler, Gladstone Fire Department, Members Association, Association President reported last month Council donated \$500 for the Food and Toy Drive. They had a successful year with 140 families they delivered to, two large food boxes for every family, and a bag of toys for the kids. He thanked the Council for their contribution and submitted a letter of appreciation.

Mary Accenttura, 17528 SE Valley View Road, President of New Gladstone Library Foundation explained their Foundation is made up of six directors, three less than their desired number. They all agree on the need for the new and improved library to serve the Gladstone and Oak Lodge Communities. There is a split in the foundation as to the ways and means of obtaining the goal. Their actions are guided by their mission statement, vision statement and values. She read the three statements to the Council. They are committed to following these three statements and to provide all the help and energy they have to benefit the patrons of the Gladstone Public Library. The pact and the foundation are not one in the same.

Pat McMahon, 175 W. Berkeley stated he runs the Santa and the Mac Event concurrently with the Gladstone Fire Department. They were able to donate four full barrels of toys and canned goods that they also gave to the Gladstone Food Bank at the Campgrounds. After the fire-fighters were done at Christmas time, they continued to make up canned goods from the library. There was another two full 55-gallon drums of canned goods that went up to the food bank in Gladstone. They made sure that anything they procured in the City of Gladstone stayed in the City of Gladstone. He thanked the Fire Department, support from citizens, and the library for all their help.

CONSENT AGENDA

Item(s) Removed from the agenda:

1. Approval of October 15, 2013 Work Session Minutes and December 10, 2013 Minutes
3. Approval of Resolution 1034 – Adopting Updates to the City of Gladstone Addendum to the Clackamas County Multi-Jurisdictional Natural Hazards Mitigation Plan
4. Approval of Regional Justice Information Network Intergovernmental Agreement
9. Payment of December Claims

Item 2, Approval of Resolution 1033; Adopting a Revised Master Free Schedule and Repealing Resolution 1003, was removed from the Consent Agenda and placed as Item 22 on the Regular Agenda.

5. Approval of Special Event Temporary Liquor License – Concept Entertainment Two, LLC – Latus Motors
6. Denial of Liquor License – Affordable Catering – Napoleons Deli 455 Portland Avenue
7. Appointments Boards, Commissions and Committees:
 - a. Park and Recreation Board
 - b. Traffic Safety Commission
8. Information Regarding 2013 Gladstone Cultural Festival City Expenses

Councilor Nelson moved and Councilor Busch seconded a motion to approve Consent Agenda items 5 through 8 as presented.

Motion carried unanimously.

Discussion of Items 1, 3, 4, and 9:

1. Approval of October 15, 2013 Work Session Minutes and December 10, 2013 Minutes. Revisions were made to the December 10, 2013 Minutes.

3. Approval of Resolution 1034 – Adopting Updates to the City of Gladstone Addendum to the Clackamas County Multi-Jurisdictional Natural Hazards Mitigation Plan. Councilor Mersereau asked that the acronyms be defined in the document. City Administrator Boyce will have staff make the corrections.

4. Approval of Regional Justice Information Network Intergovernmental Agreement. Councilor Mersereau suggested there be a cost associated with each group that is involved with this Agreement. He asked who would be Gladstone's representative and alternate. Administrator Boyce stated the representative would be Chief Pryde and alternate would be Lieutenant or designee.

Councilor Reisner noted the cost sharing formula is attached as Exhibit A; however there was no Exhibit A in the Agreement.

Jeff Jolly, Gladstone Police Department explained Master IGA Exhibit A has the formula for the pre-implementation of the program. He submitted a copy for the Council. According to the latest newsletter, November 2013, they estimate currently the per-user cost is \$55 per sworn officer. Portland Police Bureau is picking up \$6 million major infrastructure cost and each user-agency will be charged the \$55 fee. The network is estimating that the fee could go up to \$59 per user; which would be approximately \$700-1,000. more per year than what Gladstone is currently paying for 14 officers. For 16 officers the cost will be \$10,600 and if the cost does go up \$4 the cost will \$768 – 1,000.

Questions from the Councilors:

- Are more departments anticipating joining this network than what is currently being offered through Portland? Answer: Officer Jolly thinks absolutely more people will join as this system continues to build. Right now the number is at 40 in five different counties and two different states.
- Will the information from the current system that is retiring be absorbed into the new system? Answer: Officer Jolly stated they will transfer the information over to the

new system and make it available. The system will be replaced with the PPDS system that is maintained by Portland.

- Page 414 indicates an effective date of 7/1/2012; is that correct? Answer: Officer Jolly stated this is the effective date of the agreement. The initial phase will not begin until March and Gladstone will be involved in the early roll-out period. The goal is to make it fully implemented later in the year.
9. Payment of December Claims. Councilor Reisner noted there were bills from Back Flow Management and Timberline Development and asked if there was a sewer overflow? City Administrator Boyce reported there was a sewer lateral that was discharging sewerage into the public right of way on West Arlington. The City went in and took care of it; they hired Timberline to come in and take care of the public health hazard. The property owner has 60 days to repay the City for that cost or have a lien put on the property.

*Councilor Martinez moved and Councilor Busch seconded a motion to approve the Consent Agenda consisting of Items 1 and 3 as revised and Items 4 and 9 as presented.
Motion Passed unanimously.*

CORRESPONDENCE

10. Letter from Dewo M. Yadeto Regarding Municipal Court
11. Rose Johnson's Response Memo from City Attorney Concerning the Agenda
12. Additional Correspondence

REGULAR AGENDA

13. Exit Audits – Merina and Company, 5499 Amy Street, West Linn. Tonya Moffitt, Partner and Linn Pope, Audit Manager, Marina and Company presented the results of their June 30, 2013 Audit. They have completed the audit and issued a Clean Opinion which is the best opinion that the City can receive. The opinion is limited to the basic financial statement, the supplementary information, and the audit comments. They do not audit the introductory section therefore they don't issue an opinion on that. There were no restrictions placed on the audit and no disagreements with management. There were no significant difficulties in conducting the audit.

There were four new accounting pronouncements that were implemented in the fiscal year ending in 2013 and those were government auditing standards 61, 62, 63 and 65. One of the pronouncements is for the way component units are treated (relationship with the City, but not inside the city—library foundation). There is a pronouncement for GASB 63 and 65 which changes the look of the financial statements. The government accounting standards created deferred inflows and deferred outflows (previously referred to as deferred revenue). The City has implemented these policies and procedures correctly and the financial statements are representative of what the government accounting standards require.

There are estimates in the financial statements for depreciation, compensated absences payable, and other post employment benefits. There were no transactions the City entered into that lacked authoritative guidance. There were some uncorrected misstatements with the total financial statement in effect of \$69,000 and \$113,000. As there were changes in the accounting

rules so what could have been presented in the financial statement and if it became material, it would need to be presented in the financial statement, the City chose not present those at this time as they are immaterial to the financial statement.

Merina & Company assisted the City in material audit adjustments for closing journal entries for the year end and the City has another CPA that reviews those journal entries that they repair to ensure the company is still independent to be able to issue an auditor's report.

Ms. Moffitt reported they also review collateral, public purchasing, how the City spends their highway funds, and making sure they are in compliance with the Oregon State minimum standards. There was one budget violation where the budget resolution did not agree to the budget document. The approved column in the budget was the numbers that appeared in the resolution and not the adopted numbers. There were variances between the approved and the adopted budget. This was noted when they did the budget testing. The City will revise this.

Questions from the Council:

- Councilor Reisner noted this year's letter to management was longer than previous years. He asked if they compare years past when drafting the letter. Answer: The letter represents their recommendations and things they noted during the audit. Previously they were verbally communicated to management; however, they have changed their practices and are now putting them in writing.
- Were the previous letters viewed to determine if those recommendations were completed or corrected? Answer: Some of the comments reflect corrections from the past with recommended purchasing policies be implemented, a cash handling policy be implemented, etc. They do go back and review them from the prior year to see if they have been implemented or not.

Urban Renewal Agency Exit Audit. Merina and Company completed this audit December 27, 2013 and issued a Clean Opinion. The opinion is limited to the basic financial statements and the audit comments. They do not audit the introductory section and do not form an opinion on it. There were no restrictions on the audit scope, there were no disagreements with management, and there were no significant difficulties occurred during the course of the audit. There were three new accounting policies, GASB 61, 63 and 65. There were no transactions found entered by the Urban Renewal that lacked authoritative guidance. There were some audit adjustments for proper presentation of the financial statement (property taxes). For Oregon State regulations, they test for Urban Renewal to make sure they comply and they were in compliance with everything they tested.

Questions from the Council: None.

Mayor Byers asked staff to convey appreciation to those who work hard all year to make sure the financial matters of the City are proper, current and correct.

14. Appointment to Planning Commission (three applications received for two vacant positions). Mayor Byers reported that applications to the Planning Commission have been received from: Jerry Herrmann, Kevin Johnson, and Tammy Stempel.

*Roll: Councilor Jaren, **Herrmann, Stempel**; Councilor Mersereau, **Johnson, Stempel**; Councilor Martinez, **Herrmann, Stempel**; Councilor Reisner, **Johnson, Stempel**; Busch, **Herrmann, Stempel**; Nelson, **Johnson, Stempel**; and Mayor Byers, **Johnson, Stempel**. Kevin Johnson and Tamara Stempel have been appointed to the Planning Commission.*

15. Appointment to Budget Committee (four applicants and three vacant positions). Mayor Byers reported that applications to the Budget Committee have been received from: Dave Kruse, Steve Johnson, Kevin Johnson, and Jerry Herrmann.

*Roll: Councilor Jaren, **Kruse, Steve Johnson, Herrmann**; Councilor Mersereau, **Kruse, Steve Johnson, Kevin Johnson**; Councilor Martinez, **Kruse, Steve Johnson, Herrmann**; Councilor Reisner, **Kruse, Steve Johnson, Kevin Johnson**; Busch, **Kruse, Kevin Johnson, Herrmann**; Nelson, **Kruse, Steve Johnson, Kevin Johnson**; and Mayor Byers, **Herrmann, Steve Johnson, Kruse**.*

Dave Kruse, Steve Johnson and Jerry Herrmann have been appointed to the Budget Committee and Kevin Johnson, Alternate.

16. Appointment to Senior Center Advisory Board (three applicants for one vacant position). Mayor Byers reported that applications to the Senior Center Advisory Board have been received from: Diane Berreth, Katherine Ellerby and Noreda C.B. May. He asked the Council to vote on two applicants for the terms that expire in 2013 and one applicant for the term that expires 2014.

*Roll: Councilor Jaren, **Berreth, May**; Councilor Mersereau, **Berreth, May**; Councilor Martinez, **Berreth, Ellerby**; Councilor Reisner, **Berreth, May**; Busch, **Berreth, May**; Nelson, **Berreth, May**; and Mayor Byers, **Berreth, May**.*

Diane Berreth and Noreda May have been appointed to the Senior Center Advisory Board for the terms expiring December 31, 2016. Katherine Ellerby will be appointed to the Senior Center Advisory Board for the term expiring December 31, 2014.

17. Suggested Municipal Code Review Procedure Adopted by the Planning Commission. City Administrator Boyce reported the Planning Commission took up the directive of City Council to review the current Gladstone Municipal Code and how they will approach that directive.

Tami Stempel, 6960 Winfield Court, Planning Commission Chair reported the Planning Commission spent some time reviewing different titles and sections and put together a review procedure. Time for a worksession will be set aside at each scheduled Planning Commission meeting to address this review. It was decided to approach the subjects of clear vision and nuisance codes first. All the titles other than 17 the Commission will send recommendations

to the Council as they are addressed. Because of notice procedures quarterly updates will be presented on Title 17. Important documents will be submitted in advance, through the City and through the proper process.

Questions from the Councilors:

- Have the changes/update suggested regarding ORSs indicated in the Code Analysis Ordinance Review in January 2012 been made? Answer: City Administrator Boyce reported they have not been changed. The entire municipal code was reviewed and suggestions were made. It will require legal research on the City Attorney's part.
- Do some of the suggestions have time restraints? Answer: City Administrator Boyce reported he has asked the City Attorney to prioritize the issues and that list has been submitted to the City.
- When does the Council get the list and when will they start working on it? City Administrator Boyce stated the City is moving forward on implementing. The Planning Commission with the new directive from City Council will consider the report and send it forward also.
- Why has it taken two years to set out priorities; doesn't it put us in a liability situation with the State in that some of these ordinances haven't been updated and not in compliance with state law? Answer: City Administrator Boyce reported the analysis was done and they are moving forward. The Planning Commission will take it into consideration as they move forward.

18. Discussion – Complaint and Request for Disciplinary Hearing from Planning Commissioner Craig Seghers. City Administrator Boyce reported this is an evolving issue. A copy of an agreement between Tamara Stempel and Craig Seghers was provided to the Council. He asked the two involved if they will agree to participate in mediation and they agreed to do so. There were three separate sessions involving the complainant and each individual listed on the document. He met with both Mr. Seghers and Ms. Stempel and they presented an agreement to him which talks about setting up some rules that the Planning Commission and other committees could follow regarding behavior of committee members. There could be a mechanism set up to deal with violations of committee rules. In return Craig Seghers has decided to retract his complaint.

Craig Seghers stated this situation exposed a lack of procedures to deal with this sort of situation. He feels someone was abused at the meeting. He and Ms. Stempel have agreed to put it behind them if there is a serious effort to come up with a process to keep this from happening again. Tamara Stempel stated their intent is to look at what other municipalities have in place. She thanked the Council for their patience and understanding throughout this process. It was suggested that as a basis, the Council Guidebook that was adopted has a section called Council discussions and decorum should be reviewed.

Councilor Sieckmann asked if this agreement is public record or does it fall under confidentiality of the agreement? City Attorney Martin stated it is public record. Councilor Sieckmann thinks it's a good idea to go forward with the idea of preparing rules for the future.

However he doesn't want people to think he is trying to skirt around his obligations or did something wrong and this is a way out of it.

19. Ordinance 1442 – Adding a New Chapter 12.22 Regarding Special Events to the Gladstone Municipal Code. Mayor Byers asked Assistant City Administrator Morishita to read Ordinance No. 1442 by title only. The Ordinance was read.

Councilor Martinez moved and Councilor Nelson seconded a motion for first reading of Ordinance No. 1442.

Discussion Among the Commissioners: It was noted on Page 19-2, the second line of 12.22.020(1) should read, "...the City Administrator upon a form available..."

It was asked if the homecoming parade or John Wetten parade would have to follow these conditions. City Attorney Martin explained if the parade is in a public right-of-way and shutting down streets, they have to come in for a permit. A system can be put in place where the fee can be waived for individual event.

Kirk Stempel noted on National Night Out a lot of people block off their street and do their event in the street. Is there something in this Ordinance that addresses National Night Out? This event would be covered under the City of Gladstone.

Mr. Stempel asked for clarification of 19-4, 12.22.060(1) (c) and (d). City Attorney Martin stated for example, if someone came in for a building permit and the City already knows that some of the right-of-way will not be available, (c) is included to take that into account. Section (d) for example the Cultural Festival is one week and the grass is worn down and muddy and someone wants to have an event the next week and the site is unusable.

When there is a large construction project it can be tight in some spots and an emergency vehicle could not get through. Does an applicant come in to report what will be closed off? City Administrator Boyce stated applicants report to Public Works what activity is involved and how much of the street will be blocked.

Public Testimony – None.

Councilor Martinez moved and Councilor Nelson seconded a motion to approve Ordinance No. 1442, An Ordinance Adding a New Chapter 12.22 Regarding Special Events to the Gladstone Municipal Code.

Roll: Councilor Busch: **Yes**; Councilor Jaren: **Yes**; Councilor Martinez: **Yes**; Councilor Mersereau: **Yes**; Councilor Nelson: **Yes**; Councilor Reisner: **Yes**; Mayor Byers: **Yes**.
The motion carried 7-0.

Mayor Byers asked that the Assistant City Administrator Morishita to read the Ordinance by title only for the second time. The Ordinance was read.

Councilor Martinez moved and Councilor Jaren seconded a motion to approve Ordinance No. 1442, An Ordinance Adding a New Chapter 12.22 Regarding Special Events to the Gladstone Municipal Code.

Roll: Councilor Busch: **Yes**; Councilor Jaren: **Yes**; Councilor Martinez: **Yes**; Councilor Mersereau: **Yes**; Councilor Nelson: **Yes**; Councilor Reisner: **No**; Mayor Byers: **Yes**.
The motion failed 6-1.

The second reading will be held at the next Council meeting. Staff was asked to include information about Ordinance 1442 in the City Newsletter.

20. Ordinance 1443 – An Ordinance adopting a new chapter 5.60 of the Gladstone Municipal Code Regarding Permit Requirements for Security Alarm Systems. Mayor Byers asked Assistant City Administrator Morishita to read Ordinance No. 1443 by title only. The Ordinance was read.

Discussion Among the Commissioners: It was asked why this ordinance was necessary? Answer: Jeff Jolly, Gladstone Police Department reported the Police Department will have more information available to them. It will provide standards and regulations applicable to alarm systems including those systems utilizing automatic dialing devices, and to encourage alarm users, as well as alarm businesses, to assume increased responsibility for maintaining the mechanical reliability and the proper use of alarm systems to prevent unnecessary emergency response to false alarms and thereby to protect the emergency response capability of the City.

If this is adopted and an officer is on his way and C-Com notifies that it is a false alarm, will it be considered a false alarm or not? Answer: Officer Jolly stated it would be in the City guidelines as to how they want to interpret that language. It would be cleared out by the C-Com center and if the officer is not on scene, he would not consider that a false alarm.

How did staff determine the fee and fines? Answer: Assistant City Administrator Morishita stated she received the yearly fees and fines from the Police Department as to what they wished to have listed. The records clerk worked on the fees and fines with one of the sergeants and then the chief approved it.

Was there consideration given to exempt senior citizens? Answer: It was discussed by Council and decided not exempt senior citizens.

Was consideration given to exempting the school district, DMV, Library, City Hall, Senior Center and the post office? Answer: Officer Jolly stated he was not involved with the drafting of the Ordinance. City Attorney Martin stated they are not exempt under the current language. Council can add language about exemptions.

There are home alarms that are not connected to any central monitoring system. Would this Ordinance require a permit for those kinds of houses? Answer: City Attorney stated it has to be

a system that is transmitting a remote or local audible, visual or electronic signal requesting emergency services personnel response.

Elizabeth Taylor, Utility Billing Clerk asked when the application is made, who processes the application, who issues the permits, who checks for violations, are the fines processed through the municipal court or is it a new bureau that has to be established. Assistant City Administrator Morishita stated Chief Pryde has agreed that his department will handle items listed on the fee schedule under the police department – this includes the alarm permit. Chief Pryde will work it out as to who does what. The entire process will be taken care of by the Police Department.

How will the appeal process be handled? Answer: City Attorney Martin stated the permit revocation section indicates the Police can give 10 days' written notice to allow the permit holder an opportunity to correct the system. Council has the discretion to allow an additional appeal beyond the 10 days.

Public Testimony – None.

Councilor Martinez moved and Councilor Nelson seconded a motion to approve Ordinance No. 1443, An Ordinance Adopting a New Chapter 5.60 of the Gladstone Municipal Code Regarding Permit Requirements for Security Alarm Systems.

Roll: Councilor Busch: **Yes**; Councilor Jaren: **Yes**; Councilor Martinez: **Yes**; Councilor Mersereau: **Yes**; Councilor Nelson: **Yes**; Councilor Reisner: **No**; Mayor Byers: **Yes**.
The motion failed 6-1.

Mayor Byers announced that the second reading will be held at the next Council meeting. Staff was asked to include information about Ordinance 1443 in the City Newsletter.

Recess was taken at 9:10 p.m. and the meeting reconvened at 9:15 p.m.

- 21. Library Facility.** City Administrator Boyce reported Council requested he look into outlining a new project. He is suggesting citizens advisory committee was formed to review the new project and come back to the Council with a recommendation. A letter was sent out indicating that the County's contribution of \$1.5 million could still be used by the City if they came up with a project by June 2014 that would be able to serve Gladstone and Oak Lodge service area.

The outline includes:

- Design and construction of a library facility not to exceed 13,000 square feet. High estimates for a 13,000 square foot library would be in the range of \$5.7 million to \$6.7 million (excluding purchase of land).
- The Webster Road property is still under Cit ownership and could be used as a library location.
- Sources of funding include Clackamas County \$1.5 million, Library District Revenues, sale of assets, Urban Renewal Fund, General Fund, a bond measure (public vote) and additional funding from Clackamas County.

1-12

Discussion by the Council:

With the goal of June 2014 to have a final plan in place he requested Council authorize a citizen advisory committee to report back to Council at their May meeting. This timeline makes the assumption that Clackamas County will allow the City to obtain voter approval of the project in November 2014.

The advisory committee should include a Council member, a Library Board member, a Library Foundation member, member of Save Gladstone, and some representation from the Oak Lodge Service area. The charge of the committee would be to hold public meetings in order to form a recommendation to City Council regarding the facility of the library. He is looking for direction from City Council whether or not they would authorize such a citizen committee to be formed.

Councilor Jaren believes the membership is heavy on library membership with three library groups. There should be a broader with respect to the entire citizenship of Gladstone. It would be good to consider representation from the County.

Rose Johnson, 5480 Abernathy Court stated not every person on the committee should be a stakeholder (in City Council or School District). She suggested a pool of citizens at large from Gladstone.

Mayor Byers stated in principle he supports the framework of this plan. There have been a number of things that were identified that are pertinent. The short term target is by May the City will have a ballot measure to present in November.

Rose Johnson, 5480 Abernathy Court asked if the current ballot measure is sufficient. Mayor Byers stated this is a different scope of project.

Chuck Gustafson, 6635 Buckingham Drive stated the Clackamas County Library District is going to build a library. They are willing to pay for it without any new taxes. He is also in favor or not taking one square inch out of the proposed plan submitted. The property that was originally designated is as good a property as any. The library and property are the big issue. He asked how much Gladstone is going to have to outlay for the building of a library. Mayor Byers explained a majority of the library can be paid for out of the annual proceeds of the library district.

Councilor Martinez suggested a 10 member library committee: a City Council member, a representative from the Library Board, Library Foundation, School District, County and five people at-large within the service area. A facilitator would also be helpful.

Barry Burns, 7550 Charoleis Court suggested building a steel structure above the library, finish off two floors of it, move all the books up, and finish off the bottom as another floor or it could be the parking lot.

Nancy Eichsteadt, 665 Barbary Place stated the Council has her letter from a citizen group, Where's My Library regarding a 10% cut of the original design without going back into significant design changes on Oatfield/Webster property. They feel strongly that this might be a workable solution. She is concerned about 13,000 square feet and throwing away the \$1.5 million design plan already made. The City does not need a lot of the extras in the design; she feels things can be eliminated and be within the budget.

Les Poole, 18340 Cornell Place lived in Oak Grove when the library proposal first started. He expressed concerns because there was a lot of support being claimed from Oak Grove. Most in Oak Grove had no idea the library was closing. So if Gladstone is going to build a library regardless of location, more consideration from citizens is an absolute requirement. He recommends that everyone understand whatever is presented in the future be something Oak Grove supports. Save Gladstone was formed because there were a lot of infrastructure issues that were put on a back burner in favor of a project everyone thought was viable, but it trumped. There needs to be a discussion of what happens to the current buildings in the future.

Maryanna Moore, 18340 Cornell Place has lived at this residence for 50 years. She is here tonight representing Save Gladstone. Her group understands the need to improve library service and they are open to considering reasonable options. She referred to a letter in the Council's packet titled, "Where's My Library." That question was answered by the voters who defeated measures 3413 in November of 2012. Since that time, a group of citizens continue to promote a plan that is not in the best interest of the community. The letter recommends keeping the current plan in spite of the cost and two public votes rejecting it, the letter claims that the project costs can be reduced by 10% and the property on Webster Road be purchased. If these are realistic options they should have been considered prior to moving forward in 2011. She does not feel the 10% reduction in cost will not be enough to win voter approval this year. Gladstone has critical needs and they are not addressed by focusing on the library. Save Gladstone support improving the library service and she feels the new librarian is a great asset to the library. She is here to ask how they can be part of a team to plan for Gladstone's needs that would be workable for all of the stakeholders.

Councilor Martinez voiced concern about the mold at the library, city hall and the police station. There are children who come in there breathing in this unhealthy substance.

Mary Accenttura, 17528 SE Valley View Road agrees with the comment of the excellent job Irene has done. Irene does a monthly report that is online for anyone to look at. Last month the library was closed three days; 6,690 people walked through the door of a 5,000 square foot building that is not ADA compliant. Not a quarter of amount of people walk through the City Hall door or the Police Department door. The building is getting a lot of use. They drastically need a new building.

Rose Johnson, 5480 Abernathy Court suggested because of time constraints that the committee when formed meet more than once a month. She feels by setting a date where the Council will accept suggestions from the public. In case interested parties are not chosen, they will get an opportunity to make their wishes known in writing.

Councilor Martinez moved and Councilor Nelson seconded a motion to have the Library Committee be no less than ten (10) people; five to be from the establishment and five from the community. A facilitator will be present at the meetings. The committee will be selected by the end of January to start work in February. Applications will be accepted and the committee members will be selected at the January 28, 2014 adjourned Council meeting. The group will hold their first meeting on February 10, 2014.

Ed Gronke stated he does not live in the City of Gladstone but he lives within the Clackamas Library District. The deadline for applications is really close and there is any hope for representation from the Oak Lodge Community, there needs to be more time to get the word out and get applications in.

Motion carried unanimously.

22. Approval of Resolution 1033, Adopting a Revised Master Fee Schedule and Repealing Resolution 1003. Mayor Byers reported the City Attorney advised Council to add this to regular business so individuals have an opportunity to make comments.

Hearing no comments from the audience Mayor Byers called for a motion.

*Councilor Nelson moved and Councilor Martinez seconded a motion to approve Resolution 1033, Adopting a Revised Master Fee Schedule and Repealing Resolution 1003.
Motion carried unanimously.*

BUSINESS FROM THE COUNCIL

- Councilor Nelson reported on January 24, there are two officers graduating from the Police academy, Mark Herkamp and Casey Newton. The commencement speaker will be Chief Jim Pryde.
- Councilor Reisner thanked Mary for her help as an elf with the Santa project at the library. She donated the books that were handed out to the participants. It was a great event.
- Mayor Byers announced Jim Zuffrea passed away. He was very instrumental in Chautauqua festivals and now the Cultural Festival. He has the world's greatest spaghetti recipe that he used to raise money for the festivals. Services will be held January 25th at the Senior Center.
- The Gladstone Rotary will have a joint meeting on January 16th and the speaker will be Sheriff Craig Roberts. The meeting will be held at the Homewoods on the Willamette at noon.

Adjourn

Mayor Byers adjourned the January 14, 2014 Council meeting at 10:15 p.m. into Executive Session ORS 192.660(f) to conduct deliberations with persons designated by the governing body to carry on labor negotiations. He announced they would not be coming back into public session.

The next City Council meeting was adjourned to _____, 2014, at 7:30 p.m.

Approved by the Mayor this _____ day of _____, 2014.

Attest:

Mayor

Assistant City Administrator



Gladstone Police Department Memorandum

TO: Pete Boyce, City Administrator
FROM: Jim Pryde, Chief of Police
DATE: January 28, 2014
SUBJECT: Proposal to Purchase New Patrol Cars

We are seeking permission to purchase two 2014 Ford Explorer Police Interceptor AWD Utility 6 cylinder patrol cars.

Cost per car: \$26,592
Cost per car for "up-build": \$10,599
Total Cost for an outfitted Explorer: \$37,191

Total Cost for 2 outfitted Explorers: \$74,382

Funding for this purchase would come from Police Levy Fund – Capital & Equipment Reserve.

BACKGROUND

The Gladstone Police Department needs to replace two Ford Crown Victoria patrol cars. These cars are our oldest of the fleet, purchased in 2008 and 2009 and have well over 80,000 police miles on them. In the interest of officer safety, reliability and cost of maintenance, it is time to replace both cars. Our patrol cars serve as our officer's mobile office and their safety and comfort is of paramount importance. Ford does not offer the Crown Victoria police model anymore. As such, we chose to seek out a Gladstone officer to take on the project of conducting research for a patrol vehicle that would meet officer safety and comfort needs and serve the Gladstone community the best. Officer Travis Hill stepped forward and took on this project with vigor.

RESEARCH

Officer Hill gathered data from the two most respected testing processes for new patrol car performance; specifically the Michigan State Police and the Los Angeles County Sheriff's Department. On completion of his work and after having conversations with fellow Gladstone officers about the research, Officer Hill presented his findings and recommendation to the command staff. He recommended the purchase of one 2014 Ford Explorer Police Interceptor AWD Utility 6 cylinder patrol car and one Dodge Charger or Chevrolet Caprice.

ADDITIONAL RESEARCH

Officer Hill made arrangements for some Gladstone officers to have the opportunity to view the 2014 Ford Explorer Police Interceptor up close and sit in the driver's seat to get a sense of the larger interior space this model provides. Some of our officers drove this

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model at our last Emergency Vehicle Operation Course training and liked the way it handled.

COMMAND STAFF PROCESS

Members of the GPD command staff reviewed Officer Hill's research. After discussion and further research with police departments currently using the Ford Explorer Police Interceptor AWD Utility 6 cylinder patrol car, the Dodge Charger and the Chevrolet Caprice, the command staff agreed with Officer Hill's recommendation for purchasing the Ford Explorer patrol car. The Dodge Charger was ruled out based on our experience with its high maintenance cost and smaller interior and trunk. The Chevrolet Caprice was eliminated as an option based on the negative feedback we received.

Each police department who use the Ford Explorer police car gave rave reviews on its performance. More importantly the officers loved driving them. Some of the police departments we contacted and/or inspected their Explorers were:

- **Clackamas County Sheriff's Office**
- **Oregon City PD**
- **Sandy PD***
- **Tigard PD**
- **Sherwood PD**
- **Redmond PD**
- **Woodburn PD**
- **Mason County, WA Sheriff's Office**

*Sandy PD has ordered 6 of the Explorers and they are awaiting their arrival. We also visited Auto Additions in Salem who outfit our patrol cars. We spoke with their staff about the Explorer and inspected one of their builds. We were impressed with the interior space, comfort, visibility and professional appearance.

Additional Reasons for Proposing the Purchase of the Explorers

- Higher ground clearance than police sedans.
- All Wheel Drive (AWD) provides improved handling/traction for officers dealing with bad road conditions on Gladstone's hilly roadways.
- Taller platform and wider opening doors allow officers easier and quicker entry and exit from this car. This reduces the potential for back/hip/knee injuries to officers.
- Rear doors open almost perpendicular affording easier and safer prisoner access.
- Seat belts for prisoners can be used without officers having to reach across the prisoner to belt them in.
- Improved driver visibility due to large windows and higher platform.
- Larger interior space accommodates taller/bigger officers. 10 of our officers are 6'0" or taller; last four hires are all 6'2"+, up to 6'6". Larger passenger space too.
- There is more frame/sub-frame protection around the officer for increased safety.
- Fuel economy is 20% better than Ford Crown Victoria patrol cars. MPG is similar to police sedans. **Explorer: City: 16mpg, Highway: 21mpg, Combined:18mpg**
- Increased space for prisoners in rear seat.

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- Increased space for electronics and emergency equipment in the rear compartment.
- Successfully passed the 75mph rear crash test.
- Driver and passenger seats ergonomically designed to accommodate officer duty belts.
- The V-6 motor has plenty of power and is quick.
- The turning radius is better than most sedans.
- Officers enjoy driving the Explorer.
- All police departments currently using the Explorer intend to buy more of them.

Ford has been the most consistent police package manufacturer since the mid-1960's. Based on our research, the 2014 Ford Explorer Police Interceptor AWD Utility 6 cylinder appears to be the new flagship for police patrol. It has an impressive and professional appearance.

Decision Options

1. Approve the purchase of 2 new Ford Explorer patrol cars, as recommended by staff.
2. Don't approve this proposal. Staff would have to reconsider one of patrol cars it ruled out.



TOTAL "UPFITTED" COSTS AND GAS MILEAGE ESTIMATES FOR NEW PATROL CARS



Gladstone Police Department
December 2013

Note: All information is for 2014 model vehicles

VEHICLE MODEL	UPFITTED COST	CITY MILEAGE	HIGHWAY MILEAGE	COMBINED MILEAGE
Chevrolet Caprice V-8	\$37,783	15	24	18
Ford Explorer Utility AWD 6 cylinder	\$37,191	16	21	18
Dodge Charger V-8	\$35,637	16	25	19

Travis Hill
Gladstone Police Department/ Gladstone Police Association
535 Portland Avenue
Gladstone, Oregon 97027

February 3, 2014

City Council- City of Gladstone
525 Portland Avenue
Gladstone, Oregon 97027

Dear Councilors and Mayor:

On behalf of the Gladstone Police Association, I would like to express our support for Chief Pryde's proposal to purchase two Ford Interceptor Utility vehicles to be used for City of Gladstone police officers as they serve the community.

As we strive to spend more time out and about in the community, and less time at the police station, it is vital that we think about ergonomics and efficiency. The safety of our people (your police force)—our most precious resource is very important.

Police vehicles, when adequately equipped are quite literally a mobile office where police officers spend anywhere from 8- 12 hours during their shifts. With technology advances in the area of communications and mobile computing, with Bluetooth, Wireless and Mobile Data applications that are not optional, but the standard of the industry, and currently in use within our own department and throughout Clackamas County, we are capable of utilizing police databases and records management systems, and completing reports within our patrol vehicles. With this technology, printing to remote locations; such as the Clackamas County Jail and our own Police Department printers is now possible.

Gladstone Police Department currently has at least four patrol officers that are over 6'3" tall. Extensive research has been done and data has been analyzed, and it is believed that the Ford Interceptor Utility will most adequately meet the needs of the Gladstone Police Department. These vehicles are very versatile. With the cargo capacity, easy entry and egress for large and/ or tall officers, and the efficient V6 powertrain, and all-wheel drive capability; while still maintaining a police pursuit rating, it seems like a perfect fit for our needs.

Our goal is to safely and effectively serve our citizens with the utmost professionalism and highest level of customer service.

Thank you for your support.

Sincerely,



Travis Hill, Police Officer
Secretary- Gladstone Police Association

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APPOINTMENTS TO TRAFFIC SAFETY COMMISSION

February 5, 2014

Please be advised there are currently two (2) vacant terms on the Traffic Safety Commission that expire 12/31/2016.

The Traffic Safety Commission consists of seven (7) members appointed to three year terms by the Mayor with the approval of the City Council. Applicants must be residents of the City of Gladstone.

Duties of the Traffic Safety Commission include:

- ◆ Researching, developing, and implementing traffic safety programs that meet local needs.
- ◆ Advising City Council and staff in implementing traffic safety measures.
- ◆ Promoting public acceptance of official programs.
- ◆ Coordinating with the schools to promote traffic safety.
- ◆ Helping people find solutions to their traffic safety concerns.

Notice of committee appointments was advertised in the November, December and January newsletters, on the city's website and in the Clackamas Review. As of this date applications to the Traffic Safety Commission have been received from:

- Yvonne McNeil, 17114 SE Shadow Ct, has lived in Gladstone for 18 years, works part-time as Community Traffic Safety Program Coordinator for Oregon Impact and Contract Course Evaluator and Auditor for Nationwide Mortgage Licensing System.

RECOMMENDATION: Appoint Yvonne McNeil to a term on the Traffic Safety Commission that expires 12/31/16 and advertise for the additional vacant position in the upcoming newsletter, on the city's website and in the Clackamas Review.

CITY OF GLADSTONE



APPLICATION FOR APPOINTMENT TO CITIZENS COMMITTEES

Budget Committee _____ Park & Recreation Board _____
Planning Commission (Review GMC Chapter 2.28) _____ Library Board (Review GMC Chapter 2.25) _____
XX Traffic Safety Comm. _____ Senior Center Advisory Bd. _____

NAME: Yvonne McNeil

ADDRESS: 17114 SE Shadow Court Milwaukie OR 97267 (within City of Gladstone legal boundary)

TELEPHONE: (HOME) 503-659-9383 (WORK) Cell: 503-780-3462 or 503-303-4954 x 105

EMAIL: Ymneil66@gmail.com

HOW LONG HAVE YOU LIVED IN GLADSTONE: 18 years

OCCUPATION/EMPLOYER (state your specific line of business): (1) Oregon Impact / Community Traffic Safety Program Coordinator; since June 2013 (part-time). In addition as a volunteer for over 6 years with Oregon Impact. (2) Nationwide Mortgage Licensing System /Contract Course Evaluator and Auditor; Five years (part-time)

DESCRIBE YOUR ACTIVITIES AND INTERESTS: I have been involved in the Victims Impact Panel for Clackamas County, many neighborhood safety fairs, development of the Oregon Impact crash car trailer and more. I am currently a Certified Car Seat Technician. I have been involved in Oregon Impact for over 5 years as a volunteer. I was hired (June 2013) to manage the ODOT Grant for DUII HVE OT for Oregon Impact. In addition I recently took on additional responsibilities for the ODOT 2014 PSE Grant. Traffic safety is very important to me.

PREVIOUS AND CURRENT COMMUNITY AFFILIATIONS AND ACTIVITIES, INCLUDING CITY APPOINTMENTS: In the past I have served as a Board member on two non-profits in the mortgage industry; the Oregon Association of Mortgage Professionals & Mortgage Lending Education Board.

Have you ever applied for a Committee Position Before? YES NO
If yes, when? NA What Committee? NA

Why would you like to serve on this Commission, Board or Committee? (Attach additional materials or information if you wish). I would like to serve on the Traffic Safety Committee to help my community solve traffic issues. Help prevent traffic related injuries, and help educate the community in safety practices to decrease risk and improve transportation in Gladstone.

Signature Yvonne McNeil Date: February 2, 2014



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City of Gladstone

Month: January 2014

Payroll	1/31/14	Check	# 75170 - 75218	30,891.08	Payroll
	1/31/14	Direct Deposit		141,794.90	Payroll
				172,685.98	Total

Manual/ Machine/ Month End Checks

	1/6/14	Check	# 75049	250.00	Misc AP
	1/17/14	Check	# 75159 - 75162	2,393.40	Misc AP
	1/22/14	Check	# 75163 - 75164	8,250.71	Misc AP
	1/24/14	Check	# 75165 - 75169	61,784.09	Misc AP
	1/31/14	Check	# 75219 - 75233	19,853.31	MonthEnd
	1/31/14	Check	# 75234	511.22	Misc AP
				93,042.73	Total

Urban Renewal Checks

					Misc UR
					Total

Outstanding Invoices

	02/12/14	Preliminary		111,805.94	
					Total

January Monthly 377,534.65 Total

Council Approval



JE # 43

Payroll G/L Distribution Report

User: anderson
Batch: 00001.01.2014 COMPUTER
City of Gladstone



Account Number	Debit Amount	Credit Amount	Description
Section 1 001	GENERAL FUND		
Section 2 000			
001-000-140000	55,053.69	0.00	CASH IN BANK
001-000-290000	0.00	141,794.90	DIRECT DEPOSIT LIABILITIES
001-000-290001	0.00	29,170.19	FEDERAL WITHHOLDING W/H
001-000-290002	0.00	39,325.76	SOCIAL SECURITY W/H
001-000-290003	0.00	16,781.37	STATE TAX W/H
001-000-290004	0.00	260.18	WBF WORKDAY ASSESS
001-000-290005	0.00	1,799.29	UNEMPLOYMENT
001-000-290007	0.00	1,834.47	TRI-MET TAX
001-000-290008	0.00	1,291.81	MISCELLANEOUS
001-000-290102	0.00	5,989.00	CREDIT UNION W/H
001-000-290103	0.00	52,667.18	HEALTH INS W/H
001-000-290104	0.00	1,889.53	UNION DUES W/H
001-000-290105	0.00	6,253.33	DEFERRED COMP W/H
001-000-290108	0.00	126.18	LIFE INSURANCE/PU
001-000-290111	0.00	36,841.09	RETIREMENT/PERS
001-000-290112	0.00	3,827.00	RETIREMENT
001-000-290114	0.00	925.00	FIREFIGHTER HOUSE DUES
001-000-290115	0.00	930.35	DISABILITY INSURANCE
001-000-290124	0.00	1,891.73	VEBA HEALTH CONTRIBUTIONS
001-000-290125	0.00	528.33	SECTION 125 FLEX HEALTH
Section 2 Total:	55,053.69	344,126.69	
Section 2 021	GENERAL ADMINISTRATION		
001-021-100000	9,264.81	0.00	CITY ADMINISTRATOR
001-021-100500	7,125.00	0.00	ASSISTANT CITY ADMINSTRATOR
001-021-101500	4,815.80	0.00	ADMIN SECRETARY/REC COORDINATO
001-021-102000	4,579.66	0.00	ACCOUNT CLERK (FINANCE)
001-021-102500	11,932.54	0.00	PAYROLL COSTS
Section 2 Total:	37,717.81	0.00	
Section 2 022	MUNICIPAL COURT		
001-022-102500	3,151.29	0.00	PAYROLL COSTS

Account Number	Debit Amount	Credit Amount	Description
001-022-120500	4,668.58	0.00	MUNICIPAL COURT CLERK
001-022-121000	2,432.64	0.00	ASSISTANT COURT CLERK
Section 2 Total:	10,252.51	0.00	
Section 2 024	POLICE DEPARTMENT		
001-024-102500	44,947.92	0.00	PAYROLL COSTS
001-024-140000	8,669.00	0.00	POLICE CHIEF
001-024-140300	7,225.60	0.00	POLICE LIEUTENANT
001-024-140500	7,225.60	0.00	POLICE SERGEANT
001-024-141000	6,750.12	0.00	POLICE SERGEANT
001-024-142000	6,102.72	0.00	POLICE DETECTIVE
001-024-142500	5,476.80	0.00	POLICE OFFICER
001-024-143000	4,281.00	0.00	POLICE OFFICER
001-024-143500	4,281.00	0.00	POLICE OFFICER
001-024-144500	5,920.16	0.00	POLICE OFFICER
001-024-145000	5,424.64	0.00	POLICE OFFICER
001-024-146000	5,471.74	0.00	POLICE OFFICER
001-024-146200	4,505.00	0.00	POLICE OFFICER
001-024-146400	5,279.89	0.00	POLICE OFFICER
001-024-146500	2,041.70	0.00	MUNICIPAL ORDINANCE SPECIALIST
001-024-150000	3,671.00	0.00	POLICE RECORDS CLERK
001-024-151500	2,319.96	0.00	HOLIDAY PAY
001-024-152500	7,445.13	0.00	OVERTIME
001-024-152600	2,566.96	0.00	TRAINING OVERTIME
Section 2 Total:	139,605.94	0.00	
Section 2 025	FIRE DEPARTMENT		
001-025-102500	5,777.98	0.00	PAYROLL COSTS
001-025-170000	1,143.06	0.00	FIRE CHIEF
001-025-170300	6,624.00	0.00	FIRE MARSHAL
001-025-171000	19,126.28	0.00	ON-CALL FIREFIGHTERS
Section 2 Total:	32,671.32	0.00	
Section 2 026	PARK DEPARTMENT		
001-026-102500	3,131.01	0.00	PAYROLL COSTS
001-026-190000	662.39	0.00	PUBLIC WORKS SUPERVISOR
001-026-190500	4,664.27	0.00	UTILITY WORKER, JOURNEY
Section 2 Total:	8,457.67	0.00	
Section 2 028	SENIOR CENTER		
001-028-102500	5,577.83	0.00	PAYROLL COSTS
001-028-208500	5,863.00	0.00	SENIOR CENTER MANAGER
001-028-209500	2,399.38	0.00	TRAM DRIVER

Account Number	Debit Amount	Credit Amount	Description
001-028-210000	944.51	0.00	OFFICE ASSISTANT
001-028-210500	2,745.99	0.00	NUTRITION CATERER
Section 2 Total:	17,530.71	0.00	
Section 2 029	LIBRARY		
001-029-102500	10,970.76	0.00	PAYROLL COSTS
001-029-220000	5,867.00	0.00	LIBRARY DIRECTOR
001-029-221500	4,055.39	0.00	LIBRARY ASSISTANT II
001-029-222000	3,976.64	0.00	LIBRARY ASSISTANT II
001-029-222500	4,328.34	0.00	LIBRARY ASSISTANT II
001-029-222800	3,787.77	0.00	LIBRARY ASSISTANT II
001-029-223000	3,937.27	0.00	LIBRARY ASSISTANT II
001-029-223100	1,197.44	0.00	LIBRARY ASSITANT I
001-029-223200	1,166.55	0.00	LIBRARY AIDE
001-029-223500	3,549.88	0.00	ON CALL LIB ASSISTANT
Section 2 Total:	42,837.04	-0.00	
Section 1 Total:	344,126.69	344,126.69	
Section 1 003	SEWER FUND		
Section 2 000	LIBRARY		
003-000-140000	0.00	19,819.35	CASH IN BANK
Section 2 Total:	0.00	19,819.35	
Section 2 003	SEWER DEPARTMENT		
003-003-102500	6,190.00	0.00	PAYROLL COSTS
003-003-300300	2,318.40	0.00	PUBLIC WORKS SUPERVISOR
003-003-300700	2,633.12	0.00	UTILITY WKR, JOURNEY/MAINT TECH
003-003-301000	4,780.88	0.00	UTILITY WORKER
003-003-301200	3,896.95	0.00	ACCOUNT CLERK
Section 2 Total:	19,819.35	0.00	
Section 1 Total:	19,819.35	19,819.35	
Section 1 004	WATER FUND		
Section 2 000	SEWER DEPARTMENT		
004-000-140000	0.00	20,754.41	CASH IN BANK
Section 2 Total:	0.00	20,754.41	
Section 2 004	WATER DEPARTMENT		
004-004-102500	6,758.90	0.00	PAYROLL COSTS

Account Number	Debit Amount	Credit Amount	Description
004-004-400300	1,987.22	0.00	PUBLIC WORKS SUPERVISOR
004-004-400700	2,633.11	0.00	UTILITY WKR, JOURNEY/MAINTENANC
004-004-401000	4,664.27	0.00	UTILITY WORKER, JOURNEY
004-004-401500	4,710.91	0.00	UTILITY WORKER, JOURNEY
Section 2 Total:	20,754.41	0.00	
Section 1 Total:	20,754.41	20,754.41	
Section 1 005	ROAD & STREET FUND		
Section 2 000	WATER DEPARTMENT		
005-000-140000	0.00	9,840.58	CASH IN BANK
Section 2 Total:	0.00	9,840.58	
Section 2 005	STREET DEPARTMENT		
005-005-102500	3,147.13	0.00	PAYROLL COSTS
005-005-501500	1,655.99	0.00	PUBLIC WKS SUPERVISOR
005-005-502000	5,037.46	0.00	UTILITY WORKER, JOURNEY
Section 2 Total:	9,840.58	0.00	
Section 1 Total:	9,840.58	9,840.58	
Section 1 008	POLICE/COMMUNC LEVY FUND		
Section 2 000	STREET DEPARTMENT		
008-000-140000	0.00	26,994.42	CASH IN BANK
Section 2 Total:	0.00	26,994.42	
Section 2 008	POLICE/COMMUNC LEVY DEPT		
008-008-102500	8,948.91	0.00	PAYROLL COSTS
008-008-800500	5,524.20	0.00	SCHOOL RESOURCE OFFICER
008-008-801500	4,964.00	0.00	POLICE OFFICER
008-008-802500	2,041.73	0.00	MUNICIPAL ORDINANCE SPECIALIST
008-008-802700	4,378.00	0.00	EXBECUTIVE ASSISTANT
008-008-803000	1,137.58	0.00	OVERTIME
Section 2 Total:	26,994.42	0.00	
Section 1 Total:	26,994.42	26,994.42	
Section 1 009	FIRE/EMERG SERVICES LEVY FUND		
Section 2 000	POLICE/COMMUNC LEVY DEPT		
009-000-140000	0.00	8,536.01	CASH IN BANK

Account Number	Debit Amount	Credit Amount	Description
Section 2 Total:	0.00	8,536.01	
Section 2 009	FIRE/EMERG SERVICES DEPT		
009-009-102500	2,783.56	0.00	PAYROLL COSTS
009-009-900500	5,449.00	0.00	VOLUNTEER FIRE COORDINATOR
009-009-901500	303.45	0.00	SEASONAL HELP
Section 2 Total:	8,536.01	0.00	
Section 1 Total:	8,536.01	8,536.01	
Report Total:	430,071.46	430,071.46	

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Clearing House

Distribution Report

User: anderson
Printed: 01/28/2014 - 11:40AM
Batch: 00001.01.2014



Account Number	Debit	Credit	Account Description
001-000-140000	0.00	141,794.90 ✓	CASH IN BANK
001-000-290000	141,794.90	0.00	DIRECT DEPOSIT LIABILITIES
	<u>141,794.90</u>	<u>141,794.90</u> ✓	
Report Totals:	<u>141,794.90</u>	<u>141,794.90</u>	

Accounts Payable

Checks by Date - Detail by Check Date

User: anderson
Printed: 2/6/2014 8:52 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
75049 75049	02399T	Drug Free America Foundation Drug Free America Foundation/Registration-Pry	01/06/2014	250.00
Total for Check Number 75049:				250.00
Total for 1/6/2014:				250.00
Report Total (1 checks):				250.00

Accounts Payable

Checks by Date - Detail by Check Date

User: anderson
 Printed: 2/6/2014 8:56 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
75159	02834T 011414	Figini, Andy Figini/EMS Training	01/17/2014	750.00
Total for Check Number 75159:				750.00
75160	03226 123113 123113 123113	Gladstone Municipal Court Gladstone Municipal Court/Bankcard Rental Gladstone Municipal Court/Bankcard Transact Gladstone Municipal Court/Jury Fees	01/17/2014	18.00 237.64 81.61
Total for Check Number 75160:				337.25
75161	03320 011514	Steve Graves Graves/Boot Allowance	01/17/2014	150.00
Total for Check Number 75161:				150.00
75162	08830 011714	US Postal Service US Postal/Library Mailing	01/17/2014	1,156.15
Total for Check Number 75162:				1,156.15
Total for 1/17/2014:				2,393.40
Report Total (4 checks):				2,393.40

Accounts Payable

Checks by Date - Detail by Check Date

User: anderson
Printed: 2/6/2014 8:56 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
75163	01726	Clackamas Fed. Cred. Union	01/22/2014	
	013114	Clackamas Comm FCU/Deferred Comp W-H		100.00
	013114	Clackamas Comm FCU/Police Union Dues W-H		971.34
	013114	Clackamas Comm FCU/Credit Union W-H		5,989.00
Total for Check Number 75163:				7,060.34
75164	08830	US Postal Service	01/22/2014	
	013114			1,190.37
Total for Check Number 75164:				1,190.37
Total for 1/22/2014:				8,250.71
Report Total (2 checks):				8,250.71

Accounts Payable

Checks by Date - Detail by Check Date

User: anderson
 Printed: 2/6/2014 8:58 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
75219	00734 01.31.14	Beloof & Haines Beloof/Municipal Court Judge	01/31/2014	3,000.00
Total for Check Number 75219:				3,000.00
75220	02657 01.31.14	Axa Equi-Vest Axa Equitable/Deferred Comp W-H	01/31/2014	6,153.33
Total for Check Number 75220:				6,153.33
75221	02659 X5736 013114	Axa RIA Axa Equitable/RIA Contributions	01/31/2014	3,589.29
Total for Check Number 75221:				3,589.29
75222	02661 352255100 01/14	Axa EVLICO Axa Equitable/UL Premiums	01/31/2014	237.71
Total for Check Number 75222:				237.71
75223	02915 4005790212 1/14 4005790212 1/14	Union Security Insurance Union Security/Life Premiums Union Security/Life Premiums	01/31/2014	1.40 186.85
Total for Check Number 75223:				188.25
75224	03000 011914 012614	Mike Funk Funk/Reimbursement Funk/Reimbursement	01/31/2014	145.44 107.61
Total for Check Number 75224:				253.05
75225	03271 01.31.14	Gladstone Fire Department Gladstone Volunteer Fire/House Dues	01/31/2014	925.00
Total for Check Number 75225:				925.00
75226	04142 299	Johnson, Robert C Johnson/Services	01/31/2014	160.50
Total for Check Number 75226:				160.50
75227	05396 345122314-146	Sprint Sprint/Cellular	01/31/2014	319.38
Total for Check Number 75227:				319.38
75228	05521 148922-8 1/14 148988-9 1/14 149733-8 1/14 363279-1 1/14	Northwest Natural Northwest Natural/Gas Billing Northwest Natural/Gas Billing Northwest Natural/Gas Billing Northwest Natural/Gas Billing	01/31/2014	626.47 283.66 290.10 411.38

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 75228:	1,611.61
75229	05681M 11-39851-tmb13	Office Of The Trustee	01/31/2014	640.00
			Total for Check Number 75229:	640.00
75230	05746 01.31.14	Oregon AFSCME Council #75 Oregon AFSCME/Union Dues W-H	01/31/2014	918.19
			Total for Check Number 75230:	918.19
75231	06586 Z22621	Pacific Office Automation Inc Pacific Office Automation/Fax	01/31/2014	650.00
			Total for Check Number 75231:	650.00
75232	07482	Reserve Account	01/31/2014	
	35861780 1/14	Reserve Account/Meter Postage		290.00
	35861780 1/14	Reserve Account/Meter Postage		280.00
	35861780 1/14	Reserve Account/Meter Postage		120.00
	35861780 1/14	Reserve Account/Meter Postage		10.00
	35861780 1/14	Reserve Account/Meter Postage		290.00
	35861780 1/14	Reserve Account/Meter Postage		10.00
			Total for Check Number 75232:	1,000.00
75233	08743M 01.22.14	Arwen Ungar Ungar/Reimbursement	01/31/2014	207.00
			Total for Check Number 75233:	207.00
			Total for 1/31/2014:	19,853.31
			Report Total (15 checks):	19,853.31

Accounts Payable

Checks by Date - Detail by Check Date

User: anderson
 Printed: 2/6/2014 9:10 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
75165	01339	CIS/EBS Trust	01/24/2014	
	01/31/14	Cis-Ebs Trust/Health Premiums-City Paid		46,330.91
	01/31/14	Cis-Ebs Trust/Health Premiums-Employee Paid		6,336.27
	01/31/14	Cis-Ebs Trust/Life Premiums		113.09
	01/31/14	Cis-Ebs Trust/Disability Premiums		937.16
	01/31/14	Cis-Ebs Trust/Statutory Life Premiums		12.32
	01/31/14	Cis-Ebs Trust/Elective Life Premiums		325.81
	01/31/14	Cis-Ebs Trust/Statutory Life Premiums		32.34
Total for Check Number 75165:				54,087.90
75166	03333P 01/16/14	Green, Irene Green/Reimbursement	01/24/2014	80.70
Total for Check Number 75166:				80.70
75167	06842	Petty Cash for benefit of	01/24/2014	
	01/24/14	Petty Cash/Library		98.33
	01/24/14b	Petty Cash/Library		10.99
	01/24/14c	Petty Cash/Library		6.17
Total for Check Number 75167:				115.49
75168	08019 51	Slominski, Michael Slominski/Prosecuting Atty	01/24/2014	3,000.00
Total for Check Number 75168:				3,000.00
75169	09243T 012014	Wilderness International Inc Wilderness International/Restoration	01/24/2014	4,500.00
Total for Check Number 75169:				4,500.00
Total for 1/24/2014:				61,784.09
Report Total (5 checks):				61,784.09

Accounts Payable

Checks by Date - Detail by Check Date

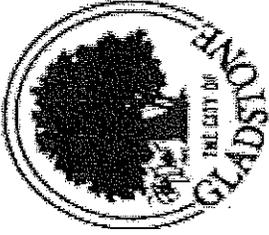
User: anderson
Printed: 2/6/2014 8:59 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
75234	08802	US Bank	01/31/2014	
	01.31.14	US Bank/Bankcard Charges		30.56
	01.31.14	US Bank/Bankcard Charges		150.00
	01.31.14	US Bank/Bankcard Charges		96.03
	01.31.14	US Bank/Bankcard Charges		234.63
Total for Check Number 75234:				511.22
Total for 1/31/2014:				511.22
Report Total (1 checks):				511.22

Accounts Payable Outstanding Invoices

User: anderson
 Printed: 2/6/2014 - 9:15 AM
 Date Range: 02/12/2014 to 02/12/2014
 Date Type: Current



Account Number	Amount	Invoice No	Inv Date	Description	Task Label	Type	PO Number	Payment Date
Vendor 00260				Adapt Engineering				
001-024-161000	900.00	39806	01/31/2014	Adapt Engineering/Air Quality Test				02/12/2014
Vendor Total:	900.00							
Vendor 00283M				Aikin, Maria				
001-024-156500	39.97	020314	01/31/2014	Aikin/Reimbursement				02/12/2014
001-024-157000	14.45	020314b	01/31/2014					02/12/2014
001-024-157000	30.97	020314c	01/31/2014					02/12/2014
Vendor Total:	85.39							
Vendor 00367A				Amazon				
001-029-231500	13.76	223091990235	01/31/2014	Amazon/Purchases				02/12/2014
001-029-230500	23.98	193338846077	01/31/2014					02/12/2014
001-029-231500	116.65	223098951248	01/31/2014					02/12/2014
001-029-230500	18.35	223098287799	01/31/2014					02/12/2014
Vendor Total:	172.74							
Vendor 00438				Alexin Analytical Laboratories				
004-004-408000	360.00	16623	01/31/2014	Alexin Labs/Water Tests				02/12/2014
Vendor Total:	360.00							
Vendor 00603				Backflow Management Inc				
004-004-404500	250.00	6910	01/31/2014	Backflow Management/Class-Shepher				02/12/2014
Vendor Total:	250.00							
Vendor 00616				Baker & Taylor Inc				
001-029-230500	375.57	4010746133	01/31/2014	Baker & Taylor/Purchases				02/12/2014
001-029-231500	74.98	4010746133	01/31/2014					02/12/2014
001-029-230500	176.95	4010762118	01/31/2014					02/12/2014
001-029-231500	78.74	4010770580	01/31/2014					02/12/2014
001-029-230500	183.63	4010762116	01/31/2014					02/12/2014
001-029-230500	147.69	4010751969	01/31/2014					02/12/2014

Account Number	Amount	Invoice No	Inv Date	Description	Task Label	Type	PO Number	Payment Date
001-029-230500	242.67	4010752894	01/31/2014					02/12/2014
001-029-230500	17.52	4010752638	01/31/2014					02/12/2014
001-029-230500	159.64	4010745192	01/31/2014					02/12/2014
001-029-230500	195.33	4010754479	01/31/2014					02/12/2014
001-029-231500	118.17	4010754479	01/31/2014					02/12/2014
001-029-230500	325.64	4010745120	01/31/2014					02/12/2014
001-029-230500	631.38	4010742399	01/31/2014					02/12/2014
001-029-230500	10.95	4010741750	01/31/2014					02/12/2014
001-029-231500	70.49	4010739873	01/31/2014					02/12/2014
001-029-230500	327.97	4010738978	01/31/2014					02/12/2014
001-029-231500	428.82	4010738978	01/31/2014					02/12/2014
001-029-230500	99.40	4010765086	01/31/2014					02/12/2014
001-029-230500	198.48	4010766725	01/31/2014					02/12/2014
001-029-230500	386.20	4010766772	01/31/2014					02/12/2014
001-029-231500	46.47	4010759154	01/31/2014					02/12/2014
Vendor Total:	4,296.69							
Vendor 00629M		Barbur, Scott N		Barbur/Atty Indigent Clients				
001-022-123500	90.00	01.30.14	01/31/2014					02/12/2014
Vendor Total:	90.00							
Vendor 00736		Beck Electric Inc		Beck Electric/Flag Pole Light				
001-021-110500	179.00	18049	01/31/2014					02/12/2014
Vendor Total:	179.00							
Vendor 00830		Biolynceus		Biolynceus/ProBiotic Scrubber				
003-003-303000	2,240.12	4973	01/31/2014					02/12/2014
Vendor Total:	2,240.12							
Vendor 00875		Blumenthal Uniforms		Blumenthals/Uniforms				
001-024-159500	14.95	8684	01/31/2014					02/12/2014
Vendor Total:	14.95							
Vendor 00875A		Blumenthal Uniforms		Blumenthals/Uniforms				
001-025-174500	8.95	48001	01/31/2014					02/12/2014
001-025-174500	2.50	48424	01/31/2014					02/12/2014
001-025-174500	135.90	21763	01/31/2014					02/12/2014
Vendor Total:	147.35							
Vendor 00967M		Brian's Plumbing Works		Brian's Plumbing/Services				
001-029-225000	440.00	451493	01/31/2014					02/12/2014

Account Number	Amount	Invoice No	Inv Date	Description	Task Label	Type	PO Number	Payment Date
Vendor Total:	440.00							
Vendor 01140				Carbone's Custom Firearms				
001-024-156000	313.00	174	01/31/2014	Carbone's Custom Firearms/Slings				02/12/2014
Vendor Total:	313.00							
Vendor 01196				Cavendish Square				
001-029-230500	215.28	3004656	01/31/2014	Cavendish Square/Books				02/12/2014
Vendor Total:	215.28							
Vendor 01230				Central City Concern				
001-024-161000	145.00	12.31.13	01/31/2014	Central City Concern/Detox				02/12/2014
Vendor Total:	145.00							
Vendor 01240				CESSCO Inc.				
001-026-194000	372.00	338375	01/31/2014	Cessco/Pump				02/12/2014
Vendor Total:	372.00							
Vendor 01343				Cintas Document Management				
001-024-161000	60.92	8400673254	01/31/2014	Cintas Document/Services				02/12/2014
001-021-113000	24.04	8400673254	01/31/2014					02/12/2014
Vendor Total:	84.96							
Vendor 01343A				Cintas Fas Lockbox				
001-025-175500	116.77	5000850675	01/31/2014	Cintas FAS/Safety-Med Supplies				02/12/2014
001-024-161000	226.85	5000850674	01/31/2014					02/12/2014
001-024-161000	94.85	5000850601	01/31/2014					02/12/2014
Vendor Total:	438.47							
Vendor 01375				Clackamas Auto Parts Inc				
005-005-504500	29.42	208988	01/31/2014	Clackamas Auto/Parts				02/12/2014
001-025-175500	20.10	209735	01/31/2014					02/12/2014
004-004-406500	186.96	210461	01/31/2014					02/12/2014
Vendor Total:	236.48							
Vendor 01550				Clackamas, County of				
001-021-113000	298.00	2014-015	01/31/2014	Clackamas County Tax Assesor/Maps				02/12/2014
Vendor Total:	298.00							
Vendor 01576				Clackamas, County of				
001-021-107000	3,445.48	25596	01/31/2014	Clackamas County DOT/Planning Ser				02/12/2014
005-005-508000	290.73	25594	01/31/2014					02/12/2014

Account Number	Amount	Invoice No	Inv Date	Description	Task Label	Type	PO Number	Payment Date
005-005-508000	258.66	25595	01/31/2014					02/12/2014
Vendor Total:	3,994.87							
Vendor 01585				Clackamas, County of				
003-003-307000	569.78	2014-106	01/31/2014	Clackamas County Water Env Svc/PS				02/12/2014
003-003-303000	18.39	2014-105	01/31/2014					02/12/2014
Vendor Total:	588.17							
Vendor 01621				Clackamas, County of				
008-008-816480	9,410.83	39745	01/31/2014	Clackamas County Finance/Dispatch S				02/12/2014
001-025-181900	6,684.67	39740	01/31/2014					02/12/2014
001-024-161000	182.18	39152	01/31/2014					02/12/2014
001-024-161500	152.00	39571	01/31/2014					02/12/2014
001-026-191500	1,260.00	39658	01/31/2014					02/12/2014
001-026-191500	330.00	39655	01/31/2014					02/12/2014
001-026-191500	1,700.00	39229	01/31/2014					02/12/2014
001-024-161500	120.00	39552	01/31/2014					02/12/2014
Vendor Total:	19,839.68							
Vendor 01665				Clackamas County Veterinary Cl				
008-008-805900	161.20	194413	01/31/2014	Clackamas County Veterinary/Service				02/12/2014
008-008-805900	161.20	193634	01/31/2014					02/12/2014
Vendor Total:	322.40							
Vendor 01839M				Coastal Farm & Home Supply				
004-004-408500	255.89	15240	01/31/2014	Coastal Farm/Supplies				02/12/2014
005-005-504500	17.96	14986	01/31/2014					02/12/2014
Vendor Total:	273.85							
Vendor 01893B				Comcast Cable				
001-024-161000	115.02	0725743 1/12/	01/31/2014	Comcast/Cable				02/12/2014
Vendor Total:	115.02							
Vendor 01893D				Comcast Cable				
005-005-507000	135.16	0732582 1/21/	01/31/2014	Comcast/Cable				02/12/2014
Vendor Total:	135.16							
Vendor 01916				Community Newspapers				
001-024-161000	105.00	15697475	01/31/2014	Community Newspapers/Listing				02/12/2014
Vendor Total:	105.00							
Vendor 02731				Executive Copy & Printing				
				Executive Printing/Postcards				

Account Number	Amount	Invoice No	Inv Date	Description	Task Label	Type	PO Number	Payment Date
001-021-113000	246.28	58306	01/31/2014					02/12/2014
001-024-157000	172.55	58240	01/31/2014					02/12/2014
001-024-157000	307.00	59123	01/31/2014					02/12/2014
Vendor Total:	725.83							
Vendor 02731G				Extreme Products/Uniforms				
001-024-159500	142.72	19822	01/31/2014					02/12/2014
001-024-159500	30.49	19820	01/31/2014					02/12/2014
001-024-159500	27.49	19819	01/31/2014					02/12/2014
Vendor Total:	200.70							
Vendor 02923				Four C's Environmental/Tank Decommi				
005-005-509200	13,238.00	2280	01/31/2014					02/12/2014
Vendor Total:	13,238.00							
Vendor 02941				Fowler/Supplies				
004-004-406500	537.46	I3550814	01/31/2014					02/12/2014
003-003-303000	177.08	I3556179	01/31/2014					02/12/2014
003-003-303000	247.00	I3556172	01/31/2014					02/12/2014
003-003-303000	247.00	I3555286	01/31/2014					02/12/2014
Vendor Total:	1,208.54							
Vendor 03106				Gaylord/Supplies				
001-029-225500	266.35	2237778	01/31/2014					02/12/2014
Vendor Total:	266.35							
Vendor 03285				Glock/Supplies				
001-024-156000	15.00	SLS/800130	01/31/2014					02/12/2014
Vendor Total:	15.00							
Vendor 03300				Gold Wrench/Services				
001-024-155000	100.00	52310	01/31/2014					02/12/2014
Vendor Total:	100.00							
Vendor 03676				Home Depot/Supplies				
001-026-193000	28.94	9021386	01/31/2014					02/12/2014
005-005-507000	86.70	6012644	01/31/2014					02/12/2014
001-026-193000	28.82	2013955	01/31/2014					02/12/2014
001-026-193000	137.65	2022113	01/31/2014					02/12/2014
Vendor Total:	282.11							
Vendor 03765				Houston/Supervising Physician				

Account Number	Amount	Invoice No	Inv Date	Description	Task Label	Type	PO Number	Payment Date
001-025-180500	600.00	2/15-3/15	01/31/2014					02/12/2014
Vendor Total:	600.00							
Vendor 03810				Hughes Fire/Services				
001-025-173000	505.85	482903	01/31/2014					02/12/2014
Vendor Total:	505.85							
Vendor 03818				Honey Buckets/Rest Rooms				
001-026-195500	480.44	1-843202	01/31/2014					02/12/2014
001-026-195500	85.00	1-845171	01/31/2014					02/12/2014
001-026-195500	93.00	1-837425	01/31/2014					02/12/2014
001-026-195500	93.00	1-841022	01/31/2014					02/12/2014
Vendor Total:	751.44							
Vendor 03976				Incl Assoc Chiefs Police/Membership-				
001-024-163500	120.00	1001096657	01/31/2014					02/12/2014
001-024-163500	120.00	1001090338	01/31/2014					02/12/2014
Vendor Total:	240.00							
Vendor 04441				League of Oregon Cities/Citation Proj				
001-024-156500	353.00	1928	01/31/2014					02/12/2014
Vendor Total:	353.00							
Vendor 04535				Library Display Design/Name Plates				
001-029-225500	111.71	4956	01/31/2014					02/12/2014
001-029-225500	12.07	4953	01/31/2014					02/12/2014
Vendor Total:	123.78							
Vendor 04561P				Life Assist/Supplies				
001-025-180000	400.00	663358	01/31/2014					02/12/2014
Vendor Total:	400.00							
Vendor 04606				Local Govt Personnel/Services				
001-021-116000	301.00	10417	01/31/2014					02/12/2014
Vendor Total:	301.00							
Vendor 04667				MacFarlane/Reimbursement				
001-024-159500	146.91	020314	01/31/2014					02/12/2014
Vendor Total:	146.91							
Vendor 04753				Maverick Welding/Supplies				
005-005-507000	22.50	00880026	01/31/2014					02/12/2014

Account Number	Amount	Invoice No	Inv Date	Description	Task Label	Type	PO Number	Payment Date
005-005-507000	39.75	00878753	01/31/2014					02/12/2014
Vendor Total:	62.25							
Vendor 04770				McCoy Electric/Repairs				
001-029-225000	126.80	207818	01/31/2014					02/12/2014
Vendor Total:	126.80							
Vendor 04900				Midwest Tapes/Non Print				
001-029-231500	23.99	91519499	01/31/2014					02/12/2014
001-029-231500	22.99	91519497	01/31/2014					02/12/2014
001-029-231500	386.82	91535279	01/31/2014					02/12/2014
001-029-231500	71.97	91535275	01/31/2014					02/12/2014
001-029-231500	55.97	91535277	01/31/2014					02/12/2014
001-029-231500	23.99	91551375	01/31/2014					02/12/2014
001-029-231500	22.99	91551377	01/31/2014					02/12/2014
001-029-231500	260.92	91551379	01/31/2014					02/12/2014
001-029-231500	149.90	91551378	01/31/2014					02/12/2014
001-029-231500	483.69	91535278	01/31/2014					02/12/2014
001-029-231500	14.90	91509258	01/31/2014					02/12/2014
001-029-231500	113.95	91236817	01/31/2014					02/12/2014
001-029-231500	41.99	91238345	01/31/2014					02/12/2014
001-029-231500	16.99	912388347	01/31/2014					02/12/2014
001-029-231500	128.90	91255058	01/31/2014					02/12/2014
001-029-231500	279.84	91238348	01/31/2014					02/12/2014
001-029-231500	45.98	91258631	01/31/2014					02/12/2014
001-029-231500	23.99	91254886	01/31/2014					02/12/2014
001-029-231500	13.99	91255056	01/31/2014					02/12/2014
Vendor Total:	2,183.76							
Vendor 04904				Millar's HiWay/Services				
001-025-173000	515.80	1015327	01/31/2014					02/12/2014
Vendor Total:	515.80							
Vendor 04955S				Mr Belvedere/Janitorial Services				
001-024-161000	335.00	1285	01/31/2014					02/12/2014
Vendor Total:	335.00							
Vendor 05432				North Clackamas County				
004-004-405500	17,553.31	NCCWC14-72	01/31/2014					02/12/2014
Vendor Total:	17,553.31							
Vendor 05490				Northwest Entrance				
001-026-194000	845.00	15862	01/31/2014					02/12/2014

Account Number	Amount	Invoice No	Inv Date	Description	Task Label	Type	PO Number	Payment Date
Vendor Total:	845.00							
Vendor 05521				Northwest Natural				
001-024-161000	117.78	2136577-0	01/31/2014	Northwest Natural/Gas Billing				02/12/2014
Vendor Total:	117.78							
Vendor 05656				Oak Lodge Water District				
004-004-405000	33.90	56-00072-001	01/31/2014	Oak Lodge Water/Purchases				02/12/2014
004-004-405000	32.82	56-00073-001	01/31/2014					02/12/2014
004-004-405000	45.10	56-00074-001	01/31/2014					02/12/2014
004-004-405000	31.74	56-00075-001	01/31/2014					02/12/2014
004-004-405000	46.55	56-00076-001	01/31/2014					02/12/2014
004-004-405000	31.74	56-00077-001	01/31/2014					02/12/2014
004-004-405000	38.22	56-00840-001	01/31/2014					02/12/2014
004-004-405000	87.15	56-00850-001	01/31/2014					02/12/2014
004-004-405000	42.20	56-00860-001	01/31/2014					02/12/2014
004-004-405000	53.80	56-00870-001	01/31/2014					02/12/2014
004-004-405000	284.72	99-01148-001	01/31/2014					02/12/2014
004-004-405000	702.13	99-01157-001	01/31/2014					02/12/2014
Vendor Total:	1,430.07							
Vendor 05675				Office Depot				
001-024-156500	136.93	691941606001	01/31/2014	Office Depot/Supplies				02/12/2014
001-021-113000	46.05	692274207001	01/31/2014					02/12/2014
001-022-124500	8.99	692274302001	01/31/2014					02/12/2014
001-029-225500	38.16	691185987001	01/31/2014					02/12/2014
001-029-225500	80.53	686563397001	01/31/2014					02/12/2014
001-024-156500	99.46	690667341001	01/31/2014					02/12/2014
001-024-156500	25.71	690667365001	01/31/2014					02/12/2014
005-005-507000	65.55	1645987390	01/31/2014					02/12/2014
001-021-110500	47.49	683684105001	01/31/2014					02/12/2014
001-021-113000	125.20	681584175001	01/31/2014					02/12/2014
001-021-113000	17.88	683684058001	01/31/2014					02/12/2014
001-024-156500	143.03	668983381001	01/31/2014					02/12/2014
Vendor Total:	834.98							
Vendor 05679				Office Max				
001-021-113000	62.37	119134	01/31/2014	Office Max/Supplies				02/12/2014
001-022-124500	3.22	120256	01/31/2014					02/12/2014
Vendor Total:	65.59							
Vendor 05685				Olson Bros Service				
001-024-155000	17.00	120,540	01/31/2014	Olson Bros/Services				02/12/2014

Account Number	Amount	Invoice No	Inv Date	Description	Task Label	Type	PO Number	Payment Date
Vendor Total:	17.00							
Vendor 06148				Oregon Patrol Service/Courtroom Sec				02/12/2014
001-022-127000	506.00	1828	01/31/2014					
Vendor Total:	506.00							
Vendor 06186				Oregon State Bar/Bulletin				02/12/2014
001-022-124500	55.00	ADY016739	01/31/2014					
Vendor Total:	55.00							
Vendor 06242				Oregon Consumer Busn/Air Tank				02/12/2014
005-005-507000	44.80	0000079512	01/31/2014					
Vendor Total:	44.80							
Vendor 06255				Oregon DOT/OR99E				02/12/2014
004-004-406500	6,038.09	EA#CON0353	01/31/2014					
Vendor Total:	6,038.09							
Vendor 06346				Oregonian/Subscription				02/12/2014
001-024-161000	27.84	4370839 2/8	01/31/2014					
Vendor Total:	27.84							
Vendor 06361				Oregonian Media/Listing				02/12/2014
001-024-161000	353.20	I03546200	01/31/2014					
Vendor Total:	353.20							
Vendor 06586				Pacific Office Automation/Copy Kit				02/12/2014
001-024-156500	38.61	Z33588	01/31/2014					
Vendor Total:	38.61							
Vendor 06816				Penworthy/Books				02/12/2014
001-029-230500	210.62	558441	01/31/2014					
Vendor Total:	210.62							
Vendor 06866				Pitn/Atty Indigent Clients				02/12/2014
001-022-123500	240.80	020514	01/31/2014					
Vendor Total:	240.80							
Vendor 06868				Pit Crew Automotive/Services				02/12/2014
001-025-173000	34.19	41617	01/31/2014					

Account Number	Amount	Invoice No	Inv Date	Description	Task Label	Type	PO Number	Payment Date
Vendor Total:	34.19							
Vendor 06936				Polyline/Supplies				02/12/2014
001-029-225500	111.07	PYSOINV000	01/31/2014					
Vendor Total:	111.07							
Vendor 07021				Portland General Electric/Billing				
001-021-109500	883.18	01.31.14	01/31/2014					02/12/2014
001-025-177500	631.79	01.31.14	01/31/2014					02/12/2014
001-026-193500	834.82	01.31.14	01/31/2014					02/12/2014
001-028-213500	564.80	01.31.14	01/31/2014					02/12/2014
001-029-224500	1,033.87	01.31.14	01/31/2014					02/12/2014
003-003-302500	54.15	01.31.14	01/31/2014					02/12/2014
004-004-406000	1,405.88	01.31.14	01/31/2014					02/12/2014
005-005-507000	518.55	01.31.14	01/31/2014					02/12/2014
005-005-508000	642.29	01.31.14	01/31/2014					02/12/2014
001-024-161000	200.19	01.31.14	01/31/2014					02/12/2014
Vendor Total:	6,769.52							
Vendor 07061				Portland Win/Supplies				
004-004-406500	9.40	005029-01	01/31/2014					02/12/2014
004-004-406500	211.94	005029-00	01/31/2014					02/12/2014
Vendor Total:	221.34							
Vendor 07257				Quill Corp/Supplies				
001-029-225500	59.98	6989619	01/31/2014					02/12/2014
Vendor Total:	59.98							
Vendor 07488S				RH Media/Services				
001-021-115500	5,647.46	55	01/31/2014					02/12/2014
Vendor Total:	5,647.46							
Vendor 07514				Rigging Products/Supplies				
004-004-407000	222.18	216123	01/31/2014					02/12/2014
Vendor Total:	222.18							
Vendor 07542				RLI Surety/Services				
001-021-106000	88.00	LSM0142802	01/31/2014					02/12/2014
Vendor Total:	88.00							
Vendor 07591				Rose City Label/Supplies				
001-025-178000	226.45	126123	01/31/2014					02/12/2014

Account Number	Amount	Invoice No	Inv Date	Description	Task Label	Type	PO Number	Payment Date
Vendor Total:	226.45							
Vendor 0771/R				Satcom Global/Services				02/12/2014
001-024-164600	45.44	AS01140606	01/31/2014					
Vendor Total:	45.44							
Vendor 07873				ServiceMaster/Janitorial				02/12/2014
001-029-228000	1,013.00	151705	01/31/2014					02/12/2014
001-029-225000	46.86	151877	01/31/2014					02/12/2014
Vendor Total:	1,059.86							
Vendor 07905				Sierra Springs/Water				02/12/2014
001-024-161000	203.92	533863301061	01/31/2014					
Vendor Total:	203.92							
Vendor 07951				Simplex Grinnell/Services				02/12/2014
001-024-161000	120.00	69741661	01/31/2014					02/12/2014
005-005-507000	840.50	69741651	01/31/2014					02/12/2014
Vendor Total:	960.50							
Vendor 07966				Six Robblees/Services				02/12/2014
005-005-504500	21.14	10-366945	01/31/2014					
Vendor Total:	21.14							
Vendor 07970				Six States/Services				02/12/2014
005-005-504500	32.84	08 621073	01/31/2014					
Vendor Total:	32.84							
Vendor 08019				Slominski/Prosecuting Atty				02/12/2014
001-022-123000	3,000.00	52	01/31/2014					
Vendor Total:	3,000.00							
Vendor 08132E				Standard Supply/Supplies				02/12/2014
001-026-193000	194.78	5200901	01/31/2014					
Vendor Total:	194.78							
Vendor 08137				Stark St Lawn/Equip				02/12/2014
001-026-193500	112.96	845143	01/31/2014					
Vendor Total:	112.96							
Vendor 08205				Stein Oil/Fuel				02/12/2014
005-005-518500	635.25	0002663 CL00	01/31/2014					

Account Number	Amount	Invoice No	Inv Date	Description	Task Label	Type	PO Number	Payment Date
001-025-173000	375.03	0002591 CL00	01/31/2014					02/12/2014
001-024-155000	1,579.58	0005750 CL00	01/31/2014					02/12/2014
Vendor Total:	2,589.86							
Vendor 08371				Tabor/Reimbursement				
005-005-504000	146.05	020514	01/31/2014					02/12/2014
Vendor Total:	146.05							
Vendor 08402				Thayer/Supplies				
001-021-113000	51.45	839463-0	01/31/2014					02/12/2014
Vendor Total:	51.45							
Vendor 08608				Trident KP/Equip				
008-008-816480	57.53	714	01/31/2014					02/12/2014
Vendor Total:	57.53							
Vendor 08943				Verizon/Cellular Phone				
001-024-164000	259.18	9718613245	01/31/2014					02/12/2014
001-024-164000	89.00	9718613243	01/31/2014					02/12/2014
001-024-164000	270.71	9718613242	01/31/2014					02/12/2014
001-024-161000	440.15	9718613240	01/31/2014					02/12/2014
Vendor Total:	1,059.04							
Vendor 08943A				Verizon/Cellular Phones				
001-025-177800	340.93	9718613241	01/31/2014					02/12/2014
Vendor Total:	340.93							
Vendor 08943C				Verizon/Cellular Phones				
005-005-507000	40.01	9718613244	01/31/2014					02/12/2014
Vendor Total:	40.01							
Vendor 08970				Video Store Shopper/Supplies				
001-029-225500	86.10	IN691922	01/31/2014					02/12/2014
Vendor Total:	86.10							
Vendor 09257				Williamette Valley Print/Services				
001-022-124500	130.00	37904	01/31/2014					02/12/2014
Vendor Total:	130.00							
Vendor 09300				WorkSAFE/Services				
001-021-116500	525.00	186353	01/31/2014					02/12/2014

Account Number	Amount	Invoice No	Inv Date	Description	Task Label	Type	PO Number	Payment Date
Vendor Total:	525.00							
Vendor 09378				Zinc Films				
001-029-231500	53.95	120413	01/31/2014	Zinc Films/Non Print				02/12/2014
Vendor Total:	53.95							
Report Total:	111,805.94							



REGULAR AGENDA

City of GLADSTONE

Date: February 5, 2014
To: Mayor and City Council
From: Pete Boyce, City Administrator 
Re: Repairs at 170 W. Arlington

In December the City became aware of a sewer lateral leaking raw sewage into the yard and adjacent right of way at 170 W. Arlington Street more particularly described as Lot 10, Block 9, Gladstone, Blocks 1 to 21 and Fractional Blocks "A" and "B", in the City of Gladstone, County of Clackamas and State of Oregon. The City requested the property owner Ms. Rochelle Davis to repair the lateral in order to eliminate the public health hazard. Ms. Davis was unable to cause the repairs to be made. The City then declared the home a dangerous building as defined in the Gladstone Municipal Code (GMC) 15.12 and informed Ms. Davis that she had 10 days to repair the lateral or the City would eliminate the health hazard. Ms. Davis contacted the City and waived the 10 day period. The City then had Timberline Development fix the sewer lateral and billed the City.

The City Administrator is required to present City Council an expense report outlining expenses incurred with the repair. The City's expenses are the following: Timberline Development \$4,625.00, City Attorney Legal Review \$982.50, City Administrator Time \$159.54, Public Works Staff Time \$190.15. The total for this repair is \$5,957.19. Staff is requesting City Council follow GMC 15.12.280 by fixing a time, date and place for hearing the report and any protests or objections.

Any affected person by the charge may file written protests with the City Administrator prior to the hearing date. Following the hearing City Council may make changes to the expense report and confirm the report. Costs are payable to the City from the time City Council makes a final determination of costs. Costs are required to be paid within 60 days of the order. If costs are not paid within 60 days the City will file and record the order for payment in the County Clerk Lien Record pursuant to Oregon Revised Statute (ORS) 30.460.

Staff recommend City Council set a date, time and place for a hearing regarding the expense report for sewer lateral repairs at 170 W. Arlington.

City Hall
525 Portland Avenue
Gladstone, OR 97027
(503) 656-5223
FAX: (503) 650-8938
E-Mail: (last name)@
ci.gladstone.or.us

Municipal Court
525 Portland Avenue
Gladstone, OR 97027
(503) 656-5224 ext. 1
E-Mail: municourt@
ci.gladstone.or.us

Police Department
535 Portland Avenue
Gladstone, OR 97027
(503) 656-4253
E-Mail: (last name)@
ci.gladstone.or.us

Fire Department
555 Portland Avenue
Gladstone, OR 97027
(503) 557-2776
E-Mail: (last name)@
ci.gladstone.or.us

Public Library
135 E. Dartmouth
Gladstone, OR 97027
(503) 656-2411
FAX: (503) 655-2438

Senior Center
1050 Portland Avenue
Gladstone, OR 97027
(503) 655-7701
FAX: (503) 650-4840

City Shop
18595 Portland Avenue
Gladstone, OR 97027
(503) 656-7957
FAX: (503) 722-9078

City of GLADSTONE

January 22, 2014

Rochelle Davis
170 West Arlington Street
Gladstone, OR 97027

Re: NOTICE REGARDING COST OF REPAIR

December 31, 2015 the City determined that your residence at 170 West Arlington Street more particularly described as:

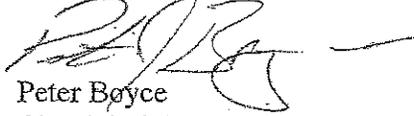
Lot 10, Block 9, GLADSTONE, BLOCKS 1 TO 21 AND FRACTIONAL BLOCKS "A" AND "B", in the City of Gladstone, County of Clackamas and State of Oregon (Property)

was a dangerous building as defined pursuant to Gladstone Municipal Code (GMC) Chapter 15.12 due to a faulty sewer lateral.

The City has caused the repair to be made and now is seeking to be reimbursed by the property owner pursuant to GMC Chapter 15.12.

At its February 11, 2014 regular meeting City Council will be presented with a report describing the expenses the City incurred while repairing the sewer lateral pursuant to GMC 15.12.270. Once City Council has received and accepted the expense report it will set a hearing date to consider any objections filed by any person affected by the proposed charge (GMC 15.12.280). Protests and objections will be received pursuant to GMC 15.12.290. If costs are not paid within 60 days of the City Council order the City shall file and record the order for payment with Clackamas County pursuant to Oregon Revised Statute (ORS) 30.460.

CITY OF GLADSTONE


Peter Boyce
City Administrator

City Hall
525 Portland Avenue
Gladstone, OR 97027
(503) 656-5223
FAX: (503) 650-8938
E-Mail: (last name)@ci.gladstone.or.us

Municipal Court
525 Portland Avenue
Gladstone, OR 97027
(503) 656-5224 ext: 1
E-Mail: municourt@ci.gladstone.or.us

Police Department
525 Portland Avenue
Gladstone, OR 97027
(503) 656-4253
E-Mail: (last name)@ci.gladstone.or.us

Fire Department
555 Portland Avenue
Gladstone, OR 97027
(503) 557-2776
E-Mail: (last name)@ci.gladstone.or.us

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City Shop
18595 Portland Avenue
Gladstone, OR 97027
(503) 656-7957
FAX: (503) 722-9078

170 West Arlington – City Expenses .

• Timberline Development Company -	\$4,625.00
• City Attorney Legal Review	\$982.50
• City Administrator Time 3 hours	\$159.54
• Public Works Staff Time 5 hours	<u>\$190.15</u>
Total Expense	\$5,957.19

Timberline Development Company, Inc.

Invoice

P.O. Box 279
Gladstone, OR 97027

Date	Invoice #
1/9/2014	2019

Bill To
City of Gladstone 525 Portland Ave. Gladstone, OR 97027

P.O. No.	Terms	Project
Scott Tabor	Due on receipt	

Quantity	Description	Rate	Amount
	Job address: 170 W. Arlington St. Replaced sanitary sewer from sidewalk to new mainline tap in W. Arlington St.		
	Job mobilization in/out:	350.00	350.00
	Backhoe & operator:	1,000.00	1,000.00
	Dump truck & driver:	640.00	640.00
	Total labor:	1,040.00	1,040.00
	Materials:	175.00	175.00
	Saw cutting:	275.00	275.00
	Tying, DVD, & report:	200.00	200.00
	Asphalt replacement:	945.00	945.00
	Permit waved, used city's rock and dump site. Closed street so minimal traffic control.		
All work is complete. Thank you for your business.		Total	\$4,625.00

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January 2, 2014
CITY OF GLADSTONE
Public Works
Our File: GLADSTON.PWORKS
Invoice # 11148

RE: Public Works

Statement for Services

<u>Emp</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
Thursday, December 19, 2013			
HRM	R. Davis Property: review sewage issues, review code, t/c w/ P. Boyce, respond re next steps	0.30	52.50
Friday, December 20, 2013			
HRM	R. Davis Property: t/c w/ P. Boyce, discuss with PCE, respond to P. Boyce	1.20	210.00
Monday, December 30, 2013			
DFD	IOC w/ HRM and PCE re Davis sewer issues	0.20	40.00
YKH	R. Davis Property Issue: obtain title report for HRM and review same	0.40	50.00
HRM	R. Davis Property Issue: respond to J. Morishita, t/c w/ P. Boyce (2x), discuss with PCE and DFD, review code provisions, respond to City	2.30	402.50
Tuesday, December 31, 2013			
HRM	Davis Property: t/c w/ P. Boyce, email to City, review and revise letter and respond	1.30	227.50
<u>Summary of Services</u>			
HRM	Heather Martin	5.10 hr @ 175.00	\$ 892.50
YKH	Yen Huynh	0.40 hr @ 125.00	\$ 50.00
DFD	David Doughman	0.20 hr @ 200.00	\$ 40.00
Total Professional Services			\$ 982.50

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Gladstone Municipal Code

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[Title 15 BUILDINGS AND CONSTRUCTION](#)
[Chapter 15.12 ABATEMENT OF DANGEROUS BUILDINGS](#)

15.12.260 Performance of work or repair or demolition.

(1) Procedure. When any work of repair or demolition is to be done under GMC Section 15.12.230(3), of this chapter, the work shall be accomplished by county staff or by private contract. If any part of the work is to be accomplished by private contract, standard public contract procedures shall be followed.

(2) Costs. The cost of such work may be made a lien against the property involved, or may be made a personal obligation of the property owner.

Statutory Reference: ORS 221.916

History: Ord. 1304 §1 (part II), 2001.

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[Title 15 BUILDINGS AND CONSTRUCTION](#)

[Chapter 15.12 ABATEMENT OF DANGEROUS BUILDINGS](#)

15.12.270 Recovery of cost of repair or demolition.

(1) The City Administrator shall keep an itemized account of the expenses incurred in the repair or demolition of any building pursuant to GMC Subsection 15.12.230(3).

(2) Upon completion of repair or demolition, the City Administrator shall prepare and file a report with the Gladstone City Council specifying the work done, the itemized and total cost of the work, a description of the real property upon which the building or structure is or was located, and the names and addresses of the persons entitled to notice under GMC Section 15.12.110.

Statutory Reference: ORS 221.916

History: Ord. 1304 §1 (part II), 2001.

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Title 15 BUILDINGS AND CONSTRUCTION

Chapter 15.12 ABATEMENT OF DANGEROUS BUILDINGS

15.12.280 Notice of hearing.

(1) Notice of Hearing. Upon receiving the City Administrator's cost report, the City Council shall fix a time, date and place for hearing the report and any protests or objections.

(2) How Given. Notice of the hearing shall be given in the following ways:

(a) By posting on the property involved;

(b) By publication once in a newspaper of general circulation in this jurisdiction; and

(c) By certified mail, postage prepaid, addressed to the owner of the property as the owner's name and address appear on the last equalized assessment roll of the county, or as known to the clerk.

(3) When Given. Notice shall be given at least ten (10) days prior to the date set for the hearing and shall specify the day, hour and place when the legislative body will review the director's report, to consider any objections filed by any person affected by the proposed charge.

Statutory Reference: ORS 221.916

History: Ord. 1304 §1 (part II), 2001.

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[Title 15 BUILDINGS AND CONSTRUCTION](#)
[Chapter 15.12 ABATEMENT OF DANGEROUS BUILDINGS](#)

15.12.290 Protests and objections.

- (1) Any person affected by the proposed charge may file written protests or objections with the City Administrator, prior to or at the time set for the hearing on the City Administrator's cost report.
- (2) Each protest or objection must contain a description of any property it refers to, and describe the grounds for the protest or objection.
- (3) The City Administrator shall stamp each protest or objection with the date it was received.
- (4) Protests or objections shall be considered by the City Council only if received prior to the time set for the hearing.
- (5) No other protests or objections shall be considered.

Statutory Reference: ORS 221.916

History: Ord. 1304 §1 (part II), 2001.

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Gladstone Municipal Code

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[Title 15 BUILDINGS AND CONSTRUCTION](#)
[Chapter 15.12 ABATEMENT OF DANGEROUS BUILDINGS](#)

15.12.300 Hearing of protests.

(1) Upon the day and hour fixed for the hearing, the City Council shall hear the cost report of the director and consider any objections or protests.

(2) The City Council may make revisions, corrections or modifications to the report or the charge as it deems just; and only when the City Council is satisfied with the correctness of the charge will it confirm the report.

Statutory Reference: ORS 221.916

History: Ord. 1304 §1 (part II), 2001.

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Gladstone Municipal Code

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[Title 15 BUILDINGS AND CONSTRUCTION](#)
[Chapter 15.12 ABATEMENT OF DANGEROUS BUILDINGS](#)

15.12.310 Judicial review.

Any aggrieved party may seek judicial review of a final determination after hearing on a cost report. Judicial review shall be by Writ of Review as provided in ORS 34.010 - 34.100.

Statutory Reference: ORS 221.916

History: Ord. 1304 §1 (part II), 2001.

[Ed. Note: The publication(s) referred to or incorporated by reference in this ordinance are available from the office of the City Recorder.]

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Gladstone Municipal Code

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Title 15 BUILDINGS AND CONSTRUCTION
Chapter 15.12 ABATEMENT OF DANGEROUS BUILDINGS

15.12.320 Personal obligation or lien on real property.

(1) Costs are payable from the time the City Council makes the final determination of costs. Costs constitute a debt to the City of Gladstone, and a personal obligation of the debtor, and may be collected in any manner allowed by law.

(2) If the costs ordered to be paid are not paid within 60 days of the order, the City of Gladstone shall file and record the order for payment in the County Clerk Lien Record, pursuant to ORS 30.460.

Statutory Reference: ORS 221.916

History: Ord. 1304 §1 (part II), 2001.

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Traffic Safety Meeting Minutes

January 27, 2014

The meeting was called to order, and members were introduced. Present were: Ray Geigle, Linda Cosgrove, Kirk Stempel, Kenneth Moore, Libby Pace-Wentz and Council Liason Neal Risner. Staff attending were Scott Tabor Public Works Supervisor and Sargent Jeff Jolley Gladstone Police Department.

First order of business:

Libby Pace-Wentz nominated Linda Cosgrove to be Committee Chair, there was a unanimous vote. Linda Cosgrove is Chair Person for the Gladstone Traffic Safety Committee.

Priority of the agenda was the discussion of the cross walk at Oatfield and Ridgeway Dr. Kirk Stempel wanted some sort of activated flashing Cross Walk sign installed. After discussion, it was decided to recommend to City Council that Public Works purchase and install personal activated crosswalk flashing signs at Ridgeway and Oatfield Rd. to warn traffic of crosswalk activity. Scott Tabor recommend at the same time, a larger high reflective cross walk ahead sign be placed on Oatfield to better warn traffic of the cross walk.

Traffic Safety Committee also recommends that City Council send a Letter to the Oregon Department of Transportation to reduce the speed limit on McLaughlin Blvd. to 30 MPH just as Oregon City and Milwaukie has done.

Other topics:

The Traffic Safety Committee was informed by the Public Works Supervisor that there will be upgrades to be installed on the traffic signals at Portland Ave. at Gloucester and Oatfield Rd. at 82nd. Dr. This will allow a flashing yellow left turn light to allow traffic to make left turns when there is no traffic on the main intersection. These upgrades will meet current signal standards

Public Works Supervisor is going to look at the Oregon Unified Traffic Codes. To see if there needs to be a warning on Oatfield Rd. and Glen Echo notifying traffic of the Christian School on Glen Echo.

Scott Tabor

1-27-14

The meeting was called to order + members were introduced.

Chair was voted - now Linda Cosgrove

#4 Research to be done for school crossing signs at Glen Echo + Oatfield

#5 Pedestrian activated signs for cross walk at Ridg^g ~~gates~~ to be ~~installed~~ + Oatfield. to be recommended to council.

also larger brighter pre warning signs to be recommended.
Cost estimates to go to council.

Lights on Portland ave

82nd Dr + Oatfield
+ Princeton.

to be re set at current standards

#6 Recommendation for letter to go to St of Ore to lower speed limit on ~~to~~ Mc Loughlin to 30 MPH as Oregon City + Milwaukie have done.

1-27-14

J+S

Linda Cosgrove

Ken Moore

~~Scott Tabor~~

Ray Leigl

KIRK STEMPEL

Jeff Jolly - GPD

Libby Wentz

Neal Reizner

3-24-14 Scott Tabor

**-GLADSTONE TRAFFIC SAFETY COMMISSION-
AGENDA**

Monday, January 27, 2014
7:00 p.m., City Hall Conference Room

1. **Call to Order and Self Introductions** (No attachments) Members of the Traffic Safety Commission are Ray Geigle, Linda Cosgrove, Kirk Stempel, Kenneth Moore, Libby Pace-Wentz and Council Liaison, Neal Reisner.
2. **City Council Guidebook**
3. **Citizen Request for Speed Enforcement – East Gloucester Street**
4. **Intersection at Glen Echo Avenue and Oatfield Road** - Discussion regarding traffic control devices at intersection.
5. **Intersection at Ridgeway Drive and Oatfield Road** - Discussion regarding traffic control devices at intersection.
6. **Speed Reduction on McLoughlin Blvd.**
7. **Other**

Adjourn

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Traffic Safety Corporation
2708 47th Ave.
Sacramento, CA 95822-3806
Toll Free: 888.446.9255
Tel: 916.394.9884
Fax: 916.394.2809
Email: sales@xwalk.com
Web: www.xwalk.com



TS40

Pedestrian and School Crossing
Flashing LED Edge Lit Signs
MUTCD Compliant

General Description

The TS40 conforms to the specifications of the Federal Highway Administration (FHWA) set forth in the Manual on Uniform Traffic Control Devices (MUTCD). Using the latest advances in LED technology, the TS40 employs a set of synchronized high-intensity LEDs to extend the range of visibility of the sign during the day or night. Furthermore, the LEDs are flashed, which increases driver awareness of the sign and allows drivers to act sooner in advance of the crosswalk.

Typical applications include: mid-block crosswalks, school zones, parks, playgrounds, shopping malls and hospitals.

Why Our Signs are Better

High Visibility

- 3M™ Diamond Grade™ reflective sheeting provides outstanding reflective brightness, day or night.
- High intensity LEDs extend the visibility of the sign under all weather conditions.

Superior Performance

- Low power LED technology reduces system power consumption and operating cost.

Outstanding Durability

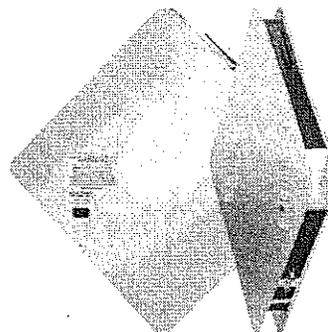
- Highway grade .080 aluminum construction provides resistance to corrosion.
- The use of highway grade Diamond Grade™ sheeting helps to maintain long term reflectivity.
- Stainless steel security fasteners and Tuff-nut mounting hardware included to keep the sign secure.
- Signs are weatherproof to prevent outside elements from entering the internal casing.

Features

- MUTCD section 2A.08 compliant.
- High visibility, low power consumption.
- Fast, easy installation, low maintenance.
- Vandal-resistant mounting hardware included.
- Optional battery backup, not affected by local grid power outages, 12 day autonomy (flashing 24/7).



Pedestrian Crossing (W11-2)



.080 aluminum construction



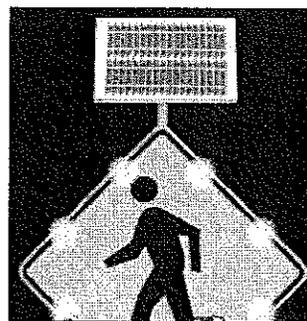
School Crossing (SI-1)

Solar TS40

A solar powered TS40 is available that features off-grid power generation and independent flashing control.

Features

- Solar powered with battery backup, no AC power required.
- MUTCD Section 2A.08 Compliant.
- Installs easily onto any new or existing sign post.
- High intensity LEDs flash in unison, once per second, commanding the attention of drivers day and night.
- Activation options: Continuous 24/7 Flashing, Programmable Timer, or Wireless Push-button.



Visit our web site: www.xwalk.com

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Traffic Safety Corporation
 2708 47th Ave.
 Sacramento, CA 95822-3806
 Toll Free: 888.446.9255
 Tel: 916.394.9884
 Fax: 916.394.2809
 Email: sales@xwalk.com
 Web: www.xwalk.com



TS40
Pedestrian and School Crossing
Flashing LED Edge Lit Signs
MUTCD Compliant

TS40 Specifications*

Compliance

- MUTCD section 2A.08 compliant

Construction

- .080 highway grade aluminum and stainless fasteners
- Tuff-nut security mounting hardware (pole not included)

LED Lighting

- White LEDs standard, Yellow LEDs optional
- LED 1-1/4" bullet style in sign perimeter border
- Flash rate 50 to 60 times per minute
- LED life expectancy over 100,000 hours
- Visible up to 2 miles away
- Field replaceable grommet mounted lights
- Sealed DOT approved lighting

Circuitry Technology

- Sealed PCB technology
- 24 hour operation / dusk to dawn operation

Solar / AC / Battery Specifications**

- 15W solar cell
- AC - 120V, 240V, 277V; 120V battery maintainer
- DC - 6 volt 12AH SLA battery (3 to 5 year battery life)
- Up to 12 days in 24/7 operation

Options

- Battery backup for AC signs
- Additional LED lights
- 7 day or 365 day programmable timers
- Wireless activation, keyfob remote control transmitter
- Wired or wireless push-button activation
- Keyed on/off switch
- Anti-graffiti protective overlay

Warranty

- 10 year solar panel
- 5 year sign construction
- 2 year electrical circuits
- 2 year battery (full)

Reflective Sheeting

 3M™ Diamond Grade™ DG³ Fluorescent Yellow Green
 (Standard for Pedestrian and School Crossing signs)

 3M™ Diamond Grade™ DG³
 (Optional for non-school zone areas)

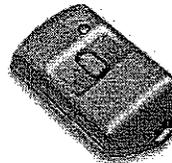
 3M™ High Intensity Prismatic (HIP)
 (Optional for non-school zone areas)

* All specifications subject to change without notice.

** Special configuration (wireless, etc.) signs will have 12 volt 22AH SLA battery with 20W solar cell (22"x13.75"x1", 4.5" depth with bracket).

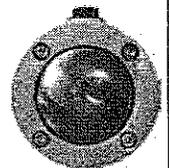
Optional Keyfob Remote Control Transmitter

A keyfob remote can be added to the TS40 to allow for wireless activation and deactivation of the sign. This is ideal for applications where temporary sign activation is required. For example, crossing guards would have the ability to turn on the flashing lights when children enter the crosswalk and then stop the lights when the children clear the crosswalk. The keyfob would also allow firefighters to activate "fire station ahead" signs when exiting their station and merging with traffic. After the keyfob is used to activate the lights, the lights will flash for 90 seconds, or until deactivated with the keyfob. The keyfob has a range of 500 feet.



Optional Push-Button Activation

Provides a simple and convenient way for pedestrians to activate the sign's LED warning lights. This increases the effectiveness of the warning lights since they are only activated when a pedestrian is present. Drivers learn to associate the flashing lights with a need to yield or slow down for pedestrians.



Visit our web site: www.xwalk.com

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TS40
Pedestrian and School Crossing
Flashing LED Edge Lit Signs
MUTCD Compliant

Ordering Codes

Product Code	Sign Type and Size	Sign Faces	Power ³	Activation Options (select only one)	Reflective Sheeting
SI-TS40 ^{1,6}	W11-2-24: 24" x 24" Pedestrian Crossing W11-2-30: 30" x 30" Pedestrian Crossing W11-2-36: 36" x 36" Pedestrian Crossing W11-2-48: 48" x 48" Pedestrian Crossing SI-1-30: 30" x 30" School Crossing SI-1-36: 36" x 36" School Crossing	D: Double Sided ²	AC: AC B: Battery ⁴ S: Solar	1: Wireless Sign & Wired Push-button Activation 2: Programmable 7 Day Timer 3: Photocell 4: Keyfob Remote Control Transmitter 5: SmartWalk XP Pedestrian Microwave Presence Sensor (single sign) ⁷ 6: Programmable 365 Day Timer 7: Wireless Sign with Wired Smart-Walk XP Pedestrian Microwave Presence Sensor (for curbside pedestrian presence detection) ⁷ 9: Wireless Sign & Wireless Push-button Activation	A: Diamond Grade DG3 Fluorescent Yellow Green ⁵ B: Diamond Grade DG3 C: High Intensity Prismatic (HIP) I: Anti-graffiti Protective Overlay

1. SI-TS40 is used in standalone applications, without a system controller.
2. Single sided signs standard.
3. 24/7 operation standard.
4. Includes spare battery and charger.

5. Fluorescent Yellow Green (FYG) sheeting should be used in school zone areas.
6. Pole not included, sold separately.
7. Also available with SmartWalk TX Pedestrian Microwave Motion Sensor for trail occupancy detection.

Visit our web site: www.xwalk.com

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City of **GLADSTONE**



TO: Mayor Byers and City Councilors
FROM: Jolene Morishita
Assistant City Administrator
DATE: February 6, 2014
RE: Business License

1. Staff is requesting City Council's approval of the business license ordinance. The language of the ordinance was revised (see underlined and strikethrough text) to comply with the new categories of business licenses on the fee schedule, which the Council previously approved.

City Hall
525 Portland Avenue
Gladstone, OR 97027
(503) 656-5223
FAX: (503) 650-8938
E-Mail: (last name)@
ci.gladstone.or.us

Municipal Court
525 Portland Avenue
Gladstone, OR 97027
(503) 656-5224 ext. 1
E-Mail: municourt@
ci.gladstone.or.us

Police Department
535 Portland Avenue
Gladstone, OR 97027
(503) 656-4253
E-Mail: (last name)@
ci.gladstone.or.us

Fire Department
555 Portland Avenue
Gladstone, OR 97027
(503) 557-2776
E-Mail: (last name)@
ci.gladstone.or.us

Public Library
135 E. Dartmouth
Gladstone, OR 97027
(503) 656-2411
FAX: (503) 655-2438

Senior Center
1050 Portland Avenue
Gladstone, OR 97027
(503) 655-7701
FAX: (503) 650-4840

City Shop
18595 Portland Avenue
Gladstone, OR 97027
(503) 656-7957
FAX: (503) 722-9078

ORDINANCE NO. 1445

AN ORDINANCE AMENDING CHAPTER 5.04 OF THE GLADSTONE MUNICIPAL CODE REGARDING BUSINESS LICENSE FEE CALCULATIONS

WHEREAS, Gladstone Municipal Code (GMC) Section 5.04.060 currently prescribes the procedure for calculation of the City's business license fees; and

WHEREAS, the current City Code allows the Council to set fees by resolution and authorizes the Council to increase fees for licensees depending on the number of workers used by the licensee for the business; and

WHEREAS, increasing fees based only on the number of workers involved in the business does not adequately allow the City to adjust its annual fees based on other appropriate factors as needed; and

WHEREAS, the Council needs the flexibility to calculate the business license fee based upon any legal factors deemed appropriate by the Council in order for the Council to react to changing business conditions annually;

NOW, THEREFORE, the Common Council of the City of Gladstone ordains as follows:

Section 1. The current provision of Section 5.04.060 of the Gladstone Municipal Code is hereby amended to read as follows. New language appears as underlined text; deleted language appears as ~~strikethrough~~ text.

"5.04.060 Fee Calculation

Business license fees will be set by council resolution. Business license fees may be calculated upon any factors and in any manner established by council. The council may establish a higher license fee for those persons subject to this chapter who do not reside in the city or maintain a physical place of business within the city. ~~The council may establish an additional fee for each person required to obtain a business license based upon the number the number of other persons who work for or assist the person responsible for obtaining the license.~~²²

Section 2. Except as herein amended, Section 5.04.060 of the Gladstone Municipal Code shall remain in full force and effect.

Section 3. This Ordinance takes effect 30 days from its adoption.

Adopted by the Common Council for the City of Gladstone this ____ day of January, 2014.

ATTEST:

Wade Byers, Mayor

Jolene Morishita, Assistant City Administrator

City of GLADSTONE



TO: Mayor Byers and City Councilors

FROM: Jolene Morishita
Assistant City Administrator

DATE: February 6, 2014

RE: Special Events

City Hall
525 Portland Avenue
Gladstone, OR 97027
(503) 656-5223
FAX: (503) 650-8938
E-Mail: (last name)@ci.gladstone.or.us

Municipal Court
525 Portland Avenue
Gladstone, OR 97027
(503) 656-5224 ext. 1
E-Mail: municourt@ci.gladstone.or.us

Police Department
535 Portland Avenue
Gladstone, OR 97027
(503) 656-4253
E-Mail: (last name)@ci.gladstone.or.us

Fire Department
555 Portland Avenue
Gladstone, OR 97027
(503) 557-2776
E-Mail: (last name)@ci.gladstone.or.us

Public Library
135 E. Dartmouth
Gladstone, OR 97027
(503) 656-2411
FAX: (503) 655-2438

Senior Center
1050 Portland Avenue
Gladstone, OR 97027
(503) 655-7701
FAX: (503) 650-4840

City Shop
18595 Portland Avenue
Gladstone, OR 97027
(503) 656-7957
FAX: (503) 722-9078

1. Staff is requesting City Council's approval of the special events ordinance. The ordinance was created due to a request from City Council at a previous City Council Meeting. At the time, City Council indicated the desire of an ordinance to insure equality and fairness to anyone who requests to have a special event within the City.
2. In the recent past, the Chautauqua and Cultural Festival necessitated an individual contract that involved legal counsel in its preparation. This ordinance/application process will reduce the necessity for an individualized document.
3. At the Council's request, School District events are exempt.

ORDINANCE NO. 1442

***AN ORDINANCE ADDING A NEW CHAPTER 12.22 REGARDING SPECIAL EVENTS TO
THE GLADSTONE MUNICIPAL CODE***

WHEREAS, the City recognizes that special events such as festivals, parades, fun runs, and other similar events enhance the quality of life for residents and visitors to the City; and

WHEREAS, special events provide economic benefits to the City and promote tourism and community togetherness; and

WHEREAS, the City desires to establish a procedure for permitting the use of public property and right of way for special events conducted by entities other than the City; and

WHEREAS, these procedures will provide advance notice to the City and its residents of such special events and will also ensure proper traffic control, security, sanitation, insurance and indemnification; and

WHEREAS, the City Council desires to update the Code to reflect these new procedures and permit requirements for special events held on public property.

NOW, THEREFORE, the Common Council of the City of Gladstone ordains as follows:

Section 1. Chapter 12.22 is added to the Gladstone Municipal Code as set forth in the attached Exhibit A to this ordinance which is incorporated by reference herein.

Section 2. This ordinance shall be effective 30 days from its passage

Adopted by the Common Council for the City of Gladstone this ___ day of February, 2014.

ATTEST:

Wade Byers, Mayor

Jolene Morishita, Assistant City Administrator

ORDINANCE NO. 1442
Exhibit "A"

Chapter 12.22 Use of City Property and Public Right of Way for Special Events

12.22.010 Definitions.

- (1) "Applicant" means a person who files a written application for a special events permit.
- (2) "City Administrator" means the City Administrator of the City of Gladstone or designee.
- (3) "Special Event" means any temporary or ongoing activity that occurs on public property that affects the ordinary use of public streets, rights-of-way, sidewalks, traffic and other public places that is reasonably expected to cause or result in more than fifty (50) people gathering in a public place; is reasonably expected to have an uncommon impact on such public place; and/or is reasonably expected to require the provision of public services.
- (4) "Special Event Permit" means written approval from the City Administrator to hold a special event.

12.22.020 Special Event Permit required.

- (1) A person desiring to hold a special event shall apply for a Special Event Permit by filing a written application with the City Administrator upon a form available from the City for such purpose. It is unlawful for a person to hold or conduct a special event in the City for any purpose unless such person has obtained and has in full force and effect a permit to do so, issued by the City.
- (2) The deadline for submittal of a Special Event Permit is no less than thirty (30) calendar days prior to the proposed day of the special event. A special event application submitted less than thirty (30) calendar days may be denied as untimely.
- (3) There shall be a permit fee set by City Council Resolution.

12.22.030 Permit Application.

In addition to the application requirements, the following requirements apply and control:

- (1) City code requirements, including but not limited to noise and nuisance laws remain applicable at all times.
- (2) An access lane with a width of at least twelve (12) feet must be available for emergency vehicle access to any closed portions of streets. Access may be restricted only by the use of A-frame barricades.

- (3) All affected public property and public rights of way including the roadway must be cleaned and left free of litter and debris immediately after the break-down times as set forth in the special event application.
- (4) The applicant will be required to notify affected and adjoining residents in the area which will be impacted by the special event.

12.22.040 Issuance of Permit.

- (1) The City Administrator need not act on an application for a Special Event Permit prior to one hundred eighty (180) calendar days before the special event.
- (2) The City Administrator is not required to take final action on an incomplete or untimely Special Event Permit application.
- (3) The City Administrator is not required to process more than one application for a special event per organizer/applicant during any six month period.
- (4) The issuance of a Special Event Permit does not relieve any person involved in the special event from meeting any requirements or obligations imposed by other local, state or federal laws.

12.22.050 Special Event Insurance, Indemnification and Liability.

- (1) The applicant will also be responsible for providing required certificates of insurance and endorsements for general liability insurance naming the city, its elected officials, officers and employees as additional insureds and providing coverage in an amount necessary to cover any and all damage that may occur and to restore city property to its pre-event condition.
- (2) Applicant shall agree to defend and hold harmless the city, its elected officials, officers and employees from any and all claims or lawsuits for personal injury or property damage arising from or in any way connected to the event.
- (3) This chapter shall not be construed as imposing upon the city, its elected officials, officers or employees any liability or responsibility for any injury or damage to any person in any way connected to the use for which a permit has been issued. The city and its elected officials, officers and employees shall not be deemed to have assumed any liability or responsibility by reasons of inspections performed, the issuance of any permit, or the approval of any use of right of way.

12.22.060 Criteria for Issuance of Permit

- (1) All permits issued under this chapter shall be issued by the City Administrator or designee. A permit may be denied by the City Administrator taking into account any of the following:
 - (a) The proposed special event must not intrude into or over any portion of a public right of way open to vehicle or pedestrian travel in such a manner as to create a likelihood of endangering vehicles or pedestrians;

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(b) In the case of special events such as fun runs, marathons, etc., or in the case of any street use which requires the closure of any public street or walkway, the proposed event must not require closure for a period longer than that established by the City Administrator;

(c) The proposed event must not unreasonably compound impacts of other activities such as events or construction on the date(s) requested;

(d) The proposed event location must not have been unreasonably impacted by the number of events in a one-year period;

(e) City personnel and resources must be available to assist with the special event as deemed necessary by the City Administrator;

(f) The proposed special event must not violate public health or safety regulations;

(g) The applicant must not have failed to comply with conditions of previously issued special event permits;

(h) The applicant must not have failed to submit all the necessary information as required for the special event application; or

(i) Such other conditions as the City Administrator deems necessary to reasonably ensure that the proposed special event does not in any way create a likelihood of endangering those who may participate or be spectators.

12.22.070 Permit Exemptions.

(1) The following activities that otherwise comply with city, state and federal laws are exempt from having to obtain a special event permit:

(a) Special Events that are sponsored or conducted by the City of Gladstone **or the Gladstone School District;**

(b) Funeral procession by a licensed mortuary;

(c) Garage, estate or yard sales, lemonade stands and car washes; and

(d) Block parties, which must be applied for through a separate city process;

(e) Senior Center space rental which must be applied for through a separate city process.



Gladstone Police Department Memorandum

TO: Pete Boyce, City Administrator
FROM: Jim Pryde, Chief of Police
DATE: February 6, 2014
SUBJECT: Alarm Ordinance

The City's interest in establishing an alarm ordinance is to proactively manage alarms in Gladstone so the alarms don't manage us. Alarms can generate a police response that often requires two officers to investigate whether or not there is a crime occurring. In most cases but not all, alarms generating a police response are false – often due to an owner error or an alarm malfunction.

False alarms create an inefficiency where police officers have to take the time to respond and investigate the nature of the alarm and this can take several minutes. The alarm ordinance creates an accountability system so that police are aware of the alarm and, if excessive false alarms occur – the alarm owner can be fined and in an extreme case of false alarms, the police will stop responding to the alarm.

The Gladstone Police Department will manage the alarm permit process and enforcement of the alarm ordinance. Sergeant Jolley is currently working on this.

ORDINANCE NO. 1443

AN ORDINANCE ADOPTING A NEW CHAPTER 5.60 OF THE GLADSTONE MUNICIPAL CODE REGARDING PERMIT REQUIREMENTS FOR SECURITY ALARM SYSTEMS.

WHEREAS, it is a matter of public safety that security alarm systems in homes and businesses work properly and do not unnecessarily utilize public resources for false alarms;

WHEREAS, security alarm systems that contain automatic dialing devices that are programmed to dial public safety personnel require City public safety resources to respond to those activated alarms;

WHEREAS, the City desires to offset alarm response costs by requiring an alarm permit and establishing fines for repeated false alarms.

NOW, THEREFORE, the Common Council of the City of Gladstone ordains as follows:

- Section 1. A new Chapter 5.60 ("Security Alarm Systems") is adopted.
- Section 2. The text of the new Chapter 5.60 is attached as Exhibit A to this ordinance and is incorporated by reference.
- Section 3. This Ordinance is effective 30 days after adoption.

Adopted by the Common Council for the City of Gladstone this ____ day of February, 2014.

ATTEST:

Wade Byers, Mayor

Jolene Morishita, Assistant City Administrator

9-2

ORDINANCE 1443
Exhibit "A"

5.60.010 Purpose and Scope.

A) The purpose of this chapter is to provide minimum standards and regulations applicable to alarm systems including those systems utilizing automatic dialing devices, and to encourage alarm users, as well as alarm businesses, to assume increased responsibility for maintaining the mechanical reliability and the proper use of alarm systems to prevent unnecessary emergency response to false alarms and thereby to protect the emergency response capability of the City.

B) This chapter governs burglary, robbery and panic alarm systems, requires City permits, provides for penalty assessments for excessive false alarms, provides for penalty assessments for delinquent accounts, provides for discontinuation of police response to alarms and revocation of alarm permits, provides for punishment of violators, and establishes a system of administration.

5.60.020 Definitions.

For the purposes of this chapter:

- A. "Alarm Coordinator" means the individual designated by the Chief of Police to issue permits and enforce the provisions of this chapter.
- B. "Alarm permit" refers to the official document that is issued by the Gladstone Police Department to users of alarm systems within the City limits.
- C. "Alarm system" means any assembly of equipment, mechanical or electrical, including a system interconnected with radio frequency signals, designed to signal the occurrence of an illegal entry, emergency, or other activity, by emitting or transmitting a remote or local audible, visual or electronic signal, requesting emergency services personnel response. An alarm system does not include an alarm installed on a motor vehicle or an alarm that is carried as a personal protection device on an individual's body.
- D. "Alarm user" means the person, firm, partnership, association, corporation, company or organization of any kind which owns, controls or occupies any building, structure or facility wherein an alarm system is maintained.
- E. "Burglar Alarm System" means an alarm system signaling an entry or attempted entry into an area protected by the system.
- F. "False alarm" means an alarm signal that elicits a response by emergency services personnel when a situation requiring such a response does not in fact exist, but does not include an alarm signal caused by violent conditions of nature or other extraordinary means not reasonably subject to control by the alarm business, operator, or alarm user.
- G. "Robbery alarm system" means an alarm system transmitting a silent robbery signal from a business location or a panic/duress signal from a residential location.

5.60.030 Permits required; fees; exemptions.

A. Every alarm user, including those connected through an alarm center, must obtain a City of Gladstone Alarm Permit from the Alarm Coordinator for each alarm system prior to use of an alarm system. Applications for an alarm permit must be filed with the Alarm Coordinator and must be accompanied by the required fee, which shall be set by the City Council by resolution. Each permit shall be valid for one (1) year from the date of issue.

B. A late penalty shall be assessed in addition to the Alarm Permit fee to an alarm user who fails to obtain an alarm permit within thirty days of when the system becomes operative, or to a user who fails to renew a permit within thirty days after the permit expires.

C. Alarm permits will be issued for a specified location and may not be transferred to another person or location.

5.60.040 False alarms.

For each false alarm over one (1) in a permit year, the permit holder must pay a fee as established by City Council.

5.60.050 Permit revocation.

A. Any alarm system which has seven or more false alarms during any permit year shall be subject to permit revocation.

B. Before revoking any permit, the Police Chief will give ten (10) days' written notice to allow the permit holder an opportunity to correct the system and submit proof thereof.

5.60.060 Violation penalties.

A. Fines will be assessed by the Alarm Coordinator for excessive false alarms as follows:

Number of false alarms within permit year:	Fine per violation, not to exceed:
2	\$50.00
3	\$100.00
4 or more	\$150.00

B. Violation of any other provision of this Chapter shall be punishable by a fine of not more than \$500.

City of GLADSTONE

TO: Mayor Byers and City Councilors

FROM: Jolene Morishita
Assistant City Administrator

DATE: February 6, 2014

RE: Fire Hydrant Ordinance

1. There are about 75 fire hydrants on private property within our City. This puts the City at risk should a hydrant problem occur.
2. We have worked with our insurance company to establish a best-practice language to minimize risk to the City should a fire hydrant problem occur on private property.

City Hall
525 Portland Avenue
Gladstone, OR 97027
(503) 656-5223
FAX: (503) 650-8938
E-Mail: (last name)@
ci.gladstone.or.us

Municipal Court
525 Portland Avenue
Gladstone, OR 97027
(503) 656-5224 ext. 1
E-Mail: municourt@
ci.gladstone.or.us

Police Department
535 Portland Avenue
Gladstone, OR 97027
(503) 656-4253
E-Mail: (last name)@
ci.gladstone.or.us

Fire Department
555 Portland Avenue
Gladstone, OR 97027
(503) 557-2776
E-Mail: (last name)@
ci.gladstone.or.us

Public Library
135 E. Dartmouth
Gladstone, OR 97027
(503) 656-2411
FAX: (503) 655-2438

Senior Center
1050 Portland Avenue
Gladstone, OR 97027
(503) 655-7701
FAX: (503) 650-4840

City Shop
18595 Portland Avenue
Gladstone, OR 97027
(503) 656-7957
FAX: (503) 722-9078

ORDINANCE NO. 1444

AN ORDINANCE ADOPTING A NEW CHAPTER 15.32 OF THE GLADSTONE MUNICIPAL CODE REGARDING MAINTENANCE OF PRIVATE FIRE HYDRANTS AND USAGE OF PUBLIC FIRE HYDRANTS.

WHEREAS, it is a matter of public safety that fire hydrants on private property within the City limits function as designed to respond appropriately to a fire or other emergency;

WHEREAS, the City has determined that there are fire hydrants within the City limits that are on private property;

WHEREAS, these private property fire hydrants should be maintained by the private property owner and regularly inspected by the City's fire department;

WHEREAS, the City Council desires to create regulations for maintaining fire hydrants on private property;

WHEREAS, the City desires to establish use and payment guidelines for the private usage of public fire hydrants, and to require a permit for such usage.

NOW, THEREFORE, the Common Council of the City of Gladstone ordains as follows:

Section 1. A new Chapter 15.32 ("Fire Hydrants") is adopted.

Section 2. The text of the new Chapter 15.32 is attached as Exhibit A to this ordinance and is incorporated by reference.

Section 3. This Ordinance takes effect 30 days from its adoption.

Adopted by the Common Council for the City of Gladstone this ____ day of February, 2014.

ATTEST:

Wade Byers, Mayor

Jolene Morishita, Assistant City Administrator

ORDINANCE NO. 1444
Exhibit "A"

15.32 FIRE HYDRANTS

15.32.110 Definitions

For the purposes of this chapter, the following terms are defined:

- (1) "Private fire hydrant" means a valved connection to a water main for the purpose of supplying water to a fire hose or other fire protection apparatus, and which is not located on City-owned property.
- (2) "Maintenance" means work performed to keep a private fire hydrant operable or to make repairs.
- (3) "Owner" means the person or entity that holds record title to the property upon which a private fire hydrant is located.
- (4) "Testing" means a procedure of periodic physical and operational checks used to determine whether a private fire hydrant is capable of being operated as intended and will perform as intended.

15.32.120 Purpose

The purposes of this Chapter are:

- (1) To ensure that every private fire hydrant to which the City of Gladstone or other municipal fire department connects in the event of a fire or emergency will function as designed to respond appropriately to the fire or emergency.
- (2) To protect the public health, safety and general welfare of the city.
- (3) To establish procedures for obtaining a City permit for the use of public fire hydrants in limited circumstances.

15.32.130 Inspections of Private Fire Hydrants

- (1) Each private fire hydrant must be inspected by August 1st annually to determine if it is in proper working condition. Property owners may contract with the city Fire Department to perform the testing or they may hire a qualified contractor to do so. Regardless of whether the Fire Department or a third party performs the testing, the property owner is ultimately responsible for the cost and performance of any necessary maintenance and repair.
- (2) If the Fire Department performs the testing and if the hydrant needs repair, the city will notify the property owner in writing by both regular first class and certified mail requesting that the hydrant be repaired within 30 days of the receipt of the letter. If the hydrant is not repaired

within 30 days, the city will repair the hydrant and bill the property owner for the cost of the labor and materials necessary to put the hydrant back in proper working condition.

- (3) If a qualified contractor performs the testing, it must submit to the city the testing results on a form provided by the Fire Department no later than seven days from the testing date. If maintenance or repairs are necessary, the property owner may contract for those repairs with a qualified contractor. If the repairs are not made within 30 days of the results submittal date, the city will repair the hydrant and bill the property owner for the cost of the labor and materials necessary to put the hydrant back in proper working condition.

15.32.140 Property Owner Requirements for Private Fire Hydrants

- (1) Responsibility for properly maintaining a private fire hydrant is that of the property owner or the owner's designee.
- (2) By means of periodic inspections, tests, maintenance, correction, and repair, every private fire hydrant must be maintained in proper working condition, consistent with this Ordinance, the National Fire Protection Association (NFPA) 1142, and the manufacturer's specifications or recommendations.
- (3) Inspection, testing, maintenance, correction and repair must be implemented with the procedures meeting or exceeding those established in this Ordinance and NFPA 1142, and must be in accordance with the manufacturer's specifications or recommendations. This Ordinance controls in the event of a conflict among any of the aforementioned applicable standards. Inspection, testing, maintenance, correction, and repair must be performed by qualified maintenance personnel or a qualified contractor.
- (4) The owner or owner's designee shall notify the city Fire Marshal Office before testing or shutting down a private fire hydrant or its water supply.
 - (a) This notification must include the purpose for the shutdown, the private fire hydrant involved, and the estimated time that the hydrant will be impaired.
- (5) The owner or owner's designee shall notify the Fire Marshal Office when the private fire hydrant is returned to service.
- (6) The owner or owner's designee shall, within 30 days, correct or repair any deficiencies, damaged parts, or impairments found while performing the inspection, testing, and maintenance requirements of this Ordinance.

15.32.150 No City Liability

The city is not liable for loss or damage of any nature whatsoever caused by the city's inspection of private fire hydrants. The city does not assume the duty of maintaining a private fire hydrant and is

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not responsible for any plumbing or equipment necessary for the proper function and maintenance of a private fire hydrant.

15.32.160 Enforcement and Penalties

- (1) A civil penalty may be imposed for a violation of this Ordinance. Each week that the violation continues constitutes a separate violation of this Ordinance.
- (2) Civil Penalty Schedule. The City's current adopted civil penalty schedule applies to this Ordinance. Any judgments, penalties and/or payments shall be processed through the Gladstone Municipal court system.

15.32.170 Use of Public Fire Hydrants; Permits Required

- (1) It is unlawful for anyone other than approved City personnel to use a public fire hydrant for any reason without first obtaining a "Fire Hydrant Water Permit" from the City.
- (2) The Gladstone Water Department is authorized to issue permits for public fire hydrant use. The Gladstone Water Department is likewise authorized to establish the standards and guidelines for such use, including establishing the appropriate application fee, if any, and the appropriate water usage fee.



MEMORANDUM

TO: Honorable Mayor and Gladstone City Council
FROM: *H.R.M.* Heather R. Martin, Office of the City Attorney
SUBJECT: Compliance with U.S. Controlled Substances Act – Medical Marijuana
Dispensaries
DATE: February 6, 2014

The City Council directed staff at its January 28th meeting to prepare an ordinance that would prohibit the operation of facilities in the City that are not in compliance with the U.S. Controlled Substances Act. Attached is an ordinance that creates a stand-alone provision in the Gladstone Municipal Code (GMC) which prohibits such facilities, along with a corresponding change to the GMC business license language.

In effect, this ordinance will prevent medical marijuana dispensaries from operating in the City because marijuana remains an illegal substance under the U.S. Controlled Substances Act, 21 U.S.C. § 801 et. seq. and is classified as a “Schedule I Drug,” defined as a drug or other substance that has a high potential for abuse and that currently has no accepted medical use. Further, the U.S. Controlled Substances Act, 21 U.S.C. § 841 makes it unlawful for any person to manufacture, distribute, dispense, or possess with intent to manufacture, distribute, or dispense marijuana. The Controlled Substances Act does not exempt the dispensing, distribution or possession of marijuana for medical purposes

As stated previously, as of March 1, 2014 provisions from HB 3460, which was passed during the 2013 legislative session, will go into effect allowing and regulating medical marijuana dispensaries across the state.

Specifically, HB 3460 provides that to qualify as a medical marijuana facility the following requirements apply:

- Must be located in an area that is zoned for commercial, industrial or mixed use or as agricultural land and may not be located at the same address as a marijuana grow site;
- Must be registered as a business or have filed a pending application to register as a business with the Office of the Secretary of State;

- Must not be located within 1,000 feet of the real property comprising a public or private elementary, secondary or career school attended primarily by minors;
- Must not be located within 1,000 feet of another medical marijuana facility; and
- Must comport with rules to be adopted by OHA related to, among other items, security systems and testing for pesticides, mold, and mildew.

As such there are already limits to where such facilities are located under state law. Because the new regulations go into effect as of March 1¹, the Council will prohibit such facilities until appropriate zoning regulations are enacted through the Type IV development code revision process, which will begin at the next Planning Commission meeting.

As the Council is aware SB 1531 was proposed in the current short 2014 legislative session. It states that local governments are not pre-empted by state law from restricting, regulating or prohibiting medical marijuana dispensaries. SB 1531 would clarify some issues concerning local control of dispensaries that were raised after HB 3460 passed. The bill was assigned to the Judiciary Committee and there is a work session and a hearing scheduled for February 11. As such, I may have an update for the Council on this bill at the meeting.

I will be available at Tuesday's meeting to answer any questions you may have.

¹ Technically, OHA will not begin accepting applications from individuals who wish to register and operate a medical marijuana dispensary in Oregon until March 3, 2014 and the application must be complete and approved before a facility can operate.

ORDINANCE NO. 1446

AN ORDINANCE ADOPTING GLADSTONE MUNICIPAL CODE CHAPTER 9.09 REQUIRING COMPLIANCE WITH THE U.S. CONTROLLED SUBSTANCES ACT AND AMENDING CHAPTER 5.04 BUSINESS LICENSE PROVISIONS AND DECLARING AN EMERGENCY

WHEREAS, House Bill 3460, enacted by the Oregon State Legislature parts of which are effective March 1, 2014, requires medical marijuana dispensaries to register with the Oregon Health Authority and establishes rules for the regulation of medical marijuana dispensaries; and

WHEREAS, neither HB 3460 or Senate Bill 863 (the genetically modified organism bill that passed in the Oregon State Legislature special legislative session) require or impose an affirmative duty or mandate upon local governments such as the City of Gladstone to allow, authorize or sanction the establishment and operation of facilities dispensing marijuana in their respective jurisdictions. Moreover, neither HB 3460 or SB 863 created a constitutional right to obtain marijuana; and

WHEREAS, HB 3460 and SB 863 do not abrogate the City of Gladstone's powers to regulate for public health, safety, and welfare; and

WHEREAS, marijuana remains an illegal substance under the U.S. Controlled Substances Act, 21 U.S.C. § 801 et. seq. and is classified as a "Schedule I Drug," defined as a drug or other substance that has a high potential for abuse and that has no currently accepted medical use. Further, the U.S. Controlled Substances Act, 21 U.S.C. § 841 makes it unlawful for any person to manufacture, distribute, dispense, or possess with intent to manufacture, distribute, or dispense marijuana. The Controlled Substances Act does not exempt the dispensing, distribution or possession of marijuana for medical purposes; and

WHEREAS, persons in the City of Gladstone that may be in need of medical marijuana have access to facilities dispensing marijuana in nearby cities including Portland; and

WHEREAS, the City Council of the City of Gladstone finds that the public health, safety, and general welfare of the City and its residents necessitates and requires the adoption of this Ordinance prohibiting the establishment and operation of medical marijuana dispensaries; and

WHEREAS, the City Council finds it necessary to revise its business license code provisions to require all businesses in the City to be in compliance with this Ordinance; and

WHEREAS, HB 3460 provisions allowing medical marijuana dispensaries go into effect March 1, 2014 and so the City Council finds it necessary to declare an emergency to ensure this Ordinance is in effective before March 1, 2014.

NOW, THEREFORE, the Common Council of the City of Gladstone ordains as follows:

- Section 1. A new Chapter 9.09 (“Compliance with U.S. Controlled Substances Act”) is added to the Gladstone Municipal Code as set forth in the attached Exhibit A.
- Section 2. Chapter 5.04 (“Business Licenses”) of the Gladstone Municipal Code is revised to require all businesses operating in the City of Gladstone to comply with the new Chapter 9.09 as set forth in the attached Exhibit B.
- Section 3. This Ordinance takes effect immediately.

Adopted by the Common Council for the City of Gladstone this ____ day of February, 2014.

ATTEST:

Wade Byers, Mayor

Jolene Morishita, Assistant City Administrator

ORDINANCE NO. 1446
EXHIBIT A

Chapter 9.09

COMPLIANCE WITH U.S. CONTROLLED SUBSTANCES ACT

Sections

- 9.09.010 Purpose**
- 9.09.020 Facilities Not in Compliance with U.S. Controlled Substances Act Prohibited**
- 9.09.030 Violation and Enforcement**

9.09.010 Purpose.

It is the purpose of this chapter to preclude and prohibit the opening, establishment, maintenance or operation of facilities that do not comply with the U.S. Controlled Substances Act, 21 U.S.C. § 801 et seq.

9.09.020 Facilities Not in Compliance with U.S. Controlled Substances Act Prohibited.

The establishment, maintenance, or operation by a person, business or other entity of a facility within the City that is not in compliance with the U.S. Controlled Substances Act is prohibited and is declared to be a public nuisance. The City may abate any nuisance under this Chapter either pursuant to Chapter 8.04 of the Gladstone Municipal Code, or it may pursue any other available remedies including but not limited to an action seeking declaratory relief and/or injunctive relief.

9.09.030 Violation and Enforcement

The establishment, maintenance or operation of a facility by a person, business or other entity within the City in violation of the requirements of this Chapter or any other applicable provisions of the Gladstone Municipal Code shall be subject to any and all enforcement remedies available to the City under law and/or the Gladstone Municipal Code including but not limited to enforcement pursuant to FMC Chapter 8.04 and/or pursuit of an appropriate action in a court of competent jurisdiction.

ORDINANCE NO. 1446

Exhibit B

(additions in *italics*, deletions in ~~strikethrough~~)

Chapter 5.05

Business Licenses

5.04.070 Procedures.

(1) An application for a license or exemption required under this chapter will be made to the City Recorder on forms that the City Recorder maintains.

(2) Any new business that desires to conduct business within the city, or believes it is entitled to an exemption, must apply at any time during the calendar year and prior to beginning operations. A license fee may be prorated as provided in Section 5.04.040(3). Any existing business must reapply annually to renew its license or exemption, as applicable.

(3) The police chief, fire chief and their designees *may* ~~will~~ investigate and examine all places of business licensed or subject to license under this chapter at any and all reasonable times in order to determine whether the place of business is safe, sanitary and suitable for the business so licensed or for which application for a license is made.

(4) If such officers or their agents determine that any such place of business is dangerous to public health, safety, welfare or is likely to become, or is at that time a menace or public nuisance, they will submit to the City Administrator a report detailing that determination and the reasons for it.

(5) The City Administrator will review the report and either:

(a) Recommend the City Recorder issue a license; or

(b) Deny the business license or revoke it in the case of a previously issued license.

(c) In making his or her decision the City Administrator may request additional evidence and testimony from the applicant, city officials and any other individual who the City Administrator reasonably believes may assist with the decision.

(6) If the City Administrator believes that substantial evidence supports the official's report that the business is a danger to public health, safety, welfare or is likely to become or is at that time a menace or public nuisance, the City Administrator will deny or revoke the license, as appropriate, and will notify the applicant in writing of the decision. If a license is denied or revoked, the business must immediately cease all operations within the city.

The applicant may appeal the City Administrator's denial or revocation to the municipal court. Any appeal must be filed within 10 days of the date of the administrator's written decision.

The court will hear any appeal on the record and will uphold the City Administrator's decision if substantial evidence supports it.

(7) The City Recorder will issue or renew a license or an exemption, as applicable, only if:

(a) The City Administrator did not receive a report as described in Section 5.04.070(4); or

(b) The City Administrator pursuant to Section 5.04.070(5)(a) recommends that the City Recorder issue the license; and

(c) The business to be licensed or any person associated with the business does not owe the city any monies, including, but not limited to, unpaid utility bills, fines, etc.; and

(d) The appropriate license fee due under this chapter is paid; and

(e) *The business to be licensed is in compliance with Chapter 9.09.*

(8) A person may request a transfer of a business license on forms that the City Recorder maintains. The council may establish a fee associated with such transfer