

**GLADSTONE CITY COUNCIL
REGULAR MEETING/WORK SESSION
CITY HALL COUNCIL CHAMBERS
July 14th, 2015 – 6:30 PM**

REGULAR MEETING – CITY COUNCIL

**CALL TO ORDER
ROLL CALL
FLAG SALUTE**

BUSINESS FROM THE AUDIENCE

Visitors: Presentations not scheduled on the Agenda are limited to three (3) minutes. Longer presentations should be submitted to the Assistant City Administrator two weeks prior to the Tuesday City Council meeting.

CONSENT AGENDA –

1. Approval of Minutes from June 9th, 2015
2. Approval of Temporary Use OLCC License – Gladstone Card Room; Vogies Bar
3. Payment of June 2015 Claims

CORRESPONDENCE -

None

REGULAR AGENDA

Citizens will be allowed to address City Council regarding an item listed below for up to three (3) minutes. The Mayor will have discretion to further limit testimony in order to ensure all items on the agenda are addressed during the meeting.

4. Resolution 1056 – Authorization to Hire Accounting Manager
5. Resolution 1057 - Authorization to Hire a Public Works Director
6. Resolution 1058 –Authorization to extend Earth Crusaders Contract until August 28th 2015
7. Resolution 1059 –A Resolution to Authorize Staff to begin Negotiations with Murray, Smith and Associates to complete the City's Sanitary Sewer Master Plan Update

Discussion Items

8. Award Contract for Fire Station Maintenance
9. Ballot Measure Title for November Election, re: Civic Buildings (Not included in packet)
10. Charles McDonald, 455 Hereford – Request for Extension of Temporary Recreational Vehicle occupancy
11. Begin Process for City Manager Recruitment and Issuance of RFP for Recruiter
12. Tri City Agreement

BUSINESS FROM THE COUNCIL

ADJOURN



CONSENT AGENDA

GLADSTONE CITY COUNCIL MEETING MINUTES of June 9, 2015

Meeting was called to order at 6:01 PM.

ROLL CALL:

The following city officials answered roll call: Councilor Nelson, Councilor Mersereau, Councilor Johnson, Councilor Sieckmann, Councilor McMahon, Councilor Reisner, and Mayor Jacobellis.

ABSENT:

None

STAFF:

Pete Boyce, City Administrator; Jolene Morishita, Assistant City Administrator; and Shane Abma, City Attorney.

JOINT WORK SESSION WITH PARK AND RECREATION ADVISORY COMMITTEE

1. Meldrum Bar Park – Possible Restoration Project – Bulkhead removal/Dahl Beach Parking Lot:

Two representatives from the Port of Portland – Lise Glancy and Kelly Madalinski attended, as well as two representatives from Cascade Environmental Group, Brent Hadaway and John Runyon. The project involves removing the bulkhead and enhancing the shoreline, including planting vegetation. The project also includes removing a portion of the parking area at Dahl Beach and planting native vegetation. The hope is to have the project completed by November of 2016. They would have monthly meetings with staff during the project. The City would be reimbursed for staff time. They also need EPA approval.

Councilor Nelson has a concern about reducing the number of parking spaces. Mr. Madalinski said they have taken that into account, and there will still be 8 – 10 parking spaces left. Councilman Sieckmann asked if they could add spaces to the upper parking area. Mr. Madalinski said that might be possible. Councilor Johnson said he opposes removing parking spaces. He asked why is this Gladstone's problem and who is paying for it? Mr. Madalinski said that the Port of Portland needs to do a mitigation project. It is his understanding that Gladstone wants the bulkhead removed and the shoreline restored. The Port of Portland would bear the costs of implementing the project.

Mr. Madalinski addressed the storm water/flooding issues.

Mayor Jacobellis asked if there were additional funds available for various park projects such as trails, etc. Mr. Madalinski said they are willing to work on that.

Councilor Reisner asked if the vegetation would be destroyed during flooding and what happens to the rock wall? Mr. Hadaway said that the design would include whatever is appropriate to address the concerns of everyone involved. The existing infrastructure has to be protected and continue to function as it is now.

Three representatives from the Park and Recreation Board were in attendance and said they were in full support of the project.

The members of the Council agreed to allow staff to begin working together with the Port of Portland on proposals.

ADJOURN

REGULAR MEETING:

Meeting was called to order at 6:35 PM.

ROLL CALL:

The following city officials answered roll call: Councilor Nelson, Councilor Mersereau, Councilor Johnson, Councilor Sieckmann, Councilor McMahon, Councilor Reisner, and Mayor Jacobellis.

ABSENT:

None

STAFF:

Pete Boyce, City Administrator; Jolene Morishita, Assistant City Administrator; Scott Tabor, Public Works Supervisor; Jeff Jolley, Interim Police Chief; Irene Green, Library Director; Stan Monte, Fire Chief; and Shane Abma, City Attorney.

BUSINESS FROM THE AUDIENCE:

Tammy Stempel, Planning Commission Chairperson, gave an update on various grants. She said she was recently approached to sign petitions for the recall of three Council members and the Mayor. She's asking the Council to change the perception that some of the public has.

CONSENT AGENDA:

Councilor Nelson made a motion to approve the consent agenda, with the exception of item #3. Motion seconded by Councilor Reisner. Motion passed unanimously.

3. Approval of Liquor License – 150 W. Arlington Street – Masala Box Inc.: Councilor Nelson asked Interim Police Chief Jolley if he had an issues with the permit. He did not. The owner of the business explained his plans for the space.

Councilor Nelson made a motion to approve the liquor license application. Motion seconded by Councilor Mersereau. Motion passed unanimously.

CORRESPONDENCE:

6. E-mail from Dorothy Otto Regarding Business License

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REGULAR AGENDA:

7. Public Hearing FY 2015-16 Budget and Tax Rate:
City Administrator Boyce said that now is the time for anyone from the public to address concerns. There was no response from the audience.
8. Resolution 1049 – Adopting Budget and Setting Tax Rate for FY 2015-16:
Councilor Nelson made a motion to approve Resolution 1049. Motion was seconded by Councilor Johnson.

Mayor Jacobellis asked if there was any discussion. Councilor Mersereau said he went through and verified the numbers in the budget package and everything looked correct. Councilor Sieckmann questioned the \$23,000 in the community schools contract. City Administrator Boyce said he found the IGA and will distribute copies of it to the Council.

Motion passed unanimously.

RECESS TO URBAN RENEWAL AGENCY MEETING:

9. Approval of Minutes from June 24, 2014:
Councilor Reisner made a motion to approve the minutes from the June 24, 2014 meeting. Councilor Johnson seconded the motion. The motion passed unanimously.
10. Public Hearing FY 2015-16 Budget and Tax Increment:
Mayor Jacobellis asked if anyone from the public wished to comment. There was no response from the audience.
11. Approval of Resolution UR-51 – Adopting Budget and Declaration of Tax Increment:
Councilor Johnson made a motion to approve Resolution UR-51 and adopt the Budget and Declaration of Tax Increment for FY 2015-16. Motion was seconded by Councilor Nelson. There was no discussion. The motion passed unanimously.

ADJOURNED

RECONVENE TO REGULAR AGENDA:

12. Letter from Park and Recreation Board:
The letter has already been received.
13. Resolution 1050 – Elect to Receive State Revenue Sharing Funds:
City Administrator Boyce said staff is recommending adoption of this resolution and Resolution 1051 in order to receive approximately \$105,000.

Councilor Nelson made a motion to approve Resolution 1050 to Elect to Receive State Revenue Sharing Funds. Motion was seconded by Councilor McMahon. There was no discussion. Motion passed unanimously.

14. Resolution 1051 – Certifying Provision of Four or More Services for State Shared Revenues:

City Administrator Boyce explained that in order to receive the monies the City has to provide the services listed in the resolution. Gladstone does provide those services and staff is recommending approval of the resolution.

Councilor Johnson made a motion to adopt Resolution 1051 – Certifying Provision of Four or More Services for State Shared Revenues. Motion was seconded by Councilor Nelson. There was no discussion. Motion passed unanimously.

15. Ordinance 1052 – Revising Master Fee Schedule Reflecting Changes in Storm/Sewer Fees:

Councilor Nelson made a motion to approve Ordinance 1052 – Revising Master Fee Schedule Reflecting Changes in Storm/Sewer Fees. Motion was seconded by Councilor Mersereau.

Discussion – Councilor Sieckmann asked if this was an increase to the rate payers. City Administrator Boyce said this is the amount the City keeps in-house for maintenance of the delivery system. It is a 5% rate increase. Councilor Mersereau asked a question regarding separating the sewer and storm water funds. City Administrator Boyce said that currently they are combined. *Motion passed unanimously.*

16. Ordinance 1457 – Amending Chapter 13.04 of the Gladstone Municipal Code by Increasing Water Rates and Reaffirming All Remaining Provisions of Chapter 13.04 of the Gladstone Municipal Code:

City Administrator Boyce went over two date corrections. Councilor McMahon pointed out some incorrect numbers. Councilor Johnson asked for clarification on water rates.

Councilor Sieckmann made a motion to amend Ordinance 1457, subsection 5 to make the written-out dollar amounts match the dollar amounts in parentheses and change the effective dates in sections 2 and 3 to match what has been updated here. Motion was seconded by Councilor Johnson. There was no discussion. Motion passed unanimously.

Assistant City Administrator Morishita read Ordinance 1457 by title.

Councilor McMahon made a motion to approve the first reading of Ordinance 1457. Motion was seconded by Councilor Johnson. There was no discussion. Motion passed unanimously.

Assistant City Administrator Morishita read Ordinance 1457 by title for the second time.

Councilor Nelson made a motion to approve the second reading of Ordinance 1457. Motion was seconded by Councilor McMahon. There was no discussion. Motion passed unanimously.

18. Tri-City Discussion:

City Administrator Boyce said the Tri-City Advisory Committee meeting is tomorrow. Councilor Johnson said Gladstone does not have a Public Works Director and he feels it is necessary to have a representative. He is suggesting that Pat Sisul from Sisul Engineering attend the meeting and act on the City's behalf. The Council agreed. Councilor Johnson went over a list of questions he would like City Administrator Boyce to address at the meeting. Councilor Sieckmann asked if elected officials should be making the decisions because of the dollar amount involved and should we have legal advice in the near future? There was discussion regarding those questions. Councilor Reisner said he has concerns regarding franchise fees. City Administrator Boyce asked if the Council wanted him to push off the decision regarding the IGA to another meeting until some of the questions have been answered. The Council agreed. It appears the IGA expires on June 30th of this year. The Council agreed to opt for a month-to-month agreement as opposed to letting it expire. The Council also agreed that City Administrator Boyce will advocate for elected officials serving on the board as opposed to city administrators.

17. Development Agreement Request from HT Properties – Transue Property, 18121 Webster Road: There was a discussion regarding credits and fees. Councilor Johnson asked if we could get a commitment on a bill date. Mike Robinson said they would prefer the agreement be for a three year period, and with Council's discretion to extend that for two years without appeals. Their goal is to start constructing as quickly as possible. They are asking for the SDC fees to be fixed. There was a discussion regarding a "T" pipe and the fees. Council agreed that there would be a three year term with a fixed SDC fee and the agreement will include the addition of the "T" pipe.

19. Discussion of City Administrator/Interim City Administrator Positions:

The Assistant City Administrator had been appointed as Interim City Administrator as of July 1st contingent on some contract details – but Ms. Morishita has decided not to accept the position. There are three people listed on the League of Oregon Cities website as possible candidates to serve as Interim City Administrator. It was agreed that a sub-committee consisting of Councilors Johnson, McMahan and Sieckmann will meet and come back to the Council with a progress report and/or recommendations on Monday, June 15th during an executive session meeting followed by an open session if necessary.

BUSINESS FROM THE COUNCIL:

Councilor Nelson: He made the announcement that he is resigning as of tonight.

Councilor Johnson: He wanted to thank Assistant City Administrator Morishita for all her hard work on the Clackamas Cities dinner.

Councilor Sieckmann: He said he's still attending the Coffee with a Councilor events – getting mediocre attendance. There were suggestions that it be advertised better.

Councilor Reisner: We should be seeing some revised park rules soon.

ADJOURN: Meeting was adjourned at 8:07 PM.

1-5

Approved by the Mayor this ____ day of _____, 2015.

ATTEST:

Dominick Jacobellis, Mayor

Jolene Morishita, Assistant City Administrator

1-6

City of Gladstone Staff Report

Report Date: June 30, 2015
Meeting Date: July 14, 2015
To: Gladstone City Council
From: Ross Schultz – Interim CM

AGENDA ITEM – Liquor License

Application for temporary Liquor Licenses; Two separate requests from Gladstone Card Room and Vogies Bar LLC.

History/Background

Vogies and the Card Room set up additional seating outdoors in support of the Gladstone Cultural Festival. This temporary License authorizes them to serve liquor there.

Proposal

Recommend the OLCC grant the requests

Options

Council may acknowledge or deny the request.

Cost Impact

None

Recommended Staff Action

Staff recommends **council acknowledge the requests without comment.**

Department Head

Signature _____

Date _____

City Administrator

Signature Ross E. Schultz

Date 7/7/15



APPLICATION FOR TEMPORARY USE OF AN ANNUAL LICENSE

● **FULL ON-PREMISES SALES LICENSE TEMPORARY USE APPLICATION**

Allows an Oregon Full On-Premises Sales Licensee to sell wine, cider, malt beverages, and distilled spirits for drinking on the special event licensed premises. There is no license fee.

● **LIMITED ON-PREMISES SALES LICENSE TEMPORARY USE APPLICATION**

Allows an Oregon Limited On-Premises Sales Licensee to sell wine, cider, and malt beverages for drinking on the special event licensed premises. There is no license fee.

Process Time: OLCC needs your completed application to us in sufficient time to approve it. Sufficient time is typically 1 to 3 weeks before the first event date listed in #9 below (some events may need extra processing time).

License Days: In #9 below, you can apply for a maximum of 7 license days per application form. A license day is from 7:00 am to 2:30 am on the succeeding calendar day.

- 1. My annual license is a: FULL ON-PREMISES LIMITED ON-PREMISES
- 2. Licensee Name (please print): BROKEZ SPIKE INVESTMENTS CORP E-mail: bd@dominic.com
- 3. Trade Name of Business: GLADSTONE CARD ROOM 4. Fax: 503-657-1977
- 5. Street Address of Annual Business: 420 BRILAND AVE 6. City/ZIP: GLADSTONE 97027
- 7. Contact Person: MR B DOMINIC 8. Contact Phone: 503-781-1873
- 9. Date(s) of event: 8/29/15 10. Start/End hours of alcohol service: 4 PM to 9 PM

LICENSED AREA BOUNDARIES: ORS 471.159 prohibits the OLCC from licensing an area that does not have defined boundaries. OLCC may require the licensed area to be enclosed and may require you to submit a drawing showing the licensed area and how the boundaries of the licensed area will be identified.

- 11. Address of Special Event Licensed Area: 420 BRILAND AVE GLADSTONE
(Street) (City)

12. Identify the licensed area (for example: entire premises; a room within the premises; an area in a park; etc.):

20' x 20' roped off area in parking lot

13. List the primary activities within the licensed area (like: dinner; auction; beer festival; wine festival; food fair; art show; music; patron dancing; sports event; etc.). If entertainment will be offered in the areas where alcohol will be sold or consumed, please describe the entertainment, the times it will be offered, and list the targeted age of attendees:

GOLF TOURNAMENT. FOOD WILL BE SERVED
NO ENTERTAINMENT.

14. Will minors and alcohol be allowed together in the same area? Yes No

15. What is the expected attendance per day in the licensed area (where alcohol will be sold or consumed)? 60

PLAN TO MANAGE THE SPECIAL EVENT LICENSED AREA: If your answer to #15 is 501 or more, in addition to your answers to questions 16, 17, and 18, you will need to complete the OLCC's *Plan to Manage Special Events form* (available on www.oregon.gov/OLCC), unless the OLCC exempts you from this requirement.

16. Describe your plan to prevent problems and violations.

1-ALCOHOL MONITOR, 2-SERVERS

22

17. Describe your plan to prevent minors from gaining access to alcoholic beverages and from gaining access to any portion of the licensed premises prohibited to minors.

ROKED OFF AREA WITH ALCOHOL MONITOR

18. Describe your plan to manage alcohol consumption by adults.

NO ALCOHOL SALES TO VISIBLY INTOXICATED.

MANAGER AND SERVICE PERMITS: You must name a manager or managers who will be at the special event.

19. List name(s) of on-site manager(s): BOB DOMINIC 20. Contact Phone: 503-981-1873

21. Service permit number of manager(s): _____ EXPIRES _____

LIQUOR LIABILITY INSURANCE: I certify that I have obtained at least \$300,000 of liquor liability insurance coverage for this event as required by ORS 471.168.

22. Insurance Company: ADFS YASO DLWSE 23. Policy #: _____ 24. Expiration Date: 11/15/15

25. Name of insurance agent: SARAH THUMMER 26. Agent's phone number: 503-698-3833

FOOD SERVICE: See the attached sheet for an explanation of this requirement.

27. If you will **NOT** provide distilled spirits, name at least two different substantial food items that you will provide:

① _____ ② _____

28. If you are a Full On-Premises Sales Licensee and will provide distilled spirits, name at least five different substantial food items that you will provide:

① STEAK ② POTATO ③ SALAD ④ ROLLS ⑤ REGULAR MEAT

29. Licensee Name (please print): BOB DOMINIC

30. LICENSEE SIGNATURE: Bob Dominic 31. Date: 6/15/15

GOVERNMENT RECOMMENDATION: Once you've completed this form to this point, you must obtain a recommendation from the local city or county named in #32 below before submitting this application to the OLCC.

32. Name the city if the event address is within a city's limits or name the county if the event address is outside the city's limits: GLADSTONE

CITY OR COUNTY USE ONLY		CK JUN 30 2015
The city/county named in #32 above recommends:		Lt. J. Jolley
<input checked="" type="checkbox"/> Grant <input type="checkbox"/> Acknowledge <input type="checkbox"/> Deny (attach written explanation of deny recommendation)		#52820 - 67D
City/County Signature: <u>J. Jolley</u>	Date: <u>7-1-15</u>	

FORM TO OLCC: This license is valid only when signed by an OLCC representative. Submit this form to the OLCC office regulating the county in which your special event will happen.

OLCC USE ONLY	
License is: <input type="checkbox"/> Approved <input type="checkbox"/> Denied	
Restrictions:	
OLCC Signature: _____	Date: _____



**OREGON LIQUOR CONTROL COMMISSION
IDENTIFYING A SPECIAL EVENT LICENSED AREA**

The OLCC is prohibited from licensing an area that does not have defined boundaries.

Please complete items 1 – 5 and then use the box below to draw the licensed area.

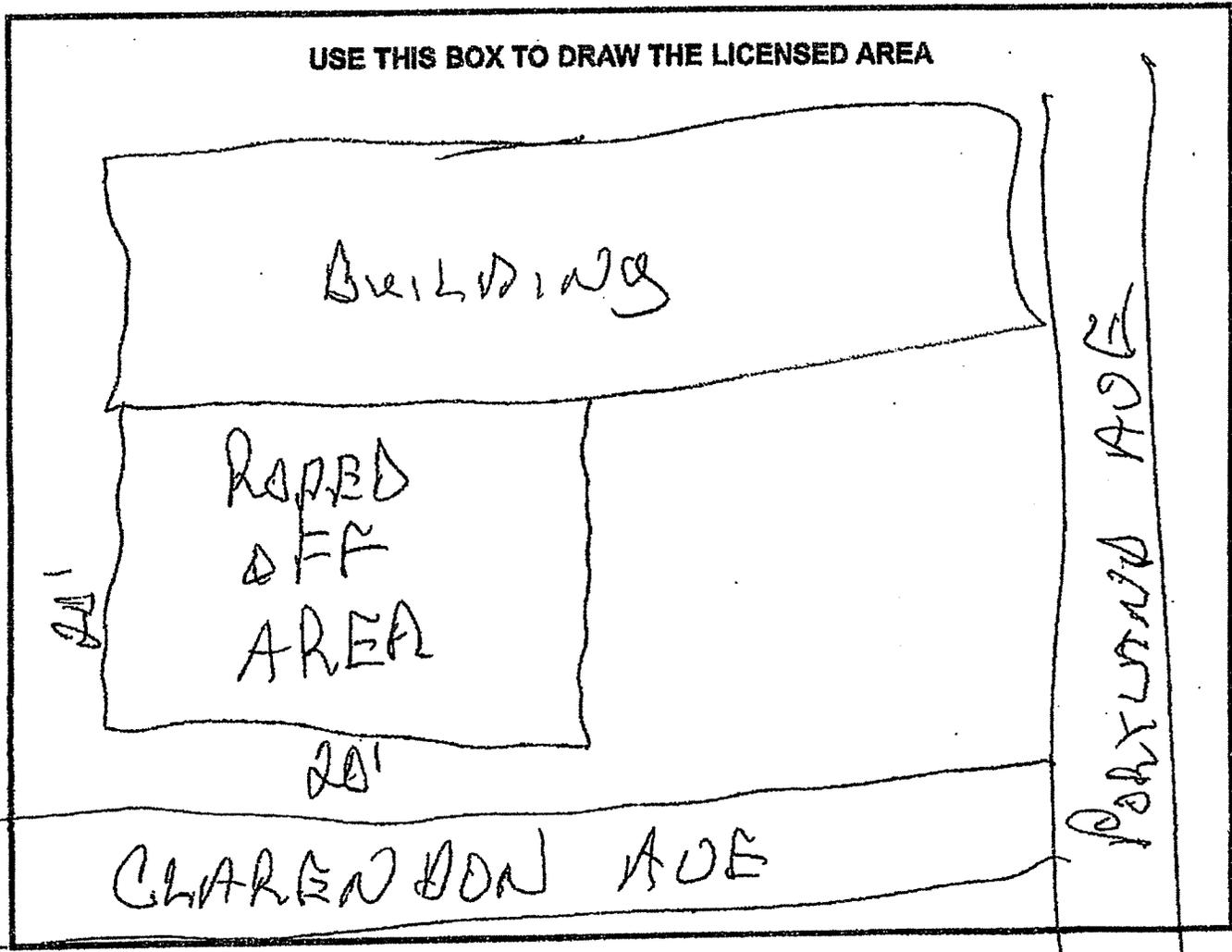
1. Applicant Name (please print): ROBERT DOMINIC

2. Event Street Address: 420 PORTLAND AVE

3. City/County: GLADSTONE CLATSOPAS

4. Date(s) of Event: 8/29/12

5. Please list and describe what barrier(s) will be used to define the boundaries of the licensed area. For example: "A 6 foot high wooden fence." 20' x 20' ROPED OFF AREA IN PARKING LOT





APPLICATION FOR TEMPORARY USE OF AN ANNUAL LICENSE

● **FULL ON-PREMISES SALES LICENSE TEMPORARY USE APPLICATION**

Allows an Oregon Full On-Premises Sales Licensee to sell wine, cider, malt beverages, and distilled spirits for drinking on the special event licensed premises. There is no license fee.

● **LIMITED ON-PREMISES SALES LICENSE TEMPORARY USE APPLICATION**

Allows an Oregon Limited On-Premises Sales Licensee to sell wine, cider, and malt beverages for drinking on the special event licensed premises. There is no license fee.

Process Time: OLCC needs your completed application to us in sufficient time to approve it. Sufficient time is typically 1 to 3 weeks before the first event date listed in #11 below (some events may need extra processing time). OLCC may refuse to process your application if it is not submitted in sufficient time for the OLCC to investigate it.

License Days: In #11 below, you may apply for a maximum of seven license days per application form. A license day is from 7:00 am to 2:30 am on the succeeding calendar day.

1. My annual license is a: FULL ON-PREMISES LIMITED ON-PREMISES

2. Licensee Name (please print): LUISA M. VOGEL 3. E-Mail: _____

4. Trade Name of Business: Vogies Bar LLC 5. Fax: _____

6. Street Address of Annual Business: 464 PHID. AV. 7. City/ZIP: gladstone 97027

8. Contact Person: LUISA Vogel 9. Contact Phone: 503 657-3626

10. Event Name: Gladstone Community Festival

11. Date(s) of event (no more than seven days): July 31 - Aug 2

12. Start/End hours of alcohol service: 9 AM AM PM to 12 PM AM PM

13. Address of Special Event Licensed Area: 464 PHID. AV gladstone 97027
(Street) (City/Zip)

14. Is the event outdoors? Yes No

14a. If no, in what area(s) of the building is the event located? _____

14b. If yes, submit a drawing showing the licensed area and how the boundaries of the licensed area will be identified.

15. List the primary activities within the licensed area: BBQ, music,

16. Will minors and alcohol be allowed together in the same area? Yes No

17. What is the expected attendance per day in the licensed area (where alcohol will be sold or consumed)? 75

PLAN TO MANAGE THE SPECIAL EVENT LICENSED AREA: If your answer to #17 is 501 or more, in addition to your answers to questions 18, 19, and 20, you will need to complete the OLCC's Plan to Manage Special Events form, unless the OLCC exempts you from this requirement.

18. Describe your plan to prevent problems and violations. will have Alcohol monitors
Security at Door + Bartenders
& management

19. Describe your plan to prevent minors from gaining access to alcoholic beverages and from gaining access to any portion of the licensed premises prohibited to minors. Security At Door

20. Describe your plan to manage alcohol consumption by adults. Alcohol Monitors as well Bartenders

21. List name(s) and service permit number(s) of alcohol manager(s) on-duty and in the licensed area:

Donna Hill 2
Kandi Carlson

LIQUOR LIABILITY INSURANCE: If the licensed area is open to the public and **expected attendance is 301** or more per day in the licensed area, you must have at least \$300,000 of liquor liability insurance coverage (ORS 471.168).

22. Insurance Company: Everguard 23. Policy #: _____ 24. Expiration Date: Apr 2016

25. Name of insurance agent: Barry Hornstein 26. Agent's phone number: 503 806-2029

FOOD SERVICE: See the attached sheet for an explanation of this requirement.

27. If you will **NOT** provide distilled spirits, name at least two different substantial food items that you will provide:

① _____ ② _____

28. If you are a Full On-Premises Sales Licensee and will provide distilled spirits, name at least five different substantial food items that you will provide: Full Menu

① _____ ② _____ ③ _____ ④ _____ ⑤ _____

GOVERNMENT RECOMMENDATION: You must obtain a recommendation from the local city or county named in #29 below before submitting this application to the OLCC.

29. Name the city if the event address is within a city's limits or name the county if the event address is outside the city's limits: Gladstone

I affirm that I am authorized to sign this application on behalf of the applicant.

30. Licensee Name (please print): Luisa M. Vogel

31. LICENSEE SIGNATURE: Luisa Vogel 32. Date: 7/22/15

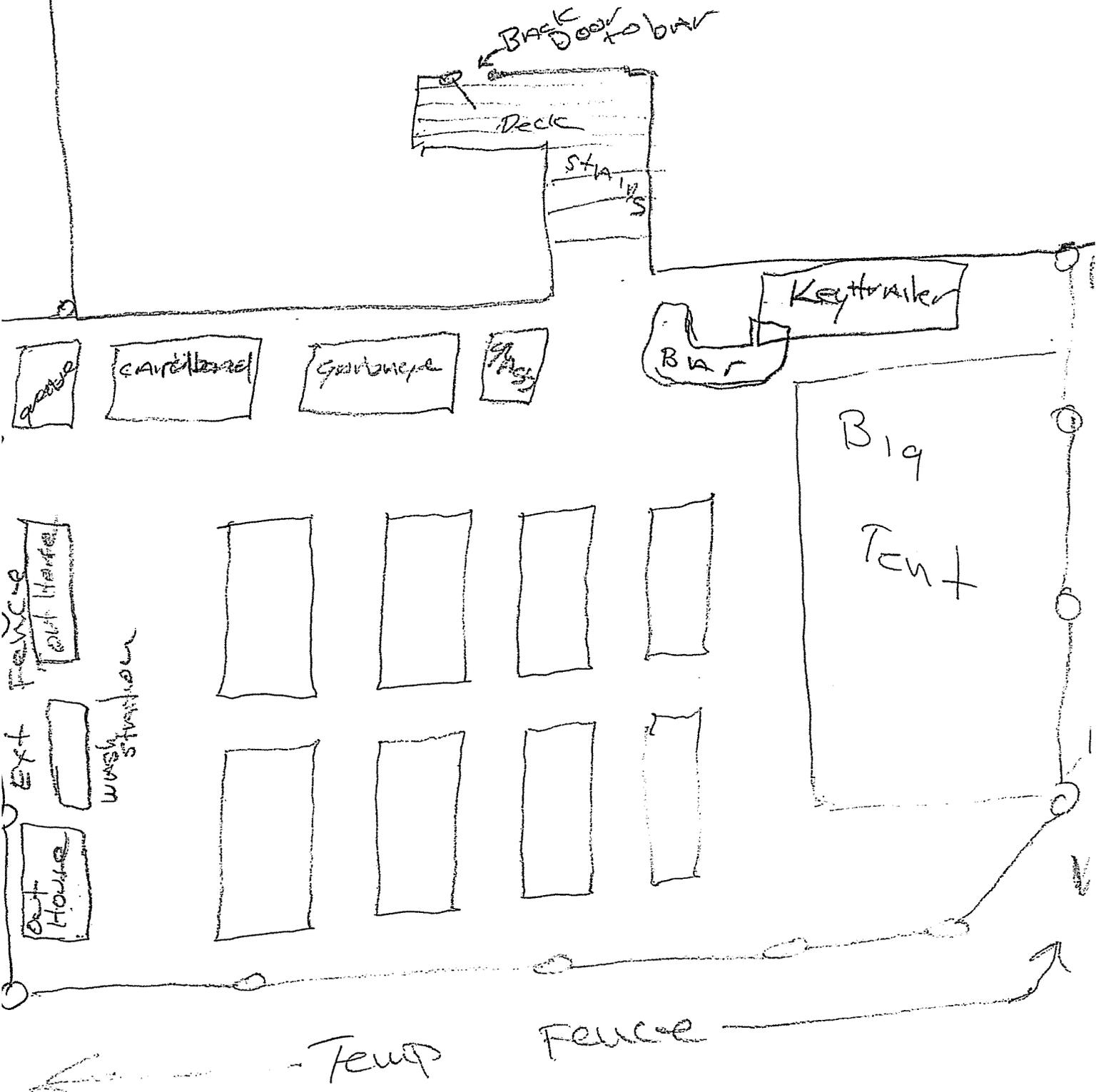
CITY OR COUNTY USE ONLY	
The city/county named in #29 above recommends:	<u>Lt. J. Jolley - 6 PD</u>
<input checked="" type="checkbox"/> Grant <input type="checkbox"/> Acknowledge <input type="checkbox"/> Deny (attach written explanation of deny recommendation)	<u>#52820</u>
City/County Signature: <u>Jeffrey Jolley</u>	Date: <u>7-1-15</u>

FORM TO OLCC: This license is valid only when signed by an OLCC representative. Submit this form to the OLCC office regulating the county in which your special event will happen.

OLCC USE ONLY	
License is: <input type="checkbox"/> Approved <input type="checkbox"/> Denied	
OLCC Signature: _____	Date: _____

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BAR





FAVORITES

- *Chicken Fried Steak \$ 7.75
(served with choice of potato, vegetables or salad with garlic toast)
- *Sirloin Steak \$ 9.25
(served with choice of potato, vegetables or salad with garlic toast)
- *Chicken Breast \$ 7.25
(served with choice of potato, vegetables or salad with garlic toast)
- *2 Piece Fish & Chips \$ 8.50
(served with coleslaw and garlic toast)
- *Chicken Strip Basket \$ 6.75
(served with coleslaw and garlic toast)
- *Shrimp Basket \$ 6.75
(served with coleslaw and garlic toast)

- Beef Burrito with Chips & Salsa ... \$ 5.00
- *Chicken Wrap \$ 5.25
Chicken breast, with cheese, lettuce, tomato with your choice of sauce
- Sausage Dog with Chips \$ 3.00
- 2 Beef Tacos \$ 2.00
- 2 Chicken Tacos \$ 3.50
- Nacho
Taco meat, cheese, lettuce, tomato, olives, refried beans and jalapenos
- 1/2 Order \$ 7.00
- Full Order \$ 8.50

SALADS AND SOUPS

- Small Dinner Salad \$ 2.50
- Chickeh Caesar Salad \$ 7.50
(served with garlic toast)
- Chef Salad \$ 7.25
(mixed greens, ham, turkey, cheddar, swiss, tomato, egg and garlic toast)

- Soup of day..... Cup \$ 2.50 ... Bowl \$ 3.50
- Chili..... Cup \$ 3.00 ... Bowl \$ 3.75
(w/cheese and onions)
- Clam Chowder..... Cup \$ 3.25 ... Bowl \$ 4.00
(FRIDAYS ONLY)

SIDES

- Baked Potato \$ 2.50
- Mashed Potatoes with Gravy \$ 2.75
- Garlic Toast (2 slices) \$ 1.75
- Potato Salad Cup \$ 2.50
- Coleslaw Cup \$ 2.50
- Extra Side \$.50

Non Alcoholic DRINKS

- Henry's Rootbeer..... \$2.50
- Henry's Orange..... \$2.50
- Milk sm \$2.00 lrg \$3.00
- Ice Tea..... \$1.50
- Coffee or Hot Tea..... \$1.50
- RC, Diet RC, 7up or Squirt..... \$1.50

FRIDAYS

***PRIME RIB DINNER**
served with garlic bread
choice of mashed or baked potato & Salad or Vegetable

1 for \$9.50
2 for \$14.95

ASK ABOUT OUR DAILY SPECIALS

ORDERS TO GO ADD \$.25 PER BOX

**Consuming raw or undercooked meats poultry, seafood, shellfish or eggs may increase your risk of food borne illness*

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APPETIZERS

Pretzel with Cheese	\$ 2.50	Deep Fried Dill Pickles.....	\$ 3.25
French Fries	\$ 2.50	Mozzarella Sticks (5)	\$ 4.50
Tater Tots	\$ 2.50	Spicy Mozzarella Sticks (5).....	\$ 4.50
Munchers (stuffed with Cheddar Cheese).....	\$ 4.25	Jalapeno Poppers (5)	\$ 4.50
Onion Rings	\$ 3.75	*Hot Wings (5)	\$ 4.50
Onion Scoopers	\$ 3.00	(with carrots, and celery and choice of sauce)	
Veggie Dish	\$ 2.50	Mini Corn Dogs (10)	\$ 3.25
(celery, carrots, and pepperoncini w/choice of sauce)		Finger Steaks.....	\$ 4.50
Chips, Cheese & Salsa	\$ 3.25	*Shrimp Cocktail.....	\$ 4.25
Deep Fried Mushrooms	\$ 4.50	*Appetizer Sampler	\$ 8.50
Deep Fried Green Beans	\$ 4.50	(5 wings, 5 poppers & 5 mozzarella sticks, 5 carrots, 5 celery stick and pepperoncini with choice of sauce)	

BURGERS AND SANDWICHES

All burgers are 1/3 pound served with mayo, ketchup, lettuce, tomato, onion, and pickles
with chips

Upgrade burger to 1/2 pound for \$ 1.50

Add French fries, tater tots, potato salad, green salad or coleslaw for \$1.50

*Hamburger	\$ 4.75	*Chicken Parmesan Burger	\$ 7.00
*Cheese Burger	\$ 5.00	(chicken breast, mayo, swiss, lettuce and tomato)	
*Bacon Cheese Burger	\$ 6.50	French Dip	\$ 6.00
*Western Burger	\$ 5.75	(swiss cheese and au jus)	
(BBQ sauce, pepper jack cheese and an onion ring)		*Vogies Club	\$ 7.00
*Chili Cheese Burger	\$ 6.50	(triple decker w/ham, turkey, mayo, mustard, bacon, cheddar, swiss, lettuce and tomato)	
open face topped w/cheddar cheese and onions)		Reuben	\$ 7.50
*Mushroom Swiss Burger	\$ 6.00	(pastrami, triple decker w/ thousand island, sauerkraut and swiss)	
Gladiator Burger	\$ 5.75	*Grilled Turkey Melt	\$ 6.00
jalapenos and pepper jack cheese)		(turkey, bacon and swiss, served on sourdough)	
Vogies Burger	\$ 7.50	Chicken Ranch Sandwich	\$ 6.00
1/2 Pound burger with ham, bacon, egg and swiss cheese)		Chicken Strips, served on a hoagie roll, with mayo, cheddar, lettuce, tomato and onion	
Hawai Burger	\$ 6.00	Sausage Chili Dog	\$ 5.50
3 burger, with Canadian Bacon, Pineapple, mayo and Teriyaki Sauce)		(cheddar cheese and onion)	
atty Melt	\$ 6.00	*BLT	\$ 4.75
3 burger, thousand island, grilled onions and swiss cheese. served on rye)		*Cold Sandwich	\$ 5.00
		(meat or tuna fish, choice of bread) mayo, mustard, lettuce, onion and tomato	

**Consuming raw or undercooked meats, poultry, seafood, shellfish
or eggs may increase your risk of food borne illness*



Breakfast Menu

*Classic American

choice of meat, ham, sausage links or patties,
bacon, 2 eggs, choice of hashbrowns, homefries,
or fruit & toast
\$4.75

*Two by Eight

2 strips of bacon, 2 sausage links,
2 eggs and 2 pieces of french toast
\$5.75

*Chicken Fried Steak

2 eggs, with country gravy,
choice of hashbrowns, homefries. or fruit & toast
\$7.50

*Steak and Eggs

with choice of hashbrowns, homefries, or
fruit & toast
\$7.75

*Eggs Benedict

with choice of hashbrowns or
homefries or fruit
\$6.50

*Quarterback Scramble

choice of one meat, homefries
eggs and cheese
\$5.50

Vogies French Toast

2 slices of texas toast dipped in egg,
vanilla, cinnamon, oats and cornflakes
\$4.75

French Toast 1 piece \$2.75
2 pieces \$3.75

Pancakes half stack \$3.25
full stack \$4.50

*Breakfast Burrito

bacon, sausage, eggs, cheese and
homefries wrapped in a flour tortilla
\$5.25

Crossiant Sandwich

Sausage patty, egg & cheese
\$4.75

SIDES

Biscuits and Gravy \$2.50
Cottage Cheese & Fruit..... \$4.00
Cup of Fresh Fruit..... \$2.50
Bowl of Fresh Fruit..... \$3.50
Cottage Cheese.....
Cup \$1.50 Bowl \$2.50

Build your own omelet \$6.75

With hashbrowns, homefries or fruit & toast
(pick one meat, one vegetable and one cheese)

Meat

*Bacon
*Sausage
Ham
Taco Meat
*Shrimp
Extra Meat \$2.00

Vegetables

Green Peppers
Jalapenos
Mushrooms
Onions
Tomatoes
Extra Vegetables \$1.00

Cheese

Cheddar
Swiss
Pepper Jack
Extra Cheese \$.75

Sides

*(4) Bacon
*(4) Sausage links or (2) patties \$3.25
Ham \$3.25
*2 Eggs \$1.25
Hashbrowns or Homefries \$2.50
Country Gravy \$1.50
(2) Toast \$1.50
English muffin \$1.50
Homemade Biscuit \$1.50

Drinks

Orange Juice \$3.25
Grapefruit Juice
Cranberry Juice
Pineapple Juice
Milk
Small ... \$2.00
Large ... \$3.00
Coffee \$1.50
Tea \$1.50
Hot Chocolate \$1.50

**Consuming raw or undercooked meats
poultry, seafood, shellfish or eggs may
increase your risk of food borne illness*

Orders to go add \$.25 per box

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CITY OF GLADSTONE

JUNE 2015

Payroll

06/30/2015	Payroll checks	#78787 - 78822	\$21,896.72	Payroll
06/30/2015	Payroll checks	#78849 - 78851	\$564.20	Payroll
06/30/2015	Payroll	direct deposit	\$162,126.44	Payroll
			\$184,587.36	Total

Manual/ Month End Checks

06/15/2015	A/P Checks	#78761 - 78763	\$160,854.70	
06/19/2015	A/P Checks	#78765 - 78786	\$69,395.16	
06/29/2015	A/P Checks	#78823 - 78846	\$120,095.82	
06/30/2015	A/P Checks	#78847 - 78848	\$120.57	
			\$350,466.25	Total

Urban Renewal Checks

				A/P
			\$0.00	Total

Outstanding Invoices

Pending			\$153,155.13	

JUNE 2015

\$688,208.74

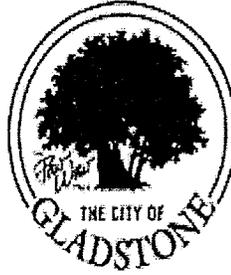
Total

Council Approval

Payroll

G/L Distribution Report

User: sledoux
 Batch: 00001.06.2015 COMPUTER
 City of Gladstone



Account Number	Debit Amount	Credit Amount	Description
Section 1 001	GENERAL FUND		
Section 2 000			
001-000-140000	79,782.80	0.00	CASH IN BANK
001-000-290000	0.00	162,126.44	DIRECT DEPOSIT LIABILITIES
001-000-290001	0.00	30,220.53	FEDERAL WITHHOLDING W/H
001-000-290002	0.00	39,781.90	SOCIAL SECURITY W/H
001-000-290003	0.00	16,584.96	STATE TAX W/H
001-000-290004	0.00	299.58	WBF WORKDAY ASSESS
001-000-290005	0.00	1,796.64	UNEMPLOYMENT
001-000-290007	0.00	1,854.23	TRI-MET TAX
001-000-290008	0.00	914.98	MISCELLANEOUS
001-000-290103	0.00	51,680.10	HEALTH INS W/H
001-000-290104	0.00	1,677.78	UNION DUES W/H
001-000-290105	0.00	5,725.00	DEFERRED COMP W/H
001-000-290108	0.00	127.85	LIFE INSURANCE/PU
001-000-290111	0.00	36,875.15	RETIREMENT/PERS
001-000-290112	0.00	3,039.75	RETIREMENT
001-000-290114	0.00	775.00	FIREFIGHTER HOUSE DUES
001-000-290115	0.00	871.76	DISABILITY INSURANCE
001-000-290124	0.00	1,583.41	VEBA HEALTH CONTRIBUTIONS
001-000-290125	0.00	517.00	SECTION 125 FLEX HEALTH
Section 2 Total:	79,782.80	356,452.06	
Section 2 021	GENERAL ADMINISTRATION		
001-021-100000	18,468.42	0.00	CITY ADMINISTRATOR
001-021-100500	7,160.63	0.00	ASSISTANT CITY ADMINSTRATOR
001-021-101500	4,851.31	0.00	ADMIN SECRETARY/REC COORDINATO
001-021-102000	4,516.99	0.00	ACCOUNT CLERK (FINANCE)
001-021-102300	114.23	0.00	OVERTIME
001-021-102500	11,989.92	0.00	PAYROLL COSTS
Section 2 Total:	47,101.50	0.00	
Section 2 022	MUNICIPAL COURT		
001-022-102500	4,038.44	0.00	PAYROLL COSTS

Account Number	Debit Amount	Credit Amount	Description
001-022-120500	4,926.67	0.00	MUNICIPAL COURT CLERK
001-022-121000	4,618.59	0.00	ASSISTANT COURT CLERK
Section 2 Total:	13,583.70	0.00	
Section 2 024	POLICE DEPARTMENT		
001-024-102500	34,726.33	0.00	PAYROLL COSTS
001-024-140300	7,213.89	0.00	POLICE LIEUTENANT
001-024-140500	7,259.45	0.00	POLICE SERGEANT
001-024-141000	7,405.54	0.00	POLICE SERGEANT
001-024-141500	5,911.32	0.00	POLICE ACTING SERGEANT
001-024-142000	6,312.94	0.00	POLICE DETECTIVE
001-024-142300	2,341.01	0.00	POLICE DETECTIVE
001-024-143000	4,527.52	0.00	POLICE OFFICER
001-024-143500	4,527.52	0.00	POLICE OFFICER
001-024-146000	5,564.56	0.00	POLICE OFFICER
001-024-146400	5,487.19	0.00	POLICE OFFICER
001-024-146500	2,052.63	0.00	MUNICIPAL ORDINANCE SPECIALIST
001-024-150000	3,470.89	0.00	POLICE RECORDS CLERK
001-024-150500	72.36	0.00	POLICE RESERVES
001-024-152500	11,062.84	0.00	OVERTIME
Section 2 Total:	107,935.99	0.00	
Section 2 025	FIRE DEPARTMENT		
001-025-102500	6,900.91	0.00	PAYROLL COSTS
001-025-170000	1,148.80	0.00	FIRE CHIEF
001-025-170300	6,657.12	0.00	FIRE MARSHAL
001-025-171000	18,997.72	0.00	ON-CALL FIREFIGHTERS
Section 2 Total:	33,704.55	0.00	
Section 2 026	PARK DEPARTMENT		
001-026-102500	3,207.71	0.00	PAYROLL COSTS
001-026-190000	665.71	0.00	PUBLIC WORKS SUPERVISOR
001-026-190500	4,690.27	0.00	UTILITY WORKER, JOURNEY
001-026-191500	391.15	0.00	SEASONAL HELP
Section 2 Total:	8,954.84	0.00	
Section 2 027	RECREATION DEPARTMENT		
001-027-102500	294.86	0.00	PAYROLL COSTS
001-027-201000	1,542.99	0.00	PLAYGROUND AIDES
001-027-201500	1,687.34	0.00	FIELD MAINTENANCE CREW
Section 2 Total:	3,525.19	0.00	

Account Number	Debit Amount	Credit Amount	Description
Section 2 000	SEWER DEPARTMENT		
004-000-140000	0.00	25,581.67	CASH IN BANK
Section 2 Total:	0.00	25,581.67	
Section 2 004	WATER DEPARTMENT		
004-004-102500	8,336.84	0.00	PAYROLL COSTS
004-004-400300	1,997.13	0.00	PUBLIC WORKS SUPERVISOR
004-004-400700	2,345.12	0.00	UTILITY WKR,JOURNEY/MAINTENANC
004-004-401000	4,808.53	0.00	UTILITY WORKER, JOURNEY
004-004-401200	1,916.64	0.00	ACCOUNT CLERK
004-004-401500	4,837.97	0.00	UTILITY WORKER, JOURNEY
004-004-402500	1,339.44	0.00	OVERTIME
Section 2 Total:	25,581.67	0.00	
Section 1 Total:	25,581.67	25,581.67	
Section 1 005	ROAD & STREET FUND		
Section 2 000	WATER DEPARTMENT		
005-000-140000	0.00	11,452.37	CASH IN BANK
Section 2 Total:	0.00	11,452.37	
Section 2 005	STREET DEPARTMENT		
005-005-102500	3,981.56	0.00	PAYROLL COSTS
005-005-501500	1,664.29	0.00	PUBLIC WKS SUPERVISOR
005-005-502000	5,296.81	0.00	UTILITY WORKER, JOURNEY
005-005-502300	428.53	0.00	SEASONAL HELP
005-005-502500	81.18	0.00	OVERTIME
Section 2 Total:	11,452.37	0.00	
Section 1 Total:	11,452.37	11,452.37	
Section 1 008	POLICE/COMMUNC LEVY FUND		
Section 2 000	STREET DEPARTMENT		
008-000-140000	0.00	39,032.74	CASH IN BANK
Section 2 Total:	0.00	39,032.74	
Section 2 008	POLICE/COMMUNC LEVY DEPT		
008-008-102500	12,606.01	0.00	PAYROLL COSTS
008-008-800500	5,877.36	0.00	SCHOOL RESOURCE OFFICER
008-008-801000	3,423.26	0.00	POLICE OFFICER
008-008-801500	5,635.24	0.00	POLICE OFFICER

Account Number	Debit Amount	Credit Amount	Description
Section 2 028	SENIOR CENTER		
001-028-102500	5,756.05	0.00	PAYROLL COSTS
001-028-208500	5,892.32	0.00	SENIOR CENTER MANAGER
001-028-209500	2,064.20	0.00	TRAM DRIVER
001-028-210000	1,406.31	0.00	CENTER ASSISTANT
001-028-210500	2,455.70	0.00	NUTRITION CATERER
001-028-216500	280.08	0.00	BUILDING MONITOR FOR RENTALS
Section 2 Total:	17,854.66	0.00	
Section 2 029	LIBRARY		
001-029-102500	11,782.32	0.00	PAYROLL COSTS
001-029-220000	6,495.32	0.00	LIBRARY DIRECTOR
001-029-221500	3,269.27	0.00	LIBRARY ASSISTANT II
001-029-222000	3,269.27	0.00	LIBRARY ASSISTANT II
001-029-222500	4,327.89	0.00	LIBRARY ASSISTANT II
001-029-222800	4,062.35	0.00	LIBRARY ASSISTANT II
001-029-223100	3,269.27	0.00	LIBRARY ASSISTANT II
001-029-223200	816.19	0.00	LIBRARY AIDE
001-029-223500	5,043.44	0.00	ON CALL LIB ASSISTANT
001-029-223600	1,673.51	0.00	REFERENCE LIBRARIAN SUNDAY
Section 2 Total:	44,008.83	0.00	
Section 1 Total:	356,452.06	356,452.06	
Section 1 003	SEWER FUND		
Section 2 000	LIBRARY		
003-000-140000	0.00	16,715.23	CASH IN BANK
Section 2 Total:	0.00	16,715.23	
Section 2 003	SEWER DEPARTMENT		
003-003-102500	5,014.09	0.00	PAYROLL COSTS
003-003-300300	2,329.99	0.00	PUBLIC WORKS SUPERVISOR
003-003-300700	2,345.15	0.00	UTILITY WKR, JOURNEY/MAINT TECH
003-003-301000	5,068.75	0.00	UTILITY WORKER
003-003-301200	1,916.66	0.00	ACCOUNT CLERK
003-003-301500	40.59	0.00	OVERTIME
Section 2 Total:	16,715.23	0.00	
Section 1 Total:	16,715.23	16,715.23	
Section 1 004	WATER FUND		

Account Number	Debit Amount	Credit Amount	Description
008-008-802500	2,052.63	0.00	MUNICIPAL ORDINANCE SPECIALIST
008-008-802700	4,399.89	0.00	EXECUTIVE ASSISTANT
008-008-802800	2,380.00	0.00	ON CALL POLICE RECORDS CLERK
008-008-803000	2,658.35	0.00	OVERTIME
Section 2 Total:	39,032.74	0.00	
Section 1 Total:	39,032.74	39,032.74	
Section 1 009	FIRE/EMERG SERVICES LEVY FUND		
Section 2 000	POLICE/COMMUNC LEVY DEPT		
009-000-140000	0.00	8,897.51	CASH IN BANK
Section 2 Total:	0.00	8,897.51	
Section 2 009	FIRE/EMERG SERVICES DEPT		
009-009-102500	2,899.74	0.00	PAYROLL COSTS
009-009-900500	5,476.25	0.00	FIRE COORDINATOR
009-009-901500	521.52	0.00	SEASONAL HELP
Section 2 Total:	8,897.51	0.00	
Section 1 Total:	8,897.51	8,897.51	
Report Total:	458,131.58	458,131.58	

Payroll

G/L Distribution Report

User: sledoux

Batch: 00010.06.2015 COMPUTER

City of Gladstone

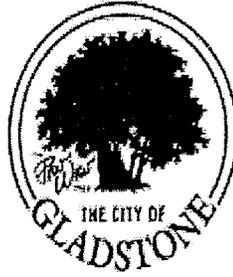


Account Number	Debit Amount	Credit Amount	Description
Section 1 001	GENERAL FUND		
001-000-140000	145.14	0.00	CASH IN BANK
001-000-290001	0.00	40.83	FEDERAL WITHHOLDING W/H
001-000-290002	0.00	106.60	SOCIAL SECURITY W/H
001-000-290003	0.00	37.25	STATE TAX W/H
001-000-290004	0.00	2.36	WBF WORKDAY ASSESS
001-000-290005	0.00	4.88	UNEMPLOYMENT
001-000-290007	0.00	5.04	TRI-MET TAX
001-000-290111	0.00	6.18	RETIREMENT/PERS
001-025-102500	4.84	0.00	PAYROLL COSTS
001-025-171000	53.16	0.00	ON-CALL FIREFIGHTERS
Section 1 Total:	203.14	203.14	
Section 1 005	ROAD & STREET FUND		
005-000-140000	0.00	54.40	CASH IN BANK
005-005-102500	10.80	0.00	PAYROLL COSTS
005-005-502300	43.60	0.00	SEASONAL HELP
Section 1 Total:	54.40	54.40	
Section 1 008	POLICE/COMMUNC LEVY FUND		
008-000-140000	0.00	654.94	CASH IN BANK
008-008-102500	54.94	0.00	PAYROLL COSTS
008-008-802800	600.00	0.00	ON CALL POLICE RECORDS CLERK
Section 1 Total:	654.94	654.94	
Report Total:	912.48	912.48	

Accounts Payable

Check Detail

User: sledoux
Printed: 07/07/2015 - 10:05AM



Check Number	Check Date		Amount
05656 - Oak Lodge Water District			
78761	06/15/2015		
Inv	56-00072-001		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/31/2015	Oak Lodge Water		32.88
Inv 56-00072-001 Total			32.88
Inv	56-00073-001		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/31/2015	Oak Lodge Water		32.88
Inv 56-00073-001 Total			32.88
Inv	56-00074-001		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/31/2015	Oak Lodge Water		46.24
Inv 56-00074-001 Total			46.24
Inv	56-00075-001		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/31/2015	Oak Lodge Water		37.20
Inv 56-00075-001 Total			37.20
Inv	56-00076-001		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/31/2015	Oak Lodge Water		56.39
Inv 56-00076-001 Total			56.39
Inv	56-00077-001		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/31/2015	Oak Lodge Water		33.96
Inv 56-00077-001 Total			33.96
Inv	56-00840-001		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/31/2015	Oak Lodge Water		36.12
Inv 56-00840-001 Total			36.12

Inv 56-00850-001

<u>Line Item Date</u>	<u>Line Item Description</u>	
05/31/2015	Oak Lodge Water	75.24

Inv 56-00850-001 Total 75.24

Inv 56-00860-001

<u>Line Item Date</u>	<u>Line Item Description</u>	
05/31/2015	Oak Lodge Water	41.89

Inv 56-00860-001 Total 41.89

Inv 56-00870-001

<u>Line Item Date</u>	<u>Line Item Description</u>	
05/31/2015	Oak Lodge Water	49.14

Inv 56-00870-001 Total 49.14

Inv 99-01148-001

<u>Line Item Date</u>	<u>Line Item Description</u>	
05/31/2015	Oak Lodge Water	286.10

Inv 99-01148-001 Total 286.10

Inv 99-01157-001

<u>Line Item Date</u>	<u>Line Item Description</u>	
05/31/2015	Oak Lodge Water	650.38

Inv 99-01157-001 Total 650.38

78761 Total: 1,378.42

05656 - Oak Lodge Water District Total: 1,378.42

07023 - Portland General Electric

78762 06/15/2015

Inv M1695793

<u>Line Item Date</u>	<u>Line Item Description</u>	
06/12/2015	PGE - Line extension	1,030.65

Inv M1695793 Total 1,030.65

78762 Total: 1,030.65

07023 - Portland General Electric Total: 1,030.65

08802B - US Bank National Assoc

78763 06/15/2015

Check Number	Check Date		Amount
Inv	789913000		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/26/2015	US Bank - Water Bond principle		125,000.00
06/26/2015	US Bank - Water Bond Interest		33,445.63
Inv 789913000 Total			158,445.63
78763 Total:			158,445.63
08802B - US Bank National Assoc Total:			158,445.63
Total:			160,854.70

Accounts Payable

Check Detail

User: sledoux
Printed: 07/07/2015 - 10:08AM



Check Number	Check Date		Amount
00616 - Baker & Taylor Inc			
78765	06/19/2015		
Inv	4011244550		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/27/2015	Baker & Taylor - new books		23.49
Inv 4011244550 Total			23.49
Inv	4011245177		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/28/2015	Baker & Taylor - new books		111.57
Inv 4011245177 Total			111.57
Inv	4011246324		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/28/2015	Baker & Taylor - new books		90.18
Inv 4011246324 Total			90.18
78765 Total:			<hr/> 225.24
00616 - Baker & Taylor Inc Total:			<hr/> 225.24
00734 - Beloof & Haines			
78767	06/19/2015		
Inv	734-063015		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/09/2015	Beloof		3,000.00
Inv 734-063015 Total			3,000.00
78767 Total:			<hr/> 3,000.00
00734 - Beloof & Haines Total:			<hr/> 3,000.00
00739 - Beery, Elsner & Hammond LLP			
78766	06/19/2015		
Inv	12164		
<u>Line Item Date</u>	<u>Line Item Description</u>		

Check Number	Check Date	Amount
04/01/2015	Beery Elsner & Hammond - Finance	535.05
04/01/2015	Beery Elsner & Hammond - General	965.00
04/01/2015	Beery Elsner & Hammond - City Council	2,690.60
04/01/2015	Beery Elsner & Hammond - Intergovernmental	40.00
04/01/2015	Beery Elsner & Hammond - Land Use/Comm Dev	1,835.10
04/01/2015	Beery Elsner & Hammond - Parks/Rec	157.50
04/01/2015	Beery Elsner & Hammond - Personnel	4,645.30
04/01/2015	Beery Elsner & Hammond - Public Rec/Meetings	252.50
04/01/2015	Beery Elsner & Hammond - Public Works	1,159.50
04/01/2015	Beery Elsner & Hammond - Real Property	245.00
04/01/2015	Beery Elsner & Hammond - Real Property	995.96
Inv 12164 Total		13,521.51

Inv 12281

<u>Line Item Date</u>	<u>Line Item Description</u>	
06/01/2015	Beery Elsner & Hammond - Finance	325.00
06/01/2015	Beery Elsner & Hammond - General	688.84
06/01/2015	Beery Elsner & Hammond - City Council	2,743.40
06/01/2015	Beery Elsner & Hammond - Intergovernmental	87.50
06/01/2015	Beery Elsner & Hammond - Land Use/Comm Dev	1,917.55
06/01/2015	Beery Elsner & Hammond - Parks/Rec	457.50
06/01/2015	Beery Elsner & Hammond - Public records/meetings	120.00
06/01/2015	Beery Elsner & Hammond - Public Works	360.00
06/01/2015	Beery Elsner & Hammond - Real Property	210.48
06/01/2015	Beery Elsner & Hammond - Mgmt/Litigation	748.23
Inv 12281 Total		7,658.50

78766 Total:

21,180.01

00739 - Beery,Elsner & Hammond LLP Total:

21,180.01

01015 - Bud's Towing Inc

78768 06/19/2015

Inv 145190

<u>Line Item Date</u>	<u>Line Item Description</u>	
06/01/2015	Bud's Towing - Ford Escape	90.00
Inv 145190 Total		90.00

78768 Total:

90.00

01015 - Bud's Towing Inc Total:

90.00

01621 - Clackamas

78769 06/19/2015

Inv 27477

<u>Line Item Date</u>	<u>Line Item Description</u>	
09/30/2014	Clackamas County - Signal maintenance	203.13

Check Number	Check Date	Amount
Inv 27477 Total		203.13
Inv 27478		
<u>Line Item Date</u>	<u>Line Item Description</u>	
09/30/2014	Clackamas County - Signal maintenance	117.60
Inv 27478 Total		117.60
Inv 27479		
<u>Line Item Date</u>	<u>Line Item Description</u>	
09/30/2014	Clackamas County - Planning contract	3,320.77
Inv 27479 Total		3,320.77
Inv 27639		
<u>Line Item Date</u>	<u>Line Item Description</u>	
10/31/2014	Clackamas County - Signal maintenance	216.29
Inv 27639 Total		216.29
Inv 27640		
<u>Line Item Date</u>	<u>Line Item Description</u>	
10/31/2014	Clackamas County - Planning contract	3,436.24
Inv 27640 Total		3,436.24
78769 Total:		7,294.03
01621 - Clackamas Total:		7,294.03
02540 - Ed's Mower & Saw Shoppe		
78770	06/19/2015	
Inv 77425		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/31/2015	Ed's Mower - parts	49.95
Inv 77425 Total		49.95
78770 Total:		49.95
02540 - Ed's Mower & Saw Shoppe Total:		49.95
02941 - Fowler, H.D. Co. Inc.		
78771	06/19/2015	
Inv I3932416		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/29/2015	Fowler - Meter Boxes/Covers	2,534.40
Inv I3932416 Total		2,534.40

Check Number	Check Date	Amount
78771 Total:		2,534.40
02941 - Fowler, H.D. Co. Inc. Total:		2,534.40
03676 - Home Depot Credit		
78772	06/19/2015	
Inv 1025246		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/13/2015	Home Depot - tools	49.97
Inv 1025246 Total		49.97
Inv 3093522		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/11/2015	Home Depot - supplies	12.97
Inv 3093522 Total		12.97
Inv 5073437		
<u>Line Item Date</u>	<u>Line Item Description</u>	
04/29/2015	Home Depot - supplies	7.96
Inv 5073437 Total		7.96
Inv 6093176		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/08/2015	Home Depot - supplies	65.91
Inv 6093176 Total		65.91
Inv 6590778		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/08/2015	Home Depot - supplies	1.97
Inv 6590778 Total		1.97
78772 Total:		138.78
03676 - Home Depot Credit Total:		138.78
04753 - Maverick Welding Supply Inc		
78773	06/19/2015	
Inv 908337		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/31/2015	Maverick - Welding supplies	22.50
Inv 908337 Total		22.50

Check Number	Check Date	Amount
78773 Total:		22.50
04753 - Maverick Welding Supply Inc Total:		22.50
04770 - McCoy Electric		
78774	06/19/2015	
Inv 211603		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/30/2015	McCoy Electric - Repair pole light - Meldrum Bar	3,539.17
Inv 211603 Total		3,539.17
78774 Total:		3,539.17
04770 - McCoy Electric Total:		3,539.17
06251A - Oregon, State of		
78775	06/19/2015	
Inv 60755-052915		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/29/2015	DMV - driving records	6.00
Inv 60755-052915 Total		6.00
78775 Total:		6.00
06251A - Oregon, State of Total:		6.00
06253 - Oregon, State of		
78776	06/19/2015	
Inv 79313229		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/01/2015	Oregon DOR - Garnishment	669.60
Inv 79313229 Total		669.60
78776 Total:		669.60
06253 - Oregon, State of Total:		669.60
06866 - Pihl, Mark		
78777	06/19/2015	
Inv 87 - 91		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/16/2015	Mark Pihl - Indigent Defense	894.50

Check Number	Check Date	Amount
Inv 87 - 91 Total		894.50
78777 Total:		894.50
06866 - Pihl, Mark Total:		894.50
06871A - Pitney Bowes		
78778	06/19/2015	
Inv	5748646-JN15	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/13/2015	Postage Meter Rental	116.99
06/13/2015	Postage Meter Rental	112.91
06/13/2015	Postage Meter Rental	4.03
06/13/2015	Postage Meter Rental	48.39
06/13/2015	Postage Meter Rental	4.03
06/13/2015	Postage Meter Rental	116.91
Inv 5748646-JN15 Total		403.26
78778 Total:		403.26
06871A - Pitney Bowes Total:		403.26
07021 - Portland General Electric		
78779	06/19/2015	
Inv	PGE JUNE 2015	
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/28/2015	PGE - June 2015	295.49
05/28/2015	PGE - June 2015	5,347.82
05/28/2015	PGE - June 2015	125.34
Inv PGE JUNE 2015 Total		5,768.65
78779 Total:		5,768.65
07021 - Portland General Electric Total:		5,768.65
07280 - Rackspace Email & Apps		
78780	06/19/2015	
Inv	3235113	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/07/2015	Rackspace - Email & Apps	759.70
Inv 3235113 Total		759.70
78780 Total:		759.70

Check Number	Check Date	Amount
07280 - Rackspace Email & Apps Total:		759.70
07488S - RH Media Services LLC		
78781	06/19/2015	
Inv 74		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/02/2015	RH Media - IT Support/Hardware	7,784.68
Inv 74 Total		7,784.68
78781 Total:		7,784.68
07488S - RH Media Services LLC Total:		7,784.68
07729 - Scholastic Inc.		
78782	06/19/2015	
Inv 11141132		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/26/2015	Scholastic - new books	22.10
Inv 11141132 Total		22.10
78782 Total:		22.10
07729 - Scholastic Inc. Total:		22.10
08086 - Springbrook Software		
78783	06/19/2015	
Inv CM INV30803		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/31/2014	Springbrook software - 2014 credit	-2,940.00
Inv CM INV30803 Total		-2,940.00
Inv INV30803		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/12/2015	Springbrook software - annual maintenance	11,713.13
05/12/2015	Springbrook software - annual maintenance	4,110.35
Inv INV30803 Total		15,823.48
78783 Total:		12,883.48
08086 - Springbrook Software Total:		12,883.48
08205 - Stein Oil Co. Inc.		
78784	06/19/2015	

Check Number	Check Date	Amount
Inv	CL09688	
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/31/2015	Stein Oil - gasoline	491.77
Inv CL09688 Total		491.77
78784 Total:		491.77
08205 - Stein Oil Co. Inc. Total:		491.77
08830 - United States Postal Service		
78785	06/19/2015	
Inv	June 2015	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/19/2015	Newsletter mailing	1,262.34
Inv June 2015 Total		1,262.34
78785 Total:		1,262.34
08830 - United States Postal Service Total:		1,262.34
08994 - Voss, Donald		
78786	06/19/2015	
Inv	PO 11534	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/01/2015	Donald Voss - Welding	375.00
Inv PO 11534 Total		375.00
78786 Total:		375.00
08994 - Voss, Donald Total:		375.00
Total:		69,395.16

Accounts Payable

Check Detail

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Check Number	Check Date	Amount
01339 - CIS/EBS Trust		
78826	06/29/2015	
Inv June 2015		53,388.11
78826 Total:		53,388.11
01339 - CIS/EBS Trust Total:		53,388.11
01663 - Clackamas Cty Benevolent Foundation		
78827	06/29/2015	
Inv June 2015		50.00
78827 Total:		50.00
01663 - Clackamas Cty Benevolent Foundation Total:		50.00
01726 - Clackamas Fed. Cred.Union		
78828	06/29/2015	
Inv June 2015		842.59
78828 Total:		842.59
01726 - Clackamas Fed. Cred.Union Total:		842.59
01893d - Comcast Cable		
78829	06/29/2015	
Inv 0226429 0606		37.60
78829 Total:		37.60
01893d - Comcast Cable Total:		37.60
02657 - Axa Equi-Vest		
78823	06/29/2015	
Inv June 2015		5,725.00
78823 Total:		5,725.00
02657 - Axa Equi-Vest Total:		5,725.00
02659 - Axa RIA		

Check Number	Check Date	Amount
78825	06/29/2015	
Inv June 2015		2,845.69
78825 Total:		2,845.69
02659 - Axa RIA Total:		2,845.69
02661 - Axa EVLICO		
78824	06/29/2015	
Inv June 2015		194.06
78824 Total:		194.06
02661 - Axa EVLICO Total:		194.06
02915 - Union Security Insurance		
78844	06/29/2015	
Inv June 2015		130.60
78844 Total:		130.60
02915 - Union Security Insurance Total:		130.60
03271 - Gladstone Fire Department		
78830	06/29/2015	
Inv June 2015		775.00
78830 Total:		775.00
03271 - Gladstone Fire Department Total:		775.00
03623 - Hill, Travis		
78831	06/29/2015	
Inv July 4th BBQ		250.00
78831 Total:		250.00
03623 - Hill, Travis Total:		250.00
03958 - Integra Telecom		
78832	06/29/2015	
Inv 13063497		1,084.27
78832 Total:		1,084.27
03958 - Integra Telecom Total:		1,084.27
03967 - United States Treasury		
78845	06/29/2015	
Inv 93-6002170		710.18

Check Number	Check Date	Amount
78845 Total:		710.18
03967 - United States Treasury Total:		710.18
05432 - North Clackamas County		
78833	06/29/2015	
Inv NCCWC15-769		18,977.73
Inv NCCWC15-772		20,747.57
78833 Total:		39,725.30
05432 - North Clackamas County Total:		39,725.30
05521 - Northwest Natural		
78834	06/29/2015	
Inv 148922-8		53.34
Inv 149733-8		44.80
78834 Total:		98.14
05521 - Northwest Natural Total:		98.14
05681m - Office Of The Trustee		
78835	06/29/2015	
Inv 11-39851-tmb13		640.00
78835 Total:		640.00
05681m - Office Of The Trustee Total:		640.00
05746 - Oregon AFSCME Council #75		
78836	06/29/2015	
Inv June 2015		835.19
78836 Total:		835.19
05746 - Oregon AFSCME Council #75 Total:		835.19
06030 - Oregon, State of		
78838	06/29/2015	
Inv Shepherd		17.50
78838 Total:		17.50
06030 - Oregon, State of Total:		17.50
06148 - Oregon Patrol Service		
78837	06/29/2015	
Inv 2430		296.00

Check Number	Check Date	Amount
78837 Total:		296.00
06148 - Oregon Patrol Service Total:		296.00
07021 - Portland General Electric		
78840	06/29/2015	
Inv 358308 1		672.46
78840 Total:		672.46
07021 - Portland General Electric Total:		672.46
07482 - Pitney Bowes		
78839	06/29/2015	
Inv Postage		1,480.12
78839 Total:		1,480.12
07482 - Pitney Bowes Total:		1,480.12
07960 - Sisul Engineering		
78841	06/29/2015	
Inv SGL12-037-19		570.00
Inv SGL13-006-12		60.00
Inv SGL13-006-14		690.00
Inv SGL13-025-17		210.00
Inv SGL15-047-01		270.00
Inv SGL15-051		3,279.00
78841 Total:		5,079.00
07960 - Sisul Engineering Total:		5,079.00
08205 - Stein Oil Co. Inc.		
78842	06/29/2015	
Inv CL09942		720.14
78842 Total:		720.14
08205 - Stein Oil Co. Inc. Total:		720.14
08666p - Two Girls Catering		
78843	06/29/2015	
Inv Cities Dinner		918.00
78843 Total:		918.00
08666p - Two Girls Catering Total:		918.00

Check Number	Check Date	Amount
09025 - Water Environment Services		
78846	06/29/2015	
Inv 2015-209		29.30
Inv 2015-212		1,324.66
Inv 2015-215		997.00
Inv 2015-235		535.77
Inv 2015-242		694.14
78846 Total:		<u>3,580.87</u>
09025 - Water Environment Services Total:		<u>3,580.87</u>
Total:		<u><u>120,095.82</u></u>

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Check Detail

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Check Number	Check Date	Amount	
06030 - Oregon, State of			
78847	06/30/2015		
Inv Graves 2015		52.50	
78847 Total:		52.50	
06030 - Oregon, State of Total:			52.50
06841 - Petty Cash for benefit of			
78848	06/30/2015		
Inv petty cash		68.07	
78848 Total:		68.07	
06841 - Petty Cash for benefit of Total:			68.07
Total:		120.57	

Accounts Payable

Computer Check Proof List by Vendor

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Batch: 00002.07.2015



Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 00025 47995	A Awesome Locksmith AAA Awesome Locksmith - decom patrol cars	200.00	07/15/2015	Check Sequence: 1 001-024-155000	ACH Enabled: False
	Check Total:	200.00			
Vendor: 00247 22928	Action Fire & Safety Action Fire & Safety - safety lights	73.90	07/15/2015	Check Sequence: 2 001-025-182000	ACH Enabled: False
	Check Total:	73.90			
Vendor: 00268 GFD - Funk	Active911 Active991 - Device purchase/12 mo renewal	364.25	07/15/2015	Check Sequence: 3 001-025-177800	ACH Enabled: False
	Check Total:	364.25			
Vendor: 00282 61784 May 2015 May audiology	Adventist Health Adventist Health - audio tests Adventis Health - Physicals Adventis Health - Audiology	321.43 80.00 803.57	07/15/2015 07/15/2015 07/15/2015	Check Sequence: 4 001-024-158700 001-025-178500 001-025-178500	ACH Enabled: False
	Check Total:	1,205.00			
Vendor: 00286 9040955139	Airgas USA LLC Airgas - oxygen	67.67	07/15/2015	Check Sequence: 5 001-025-180000	ACH Enabled: False
	Check Total:	67.67			
Vendor: 00438 22506	Alexin Analytical Laboratories Alexin - Lab testing	288.00	07/15/2015	Check Sequence: 6 004-004-408000	ACH Enabled: False
	Check Total:	288.00			
Vendor: 00367a 013581759581	Amazon Amazon - new books	61.35	07/15/2015	Check Sequence: 7 001-029-230500	ACH Enabled: False

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
090667726187	Amazon - supplies	32.85	07/15/2015	001-029-231500	
090669982701	Amazon - supplies	44.89	07/15/2015	001-029-231500	
090669982701	Amazon - new books	103.44	07/15/2015	001-029-230500	
090669982701	Amazon - supplies	12.25	07/15/2015	001-029-225500	
091533784959	Amazon - Surface tablet	599.00	07/15/2015	001-029-229000	
110906875430	Amazon - new books	28.48	07/15/2015	001-029-230500	
110908918883	Amazon - supplies	101.96	07/15/2015	001-029-231500	
	Check Total:	984.22			
Vendor: 00405	American Library Assoc			Check Sequence: 8	ACH Enabled: False
223565 Green	ALA Conference - Green	415.00	07/15/2015	001-029-227500	
	Check Total:	415.00			
Vendor: 00415	American Messaging			Check Sequence: 9	ACH Enabled: False
W4-103518	American Msg - paging service	137.91	07/15/2015	001-025-177800	
	Check Total:	137.91			
Vendor: 00434	American Security Alarms			Check Sequence: 10	ACH Enabled: False
69576	AM Security Alarm - work orders	252.50	07/15/2015	001-025-175500	
	Check Total:	252.50			
Vendor: 00603	Backflow Management Inc			Check Sequence: 11	ACH Enabled: False
7631	Backflow Mgmt - 2014 Consumer Confidence R	950.00	07/15/2015	004-004-415000	
7655	Backflow Mgmt - Qtrly reports/letters	770.00	07/15/2015	004-004-408000	
	Check Total:	1,720.00			
Vendor: 00616	Baker & Taylor Inc			Check Sequence: 12	ACH Enabled: False
4011249890	Baker & Taylor - new books	1,821.19	07/15/2015	001-029-230500	
4011251476	Baker & Taylor - new books	31.60	07/15/2015	001-029-230500	
4011253036	Baker & Taylor - new books	321.78	07/15/2015	001-029-230500	
4011253091	Baker & Taylor - new books	12.03	07/15/2015	001-029-230500	
4011253110	Baker & Taylor - new books	5.15	07/15/2015	001-029-230500	
4011255745	Baker & Taylor - new books	40.34	07/15/2015	001-029-230500	
4011255749	Baker & Taylor - new books	443.61	07/15/2015	001-029-230500	
4011256988	Baker & Taylor - new books	26.64	07/15/2015	001-029-230500	
4011256992	Baker & Taylor - new books	530.96	07/15/2015	001-029-230500	
4011261140	Baker & Taylor - new books	45.83	07/15/2015	001-029-230500	
4011265852	Baker & Taylor - new books	293.48	07/15/2015	001-029-230500	
4011265853	Baker & Taylor - new books	100.72	07/15/2015	001-029-230500	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
4011265888	Baker & Taylor - new books	55.17	07/15/2015	001-029-230500	
4011268270	Baker & Taylor - new books	77.20	07/15/2015	001-029-230500	
4011272887	Baker & Taylor - new books	60.40	07/15/2015	001-029-230500	
4011275509	Baker & Taylor - new books	114.95	07/15/2015	001-029-230500	
	Check Total:	3,981.05			
Vendor: 00640	Bateman Senior Meals			Check Sequence: 13	ACH Enabled: False
GL313115	Bateman - Food/supplies	29.40	07/15/2015	001-028-217500	
GL513115	Bateman - Food/supplies	188.16	07/15/2015	001-028-217500	
GLCLK313115	Bateman - Food/supplies	384.91	07/15/2015	001-028-217500	
GLCLK513115	Bateman - Food/supplies	424.37	07/15/2015	001-028-217500	
	Check Total:	1,026.84			
Vendor: 00993	Brown & Caldwell			Check Sequence: 14	ACH Enabled: False
53244207	Brown & Caldwell - 2100 MS4 NPDES Prmt As	946.25	07/15/2015	003-003-307500	
	Check Total:	946.25			
Vendor: 01055	Bump Parlor Inc			Check Sequence: 15	ACH Enabled: False
779	Bump Parlor - Truck repair	111.15	07/15/2015	001-025-173000	
	Check Total:	111.15			
Vendor: 01184	Cash and Carry Smart Foodsrv			Check Sequence: 16	ACH Enabled: False
STMT 062815	Cash & Carry - summer rec programs	248.01	07/15/2015	001-027-204000	
	Check Total:	248.01			
Vendor: 01302	Chief Supply			Check Sequence: 17	ACH Enabled: False
7301252	Chief Supply - supplies	2,298.67	07/15/2015	001-025-182000	
	Check Total:	2,298.67			
Vendor: 01343a	Cintas First Aid Lockbox			Check Sequence: 18	ACH Enabled: False
5003047490	Cintas - first aid supplies	168.97	07/15/2015	001-024-161000	
8009165750	Cintas - first aid supplies	114.54	07/15/2015	001-025-175500	
	Check Total:	283.51			
Vendor: 01375	Clackamas Auto Parts Inc			Check Sequence: 19	ACH Enabled: False
46458	Clackamas Auto - parts	134.59	07/15/2015	005-005-504500	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	134.59			
Vendor: 01765	Clackamas Steel & Mfg.				ACH Enabled: False
232048	Clackamas Steel - square tube	27.20	07/15/2015	001-027-204800	
	Check Total:	27.20			
Vendor: 01770	Clackamas Towing				ACH Enabled: False
59115	Clackamas Towing - 87 GMC tow	130.00	07/15/2015	001-025-173000	
	Check Total:	130.00			
Vendor: 01576	Clackamas, County of				ACH Enabled: False
40547	Clackamas Co. - Maps	42.50	07/15/2015	001-024-156500	
40552	Clackamas Co. - Maps	40.00	07/15/2015	001-021-113000	
41848	Clackamas Co. - Cultural passes	590.00	07/15/2015	001-029-229000	
42151	Clackamas Co. - Telecom Services	65.00	07/15/2015	001-024-161000	
42288	Clackamas Co. - Work crew	3,060.00	07/15/2015	003-003-308700	
42318	Clackamas Co. - Fingerprints	30.00	07/15/2015	001-022-124500	
42383	Clackamas Co. - 3M E-content	5,195.20	07/15/2015	001-029-229000	
	Check Total:	9,022.70			
Vendor: 01808	Clark's Lawn & Garden Equip				ACH Enabled: False
204573	Clark's Lawn & Garden - parts	14.31	07/15/2015	001-026-194000	
204619	Clark's - saw repair	72.09	07/15/2015	001-025-173000	
205164	Clark's - supplies	1,342.97	07/15/2015	001-025-182000	
	Check Total:	1,429.37			
Vendor: 01810	Classic Pool & Spa				ACH Enabled: False
5798-1	Classic Pool - supplies	188.75	07/15/2015	001-026-194200	
6170	Classic Pool - park supplies	254.70	07/15/2015	001-026-194200	
6347	Classic Pool - park supplies	13.90	07/15/2015	001-026-194200	
7637	Classic Pool - spray park chemicals	17.90	07/15/2015	001-026-194200	
CRM0001140	Classic Pool - park supplies	-62.85	07/15/2015	001-026-194200	
	Check Total:	412.40			
Vendor: 01839m	Coastal Farm & Home Supply				ACH Enabled: False
16546	Coastal Supply - Liberty Safe	674.99	07/15/2015	001-029-225500	
	Check Total:	674.99			

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 01882c 2014.01	Frank Coluccio Construction Co. Coluccio Const. - Meldrum Bar storm line/path	13,059.04	07/15/2015	Check Sequence: 26 001-026-194000	ACH Enabled: False
	Check Total:	13,059.04			
Vendor: 01893G 0738555 0608	Comcast Comcast - Internet	52.90	07/15/2015	Check Sequence: 27 001-028-212500	ACH Enabled: False
	Check Total:	52.90			
Vendor: 01893D 0725743 0612 0732582 0621	Comcast Cable Comcast - Internet/voice Comcast - Internet/phone	118.08 135.24	07/15/2015 07/15/2015	Check Sequence: 28 001-024-161000 005-005-507000	ACH Enabled: False
	Check Total:	253.32			
Vendor: 01916 15777076 15782154 15783416 CLK13354 CLK13355 UR	Community Classifieds Community News - employment ad Community News - employment ad Community News - employment ad Community News - Publish budget hearing Community News - Publish UR budget hearing	141.75 78.75 94.50 302.17 222.18	07/15/2015 07/15/2015 07/15/2015 07/15/2015 07/15/2015	Check Sequence: 29 001-021-116500 001-021-116500 001-021-116500 001-021-113000 002-002-201500	ACH Enabled: False
	Check Total:	839.35			
Vendor: 01992j 1430 1476	Corey, David M Corey PHD - evaluations Corey PHD - evaluations	420.00 72.00	07/15/2015 07/15/2015	Check Sequence: 30 001-024-161000 001-024-159500	ACH Enabled: False
	Check Total:	492.00			
Vendor: 02146 2125878-00	Curtis, L. N. Co. Curtis - supplies	91.49	07/15/2015	Check Sequence: 31 001-025-182000	ACH Enabled: False
	Check Total:	91.49			
Vendor: 02248m 72346048 72367843	Deere, John Landscapes John Deere - supplies John Deere - supplies	5.95 254.28	07/15/2015 07/15/2015	Check Sequence: 32 001-026-194000 001-026-194000	ACH Enabled: False
	Check Total:	260.23			
Vendor: 02256 5628845	Demco Demco - labels	49.51	07/15/2015	Check Sequence: 33 001-029-225500	ACH Enabled: False

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	49.51			
Vendor: 02328	Displays2Go	123.69	07/15/2015	Check Sequence: 34 001-029-225500	ACH Enabled: False
123.69	Displays2Go - Magazine holder				
	Check Total:	123.69			
Vendor: 02510g	Eastside Paving Inc	1,050.00	07/15/2015	Check Sequence: 35 003-003-303000	ACH Enabled: False
06131501	Eastside Paving - 680 Exeter	4,200.00	07/15/2015	005-005-515000	
06291507	Eastside Paving - various locations				
	Check Total:	5,250.00			
Vendor: 02536	EBSCO Information Services	39.21	07/15/2015	Check Sequence: 36 001-029-227000	ACH Enabled: False
0054557	EBSCO - Subscription				
	Check Total:	39.21			
Vendor: 02540	Ed's Mower & Saw Shopp	7.00	07/15/2015	Check Sequence: 37 001-026-194000	ACH Enabled: False
6851	Ed's Mower - parts	2.75	07/15/2015	001-026-194000	
78209	Ed's Mower - parts				
	Check Total:	9.75			
Vendor: 02635	Enerspect Medical Solutions	786.90	07/15/2015	Check Sequence: 38 001-025-180000	ACH Enabled: False
21900	Enerspect - Lifepak battery				
	Check Total:	786.90			
Vendor: 02710	Eurofins Eaton Analytical	440.00	07/15/2015	Check Sequence: 39 004-004-408000	ACH Enabled: False
L0219105	Eurofins - testing				
	Check Total:	440.00			
Vendor: 02731	Executive Copy & Printing	1,693.39	07/15/2015	Check Sequence: 40 001-021-113500	ACH Enabled: False
62041	Exec Printing - newsletter				
	Check Total:	1,693.39			
Vendor: 02731g	Extreme Products	53.78	07/15/2015	Check Sequence: 41 001-024-159500	ACH Enabled: False
28584	Extreme Products - uniforms	103.98	07/15/2015	001-024-159500	
28781	Extreme Products - uniforms				
	Check Total:	157.76			

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 02798	Factory Reps Co Inc			Check Sequence: 42	ACH Enabled: False
136900	Factory Reps - supplies	1,134.90	07/15/2015	001-026-194000	
137392	Factory Reps - supplies	668.12	07/15/2015	001-026-194000	
	Check Total:	1,803.02			
Vendor: 02820	Ferrellgas Propane			Check Sequence: 43	ACH Enabled: False
1087909419	Ferrellgas - propane	207.71	07/15/2015	001-025-175000	
	Check Total:	207.71			
Vendor: 02863s	Fire Rescue Equipment LLC			Check Sequence: 44	ACH Enabled: False
1022	Fire Rescue Co. - supplies	3,667.94	07/15/2015	001-025-182000	
	Check Total:	3,667.94			
Vendor: 02941	Fowler, H.D. Co. Inc.			Check Sequence: 45	ACH Enabled: False
13946483	Fowler - supplies	81.56	07/15/2015	003-003-303000	
	Check Total:	81.56			
Vendor: 03000	Mike Funk			Check Sequence: 46	ACH Enabled: False
Funk reimb	Funk reimbursement - supplies	334.36	07/15/2015	001-025-175500	
Funk reimb	Funk reimbursement - tools	49.99	07/15/2015	001-025-175500	
	Check Total:	384.35			
Vendor: 03151	General Tree Service			Check Sequence: 47	ACH Enabled: False
521047	General Tree - Pow Wow Tree	109.00	07/15/2015	001-026-196000	
522738	General Tree - Pow Wow Tree	109.00	07/15/2015	001-026-196000	
523512	General Tree - maintenance	327.00	07/15/2015	001-026-196000	
	Check Total:	545.00			
Vendor: 03182M	Ginter Mechanical, Inc.			Check Sequence: 48	ACH Enabled: False
7648	Ginter Mechanical - dishwasher repair	188.00	07/15/2015	001-028-212000	
	Check Total:	188.00			
Vendor: 03300	Gold Wrench			Check Sequence: 49	ACH Enabled: False
59295	Gold Wrench - service Charger	79.43	07/15/2015	001-024-155000	
59433	Gold Wrench - repair Taotoe	215.40	07/15/2015	001-024-155000	
59526	Gold Wrench - service	59.25	07/15/2015	001-024-155000	
59579	Gold Wrench - parts	25.00	07/15/2015	001-024-155000	
59585	Gold Wrench - service	58.25	07/15/2015	001-024-155000	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	437.33			
Vendor: 03333p	Green, Irene			Check Sequence: 50	ACH Enabled: False
Green reimb	Green reimb - Keyboard for Surface tablet	129.99	07/15/2015	001-029-229000	
	Check Total:	129.99			
Vendor: 03450g	Hadroncx			Check Sequence: 51	ACH Enabled: False
711	Hadronix - annual service renewal	589.00	07/15/2015	003-003-303000	
	Check Total:	589.00			
Vendor: 03676a	Home Depot			Check Sequence: 52	ACH Enabled: False
STMT 0500 8713	Home Depot - supplies	99.83	07/15/2015	001-025-175500	
	Check Total:	99.83			
Vendor: 03676	Home Depot Credit			Check Sequence: 53	ACH Enabled: False
0085546	Home Depot - supplies	163.92	07/15/2015	004-004-406500	
0581050	Home Depot - supplies	98.73	07/15/2015	005-005-507000	
1090729	Home Depot - supplies	473.46	07/15/2015	004-004-408500	
4234802	Home Depot - supplies	146.62	07/15/2015	001-026-194000	
4240720	Home Depot - supplies	35.76	07/15/2015	001-026-193500	
7593494	Home Depot - supplies	23.95	07/15/2015	005-005-507000	
8021527	Home Depot - supplies	2.24	07/15/2015	005-005-507000	
	Check Total:	944.68			
Vendor: 03818	Honey Buckets			Check Sequence: 54	ACH Enabled: False
2-1222624	Honey Bucket	334.20	07/15/2015	001-026-195500	
2-1230657	Honey Bucket	197.00	07/15/2015	001-026-195500	
2-1230662	Honey Bucket	85.00	07/15/2015	001-026-195500	
2-1232382	Honey Bucket	292.00	07/15/2015	001-026-195500	
2-1232457	Honey Bucket	476.40	07/15/2015	001-026-195500	
2-1237492	Honey Bucket	85.00	07/15/2015	001-026-195500	
2-1248072	Honey Bucket	334.20	07/15/2015	001-026-195500	
	Check Total:	1,803.80			
Vendor: 03765	Houston, Marc R			Check Sequence: 55	ACH Enabled: False
1005	Dr Houston -June Drill/July contract	940.00	07/15/2015	001-025-180500	
	Check Total:	940.00			

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 03810 495604	Hughes Fire Equipment Hughes - supplies	267.13	07/15/2015	Check Sequence: 56 009-009-905200	ACH Enabled: False
	Check Total:	267.13			
Vendor: 03989 M15-27667	Internation Assn Property & Evidence Int Assn Prop & Evidence - Lawrence membersh	50.00	07/15/2015	Check Sequence: 57 001-024-163500	ACH Enabled: False
	Check Total:	50.00			
Vendor: 04050 1918101006978	Interstate All Battery Center Interstate - batteries	59.70	07/15/2015	Check Sequence: 58 001-025-175500	ACH Enabled: False
	Check Total:	59.70			
Vendor: 04070e 18364	IRS Environmental IRS Environmental - contract	1,025.00	07/15/2015	Check Sequence: 59 004-004-406500	ACH Enabled: False
	Check Total:	1,025.00			
Vendor: 04142 363	Johnson, Robert C Johnson - landscaping/misc labor	332.50	07/15/2015	Check Sequence: 60 001-029-225000	ACH Enabled: False
	Check Total:	332.50			
Vendor: 04241c 060315 Kelly	Kelly, Dan Investigations Kelly - background investigations Dan Kelly Investigations - Postage costs	1,981.00 58.90	07/15/2015 07/15/2015	Check Sequence: 61 001-024-161000 001-024-157000	ACH Enabled: False
	Check Total:	2,039.90			
Vendor: 02971 779292	Kroger/Fred Meyer Charges Fred Meyer - Rec supplies P.O. 11566	57.83	07/15/2015	Check Sequence: 62 001-027-204000	ACH Enabled: False
	Check Total:	57.83			
Vendor: 04441 2067	League of Oregon Cities League of Oregon Cities - complaint printing	368.76	07/15/2015	Check Sequence: 63 001-024-157000	ACH Enabled: False
	Check Total:	368.76			
Vendor: 04561P 715308	Life-Assist Inc Life Assist - medical supplies	1,221.75	07/15/2015	Check Sequence: 64 001-025-180000	ACH Enabled: False

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	1,221.75			
Vendor: 04753	Maverick Welding Supply Inc			Check Sequence: 65	ACH Enabled: False
910149	Maverick - welding supplies	22.50	07/15/2015	005-005-507000	
	Check Total:	22.50			
Vendor: 04831	Motcreaders			Check Sequence: 66	ACH Enabled: False
7123	Motcreaders - water meter reading	2,042.40	07/15/2015	004-004-409000	
	Check Total:	2,042.40			
Vendor: 04900	Midwest Tape			Check Sequence: 67	ACH Enabled: False
92893063	Midwest Tape - non-print	26.64	07/15/2015	001-029-231500	
92893065	Midwest Tape - non-print	45.23	07/15/2015	001-029-231500	
92893335	Midwest Tape - non-print	79.38	07/15/2015	001-029-231500	
92893336	Midwest Tape - non-print	26.64	07/15/2015	001-029-231500	
92893337	Midwest Tape - non-print	29.64	07/15/2015	001-029-231500	
92903448	Midwest Tape - non-print	55.28	07/15/2015	001-029-231500	
92913661	Midwest Tape - non-print	53.28	07/15/2015	001-029-231500	
92913662	Midwest Tape - non-print	43.13	07/15/2015	001-029-231500	
92927407	Midwest Tape - non-print	73.92	07/15/2015	001-029-231500	
92943230	Midwest Tape - non-print	15.19	07/15/2015	001-029-231500	
92943231	Midwest Tape - non-print	96.84	07/15/2015	001-029-231500	
92943233	Midwest Tape - non-print	74.27	07/15/2015	001-029-231500	
92943234	Midwest Tape - non-print	21.93	07/15/2015	001-029-231500	
92948499	Midwest Tape - non-print	30.99	07/15/2015	001-029-231500	
92948770	Midwest Tape - non-print	144.84	07/15/2015	001-029-231500	
92952334	Midwest Tape - non-print	16.19	07/15/2015	001-029-231500	
92952335	Midwest Tape - non-print	47.82	07/15/2015	001-029-231500	
92952336	Midwest Tape - non-print	20.64	07/15/2015	001-029-231500	
92952338	Midwest Tape - non-print	33.10	07/15/2015	001-029-231500	
92961526	Midwest Tape - non-print	86.30	07/15/2015	001-029-231500	
92962817	Midwest Tape - non-print	50.39	07/15/2015	001-029-231500	
92963412	Midwest Tape - non-print	152.17	07/15/2015	001-029-231500	
92964218	Midwest Tape - non-print	177.25	07/15/2015	001-029-231500	
92970153	Midwest Tape - non print items	35.38	07/15/2015	001-029-231500	
92970154	Midwest Tape - non print items	26.29	07/15/2015	001-029-231500	
92970156	Midwest Tape - non print items	17.62	07/15/2015	001-029-231500	
92970788	Midwest Tape - non-print	20.99	07/15/2015	001-029-231500	
92976709	Midwest Tape - non print items	33.49	07/15/2015	001-029-231500	
92977264	Midwest Tape - non print items	20.64	07/15/2015	001-029-231500	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
92977265	Midwest Tape - non print items	45.28	07/15/2015	001-029-231500	
	Check Total:	1,600.75			
Vendor: 04904 1043090	Millar's Hiway Tire Factory Millars - tires	296.60	07/15/2015	005-005-504500	ACH Enabled: False
	Check Total:	296.60			
Vendor: 04976 060915	Molina, Geneva Molina - Spanish Interpreter	200.00	07/15/2015	001-022-124500	ACH Enabled: False
	Check Total:	200.00			
Vendor: 05006 35350	Morton's, Larry Transmission Larry Morton's Transmission Repair - Ford Escap.	2,700.00	07/15/2015	005-005-517000	ACH Enabled: False
	Check Total:	2,700.00			
Vendor: 05012m BO 1270808	Movie Licensng USA Movie Licensng USA	474.00	07/15/2015	001-029-228500	ACH Enabled: False
	Check Total:	474.00			
Vendor: 04955s 1515 1516	Mr. Belvedere's Janitorial Mr. Belvedere - janitorial Mr. Belvedere - janitorial	335.00 475.00	07/15/2015 07/15/2015	001-024-161000 001-028-215500	ACH Enabled: False
	Check Total:	810.00			
Vendor: 05046 00644713_SNV	Municipal Emergency Svcs Municipal Emerg Svc - SCBA Service/test	62.00	07/15/2015	001-025-181400	ACH Enabled: False
	Check Total:	62.00			
Vendor: 05358r 0002809-IN 0002977-IN	Net Transcripts, Inc. Net Transcripts - transcription Net Transcripts - transcription	51.74 49.75	07/15/2015 07/15/2015	001-024-161000 001-024-161000	ACH Enabled: False
	Check Total:	101.49			
Vendor: 05399 AR110547	Nicoli, D P Inc Nicoli - supplies	300.00	07/15/2015	003-003-303000	ACH Enabled: False
	Check Total:	300.00			

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 05409s 12037942	Norlift of Orecon Inc Norlift - materials	176.00	07/15/2015	Check Sequence: 76 001-025-175500	ACH Enabled: False
	Check Total:	176.00			
Vendor: 05490 16884	Northwest Entrance NW Entrance - repair	192.00	07/15/2015	Check Sequence: 77 001-026-194000	ACH Enabled: False
	Check Total:	192.00			
Vendor: 05521 148988-9 0622 149733-8 0622 2136577-0 0622 2643701-2 0622	Northwest Natural NW Natural Gas NW Natural Gas NW Natural Gas NW Natural Gas	0.76 41.79 11.87 29.34	07/15/2015 07/15/2015 07/15/2015 07/15/2015	Check Sequence: 78 001-025-177500 001-021-109500 001-024-161000 001-029-224500	ACH Enabled: False
	Check Total:	83.76			
Vendor: 05547 15-11223 15-11229	Northwest Safety Clean NW Safety Clean - cleaning/inspection NW Safety Clean - cleaning/inspection	477.80 2,385.90	07/15/2015 07/15/2015	Check Sequence: 79 001-025-181700 001-025-181700	ACH Enabled: False
	Check Total:	2,863.70			
Vendor: 05610 99113	Nursery Connection Nursery connection - lime base	275.00	07/15/2015	Check Sequence: 80 001-026-194000	ACH Enabled: False
	Check Total:	275.00			
Vendor: 05675 739007611001 771775554001 772867867001 772874379001 773088905001 774006674001 774006877001 774006878001 774006879001 774006880001 774039391001 775162217001 775380254001 775380254001	Office Depot Office Depot - office supplies Office Depot - supplies Office Depot - supplies Office Depot - office supplies Office Depot - supplies Office Depot - office supplies	-56.16 25.98 189.11 756.94 81.99 32.99 31.17 16.45 5.27 18.89 56.97 67.48 24.14 11.06	07/15/2015 07/15/2015 07/15/2015 07/15/2015 07/15/2015 07/15/2015 07/15/2015 07/15/2015 07/15/2015 07/15/2015 07/15/2015 07/15/2015 07/15/2015 07/15/2015 07/15/2015	Check Sequence: 81 001-021-113000 001-024-156500 001-024-156500 001-029-225500 001-024-156500 001-029-225500 001-029-225500 001-029-225500 001-029-225500 001-029-225500 001-029-225500 001-029-225500 001-029-225500 001-021-113000 001-027-204000	ACH Enabled: False
	Check Total:	275.00			

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
775380407001	Office Depot - office supplies	14.58	07/15/2015	004-004-404000	
775380407001	Office Depot - office supplies	4.99	07/15/2015	001-027-204000	
775380408001	Office Depot - office supplies	5.51	07/15/2015	001-022-124500	
776301757001	Office Depot - supplies	365.65	07/15/2015	001-024-156500	
776301757002	Office Depot - supplies	7.19	07/15/2015	001-024-156500	
777192012001	Office Depot - supplies	56.43	07/15/2015	001-029-225500	
777521546001	Office Depot - supplies	179.98	07/15/2015	001-024-156500	
	Check Total:	1,896.61			
Vendor: 05679	Office Max			Check Sequence: 82	ACH Enabled: False
647925	Office Max - supplies	50.98	07/15/2015	001-021-113000	
647925	Office Max - supplies	16.36	07/15/2015	001-022-124500	
845573	Office Max - supplies	118.60	07/15/2015	001-021-113000	
922650	Office Max - office supplies	77.72	07/15/2015	001-022-124500	
	Check Total:	263.66			
Vendor: 05685	Olson Bros Service			Check Sequence: 83	ACH Enabled: False
1017204	Oson Bros - Tires	130.30	07/15/2015	001-024-155000	
1022263	Tire factory - 10 Chevy Tahoe tires	283.80	07/15/2015	001-024-155000	
1022273	Tire factory - 12 Chevy Tahoe tires	618.80	07/15/2015	001-024-155000	
	Check Total:	1,032.90			
Vendor: 05706	One Call Concepts Inc			Check Sequence: 84	ACH Enabled: False
5050371	One Call - utility notifications	92.12	07/15/2015	005-005-507000	
	Check Total:	92.12			
Vendor: 05870	Oregon City Scuba			Check Sequence: 85	ACH Enabled: False
253	Oregon City Scuba - supplies	591.20	07/15/2015	001-025-184000	
302	Oregon City Scuba - supplies	680.00	07/15/2015	001-025-184000	
	Check Total:	1,271.20			
Vendor: 05882	Oregon City Sporting Goods			Check Sequence: 86	ACH Enabled: False
6161543	OC Sporting Goods - T shirts	120.00	07/15/2015	001-027-204000	
	Check Total:	120.00			
Vendor: 05986	Oregon Fire Chiefs Assoc.			Check Sequence: 87	ACH Enabled: False
500000111	OR Fire Chiefs - Smith/safety officer memb	25.00	07/15/2015	001-025-176500	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	25.00			
Vendor: 06148	Oregon Patrol Service			Check Sequence: 88	ACH Enabled: False
2464	Oregon Patrol - park patrols	1,801.00	07/15/2015	001-024-155200	
	Check Total:	1,801.00			
Vendor: 06151	Oregon Peace Offcer.Assoc.			Check Sequence: 89	ACH Enabled: False
49	OPOA - Hale membership	15.00	07/15/2015	001-024-163500	
	Check Total:	15.00			
Vendor: 06251a	Oregon, State of			Check Sequence: 90	ACH Enabled: False
62723-052915	OR DMV - driving records	11.50	07/15/2015	001-024-157000	
	Check Total:	11.50			
Vendor: 06346	Oregonian			Check Sequence: 91	ACH Enabled: False
1974874	Oregonian - subscription	48.00	07/15/2015	001-029-227000	
	Check Total:	48.00			
Vendor: 06361	Oregonian Media Group			Check Sequence: 92	ACH Enabled: False
916034-0531	Oregonian Media - Employment ads	356.96	07/15/2015	001-021-116500	
	Check Total:	356.96			
Vendor: 06389	Overhead Door of Portland			Check Sequence: 93	ACH Enabled: False
31753	Overhead Door - 4 button remote	64.00	07/15/2015	001-025-175500	
	Check Total:	64.00			
Vendor: 06540	Pacific Northwest Telco, Inc.			Check Sequence: 94	ACH Enabled: False
04-18710	Pacific NW Telco - move extension	115.00	07/15/2015	001-029-226000	
	Check Total:	115.00			
Vendor: 06587	Pacific Office Automation			Check Sequence: 95	ACH Enabled: False
46195048	Pacific Ofc Auto - copier	636.00	07/15/2015	001-029-226500	
	Check Total:	636.00			
Vendor: 06586	Pacific Office Automation Inc			Check Sequence: 96	ACH Enabled: False
46.66	Ricoh - copier usage	46.66	07/15/2015	001-024-156500	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
636532	Pacific Ofc Auto - monthly copies	26.04	07/15/2015	001-024-156500	
638899	Pacific Ofc Auto - Support Agreement	932.40	07/15/2015	001-024-156500	
	Check Total:	1,005.10			
Vendor: 06640	Paramount Pest Control Inc			Check Sequence: 97	ACH Enabled: False
79123	Paramount - pest control	54.00	07/15/2015	001-021-110500	
79135	Paramount - pest control	52.00	07/15/2015	001-021-110500	
	Check Total:	106.00			
Vendor: 06842	Petty Cash for benefit of			Check Sequence: 98	ACH Enabled: False
Petty cash	Petty cash - increase amount	100.00	07/15/2015	001-029-225500	
	Check Total:	100.00			
Vendor: 06863	Physio-Control Corp			Check Sequence: 99	ACH Enabled: False
116008586	Physio-Control - Equipment	333.00	07/15/2015	001-024-156000	
	Check Total:	333.00			
Vendor: 06866	Mark Pihl			Check Sequence: 100	ACH Enabled: False
061815	Phil - indigent defense	600.50	07/15/2015	001-022-123500	
	Check Total:	600.50			
Vendor: 07021	Portland General Electric			Check Sequence: 101	ACH Enabled: False
PGE June	PGE - June 2015	207.51	07/15/2015	001-024-161000	
PGE June	PGE - June 2015	613.69	07/15/2015	001-025-177500	
PGE June	PGE - June 2015	806.77	07/15/2015	001-026-193500	
PGE June	PGE - June 2015	513.83	07/15/2015	001-028-213500	
PGE June	PGE - June 2015	877.22	07/15/2015	001-029-224500	
PGE June	PGE - June 2015	45.11	07/15/2015	003-003-302500	
PGE June	PGE - June 2015	1,378.19	07/15/2015	004-004-406000	
PGE June	PGE - June 2015	281.35	07/15/2015	005-005-507000	
PGE June	PGE - June 2015	493.68	07/15/2015	005-005-508000	
	Check Total:	5,217.35			
Vendor: 07027	Portland Habilitation Center			Check Sequence: 102	ACH Enabled: False
87351	Portland Habilitation - janitorial service	403.74	07/15/2015	001-021-108500	
87484	Portland Habilitation - janitorial supplies	110.05	07/15/2015	001-021-108500	
87655	Portland Habilitation - Janitorial	294.14	07/15/2015	001-025-176000	

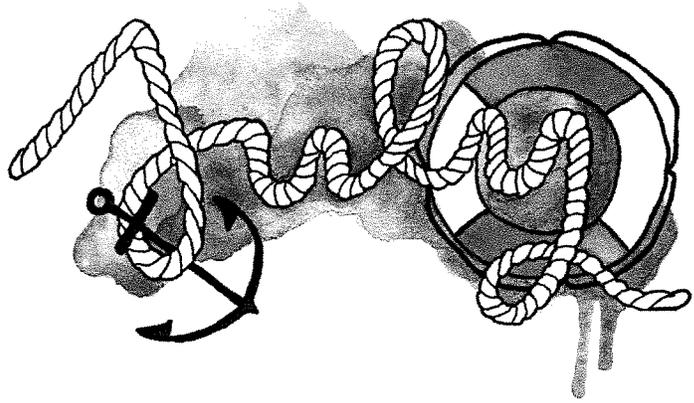
Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	807.93			
Vendor: 07060m	Portland Windustrial Co				ACH Enabled: False
103942 00	Portland Windustrial - materials	1,426.30	07/15/2015	Check Sequence: 103 004-004-406500	
	Check Total:	1,426.30			
Vendor: 07488s	RH Media Services LLC				ACH Enabled: False
75	RH Media - 3 Dell laptops & supplies	10,000.23	07/15/2015	Check Sequence: 104 001-025-179500	
76	RH Media - June 2015	6,785.08	07/15/2015	001-021-115500	
	Check Total:	16,785.31			
Vendor: 07510m	Ricoh USA Inc				ACH Enabled: False
94832341	Ricoh - copier rent & copies	143.50	07/15/2015	Check Sequence: 105 001-025-173500	
	Check Total:	143.50			
Vendor: 07518	Righteous Clothing				ACH Enabled: False
67814	Righteous Clothing - Garments/embroidery	397.92	07/15/2015	Check Sequence: 106 001-025-174500	
	Check Total:	397.92			
Vendor: 07570	Robotronics Inc.				ACH Enabled: False
50499	Robotronics - Sparky head/costume gloves	1,504.00	07/15/2015	Check Sequence: 107 001-025-178000	
	Check Total:	1,504.00			
Vendor: 07595G	Ross, Merle Upholstery				ACH Enabled: False
3820	Ross Upholstery - Seat	250.00	07/15/2015	Check Sequence: 108 001-025-175500	
	Check Total:	250.00			
Vendor: 07717r	Satcom Global				ACH Enabled: False
AS06150711	Satcom Global - SIM card	42.75	07/15/2015	Check Sequence: 109 001-024-164600	
	Check Total:	42.75			
Vendor: 07729	Scholastic Inc.				ACH Enabled: False
11164083	Scholastic - new books	6.24	07/15/2015	Check Sequence: 110 001-029-230500	
11258282	Scholastic - new books	3.98	07/15/2015	001-029-230500	
11268348	Scholastic - new books	3.98	07/15/2015	001-029-230500	
	Check Total:	14.20			

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 07780 184678	Sea Western Sea Western - Bunker boot	341.25	07/15/2015	Check Sequence: 111 001-025-181700	ACH Enabled: False
	Check Total:	341.25			
Vendor: 07873 155663	ServiceMaster of Oregon ServiceMaster - janitorial	1,035.00	07/15/2015	Check Sequence: 112 001-029-228000	ACH Enabled: False
	Check Total:	1,035.00			
Vendor: 07901S 9406187055 9406187056 9406237784 9406331609	Shred-it USA LLC Shred-It - shredding Shred-It - shredding Shred-It - shredding Shred-it shredding	94.04 94.04 94.04 94.04	07/15/2015 07/15/2015 07/15/2015 07/15/2015	Check Sequence: 113 001-024-161000 001-024-161000 001-024-161000 001-024-161000	ACH Enabled: False
	Check Total:	376.16			
Vendor: 07905 5338633 062215	Sierra Springs Sierra Springs - water	126.20	07/15/2015	Check Sequence: 114 001-024-161000	ACH Enabled: False
	Check Total:	126.20			
Vendor: 08205 CL09674 CL09733 CL09929 CL09987 CL10180 CL10193 CL10236	Stein Oil Co. Inc. Stein Oil - gasoline Stein Oil - gasoline	161.20 1,193.36 558.27 1,283.56 524.07 846.12 1,471.52	07/15/2015 07/15/2015 07/15/2015 07/15/2015 07/15/2015 07/15/2015 07/15/2015	Check Sequence: 115 001-025-173000 001-024-155000 001-025-173000 001-024-155000 001-025-173000 005-005-518500 001-024-155000	ACH Enabled: False
	Check Total:	6,038.10			
Vendor: 08207 Stempel	Stempel, Kirk A Stempel reimb - CPR training	115.68	07/15/2015	Check Sequence: 116 001-025-175000	ACH Enabled: False
	Check Total:	115.68			
Vendor: 08376T 2015-2	Jill Tate Jill Tate - transcription	324.00	07/15/2015	Check Sequence: 117 001-021-113000	ACH Enabled: False
	Check Total:	324.00			
Vendor: 08391m	Andrew E Teitelman			Check Sequence: 118	ACH Enabled: False

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
061615	Teitelman - indigent defense	3,200.00	07/15/2015	001-022-123500	
062315	Teitelman - indigent defense	400.00	07/15/2015	001-022-123500	
	Check Total:	3,600.00			
Vendor: 08566	Traffic Safety Supply Co. Inc.			Check Sequence: 119	ACH Enabled: False
997362	Traffic Safety Supply - signs	96.00	07/15/2015	005-005-508500	
999856	Traffic Safety Supply - supplies	179.50	07/15/2015	005-005-505500	
	Check Total:	275.50			
Vendor: 08652	Tualatin Valley Fire & Rescue			Check Sequence: 120	ACH Enabled: False
3549	TVFR - Supplies/Maintenance	62.88	07/15/2015	001-025-173000	
3550	TVFR - Supplies/Maintenance	84.56	07/15/2015	001-025-173000	
3551	TVFR - Supplies/Maintenance	409.70	07/15/2015	001-025-173000	
3575	TVFR - Supplies/Maintenance	1,675.00	07/15/2015	001-025-173000	
3576	TVFR - Supplies/Maintenance	51.38	07/15/2015	001-025-173000	
3577	TVFR - Supplies/Maintenance	233.29	07/15/2015	001-025-173000	
3578	TVFR - Supplies/Maintenance	207.66	07/15/2015	001-025-173000	
3579	TVFR - Supplies/Maintenance	119.70	07/15/2015	001-025-173000	
3580	TVFR - Supplies/Maintenance	2,039.88	07/15/2015	001-025-173000	
3581	TVFR - Supplies/Maintenance	1,562.71	07/15/2015	001-025-173000	
3582	TVFR - Supplies/Maintenance	208.71	07/15/2015	001-025-173000	
3583	TVFR - Supplies/Maintenance	82.30	07/15/2015	001-025-173000	
3584	TVFR - Supplies/Maintenance	379.74	07/15/2015	001-025-173000	
3585	TVFR - Supplies/Maintenance	60.88	07/15/2015	001-025-173000	
3586	TVFR - Supplies/Maintenance	62.84	07/15/2015	001-025-173000	
3587	TVFR - Supplies/Maintenance	262.97	07/15/2015	001-025-173000	
3588	TVFR - Supplies/Maintenance	16.12	07/15/2015	001-025-173000	
3589	TVFR - Supplies/Maintenance	82.30	07/15/2015	001-025-173000	
	Check Total:	7,602.62			
Vendor: 08770	Universal Field Services, Inc.			Check Sequence: 121	ACH Enabled: False
65809	Universal Field Svc. - New Lib Site	7,352.77	07/15/2015	010-010-904100	
65988	Universal Field Svc. - New Lib Site	4,444.00	07/15/2015	010-010-904100	
	Check Total:	11,796.77			
Vendor: 08802	US Bank			Check Sequence: 122	ACH Enabled: False
061515	US Bank CC - parking/job posting/fundraiser	192.50	07/15/2015	001-024-161000	
061515	US Bank CC - Training	529.49	07/15/2015	001-024-158700	
061515	US Bank CC - Equip/supplies	148.88	07/15/2015	001-024-156000	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	870.87			
Vendor: 08799	USA Blue Book				ACH Enabled: False
670106	USA Blue Book - Safety supplies	1,573.69	07/15/2015	004-004-408500	
671374	USA Blue Book - Safety supplies	87.48	07/15/2015	004-004-408500	
	Check Total:	1,661.17			
Vendor: 08943C	Verizon				ACH Enabled: False
134-00001 0619	Verizon - phone service	61.94	07/15/2015	001-024-164000	
134-00004 0619	Verizon - phone service	341.71	07/15/2015	001-025-177800	
134-00012 0619	Verizon - phone service	2.12	07/15/2015	001-024-164000	
134-00017 0619	Verizon - phone service	40.01	07/15/2015	005-005-507000	
941-00001 0623	Verizon - phone service	413.49	07/15/2015	005-005-507000	
941-00002 0623	Verizon - phone service	104.90	07/15/2015	005-005-507000	
942-00001 0623	Verizon - phone service	89.00	07/15/2015	005-005-507000	
	Check Total:	1,053.17			
Vendor: 09031	Watershed Inc				ACH Enabled: False
68577-IN	Watershed LLC - Hale uniform	216.58	07/15/2015	001-024-159500	
	Check Total:	216.58			
Vendor: 09257	Willamette Valley Printing Inc				ACH Enabled: False
38277	Willamette Printing - business cards	90.00	07/15/2015	001-021-113000	
38277	Willamette Printing - business cards	180.00	07/15/2015	001-022-124500	
38279	Willamette Printing - #10 Envelopes	870.00	07/15/2015	001-021-113000	
38280	Willamette Printing - Sewer inspection forms	165.00	07/15/2015	003-003-303000	
38281	Willamette Printing - Sewer line app forms	165.00	07/15/2015	003-003-303000	
	Check Total:	1,470.00			
Vendor: 09281T	Wilsonville Lock & Security				ACH Enabled: False
3305	Wilsonville Lock - monitoring	95.85	07/15/2015	001-024-161000	
3306	Wilsonville Lock - monitoring	89.85	07/15/2015	005-005-507000	
3402	Wilsonville Lock - monitoring	59.85	07/15/2015	001-024-161000	
	Check Total:	245.55			
Vendor: 09300	WorkSAFE Service Inc				ACH Enabled: False
208789	WorkSAFE - drug testing	45.00	07/15/2015	001-021-116500	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	45.00			
	Total for Check Run:	153,155.13			
	Total of Number of Checks:	128			



REGULAR AGENDA

City of Gladstone Staff Report

Report Date: June 30, 2015
Meeting Date: July 14, 2015
To: Gladstone City Council
From: Ross Schultz – Interim CM

AGENDA ITEM - 1056

A resolution authorization staff to Hire an Accounting Manager – Budgeted

History/Background

In June of 2015 Council Adopted a budget that accounted for a new staff member described as Assistant City Manager/ Finance. Staff has reviewed needs in the Finance area and would like to recommend changing this budget request to fund an Accounting Manager Position (Please see attached Job Description). This position would report to the Assistant City Manager and would be responsible for operation of the City's accounting processes.

Staff has considered the Assistant City Manager / Finance level of responsibility contemplated in the budget, versus the needs of the City. Staff feels that we need a position that is more operational in nature and less visionary as the budgeted title would reflect. Also staff anticipates that the Accounting Manager position would be more affordable to the City.

Proposal

With Council authorization staff will conduct recruitment for the position in accordance with Gladstone Personnel Handbook and begin the job description work.

Options

At this time there are three options;

1. Hire the new Accounting Manager as proposed. The recommended alternative.
2. Continue working as we are. This alternative does not allow staff the time adequately perform tasks in accordance to best business practices.
3. Contract the position. Staff anticipates the work load for this position to be recurring and constant. It would be more expensive to hire a consultant to perform job description tasks on a regular basis.

Cost Impact

At this time we are trying to perform accounting manager tasks with staff on hand. Mainly staffed by the City Administrator and the Assistant City Administrator. The time commitment for this position is more than these two positions can contribute and be effective in their own work.

This position will replace the approved budgeted position of Assistant City Manager included in the Approved 2015/16 Gladstone City Budget; General Fund; Administration line 4. That Position is included at a salary rate of \$78,334 per year. Staff will open compensation for the contemplated position at approximately \$70k per year. That combine with an estimated hire date of Sept. 1 will generate a positive budget variance.

Recommended Staff Action

Staff Recommends a **Motion to Adopt Resolution 1056, a resolution authorizing staff to hire an Accounting Manager.**

Department Head

Signature _____

Date _____

City Administrator

Signature Rowen C. Schultz

Date 7/7/15

Job Description

ORGANIZATION: City of Gladstone
LOCATION: Gladstone, Oregon
DEPARTMENT: Finance
FLSA STATUS: Exempt
JOB TITLE: Accounting Manager –

DATE: 2014

PURPOSE OF POSITION:

The purpose of this position is to support the Assistant City Administrator by assuring that all internal controls, financial accounting, financial reporting, and budgeting are done in a timely manner and accurately. The position supervises accounting staff and certain operational functions for the department as a whole.

ESSENTIAL JOB FUNCTIONS:

Maintains the integrity of the City's accounting system and its data by supervising the general and all subsidiary ledgers accounting. Subsidiary ledgers include: payroll, accounts payable, accounts receivable, fixed asset, capital project, and cash receipting.

Performs advanced professional accounting work in the processing and maintaining financial data and expenditure controls and supervises the work of subordinates performing supporting accounting functions.

Assures that the month-end and year-end closings are completed and that all reconciliations and reports are done in a timely manner.

Maintains internal controls establish to prevent fraud, assure compliance with accounting standards, track assets, and prevent budget over expenditures.

Produces the Consolidated Annual Financial Report and manages the audit process. Prepares and delegates the preparation of audit work papers. Is main point of contact with auditor, and is responsible for maintaining audit schedule. Prepares the annual financial report including notes to the statements and supplemental materials.

Utilizes financial reporting tools to produce standard and special reports for the City Manager, Assistant City Administrator, City Council, and other departments.

Responsible for technical budget preparation and maintenance. Prepares supplemental budget documentation and updates budget with approved changes.

Manages financial software and reporting software. Oversees all software processes and procedures. Coordinates access security with Information Technology staff.

Maintain cooperative working relationships with City staff, other organizations and the general public.

Responsible for making debt service payments and for identifying and inputting material events into Electronic Municipal Market Access (EMMA) System.

Serve as the direct backup for the Assistant City Administrator in their absence.

Follow all safety rules and procedures for work areas.

JOB QUALIFICATION REQUIREMENTS:

MANDATORY REQUIREMENTS: Broad knowledge of the principles, methods and practices of fund accounting, cost accounting, financial reporting, internal controls and auditing procedures. Experience with sophisticated fund accounting software. At least two years supervisory experience. Equivalent to a complete four-year university education in accounting and a minimum of three years performing functions at the Accountant level or higher, or any satisfactory combination of experience and training which demonstrates the knowledge, skills and abilities to perform the above duties.

SPECIAL REQUIREMENTS/LICENSES: None.

DESIRABLE REQUIREMENTS: Broad knowledge of the principles, methods and practices of governmental accounting. Previous experience in municipal finance. Four year degree in Accounting.

PHYSICAL DEMANDS OF POSITION:

While performing the duties of this position, the employee is frequently required to sit, stand, bend, kneel, stoop, communicate, reach and manipulate objects. The position requires mobility. Duties involve moving materials weighing up to 5 pounds on a regular basis such as files, books, office equipment, etc., and may infrequently require moving materials weighing up to 10 pounds. Manual dexterity and coordination are required over 50% of the work period while operating equipment such as computer keyboard, calculator, and standard office equipment.

WORKING CONDITIONS:

Usual office working conditions. The noise level in the work area is typical of most office environments with telephones, personal interruptions, and background noises.

SUPERVISORY RESPONSIBILITIES:

Responsible for supervising 1 to 7 FTE depending on area of assignment. Oversee programs as needed. May provide training and orientation to volunteers, students and newly assigned personnel on site policies and practices.

SUPERVISION RECEIVED:

Works under the direction of the Assistant City Administrator.

AUXILIARY JOB FUNCTIONS:

Provide assistance to other staff as workload and staffing levels dictate. Maintain proficiency by attending training and meetings, reading materials, and meeting with others in areas of responsibility. Maintain work areas in a clean and orderly manner.

RESOLUTION NO. 1056

CITY OF GLADSTONE, OREGON

A Resolution Authorizing Staff to Hire an Accounting Manager

WHEREAS, The City has included a budgeted line item in the Gladstone 2015/16 Budget for an Assistant City Administrator; and

WHEREAS, City Staff has recommended to change that position name to Accounting Manager; and

WHEREAS, City staff has the need for an Accounting Manager as described;

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Gladstone, that the Gladstone 2015/16 Adopted Budget, General Fund, General Administration line 4 now reads Accounting Manager in place of Assistant City Manager and staff is authorized to go forth and fill this vacant position.

This Resolution is adopted by the Gladstone City Council and approved by the Mayor this 14th of July, 2015.

Attest:

Dominick Jacobellis, Mayor

Jolene Morishita, Assistant City Administrator

City of Gladstone Staff Report

Report Date: June 30, 2015
Meeting Date: July 14, 2015
To: Gladstone City Council
From: Ross Schultz – Interim CM

AGENDA ITEM - 1057

A resolution authorizing staff to Hire a Public Works Director – Budgeted

History/Background

In June of 2015 Council Adopted a budget that accounted for a new staff member described as Public Works Director. Staff has reviewed needs in the Public Works area and would like to begin recruiting for the Position as described on the attached Job Description. This position will report to the City Manager and will be responsible for operation of the City's Public Works Department and all processes involved in operating Water, Sewer, Storm and Street repair.

Proposal

With Council authorization staff will conduct recruitment for the position in accordance with Gladstone Personnel Handbook and begin the job description work.

Options

At this time there are three options;

1. Hire the new Public Works Director. The recommended alternative.
2. Continue working as we are. This alternative does not allow staff the time adequately perform tasks in accordance to best business practices.
3. Contract the position. Staff anticipates the work load for this position to be recurring and constant. It would be more expensive to hire a consultant to perform job description tasks on a regular basis.

Cost Impact

Staff will recruit within the framework of the approved budget.

Recommended Staff Action

Staff Recommends a **Motion to Adopt Resolution 1057, a resolution authorizing staff to hire a Public Works Director.**

Department Head

Signature _____

Date _____

City Administrator

Signature Ross E. Schultz

Date 7/7/15

ORGANIZATION: City of Gladstone

DATE: 20015

LOCATION: Gladstone, Oregon

DEPARTMENT: Public Works

FLSA STATUS: Exempt

JOB TITLE: Public Works Operations Director –Pay Group

PURPOSE OF POSITION

Under direction of the City Manager, manage the Operations Division that is responsible for the operation and maintenance of the city's infrastructure including streets, sanitary sewers, and storm drainage and surface water systems. In addition, manage the maintenance of the city's parks system and vehicles.

ESSENTIAL JOB FUNCTIONS

Define work programs and priorities for operation and maintenance of the city's infrastructure including streets and signs, sanitary sewers, storm drainage and surface water systems, and parks. Implement work programs and identify maintenance deficiencies requiring additional resources outside the Operations Division. Track progress in implementing work programs and report to appropriate agencies.

Define maintenance programs and needs for city vehicles.

Manage one-year inspection of development projects, approve release of maintenance bonds, and approve final acceptance for city ownership. When needed provide assistance and supervision, on-site, of infrastructure maintenance functions.

Develop bid specifications and RFPs for implementation of maintenance projects performed by outside contractors. Investigate, evaluate, and develop bid specifications for equipment purchases.

Manage contracts and contractors performing infrastructure maintenance.

Ensure unusual and emergency situations related to the city's infrastructure, including calls after normal business hours, are responded to and handled in a manner that insures the public's safety and integrity of the city's infrastructure.

Respond to public inquiries regarding operation and maintenance of the city's infrastructure. Coordinate with other jurisdictions and departments to successfully implement operations and maintenance work programs and other aspects of infrastructure maintenance.

Provide input to Project Managers regarding the maintainability of new infrastructure that is under design and construction.

Provide direct supervision and management of employees implementing operations and maintenance programs. Prepare written evaluations, praise, recommend for promotion or demotion, and discipline staff in accordance with city policies and procedures. Interview and make hiring decisions for Operations Division staff.

Arrange training for staff and track training and certifications of staff.

Participate in development of the Public Works Department's annual budget and attend Budget Committee meetings, as needed. Research and develop cost estimates for maintenance and vehicle related budget items. Make recommendations regarding the need for and the allocation of resources based on maintenance program performance levels. Track expenditures of the

Operations Division to insure expenses remain within the budget. Prepare purchase orders and obtain bids pertaining to purchases of materials needed by Operations.

Assure Operations staff follows appropriate safety procedures.

Operate maintenance and operations equipment, as needed.

Maintain cooperative working relationships with City staff, other organizations and the general public.

Maintain proficiency by attending training and meetings, reading materials, and meeting with others in areas of responsibility. Maintain work areas in a clean and orderly manner.

JOB QUALIFICATION REQUIREMENTS

MANDATORY REQUIREMENTS: Thorough knowledge of water, wastewater collection, stormwater collection and treatment, streets, and parks operations, including construction methods, materials, and maintenance procedures. Considerable knowledge of the federal, state, and regional guidelines and rules related to the maintenance of the City's infrastructure.

Thorough knowledge of the vehicles and equipment used for infrastructure maintenance. Thorough knowledge of the occupational hazards and safety procedures appropriate for infrastructure maintenance activities. Ability to read and understand engineering plans and specifications. Knowledge of the principles of supervision and management. Knowledge of computer word processing and spreadsheet programs. High school diploma or GED and two years college training or the equivalent of technical short course training in public works. Five years of progressively responsible experience in public works maintenance activities, including two years of supervisory or lead worker responsibilities.

SPECIAL REQUIREMENTS/LICENSES: possession of valid commercial driver's license. Work zone thorough knowledge of water, wastewater collection, stormwater collection and treatment, streets, and parks operations, including construction methods, materials, and maintenance procedures. Considerable knowledge of the federal, state, and regional guidelines and rules related to the maintenance of the City's infrastructure. Thorough knowledge of the vehicles and equipment used for infrastructure maintenance. Thorough knowledge of the occupational hazards and safety procedures appropriate for infrastructure maintenance activities. Ability to read and understand engineering plans and specifications. Knowledge of the principles of supervision and management. Knowledge of computer word processing and spreadsheet programs. Traffic control certification. Cross connection inspector certification. Level II Water Distribution and Wastewater Collections certifications. Level I Water Treatment certification. Confined Space Entry certification. Current CPR/First Aid card

DESIRABLE REQUIREMENTS: Completion of at least two years of college level training in construction technology. General knowledge of engineering principles and practices.

PHYSICAL DEMANDS OF POSITION

While performing the duties of this position, the employee is frequently required to stand, bend, kneel, stoop, communicate, reach, and manipulate objects. The position requires mobility. Duties involve moving materials weighing up to 10 pounds on a regular basis and may infrequently require moving materials weighing up to 50 pounds while responding to non-routine situations. Manual dexterity and coordination are required over 50% of the work period while operating

equipment such as computer keyboard, calculator, standard office equipment, and motorized equipment

WORKING CONDITIONS

Approximately 25% of the work period takes place outdoors with exposure to all weather conditions, at work sites with exposure to noise levels which may require hearing protection, chemicals, dirt, dust, fumes, and confined spaces. The remainder of the work period occurs under usual office working conditions where the noise level is typical of most office environments with telephones, personal interruptions, and background noises.

SUPERVISORY RESPONSIBILITIES

Responsible for between 6 and 15 FTE

SUPERVISION RECEIVED

Works under the general direction of the City Manager.

RESOLUTION NO. 1057

CITY OF GLADSTONE, OREGON

A Resolution Authorizing Staff to Hire a Public Works Director

WHEREAS, The City has included a budgeted line item in the Gladstone 2015/16 Budget for a Public Works Director; and

WHEREAS, City staff has identified the need for a Public Works Director as described;

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Gladstone, that staff is authorized to recruit and hire a Public Works Director.

This Resolution is adopted by the Gladstone City Council and approved by the Mayor this 14th of July, 2015.

Attest:

Dominick Jacobellis, Mayor

Jolene Morishita, Assistant City Administrator

City of Gladstone Staff Report

Report Date: June 30, 2015
Meeting Date: July 14, 2015
To: Gladstone City Council
From: Ross Schultz – Interim CM

AGENDA ITEM - 1058

A resolution authorizing staff to Enter into a Contract with Earth Crusaders for Property Lease Until August 28th, 2015.

History/Background

Earth Crusaders have leased a piece of property from the City for many years. This property is known as the Raney Collector Site. The lease expired in February of 2015 and was converted to a month to month rent contract. Staff has asked Earth Crusaders to vacate the property both verbally and in writing, but Earth Crusaders feel that they have not yet been formally notified.

At the June 23rd, 2015 meeting council reviewed the lease and issues surrounding this business deal. They were primarily concerned that insurance for the property had lapsed. They instructed staff to review this issue first and return the item for further discussion.

The property has many piece of equipment on it that make it hazardous to life safety and leaves the City exposed to legal action if someone were to trespass and suffer injury. For that reason we have asked the tenant for \$2 million liability insurance naming the City as insured. The tenant has complied and his insurance has been reviewed. Therefore, at this time staff would like to extend the contract to August 28th, 2015 with formal notice that we wish the property vacated. This will allow Earth Crusaders adequate time to remove their interests from the property. Once vacated, the property will be cleared of any life safety issues and staff will bring the question to Council for final disposition.

Proposal

With Council authorization staff will inform current tenant that their contract expires Aug. 28th, 2015 and they should have all of their equipment removed.

Options

At this time there are three options;

1. Continue on a month to month lease with Earth Crusaders. Their Insurance is good for two more years. However, This does not move the City forward or allow Council to make final disposition of the property.
2. Negotiate a long term Contract between the City and Earth Crusaders.
3. The recommended alternative; Clear the property of life safety issues and prepare the property for sale or use by the City.

Cost Impact

No definite cost for this action, however continued risk may leave the City liable. Payment from Earth Crusaders has been nominal.

6-1

Recommended Staff Action

Staff Recommends a **Motion to Adopt Resolution 1058, directing staff to enter into a short term contract with Earth Crusaders to lease specific property from the City until August 28th, 2015.**

Department Head

Signature _____

Date _____

City Administrator

Signature Row E. Schultz

Date 7/7/15

6-2

MMS
Scheetz

EARTH CRUSADERS
PO BOX 124
WEST LINN, OREGON
97068

THIS LETTER IS WRITTEN TO GLADSTONE CITY COUNCIL ~~AND~~
and STAFF 30 JUNE 2015

DEAR COUNCIL and STAFF

At you JUNE 23 Council Meeting you requested Earth
Crusaders to secure a higher level of CompLiability
coverage -than was specified in our current lease.

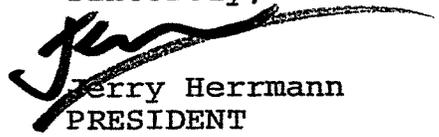
We offered to do that at your Council Meeting on
March 10th 2015 and again on June 23rd 2015.

We have secured the required level increase to
2 Million Dollars concurrent with that you specify
to other not-for-profits et.al.

~~This was a condition of your approval to proceed with~~
and extension of our lease. You asked our insurance
carrier to work this out with your carrier. They have.
If you have any questions please feel free to contact
me.

We appreciate your helping us to allow us to meet
pre-existing grant requirements involving our County
and Cities "at risk youth programs".

Sincerely,



Jerry Herrmann
PRESIDENT
EARTH CRUSADERS, INC.

ENCLOSURES: copies of executed insurance contracts

6-3

P.O. BOX 13027
 PORTLAND, OR 97213

MIP Monthly Insurance
 Payment

PREMIUM FINANCE AGREEMENT

Quote Number: 94238.1

Phone: 503-252-9397 Fax: 503-252-4048

This is an agreement between you and Monthly Insurance Payment ("MIP") concerning the financing of the premium(s) for one or more insurance policies. The terms of this agreement are stated below and on page two of this document.

Insured River of Life Center - Earth Crusaders PO Box 124 West Linn, OR 97068 Telephone Number: 0000000000 SSN or FEIN:	Agent / Broker McLoughlin Center Insurance - Rod Willett 6751 SE Thiessen Road Suite C Milwaukie, OR 97267 Telephone Number: 503-652-2445
--	--

TOTAL PREMIUMS	DOWN PAYMENT	AMOUNT FINANCED Amount of Credit provided to you or on your behalf.	SETUP FEE	FINANCE CHARGE (including setup fee) The dollar amount the credit will cost you.	TOTAL OF PAYMENTS Amount you will have paid after you have made all the scheduled payments.	ANNUAL PERCENTAGE RATE The cost of your credit as a yearly rate.
\$2,403.71	\$758.43	\$1,645.28	\$10.00	\$105.67	\$1,750.95	15.161%

SCHEDULE OF POLICIES

POLICY NUMBER	COVERAGE TYPE	NAME OF INSURANCE COMPANY AND NAME & ADDRESS OF GENERAL AGENT OR COMPANY OFFICE TO WHICH PREMIUM IS PAID	POLICY EFFECTIVE DATE MO/DY/YR	TERM IN MONTHS	PREMIUM AMOUNTS
CPS2259451	COMMERCIAL GENERAL LIABILITY	Scottsdale Insurance Company Rother Insurance P.O. Box 13099 Portland, OR 97213	7/3/2015	12	Premium: \$2,125.00 Policy Fee: \$125.00 Broker Fee: \$0.00 Tax/Stamp: \$68.71 Inspection: \$85.00

Additional Policies are listed on the attached Schedule of Benefits

Total on Page 3

NUMBER OF PAYMENTS	AMOUNT OF PAYMENTS	WHEN PAYMENTS ARE DUE		TOTAL PREMIUMS
		FIRST DUE DATE	Monthly DUE DATE*	
9	\$194.55	8/3/2015	3rd	\$2,403.71

*Subsequent payments are due on the same day of each succeeding period.

1. DO NOT SIGN THIS AGREEMENT UNTIL YOU READ ALL PAGES OF THE AGREEMENT AND FILL IN ANY BLANKS. 2. YOU ARE ELEMENT AT THE TIME YOU SIGN IT.

RIVERS OF LIFE CENTER 24-21/1238 1170
 GERALD HERRMANN
 PO BOX 124
 WEST LINN, OR 97068
 DATE 6-19-15
 PAY TO THE ORDER OF ROD WILLET INSURANCE
Four Hundred Sixty Nine
 usbank (Comp Liability)
 MEMO (INSURANCE)
 @123000220: 153665591944#1170

RIVERS OF LIFE CENTER 24-21/1238 1175
 GERALD HERRMANN
 PO BOX 124
 WEST LINN, OR 97068
 DATE 30 JUNE 2015
 PAY TO THE ORDER OF RON ROTHER INS
two hundred ninety eight
 usbank (Comp Liability)
 MEMO (INSURANCE)
 @123000220: 153665591944#1175

REPRESENTATIONS AND WARRANTIES:

The undersigned Agent and Insured have read the Representations and Warranties on page two and make all such representations and warranties recited therein and agree to be bound by the terms of this Agreement.

All Insureds must sign as named in policies. If corporation, authorized officers must sign; if partnership, partner should sign as such; signatory acting in representative capacity represents that all Insureds have authorized this transaction and have authorized signatory to receive all notices hereunder. By signing below each Insured jointly and severally agrees to make all payments required by this Agreement and to be bound by all provisions of this Agreement, including those on pages two and three (if multiple policies). You are not required to enter into an insurance premium financing arrangement as a condition to the purchase of any insurance policy.

Rod Willett
 (Signature of Agent)
AGENT 6-30-15
 (Title) (Date)

Gerald W. Herrmann
 (Signature of Insured)
Gerald W. Herrmann
 (Printed Name & Title) (Date)

6-4



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
06/19/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Rothert Insurance c/o McLoughlin Center Insurance 6751 SE Thiessen Road, Suite C Milwaukie OR 97267	CONTACT NAME: PHONE (A/C, No. Ext): _____ FAX (A/C, No): _____ E-MAIL ADDRESS: _____	
	INSURER(S) AFFORDING COVERAGE	
INSURED Rivers of Life Center - Earth Crusaders Program Earth Crusaders, Inc., dba PO Box 124 West Linn OR 97068	INSURER A: Scottsdale Insurance Company NAIC # 41297	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDITIONAL SUBRS (INSR WVD)	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	Y	CPS2259451	07/03/2015	07/03/2016	EACH OCCURRENCE \$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/PROP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY/AUTO ALLOWED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A			WC STATUTORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.I. EACH ACCIDENT \$ E.I. DISEASE - EA EMPLOYEE \$ E.I. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 See Additional Remarks Schedule Acord 101

CERTIFICATE HOLDER City of Gladstone 525 Portland Ave Gladstone OR 97027	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

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6-5

RESOLUTION NO. 1058

CITY OF GLADSTONE, OREGON

A Resolution Authorizing Staff to Enter end to a contract with Earth Crusaders

WHEREAS, The City of Gladstone has in place with Earth Crusaders a month to month contract for lease of real property known as the Raney Collector site; and

Whereas, Earth Crusaders has purchased insurance with the City of Gladstone as the insured, for \$2,000,000; and

WHEREAS, City staff has recommended conclusion of the month to month lease with Earth Crusaders; and

WHEREAS, Staff wishes to give Earth Crusaders sufficient time to conclude their business and remove their assets from the site;

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Gladstone, that staff is authorized to continue the current month to month lease with Earth Crusaders until August 28th, 2015.

This Resolution is adopted by the Gladstone City Council and approved by the Mayor this 14th of July, 2015.

Attest:

Dominick Jacobellis, Mayor

Jolene Morishita, Assistant City Administrator

6-6

City of Gladstone Staff Report

Report Date: June 30, 2015
Meeting Date: July 14, 2015
To: Gladstone City Council
From: Ross Schultz – Interim CM

AGENDA ITEM – 1059 Council Authorization For Staff to Begin Negotiations with Murray, Smith and Associates (MSA) for Sanitary Sewer Master Plan

This Agenda item will direct staff to begin negotiations with Murray Smith and Associates for the purpose of updating the Cities Sanitary Sewer Master Plan.

History/Background

In the Spring of 2015 staff requested proposals to complete an update of the City's Sanitary Sewer Master Plan. MSA was the only qualified respondent (Please see attached response dated June 1, 2015). At this time staff requests Council Authorization to begin negotiations with MSA to create a contract to perform this update.

The contract created by this action will return to Council for approval when complete.

Proposal

Council should direct staff to begin negotiations with MSA.

Options

1. Council may choose to delay this negotiation which would delay the City from updating it's sewer requirements.
2. Council may choose to direct the staff recommendation.

Cost Impact

Only staff time will be required for this negotiation.

Recommended Staff Action

Staff Recommends a motion to approve resolution 1059 directing staff to begin negotiations with Murray, Smith and Associates to perform our Sewer Master Plan Update.

Department Head

Signature _____

Date _____

City Administrator

Signature Ross E. Schultz

Date 7/7/15

RESOLUTION NO. 1059

CITY OF GLADSTONE, OREGON

A Resolution directing staff to begin negotiations with Murray, Smith and Associates to complete the City's Sanitary Sewer Master Plan Update

WHEREAS, The City issued a request for proposal in Spring of 2015 for qualifications from contractors to complete the City's Sanitary Sewer Master Plan Update; and

WHEREAS, The City received one qualified response and that response was from Murray, Smith and Associates;

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Gladstone, that staff is directed to begin negotiations with Murray, Smith and Associates to accomplish the Sanitary Sewer Master Plan Update.

This Resolution is adopted by the Gladstone City Council and approved by the Mayor this 14th of July, 2015.

Attest:

Dominick Jacobellis, Mayor

Jolene Morishita, Assistant City Administrator

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City of Gladstone

Proposal for Consultant Services

Sanitary Sewer Master Plan

June 1, 2015 | MURRAY, SMITH & ASSOCIATES, INC.

MSA

photo by Eli Duke

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Murray, Smith & Associates, Inc.
Engineers/Planners

Cover Letter

121 SW Salmon, Suite 900 • Portland, OR 97204-2919 • PHONE 503.225.9010 • FAX 503.225.9022

June 1, 2015

Peter Boyce, City Administrator
City of Gladstone Public Works
525 Portland Avenue
Gladstone, OR 97027

Re: **Consulting Engineering Services for City of Gladstone Sanitary Sewer Master Plan**

Dear Pete:

The Sanitary Sewer Master Plan is an important project that will guide the City of Gladstone's infrastructure investments for years to come. Murray, Smith & Associates, Inc. (MSA) knows that efficient master planning requires an experienced team with a history of achieving success on similar assignments. Our team, who will work collaboratively with you, listen to your needs, and respond with the right solutions. We offer the following unique benefits for your Sanitary Sewer Master Plan:

Master Planning Experience the City Can Trust – MSA was founded over 30 years ago with a focus on public utility infrastructure and has prepared over 35 plans in the last five years throughout the Pacific Northwest. The City can rely on the MSA team to apply our strong experience to develop a Sanitary Sewer Master Plan that is both technically sound and easily understood by policy makers and the general public.

Local Expertise – MSA employs Portland staff who specialize in collection system hydraulic modeling, master planning, I&I analysis, and pipeline rehabilitation. We have performed recent collection system modeling and planning projects throughout Oregon in the past three years, including sanitary sewer master planning services for Wilsonville, Gresham, Clean Water Services, Wood Village, Bend, and Pendleton. Additionally, MSA has performed infiltration and inflow (I&I) rehabilitation design work throughout Oregon, including major programs for the City of Portland Bureau of Environmental Services, City of Springfield, and City of St. Helens. Our teaming partners, FCS GROUP, Sisul Engineering, and ADS Environmental also bring critical local expertise in financial analysis, system mapping, condition assessment, and flow monitoring.

Efficiency and Value – Our team understands the challenges facing the City of Gladstone and has the capacity, talent, and experience to efficiently guide you toward the right planning solutions. MSA has invested in planning tools to effectively develop a capital improvement program including hydraulic modeling software, I&I tool sets, and cost estimation databases. Additionally, we have key experience in presenting technical and planning information to facilitate public and stakeholder involvement.

MSA's commitment, relevant experience, and location of key staff will equate to providing the City with the greatest value for your master planning project. This will ensure an efficient use of City resources and delivery of high-quality, technically sound work products that adhere to project schedules and budgets.

Our proposal is intended not only to demonstrate our team's strong capabilities and expertise, but also to convey our genuine enthusiasm, passion, and commitment to serve you on this project. We will be very happy to discuss our proposal with you and other City staff in person. Thank you for considering MSA for this important assignment.

Mike Carr, PE will serve as our primary contact person. His contact information is: 121 SW Salmon Street, Suite 900, Portland, OR 97204; Ph: 503.225.9010; Email: Michael.carr@msa-ep.com.

Sincerely,
MURRAY, SMITH & ASSOCIATES, INC.

Mike L. Carr, PE
Principal-in-Charge, Portland Office Manager

7-4

Section 2

Project Team

Team Introduction

MSA provides the City of Gladstone a team with extensive experience in sanitary sewer master planning for Oregon communities. Shad Roundy will serve as project manager. He leads a local team which has assisted developing cities throughout the region with hydraulic analysis and sewer system planning.

The MSA team includes Sisul Engineering which has critical knowledge of the Gladstone sewer system from previous mapping, assessment, and repair work. Sisul Engineering will provide assistance with condition assessment work and data collection.

ADS Environmental Services is available to perform flow monitoring, smoke testing, and dye testing to support condition assessment work and infiltration and inflow analysis. They are one of the longest serving flow services providers in North America.

FCS Group will provide utility rate and financial analysis similar to work that they performed in Gladstone for the water and stormwater master plans.



**City of Gladstone
Project Manager**

Principal-in-Charge

MSA Project Manager: Mike Carr, PE
Shad Roundy, PE

MSA Team

- Nick McMurtrey, PECost Est. & Documentation
- Jason Leman, PEFlow Monitoring & Condition Assessment
- Sven MacAller, EITHydraulic Modeling, I&I Analysis

Specialty Support Resources

- John Ghilarducci (FCS Group).....Financial & Rate Analysis
- Mike Pina (ADS Environmental)....Flow Monitoring, Smoke & Dye Testing
- Patrick Sisul, PE (Sisul Engineering)Data Collection



Shad Roundy, PE | Project Manager

Shad, MSA's lead hydraulic modeler and planner, will serve as project manager. Shad leads a team of hydraulic modeling and planning experts in MSA's Portland office. His team is expert at efficient delivery of master plans, including infiltration and inflow analysis and capital improvement program development. His modeling and planning experience includes hydraulic model development, model calibration, infiltration and inflow studies, sanitary sewer alternatives analysis, operational analysis, and capital improvement planning.

Years of Experience: 13
Length of Tenure: 4
Registration: Civil Engineer - OR & ID
Availability: 50%

Key Projects:

- Sewer Collection System Model, Deficiencies and Improvements Analysis, Clean Water Services, OR
- Sanitary Sewer Master Plan Update, City of Wilsonville, OR
- Sanitary Sewer Master Plan Update, City of Wood Village, OR
- Sewer Collection System Modeling, Master Planning, City of Bend, OR
- Sewer Collection System Model and CIP, City of Albany, OR
- I&I Study, MWMC, OR



Mike Carr, PE | Principal-in-Charge

Mike, a key MSA principal engineer, has many years of experience in a wide range of municipal wastewater, stormwater, and water projects. He has completed numerous wastewater system master planning and design projects throughout Oregon. Mike is familiar with the City of Gladstone, having assisted the City on projects dating back to 2002, when he led the Kirkwood Reservoir Replacement project.

Years of Experience: 21
Length of Tenure: 14
Registration: Civil Engineer - OR, WA, ID, & CA
Availability: 20%

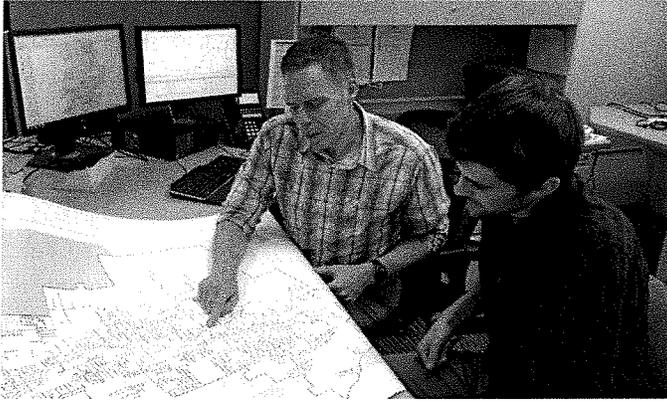
Key Projects:

- Sanitary Sewer Master Plan Update, City of Wilsonville, OR
- Stormwater Master Plan, City of Pendleton, OR
- Stormwater Master Plan, City of Sherwood, OR
- Wastewater Facility Plan Amendment, City of Dundee, OR
- Kirkwood Reservoir Replacement, City of Gladstone, OR
- On-call Engineering Services, Oak Lodge Sanitary District, OR

Key Team Members	Role	Key Experience
<p>Nick McMurtrey, PE Cost Est. & Plan Documentation Years of Experience: 11 Length of Tenure: 2 Registration: Civil Engineer - OR & IL; LEED AP BD+C, Envision Accredited Professional Time Commitment: 30%</p>	<p>Nick is a civil engineer with 11 years of overseas and domestic experience working with the design and implementation of sustainable engineering projects. He is both a LEED® and Envision™ Accredited Professional, placing a strong emphasis on holistic planning strategies to extend the service life of infrastructure.</p>	<ul style="list-style-type: none"> ▪ Sanitary Sewer Collection System Master Plan, City of Wilsonville, OR ▪ Master Planning Services, City of Pendleton, OR ▪ Upper Mountain View Pressure Zone, City of Shelton, WA ▪ Innovative Stormwater Facilities On-Call, City of Portland, OR
<p>Jason Leman, PE Flow Monitoring & Condition Assessment Coordination Years of Experience: 5 Length of Tenure: 5 Registration: Civil Engineer - OR Time Commitment: 30%</p>	<p>Jason is a key MSA engineer with experience in planning, design, and inspection for sewer and water system improvement projects. His extensive understanding of construction practices, specifications, and pipeline design throughout Oregon will make him a valuable team member.</p>	<ul style="list-style-type: none"> ▪ Sellwood - Moreland: Tasks 2 & 3 - Phase II Sewer Rehabilitation, BES ▪ Kenton: Tasks 2 & 3 - Phase II Sewer Rehabilitation, BES, OR ▪ Sanitary Sewer Rehabilitation Program, City of St. Helens, OR ▪ Veneta Water Pipeline Project, City of Veneta, OR
<p>Sven MacAller, EIT Hydraulic Modeling Infiltration & Inflow Analysis Years of Experience: 2 Length of Tenure: 2 Registration: Engineer-in-Training - CO Time Commitment: 50%</p>	<p>Sven specializes in hydraulic modeling and GIS. His modeling experience includes wastewater collection, stormwater, and drinking water systems. Sven was involved in sanitary sewer planning work in Bend, Oregon, where he developed a hydraulic analysis tool for evaluating common force mains for multi-pump station operations. He has performed collection system modeling work for Clean Water Services in Hillsboro, Oregon, evaluating potential improvement sensitivity as a result of I&I reduction.</p>	<ul style="list-style-type: none"> ▪ Optimized Sewer Comprehensive Plan Update, City of Bend, OR ▪ Sanitary Sewer Improvement Analysis, Hillsboro Basin, Clean Water Services, OR ▪ Tualatin Valley Irrigation District Hydraulic Model, Clean Water Services, OR ▪ Master Plan Services, City of Pendleton, OR
<p>John Ghilarducci FCS Group Financial & Rate Analysis Years of Experience: 27 Length of Tenure: 24 Time Commitment: 20%</p>	<p>John is a FCS Group principal and shareholder. He has formed stormwater and transportation utilities and has developed water, sewer, stormwater, transportation, and parks rates and charges for dozens of clients. John is a recognized technical rate and finance expert and provides litigation support/expert witness testimony throughout the Northwest.</p>	<ul style="list-style-type: none"> ▪ Sewer Financial plan Model, City of Bend, OR ▪ Water Rate Study, City of Gladstone, OR ▪ Sewer Utility Financial Plan & Rate Review, Lake Oswego, OR ▪ Sewer Rate & SDC Study, Oregon City, OR
<p>Mike Pina ADS Environmental Flow Monitoring, Smoke & Dye Testing Years of Experience: 15 Length of Tenure: 15 Time Commitment: 15%</p>	<p>Mike is a key project manager at his firm with many years of experience, which includes working on all local flow monitoring projects in the Northwest. These varied and complex projects maintain an impressive approximate 97 percent uptime rate while providing data that is critical to clients CSO reduction, modeling, billing and inflow and infiltration reduction efforts.</p>	<ul style="list-style-type: none"> ▪ Flow Monitoring, Seattle Public Utilities, WA ▪ Flow Monitoring Service for 16 Pacific Northwest clients
<p>Patrick Sisul, PE Sisul Engineering Data Collection Years of Experience: 25 Length of Tenure: 25 Registration: Professional Engineer (Civil) - OR, WA Time Commitment: 20%</p>	<p>Pat is a senior project manager at Sisul Engineering, with a wide variety of water, stormwater, and sanitary sewer infrastructure project experience. Pat's experience includes municipal street and utility improvements, large commercial and industrial site development, single and multi-family development and parks improvements for multiple jurisdictions throughout the Portland metropolitan area.</p>	<ul style="list-style-type: none"> ▪ Downtown Sanitary Sewer Investigations, City of Gladstone, OR ▪ 2013 Sanitary Sewer Maintenance, Trenchless Repair Work, City of Gladstone, OR ▪ Field Data & Mapping (Sanitary, Storm Drain, and Waterline), City of Gladstone, OR

Section 3

Project Team Experience



The goal of our project team is to become your trusted advisors; we offer a diverse background proficient in planning, regulatory guidance, wastewater systems assessment, financial analysis, and fostering stakeholder partnerships.

Your Public Works Partner

In 1980, MSA was founded by Harold (Hal) Murray and Phil Smith with the key mission of providing high-value, high-quality municipal engineering services to public agencies. Staying true to this mission, 99 percent of our current business is for Pacific Northwest public sector clients. We are a full-service civil engineering firm headquartered in Portland, Oregon with a staff of 105. We offer planning, design, construction management, and other related services for all types of public infrastructure projects, including wastewater, stormwater, water, and transportation.

MSA offers the City of Gladstone one of the strongest public works planning teams in Oregon, having completed over 35 plans in the last five years for agencies throughout the Pacific Northwest. Recently, MSA team members have performed sanitary sewer hydraulic modeling, infiltration and inflow analysis, and master planning for small and large public utilities including the City of Wilsonville, the City of Sherwood, Clean Water Services, the City of Wood Village, the City of Gresham, the City of Bend, and the City of Pendleton. Additionally, MSA has performed infiltration and inflow rehabilitation design work throughout Oregon, including programs for the City of Portland Bureau of Environmental Services, the City of Springfield, and the City of St. Helens.

Teaming Partners

Our teaming partner, Sisul Engineering, is a civil engineering consulting and design firm headquartered in Gladstone, Oregon. Since 1990, Sisul Engineering has been located on Portland Avenue in downtown Gladstone, a block and a half south of City Hall. For more than 20 years, Sisul Engineering has provided engineering design services for projects throughout Gladstone, including the design and management of several infrastructure improvements projects. Local experience and proximity to the City

will benefit the City in the preparation of the sanitary sewer system inventory and mapping and system condition assessment for the sanitary sewer master plan.

FCS Group, established in 1988, provides utility rate, financial, economic, and management consulting services to public sector clients inclusive of city and county governments, municipal corporations and ports, special purpose districts, and state agencies. As an independent and objective firm, FCS Group has delivered high-quality, cost-effective consulting services in over 3,000 engagements and served more than 550 clients. Their staff of 25 serves clients throughout the western United States and Canada from locations in Lake Oswego, Oregon, and Redmond, Washington. FCS Group recently performed rate studies for the City of Gladstone water and stormwater systems.

Founded in 1975, ADS Environmental is the largest and longest serving flow services provider in the Country, having assisted thousands of municipalities to provide critical flow and rainfall monitoring data. They maintain a local office in Tukwila, WA. ADS is recognized in the industry as a leader in sanitary sewer evaluation studies, including temporary and permanent sewer flow monitoring, rainfall monitoring, inflow and infiltration analysis, smoke and dye dilution testing, and flow isolation studies.

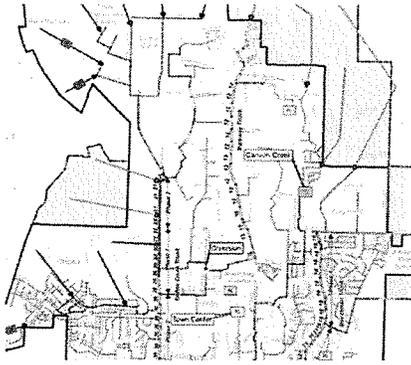
Project Examples

Listed below are references and project summaries demonstrating MSA's ability to conduct a study of this scope and magnitude. We encourage you to contact any or all of the noted individuals listed in this proposal to confirm our excellent reputation and suitability for the proposed City of Gladstone Sanitary Sewer Master Plan.

7-7

Wastewater Collection System Master Plan Update, City of Wilsonville, OR

Reference: Mike Ward, Civil Engineer | p: 503.570.1546 | ward@ci.wilsonville.or.us | 30000 SW Town Center Loop E, Wilsonville, OR 97070
Initial and final project fee: \$142,000 : \$173,000
Initial and actual completion date: May 2014 : March 2015



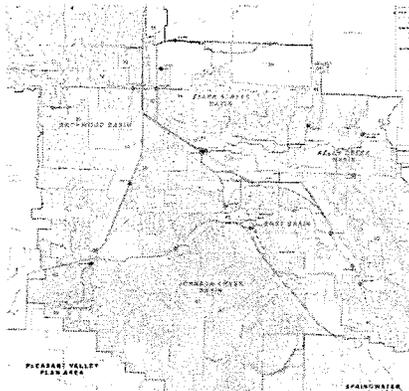
Similar project elements:

- Master planning
- I&I analysis
- Alternatives analysis
- Public involvement
- Hydraulic modeling

MSA updated the City of Wilsonville's wastewater collection system master plan. Project tasks included a flow monitoring data assessment, condition assessment, criteria development, sewer basin analysis, sewer system I&I analysis, hydraulic modeling to assess system deficiencies, alternatives analysis and concepts development for upgrade of three sewer trunk lines and the City's Memorial Park pump station. The master plan includes evaluation of added flows from Urban Reserve Areas for potential Urban Growth Boundary expansion. MSA worked with the City to prioritize system improvements and develop a Capital Improvement Program. MSA provided support to the City for public involvement and plan adoption.

Wastewater Collection System Master Plan, City of Gresham, OR

Reference: Jim Montgomery, PE, Senior Engineer | p: 503.618.2437 | montgomery@ci.gresham.or.us | 1333 NW Eastman Parkway, Gresham, OR
Initial and final project fee: \$269,000 : \$269,000
Initial and actual completion date: January 2012 : October 2012



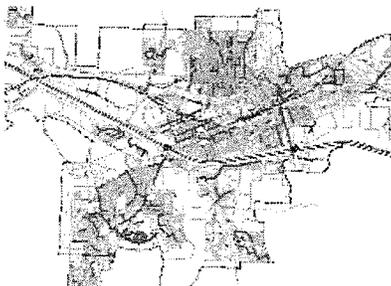
Similar project elements:

- Hydraulic model analysis
- Capital improvement program
- Growth impacts and development
- Infiltration and inflow reduction
- Master planning

MSA prepared a Wastewater Collection System Master Plan for the City of Gresham in 2013. The City serves a population of over 100,000 in east Multnomah County, Oregon. Hydraulic modeling of the existing system and the system at the 10-year, 20-year, and at full build-out conditions, including expanded UGB impacts, was completed using EPASWMM. Work includes the development of updated collection system mapping and development of an updated CIP. In the CIP, pipe sizing upgrades and cost estimates were based on pipe bursting, especially for environmentally sensitive areas. Work also included an I&I analysis. Flow monitoring data was used to identify subbasins with the greatest I&I so as to target reduction efforts. A unique element of the master plan was analysis of the potential to generate electrical power from the large sewage flows. Included in the master plan is an update of the current SDCs.

Stormwater and Sewer Collection System Master Plans, City of Pendleton, OR

Reference: Bob Patterson, Public Works Director | p: 541.969.3067 | bob.patterson@ci.pendleton.or.us | 500 SW Dorion Avenue, Pendleton, OR 9780
Initial and final project fee: \$320,000 : \$350,000
Initial and actual completion date: June 2014 : March 2015



Similar project elements:

- Alternatives to eliminate system overflows
- Hydraulic modeling
- GIS integration
- Flow monitoring and anecdotal data used to calibrate hydraulic models

MSA supported the City of Pendleton, with a population of approximately 18,000, in the development of concurrent stormwater, sewer, and water master plans. A GIS database was developed for both the stormwater and collection systems for use in hydraulic models (InfoSWMM was used to analyze both systems). The plan evaluates the ability of the City to convey existing and future loads in all portions of the system through build-out. The project also provides updated design and construction standards for internal and developer reference. Overall system asset management schedules are identified using a 100-year replacement schedule for piping and capital improvement plans to address any existing and future projects.

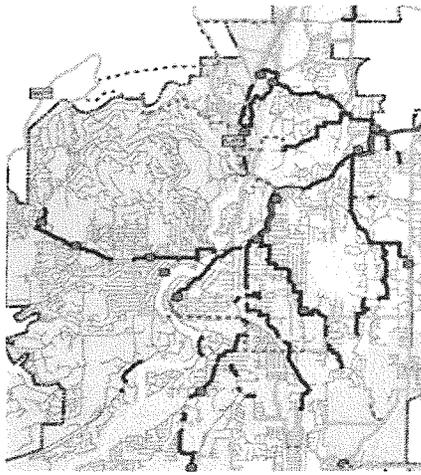
Optimized Sewer Collection System Master Plan Update and Alternatives Analysis, City of Bend, OR

Reference: Tom Hickmann, Engineering and Infrastructure Planning Director | p: 541.317.3029 | thickmann@ci.bend.or.us | PO Box 1458, Bend, OR 97709

Initial and final project fee: \$2.6 million : \$2.9 million

Initial and actual completion date: October 2014 : December 2014

MSA recently finalized an Optimized Sewer Collection System Master Plan Update for the City of Bend, Oregon. Traditional engineering analysis and modeling methods were used to identify alternatives for system improvement based on project feasibility and system hydraulics. The improvement options considered for the City include new trunk lines, system storage, satellite treatment, parallel pipelines, new pump stations, and existing pump station upsizing or decommissioning. Additionally, the analysis considered system sensitivity to infiltration and inflow and evaluated the long-term rainfall record in Bend. Once all alternatives were identified, the improvement selection and sizing were optimized based on capital and life-cycle costs. A range of hybrid improvement solutions were presented for review and consideration by City staff and community stakeholders. Once an improvement strategy was selected, project phasing was identified for 5-, 10-, and 20-year planning horizons for the \$100 million plus CIP. MSA engaged a 17-member public committee throughout the process to ensure community support. The Optimized Sewer Collection System Master Plan Update is an element of a larger sewer-related engineering, planning, financing, and public relations project that will help guide development in Bend for decades.



Similar project elements:

- Sewer collection system modeling and analysis
- Improvement alternatives identification and selection
- Public engagement process
- Analysis of project phasing alternatives
- Master planning
- Flow monitoring
- I&I analysis

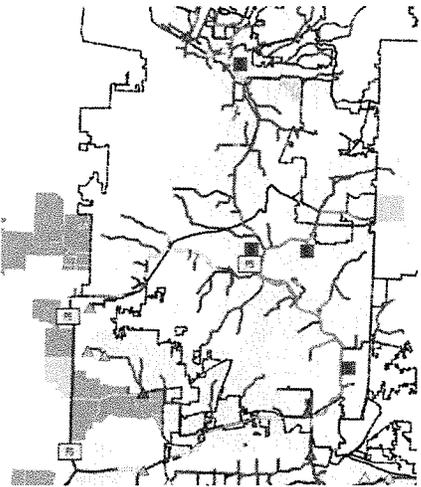
*Sewer Collection System Deficiencies Analysis and Alternatives Analysis, Clean Water Services

Reference: Andy Braun, Project Manager | p. 503.681.3615 | brauna@cleanwaterservices.org | PO Box 16993, Hillsboro, OR 97123

Initial and final project fee: \$275,000 : \$300,000

Initial and actual completion date: March 2013 : September 2013

Shad Roundy performed collection system modeling and planning work for Clean Water Services, a sanitary sewer district serving multiple cities and more than 500,000 people in western Oregon. Shad was the hydraulic modeling lead for the two largest sanitary sewer basins (Rock Creek, Durham). Tasks included flow monitoring data review, model calibration, design storm evaluation, and hydraulic deficiencies analysis for multiple design storm scenarios. The model is setup to incorporate both dry weather flows and system response to infiltration and inflow. The modeling effort provides system deficiencies for existing, 2025, 2035, and build-out conditions. Specific modeling analysis was completed to size storage on the Fanno Creek Interceptor and Metzger Trunk line. Initial analysis was performed to upsize the Fanno Creek Interceptor to minimize deficiencies between growth horizons. Additional analysis was performed to size system improvements to the Summer Creek Trunk line from Cooper Mountain and other development in the urban area reserve. The project included a multi-consultant team for planning across four basins. The innovative design storm evaluation consisted of a modeling system response for 50 of the largest storms occurring over the past 50 years.



Similar project elements:

- Model development & calibration
- Infiltration and inflow analysis
- Alternatives analysis
- Urban reserve development
- Pump station and gravity interceptor analysis
- Flow monitoring

**MSA team member performed work while with a previous employer*

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Section 4

Statement of Understanding

The City of Gladstone (City) provides sanitary sewer service to a population of approximately 12,200 including operation and maintenance of 125,000 feet of gravity piping. The City desires to develop a Sanitary Sewer Master Plan (SSMP) to document system conditions and evaluate system improvements. These improvements will focus on system condition, infiltration and inflow (I&I) reduction, and capacity upgrades for existing and future development within the urban planning area. Additionally, the SSMP will include a Capital Improvement Program (CIP) with cost estimates and improvement priorities. The SSMP project will develop funding strategies to implement capital improvements from utility rates and system development charges (SDCs).

Planning Goals and Objectives

The City of Gladstone has established the following project goals and objectives as outlined in the Request for Proposal (RFP):

Meet pertinent regulatory requirements - The City's SSMP must be completed and developed in compliance with Oregon Administrative Rules (OAR 660-011) including improvement planning to minimize risk of system overflows.

Create usable documents - The City is investing in a SSMP for the first time and this document will provide a clear road map for capital improvement investments and policy decision for many years. Additionally, the SSMP will establish a precedent for future planning documents.

Maintain project schedule and budgetary commitments - The City requires a product that maximizes document quality and usefulness for the available budget. Additionally, the project schedule is critical as some improvements may be time sensitive based on existing system condition and potential risk of overflow.

Capital improvement project development, prioritization, and cost estimates - The City requires an accurate listing of capital projects to improve system condition, performance, and to accommodate future flow projections. Based on discussions with City staff, the CIP will focus heavily on I&I reduction to eliminate localized capacity constraints and minimize downstream impacts. Accurate cost estimates and utility rate and SDC recommendations will provide the basis for funding the capital projects.

Engage internal and external stakeholders - The SSMP will be most effective if coordinated with Clackamas County and the Oak Lodge Sanitary District. By showing a proactive approach to I&I abatement, the City can offset potential user costs and fees associated with system conveyance and treatment. Additionally, public and City Council involvement in the planning process will be accomplished through informational workshops and formal hearings to facilitate plan understanding and adoption.

Value and Service

The MSA team understands the City's desire to have a current, prioritized CIP that can properly guide annual sanitary sewer system budgets and improvement implementation. We also understand the City's stewardship in protecting historic and future capital investments by efficiently and effectively improving system condition and performance, while providing a high level of service to sanitary sewer customers.

The MSA team will meet and exceed the City's goals and objectives by applying our industry-leading experience in master planning and I&I rehabilitation.

"I would like to congratulate you on a job well done. The final product is exactly what I had anticipated and is presented in a very user friendly format. It has been a pleasure working with you and I hope we have the opportunity to work with you in the future. Thanks for all your hard work." - **Michael Whiteley, PE, Senior Water Engineer, City of Gresham**

Industry-Leading Master Planning - We consistently apply the highest level of talent and technology to achieve planning documents that are understandable, readable, and dependable as day-to-day working tools, and valuable communication tools for policy makers and the public. We invest heavily in GIS applications, software, and staff training, and routinely apply integrated GIS tools to develop high-quality plan map products. We also employ the latest modeling software to perform hydraulic and I&I analyses in efficient and time-saving ways that are consistent with current regulations and industry standards. Additionally, we employ a specific local team of modeling and planning experts who perform hydraulic and hydrologic analysis on a full-time basis.

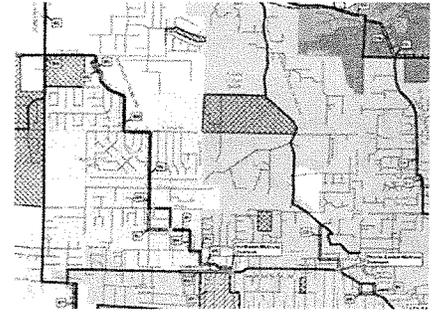
Condition Assessment and I&I Rehabilitation - The City will benefit from our experience in condition assessment and developing I&I rehabilitation programs throughout Oregon. We have provided planning, design, and construction management services on large- and small-scale pipeline rehabilitation programs for the City of Portland Bureau of Environmental Services, City of Springfield, City of St Helens, and City of West Linn. By applying the latest in trenchless technology to pipeline improvements, we can develop cost saving approaches to capital improvement planning. Additionally, we can assist the City to develop a clear and consistent pipe maintenance program to minimize long-term costs.

Cost Estimation - The City will benefit from our cost estimating database for capital improvement program development. MSA applies industry-standard cost estimating methodologies that have been used and refined through many of the firm's historical and recent master planning assignments, with testing and validation through construction bid results.

OAR Compliance - MSA has been providing municipal sewer, stormwater, water, and transportation services in Oregon since 1980 and has delivered hundreds of projects requiring compliance with OAR statutes. OAR 660 describes the requirements associated with developing Public Facility Plans (PFP). MSA ensures that all master planning documents that are developed can be used to meet the PFP requirements.

Financial Evaluation - MSA often provides cost-of-service, utility rate, and SDC analysis as an extension of our sewer, stormwater, and water system master planning work. Our team has helped numerous municipalities understand and negotiate a broad spectrum of planning and financial challenges. We will work closely with City staff and policy makers to develop utility rate recommendations that best achieve your capital goals and objectives. As noted, we have included FCS Group as part of our team. They have extensive experience performing this type of work for many northwest utilities including recent work for the City of Gladstone.

Stakeholder Engagement - The City will benefit from our experience in engaging with public stakeholders, including City policy makers. Recently, MSA facilitated public involvement and adoption for the City of Wilsonville sanitary sewer master plan through open houses, planning commission presentations, and City Council presentations. MSA also assisted with public involvement for the City of Bend sanitary sewer master plan, where we engaged a 17-member public committee of varied special interests. Ultimately, the committee made recommendations for plan adoption to the City Council.



Wastewater system planning is a major component of our business. We have completed numerous wastewater planning projects that have guided successful long-range Capital Improvements Programs. MSA provides unparalleled modeling experience and capabilities for wastewater system capital and operations planning. MSA has assisted many public clients in identifying cost-effective solutions for I&I rehabilitation.

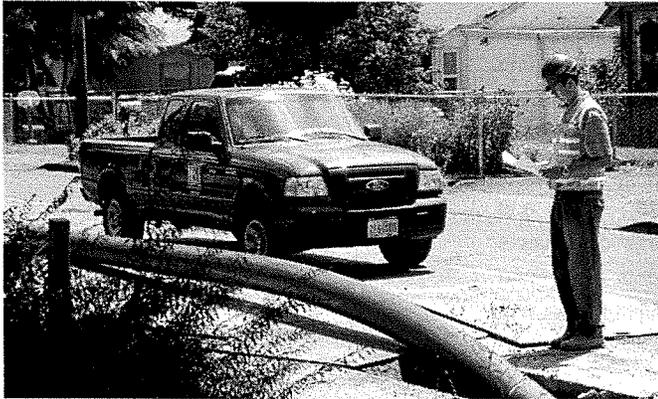
- Wastewater Collection and Conveyance System Modeling
- Land Use Analysis
- Data Collection and QA/QC
- Flow Characterization and Loading Model
- Model Calibration
- I&I Analysis
- Capacity Analysis
- Future Improvement Identification
- Condition Assessment
- Capital Improvements Program (CIP) Development
- Geographical Information System (GIS) Development
- Rate and SDC Studies
- Improvement Implementation
- Improvement Design



MSA-led open house

Section 5

Project Approach and Scope of Work



The MSA team brings a unique approach to the City of Gladstone based on our experience throughout the region with both master planning and I&I rehabilitation work. We possess the background, regulatory awareness, and expertise to efficiently develop the SSMP.

Project Approach

MSA will provide top value to the City of Gladstone in accomplishing the City's goals and objectives. We will work cooperatively and collaboratively with City staff to develop planning and analysis criteria, evaluate improvements, and effectively communicate with stakeholders. Additionally, we are committed to delivering a quality product on time and on budget.

Our approach emphasizes:

1. Effective project management and communication
2. Strong technical expertise
3. A local project team for optimum responsiveness
4. Efficient and effective analysis tools to save the City time and money
5. Clear and practical documentation and mapping

The value of our approach as related to key project issues are highlighted below, followed by our scope of work.

Effective Project Management and Technical Expertise

Our project manager, Shad Roundy, PE, is an expert in hydraulic modeling, I&I analysis, and master planning. He has performed similar planning work for utilities throughout Oregon, including recent work for Wilsonville, Albany, Wood Village, Bend, and CWS. Shad manages a team of expert modelers and planners out of the MSA Portland office who are committed to efficient and timely project delivery. Shad's approach to project management includes the following:

- **Project Chartering** - Sets project mission, goals, responsibilities, and expectations, along with establishing a decision-making process.
- **Accessibility and Responsiveness** - Shad will conduct regular meetings with City staff and can be reached by email or cell phone anytime.
- **Detailed Scope of Work** - MSA understands that budget and schedule can be limiting factors, and we will work with the City to ensure that the priority scope items are included.
- **Cost and Schedule Control** - The project will be monitored on a regular basis from a budgetary, schedule, and technical perspective.
- **Workshops** - The MSA approach emphasizes using collaborative on-site workshops with City staff, both technical and managerial, throughout the project as noted in the schedule.
- **Communication** - Failure to effectively communicate is the single most common reason why projects fail to meet client expectations. MSA is committed to communication and implementing City feedback into the planning process and documentation.

Key Technologies

MSA will utilize industry standard tools and leading-edge technology to effectively develop the capital improvement program and master plan document. The applicable data and tools are listed below.

- **GIS** - The MSA team members are experts at GIS/CAD development and integration. They will utilize City and GIS/

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Work Plan Summary

Task 1 – Project Management

- Kick-off Meeting
- Progress Meetings

Task 2 – Data Collection

- GIS/CAD Data Review
- Document Review
- Flow Monitoring Plan/Flow Monitoring
- Smoke/Dye Testing Plan/Field Work

Task 3 – Study Area Characterization

- Study Area Documentation
- Base Mapping
- Existing System Description
- Planning Criteria
- Regulatory Requirements

Task 4 – Population & Flow Projections

- Population Forecast
- Existing Flow Characterization
- Future Flow Characterization

Task 5 – I&I Analysis & Condition Assessment

- Existing Condition Documentation
- Estimate I&I Contributions
- I&I Rehabilitation & Maintenance Documentation

Task 6 – Sanitary Sewer Capacity Analysis

- Model Recommendations
- Develop Network Model
- Calibrate Model
- Deficiencies & Improvements Analysis

Task 7 – Capital Improvement Program

- Cost Estimation
- CIP Development
- CIP Documentation

Task 8 – Rate & SDC Study

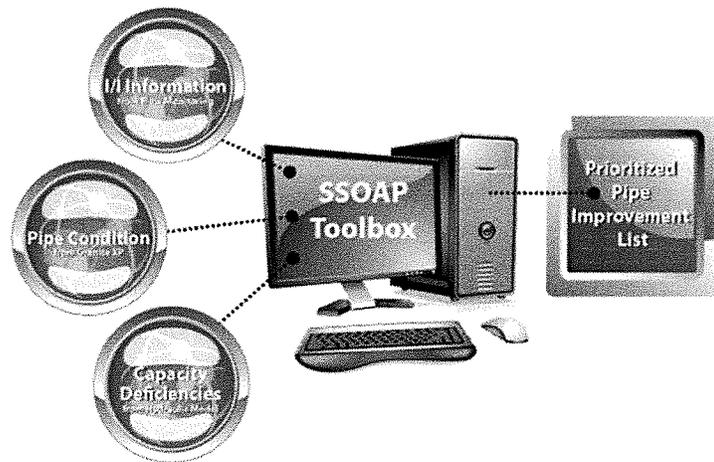
- Funding Structure Review
- Rate & SDC Study & Documentation

Task 9 – Plan Documentation, Review, & Stakeholder Engagement

- Early Stakeholder Engagement
- Draft Documentation
- Documentation Review (City and Others)
- Public & City Council Hearings
- Finalize Documentation

CAD data as the primary tool for system mapping and modeling. Clear mapping products will be developed for capital improvement review and for the master plan document.

- **Flow Monitoring and Condition Assessment** - MSA will work with ADS Environmental and City staff to collect flow monitoring data to identify I&I in localized basins. The key time period for flow monitoring is during the winter months to identify the maximum contributions of I&I to the system. ADS Environmental can also provide smoke testing and dye testing for localized condition assessment. Additional condition data based on historical investigations will be provided by Sisul Engineering and City staff interviews.
- **Design Storm** - MSA team members have performed design storm and sanitary sewer overflow risk analysis based on historical precipitation frequency as well as hydraulic capacity constraints for utilities throughout Oregon. We can provide recommendations on design storm selection to satisfy Oregon, Department of Environmental Quality standards to limit sewer system overflows. The selected design storm will be applied to the system to evaluate peak flow conditions and assess overflow risks for pre- and post-I&I abatement.
- **Infiltration and Inflow (I&I) Analysis** - MSA frequently utilizes EPASSOAP, developed by the EPA for I&I analysis. This program allows for the integration of condition assessment data, flow monitoring data, and wet weather flow extrapolation to evaluate effectiveness of system improvements for I&I abatement.



- **Hydraulic Model** - MSA will provide guidelines on model selection and development. We can assist the City in understanding the advantages of system modeling for I&I analysis and evaluating hydraulic capacity including system storage and surcharging. We will develop a trunk system model for use as a tool in evaluating risk of overflow. The hydraulic model is a key tool used to predict system flows during the design storm for pre- and post-I&I abatement. Additionally, the model can be used to size potential pipeline or pump station improvements.

City Involvement

It is anticipated that City staff will play a key role in the development of the sanitary sewer master plan work. Involvement will include the following:

1. Assisting with data collection

2. Participating in project meetings and interviews related to system facilities inventory and condition assessment
3. Providing input and feedback as improvements are developed, analyzed, screened, and selected
4. Reviewing and commenting on master planning documentation when submitted for review
5. Assisting in preparation and presentation strategies for stakeholder, public, and City Council presentations

Scope of Work

MSA's proposed scope of work is presented below:

Task 1 - Project Management

Effective project management will be provided to see that all of the City's project goals and expectations are met and exceeded with respect to budgets, schedule and final work products. This task includes a kick-off meeting, progress meetings at key intervals, monthly progress reports and billings, sub-consultant coordination, and quality assurance/quality control review.

Key staff: Shad Roundy, Mike Carr

Task 2 - Data Collection

Relevant data will be collected and compiled for the sanitary sewer system study area for use in subsequent tasks. MSA will work with City staff and subconsultants to compile data for the SSMP including the following:

- A. Review system GIS/CAD data and collect additional field data for missing pipeline sizes or manhole rim/invert elevations.
- B. Review planning documentation (Intergovernmental Agreements, Tri-City Facility Plan, etc.)
- C. Review historic pump station and diversion flow and level data
- D. Development of a flow monitoring plan and perform flow monitor data collection
- E. Review historical condition assessment data and interview City staff
- F. Develop a smoke/dye testing plan and perform condition data collection

- G. Review sewer system maintenance reports, operation and maintenance reports, and inspection records

Key staff: Shad Roundy, Sven MacAller, Jason Leman, Patrick Sisul (Sisul), Mike Pena (ADS)

Key deliverables: Flow Monitoring Plan, Smoke/Dye Testing Plan

Task 3 - Study Area Characterization

Work under this task includes completing a comprehensive system inventory and a discussion of the existing system. Sanitary sewer basins will be defined and characterized within the study area. Also under this task, general planning criteria and regulations will be evaluated and described. Key components of the task include:

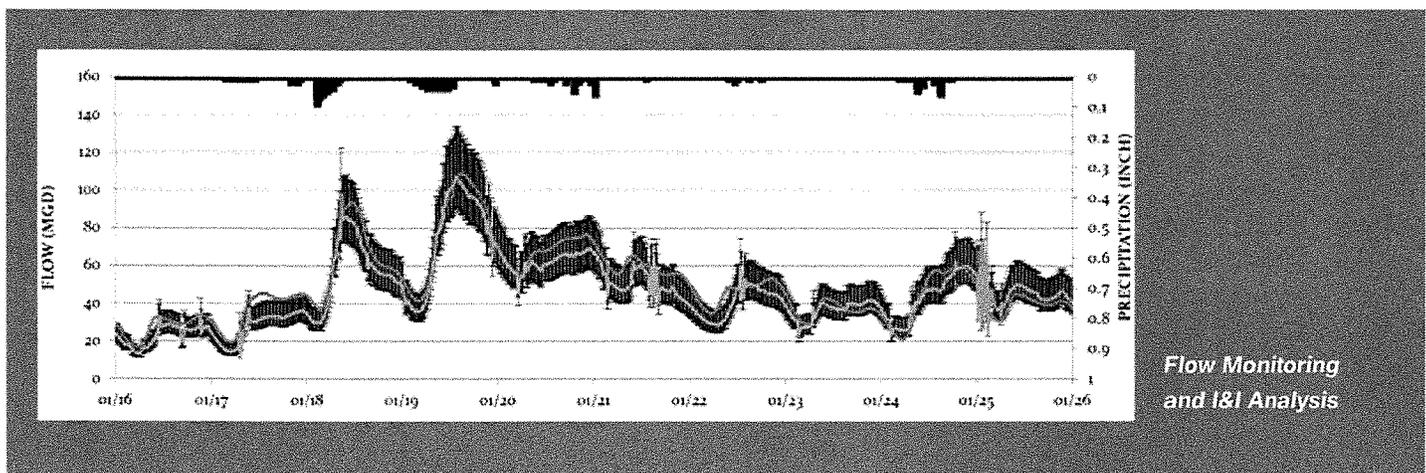
- A. Study area documentation, including characteristics related to community background, socioeconomic conditions, population, geography, and land use
- B. Base mapping development including sewer infrastructure, topography, tax lots, land use, zoning and sewer basins
- C. System inventory and existing sanitary sewer infrastructure description based on the available GIS data, field visits, and staff interviews
- D. Planning criteria documentation including design storm, allowable depth of flow in the pipe during peak dry conditions, and allowable surcharging during peak wet weather conditions
- E. Regulatory documentation based on federal, state, and local rules, regulations, and agreements related to the sanitary sewer system

Key staff: Shad Roundy, Sven MacAller, Nick McMurtrey, Mike Carr

Key deliverables: Draft plan sections related to study area, existing system description, planning criteria, and regulatory requirements

Task 4 - Population and Flow Projections

This task will focus on documentation of existing and future population and flow projections utilizing flow monitoring data and available land use information. Flow monitoring data will be evaluated using EPASSOAP.



Flow Monitoring
and I&I Analysis

- A. Population forecasts will be identified for a 20-year planning period
- B. Existing dry and wet weather wastewater flows will be characterized based on flow monitoring data. Wet weather flows will be summarized for the largest storm event during the flow monitoring period and extrapolated to the design storm
- C. Dry and wet weather wastewater flows will be forecast for the 20-year planning period using unit loading factors and unit hydrograph parameters developed from flow monitoring data and applied to undeveloped areas of the system by land use

Key staff: Shad Roundy, Sven MacAller, Nick McMurtrey, Mike Carr

Key deliverables: Draft plan section related to population and flow projections

Task 5 – Infiltration and Inflow Analysis and Condition Assessment

Work in this task will focus on summarizing condition data collected during task 2, inventorying system condition improvements, and estimating peak wet weather flow reductions associated with I&I abatement. The task will also highlight construction techniques for I&I reduction and maintenance recommendations.

- A. Present a technical description and evaluation of the wastewater collection, pumping and conveyance systems based on existing conditions
- B. Utilize available historic and recently collected field data to inventory and present system condition improvements in map format
- C. Estimate existing and future I&I flow contributions pre- and post-I&I abatement during the design storm event
- D. Summarize construction techniques for I&I rehabilitation
- E. Summarize maintenance requirements to prevent or reduce I&I contributions

Key staff: Shad Roundy, Sven MacAller, Jason Leman, Mike Carr

Key deliverables: Draft plan section related to condition assessment and I&I analysis

Task 6 - Sanitary Sewer System Capacity Analysis

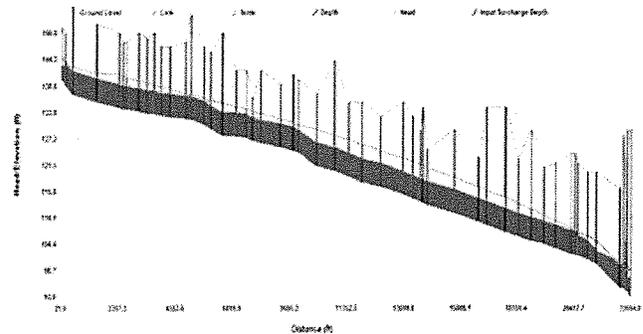
MSA will provide recommendations on a hydraulic model software platform to evaluate system capacity for existing and future flows. MSA will develop the hydraulic model for the trunk system and evaluate system capacity for existing and future flow projections.

- A. Develop collection system model to include trunk piping from the City's GIS. Critical data required to evaluate pipe capacity include diameter, length, rim elevation and invert elevation.
- B. Calibrate the model to validate existing flows during a dry weather period and during the largest storm event available for the flow monitoring period

- C. Utilize the hydraulic model to identify capacity issues during existing and future peak dry and wet weather flows based on the planning criteria
- D. Evaluate system improvements to accommodate existing and future flow projections including pre- and post-I&I abatement considerations

Key staff: Shad Roundy, Sven MacAller, Mike Carr

Key deliverables: Draft plan section related to sanitary capacity analysis, system deficiency, and improvement mapping



Hydraulic Modeling and Capacity Analysis

Task 7 – Capital Improvement Program

MSA will work with the City to select the most effective improvements and develop a prioritized Capital Improvement Program (CIP). Selection of improvements will focus on the condition assessment, I&I analysis, capacity analysis, environmental considerations, community impacts, cost effectiveness, alignment with other transportation or water projects, and other City goals.

- A. Develop cost estimates for each capital improvement in accordance with the Association for the Advancement of Cost Engineering (AACE) level 5 classification for facility plans including appropriate allowances and contingency factors
- B. Conduct an improvement workshop with City staff to review condition and capacity related deficiencies and capital improvements
- C. Based on City review and input, prioritize improvements for CIP list
- D. Document an implementation plan describing key project drivers, regulatory dates or other critical dates when specific improvements may be required

Key staff: Shad Roundy, Nick McMurtrey, Mike Carr

Key deliverables: Draft CIP documentation, list, and mapping

Table 7-1 Capital Improvement Program, Existing System Capacity Upgrades for Future Development									
Project ID No.	Name	Project Information			Estimated Cost ^{1,2}	Prioritization Category	Time Frame ³	Driver	Percent Related to Growth ⁴
		Type	Description ⁴	Project Limits					
CIP-01	Boberg Diversion Structure ⁵	Diversion Structure - Replacement	Replace Diversion Structure	Boberg Rd	\$70,000	UGB	0-5 Years	Condition and capacity (upstream development); overflow operation not fully functional	64%
CIP-02	Memorial Drive Flow Splitter Structure ⁵	Flow Splitter Structure - Replacement	Replace Diversion Structure	I-5 Downstream of Memorial Park Pump Station	\$100,000	UGB	0-5 Years	Condition and capacity (upstream development); maximize capacity of dual pipe system	83%
CIP-03	Coffee Creek Interceptor Railroad Undercrossing	Undercrossing	160 LF 21"Ø, Railroad Undercrossing	Under P&W Railroad	\$190,000	UGB	0-5 Years	The existing undercrossing has capacity to serve Coffee Creek development and approximately 13% of Basalt Creek, West Railroad, and SW Tualatin development prior to improvement.	66%
CIP-04	Coffee Creek Interceptor Phase 1	Gravity - Pipe Upsizing	1030 LF 27"Ø; 610 LF 30"Ø; 1,020 LF 36"Ø	From Boeckman Road to Barbur Street	\$2,600,000	UGB	0-5 Years	Kinsman Road Construction Project. The existing interceptor has capacity to serve Coffee Creek development. Improvements are required for development of Basalt Creek, West Railroad, and SW Tualatin.	61%
CIP-05	Seely Ditch Undercrossing ⁵	Undercrossing	200 LF 15"Ø, modify slope and connection to downstream interceptor to minimize backwater	Ditch crossing near Industrial Way and Orepac Avenue	\$140,000	UGB	0-5 Years	Backwater from downstream interceptor, stagnant conditions	60%
CIP-06	Memorial Park Pump Station ⁵	Pump Station + Force Main - Upsizing & Relocation	1,220 LF 16"Ø FM; Pump station relocation/expansion to 3,800 gpm	Pump Station relocation within Memorial Park, Force main from pump station to Rogue Ln	\$5,130,000	UGB	6-10 Years	Flood plain impacts, Frog Pond & Advance Rd School development. Existing pump station can serve Advanced Road School and approximately 40% of Frog Pond development prior to improvement. Existing force main has capacity to serve Advanced Road School, Frog Pond, and Advanced Road URA prior to improvement.	86%
CIP-07	Coffee Creek Interceptor Phase 2	Gravity - Pipe Upsizing	2,000 LF 21"Ø	From P&W Railroad to Boeckman Road	\$1,700,000	UGB	6-10 Years	The existing interceptor has capacity to serve Coffee Creek development and approximately 25% of Basalt Creek, West Railroad, and SW Tualatin development prior to improvement.	66%

Capital Improvement Program with Cost Estimates

Task 8 – Rate and SDC Study

FCS Group will utilize the CIP developed in Task 7 to develop a rate and SDC study. Prospective work includes:

- A. Funding structure review and summary of existing funding mechanisms encompassing operations and maintenance (O&M) and capital improvements
- B. Work with City staff to identify, analyze, and agree on key policy issues such as SDC objectives and rate structure options
- C. Perform the rate and SDC studies for the wastewater utility, including projection of utility revenue needs and development of rate alternatives

Key staff: FCS Group

Key deliverables: Draft rate and SDC study documentation

Task 9 – Plan Documentation, Review, and Stakeholder Engagement

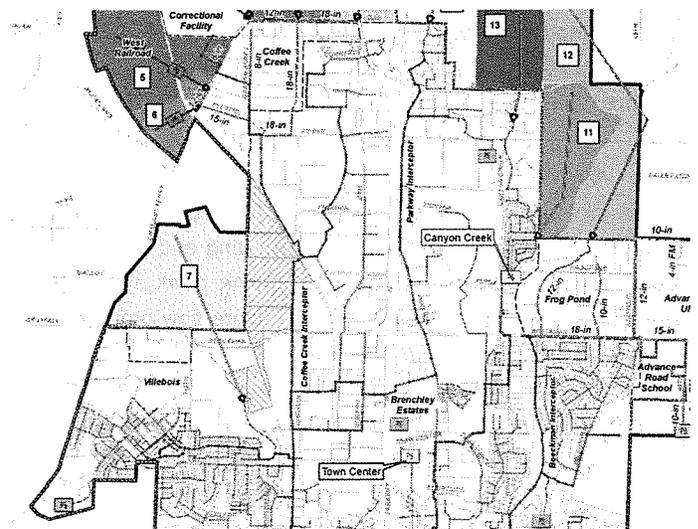
Under this task, MSA will develop draft and final documentation for City review. Additionally, MSA will assist the City with stakeholder engagement, workshops, public hearings, and presentations to the City Council.

- A. Identify and meet early in the master planning process with stakeholders/regulators, such as Clackamas County and the Oak Lodge Sanitary District
- B. Develop draft Sanitary Sewer Master Plan from draft sections in previous tasks, including the following sections:
 - a. Executive Summary
 - b. Introduction
 - c. Study Area Characteristics
 - d. Existing System Description

- e. Criteria and Regulatory Requirements
 - f. Population and Flow Projections
 - g. Condition Assessment and I&I Analysis
 - h. Capacity Analysis
 - i. Capital Improvement Program
 - j. Financial Analysis
 - k. Appendices
- C. Offer draft plan to Clackamas County and the Oak Lodge Sanitary District for comment
 - D. Incorporate City and other review comments
 - E. Participate in public hearing(s) as requested by City staff
 - F. Participate in City Council adoption meetings as requested by City staff
 - G. Finalize master plan documentation and provide electronic and hard copies

Key staff: Shad Roundy, Nick McMurtrey, Mike Carr

Key deliverables: Draft and final master plan



Master Plan Mapping

7-16

Section 6

Quality Assurance and Control Measures

MSA has adopted a robust quality assurance/quality control (QA/QC) program. As part of this process, we assign experienced project managers and senior staff to each project to see that the work is completed on time and that all deliverables meet our client's requirements. Shad Roundy, our project manager, and Mike Carr, principal-in-charge, are assigned as QA/QC reviewers. Shad will provide review throughout the project duration and integrate with staff during each project task. Mike will provide review for key deliverables and participate in key project milestones. MSA's QA/QC program strives to obtain input from City staff to utilize key knowledge and integrate City goals into the master planning process.

Principal Involvement – MSA achieves high quality through involvement of experienced principals in all of the firm's projects. As a principal and vested owner in the firm, Mike Carr will provide senior review for this assignment, to see that the City's project objectives are met.

Team Integration – MSA reviews all work submitted by specialty subconsultants prior to integration into project deliverables. We know that our reputation and the quality of our final work products are directly dependent on the caliber of services we receive from our partners and we work with them to receive top quality work.

Project Kick-off and QA/QC Plan – Every project starts out with an internal project kick-off meeting to ensure all team members, including subconsultants, understand the performance and quality requirements. An internal Project Work Plan (PWP) and QA/QC plan are developed just prior to this meeting and refinements from the meeting are incorporated into the working PWP. The QA/QC plan clearly lays out when reviews will occur, by whom, and includes time within the schedule to accomplish the reviews.

Day-to-day – Project performance and progress monitoring are conducted by MSA's project manager and assistant project managers. This is their key role. These individuals bring in technical advisors and other firm principals as needed for quality assurance advice and guidance as particular issues may warrant.

Weekly Internal Check-ins – Weekly internal check-ins between the project manager and project staff are conducted to see that projects are being executed to the highest quality level and are on track. These check-ins are particularly focused on

innovative solutions, constructability, sustainability, and simplicity. These meetings also help to keep the project moving in the right direction and at the right pace.

Project Deliverables – Careful review is conducted on all project deliverables in conformance with the QA/QC plan by the project manager and principal-in-charge. At the project manager's discretion, other senior level engineers with extensive experience with the type of project may be brought into the deliverable review process.

Client Review Comments – A key working tool in MSA's QA/QC program is the use of a "Comment-Response Log." In this log we list all comments received, when they were received, assign a responsible staff person, and provide a response and completion date for when each comment was addressed. The log can be provided to the City at each major milestone or as requested to show how our team has managed the comments.

Plan Quality Approach – To maintain quality products, each project is developed with respect to the most recent similar projects that the firm has completed, as well as other known recent projects by the client or others in the region. This allows us to incorporate important industry advancements and other creative ideas on behalf of the City which are incorporated into the master plan.

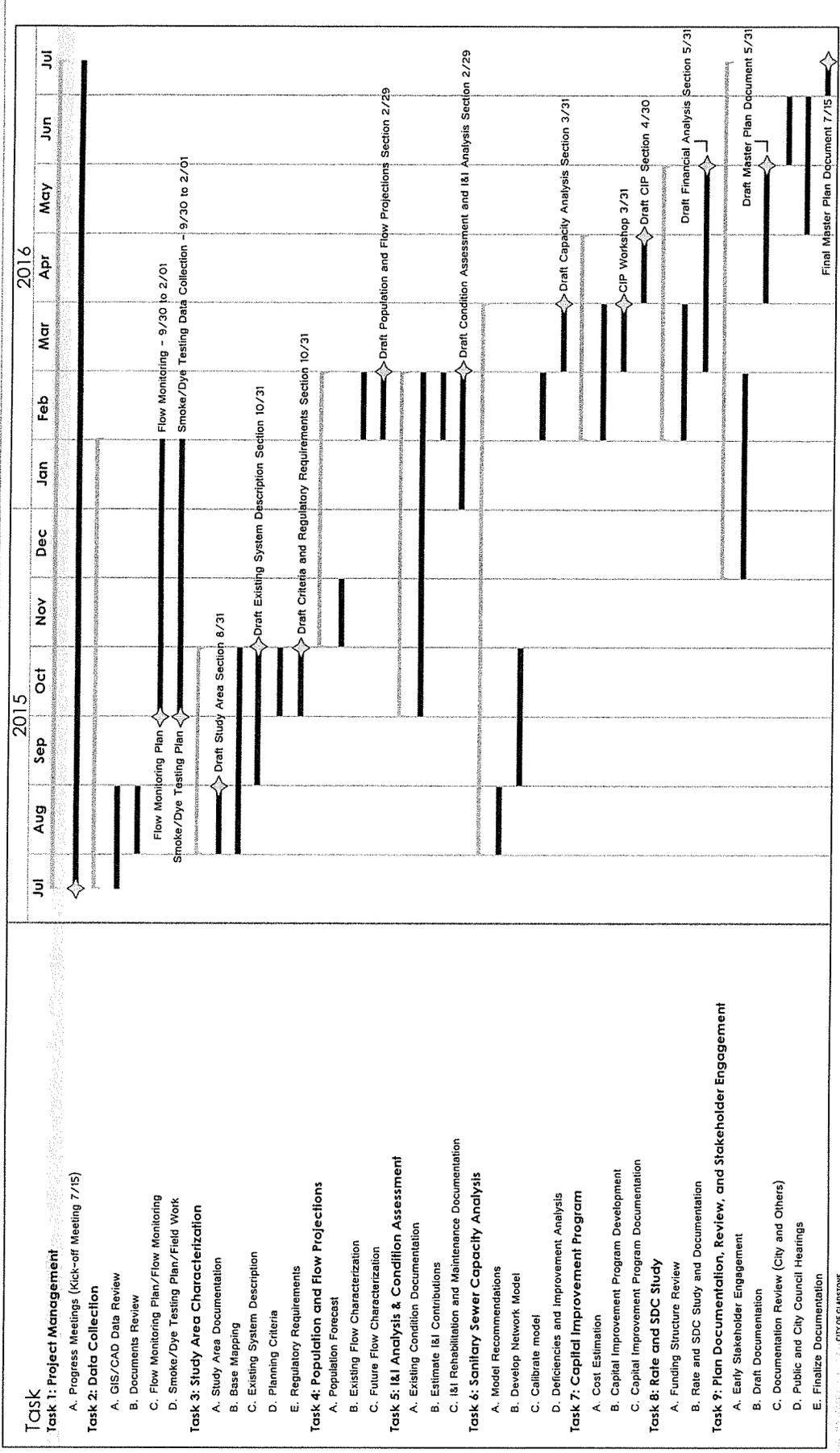
Checklists – MSA uses a variety of technical and standardized checklists to aid planners, modelers, and reviewers in the efficient production and review of documentation, technical memoranda, and other deliverables.

Project Schedule

We have assembled a local project team with staff availability to meet the needs of the City and will dedicate this staff for the duration of the project. A proposed project schedule illustrating key milestones and task durations is presented on the following page. The schedule is primarily controlled by flow monitoring data collection during the fall and winter months of 2015 and 2016.

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Schedule



Resumes

Project Manager



Shad Roundy, PE

Shad specializes in hydraulic modeling, I&I analysis, master planning, and GIS. His modeling and planning experience includes wastewater collection, water quality, storm water, irrigation, water distribution, computational fluid dynamics, and transient analysis projects in Oregon, Washington, Idaho, and Montana, as well as international assignments.

Position/Title

Civil Engineer

Years of Experience

13

Education

MS, Civil and Environmental Engineering, Brigham Young University

BS, Civil and Environmental Engineering, Brigham Young University

Registration

Civil Engineer – State of Oregon (81510) & Idaho (12774)

Key Expertise

- Hydraulic & Operational Analysis of Wastewater Systems
- I&I Analysis
- Flow Monitoring
- Master Planning
- GIS applications
- Hydrologic and Hydraulic Modeling
- Transient Analysis

Key Project Experience:

Sewer Collection System Modeling, Clean Water Services, OR; Hydraulic Engineering Task Lead. Shad has performed collection system hydraulic modeling in the Rock Creek, Durham, and Hillsboro basins over the past three years. Tasks in the Rock Creek and Durham basins included flow monitoring data review, model calibration, design storm evaluation, future loading extrapolation, and hydraulic analysis of system deficiencies. The models are setup to incorporate both dry weather flows and system response to infiltration and inflow. The modeling effort provides system deficiencies for existing, 2025, 2035, and build-out conditions. Specific modeling analysis was completed to size storage on the Fanno Creek Interceptor and Metzger Trunk line. Initial analysis was performed to upsize the Fanno Creek Interceptor to minimize deficiencies between growth horizons. Additional analysis was performed to size system improvements to the Summer Creek Trunk line from Cooper Mountain and other development in the urban area reserve. He performed additional improvement and I&I analysis in the Hillsboro basin.

Sewer Collection System Modeling, Master Planning, and Optimization, City of Bend, OR; Hydraulic Engineering Task Lead. Shad has been involved in performing collection system modeling and master planning for the City of Bend over the past seven years. Project tasks included a storm frequency analysis, network review, flow monitoring recommendations, model calibration, hydraulic analysis of system deficiencies and improvements, capital improvement analysis and planning, system optimization, and technical support for City staff. Shad used the City's hydraulic model to size the Southeast Interceptor Trunk line during all design phases. The recent optimization effort includes integration with Optimatics software and staff to consider thousands of unique combinations of improvements and develop a system-wide least cost solution based on life-cycle costs including pipe condition data. The improvement options considered for the optimization include new trunk lines, system storage, satellite treatment, parallel pipelines, and pump station upsizing or decommissioning. The project also included sensitivity to infiltration and inflow from high to mid-range values and phasing of recommended improvements for 5-year, 10-year, and 20-year growth horizons.

Collection System Master Plan Update, City of Wilsonville, OR; Task Lead. Shad led the hydraulic analysis and capital improvement program development for the master plan update. Additionally, he provided direction and review for the full master plan and presented the capital improvement program at City and public meetings. Project tasks included model development, model calibration, flow projections, alternatives analysis, cost estimation, and basin planning.

Sewer Collection System Model and Capital Improvement Program, City of Albany, OR; Hydraulic Engineering Task Lead. Shad lead the modeling and capital improvement program development. He converted and updated the collection system hydraulic model. Other tasks included flow monitoring recommendations, model calibration, hydraulic analysis of system deficiencies and improvements, and capital improvement analysis. The modeling and planning effort provides system improvements and costs for both conveyance and pumping capacity.

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Wastewater Master Plan Update, City of Wood Village, OR; Project Manager. Performed project management activities to coordinate with client. Managed tasks and provided technical review. MSA is in the process of updating the City's wastewater master plan and capital improvement program. The project includes development of GIS and hydraulic modeling tools to evaluate system capacity. The master plan also includes analysis of shared infrastructure between Wood Village and Fairview.

Sewer Collection System Evaluation; City of Calgary, Alberta; Hydraulic Engineering Task Lead. Shad developed modeling design criteria for the City of Calgary sanitary sewer system. Tasks included gravity pipeline design criteria analysis and recommendations, design storm analysis, infiltration and inflow analysis, modeling coordination, and benefit-cost analysis. Design storm evaluations considered varied frequency events for the Huff and Chicago distributions. A specific GIS and spreadsheet model were developed to analyze many alternatives and define parameter sensitivity and cost/risk associated with level of service.

Infiltration and Inflow Study; Metropolitan Wastewater Management Commission, OR; Hydraulic Engineering Task Lead. Evaluated flow monitoring data to determine relative contribution of infiltration and inflow from Eugene and Springfield, Oregon. Utilized EPA SSOAP software to evaluate unit hydrographs for multiple storm events. Applied five-year design storms to sub-basins. Developed spreadsheet model for infiltration and inflow reduction scenarios.

Sewer Collection System Hydraulic Model and Capital Improvement Program, Hydraulic and Planning Analysis, City of Twin Falls, ID; Project Engineer. Project tasks included development of sewer GIS network and model construction, coordination of flow monitoring program, model calibration for dry weather flows and system response to infiltration and inflow, analysis of existing and 20-year hydraulic deficiencies, analysis of flow diversion scenarios and 20-year build-out improvements, capital improvement cost development, project management, and development review. Also provided alternatives analysis for major collection system conveyance upgrades and pump station evaluations.

Sewer Collection System Model and Master Plan, Al Udeid Air Base; Doha, Qatar; Project Engineer. As project lead for the AUAB wastewater master plan, performed field work, developed network model, coordinated flow monitoring, performed hydraulic analysis of system deficiencies and improvements, and developed capital improvement program. Analysis included both conveyance and pumping analysis.

Southeast Interceptor, Hydraulic Analysis and Design; City of Bend, OR; Project Engineer. As project engineer for the Southeast Interceptor design, evaluated pipeline slope and depth alternatives, phasing alternatives, and pipeline hydraulics utilizing City hydraulic model.

Murphy Road Pump Station, Hydraulic Analysis and Design; City of Bend, OR; Project Engineer. As project engineer for the Murphy Road Interim Pump Station design, evaluated pump station alternatives using the City's hydraulic model, evaluated pump curves and system curves, selected appropriate pump model, and assisted with design of the pump station.

Sewer Collection System Hydraulic Model Conversion, Hydraulic Model; City of Meridian, ID; Project Engineer. Converted the model from HYDRA to EPASWMM 5.0. Also analyzed historic precipitation data and provided recommendations for a wet weather flow monitoring plan. Reviewed flow monitoring data for accuracy. After the model conversion, trained City staff to use the EPASWMM 5.0 model and interface.

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Principal-in-Charge

Mike Carr, PE



Mike, a key MSA principal engineer, has over 21 years of experience in a wide range of municipal wastewater, stormwater, water, and transportation projects. He has completed numerous wastewater system master planning projects throughout Oregon. As one of MSA's wastewater pumping experts, Mike has also led numerous pump station rehabilitation and design projects. Mike's experience and history with the City of Gladstone will allow him to provide valuable review of the sanitary sewer master plan.

Key Project Experience

Position/Title

Principal Engineer

Years of Experience

21

Education

BS, Civil Engineering, San Jose State University

Registration

Civil Engineer - States of Washington (49064), Oregon (58379), Idaho (15213), & California (81656)

Professional Activities

- American Public Works Association
- Pacific Northwest Clean Water Association
- Water Environmental Federation

Key Expertise

- Stormwater Master Planning and Analysis
- Sanitary Sewer Planning and Analysis
- Wastewater System Design
- Water Quality Facilities Design
- LID Applications
- Permits & Land Use Approvals
- Grants & Loans Programs

Sanitary Sewer Collection System Master Plan Update, City of Wilsonville, OR; *Project Manager.* Mike serves as project manager for the City of Wilsonville wastewater collection system master plan update. Additionally, Mike performed a key role in assessing three of the City's existing sewage pump stations and providing recommendations for rehabilitation or replacement of those facilities. The work included condition assessments, basin analysis, design flow development, capacity analysis, and siting alternatives analysis.

Wastewater Facility Plan and Plan Amendment, City of Dundee, OR; *Project Engineer.* Mike served as project engineer for the City of Dundee's Wastewater Facility Plan and Plan Amendment. Large vacant tracts of land within Dundee's Urban Growth Boundary are being planned for residential development that will more than double the City's population. The goal of this facility planning was to develop strategies for accommodating growth without adversely impacting the current City residents. The comprehensive plan included an evaluation of the existing wastewater collection system and its pumping, treatment and disposal components. An I&I study was conducted, and an I&I correction program was included in the Capital Improvement Plan (CIP). The project also included the development of computerized hydraulic modeling of the collection system. In addition, wastewater treatment and disposal alternatives and environmental impacts were analyzed. Rate and SDC impacts and funding strategies were developed and assessed. MSA prepared a recommended CIP and implementation program and also played a key role in providing a public education and participation program. Sequential Batch Reactor (SBR) treatment technology was recommended with summer time effluent disposal via water reuse irrigation and winter time discharge to the Willamette River.

Sanitary Sewer Comprehensive Plan, City of Sherwood, OR; *Project Engineer.* Mike was project engineer for the Sanitary System Master Plan in 2007 for the City of Sherwood to evaluate the City's sanitary sewer system relative to current and future development growth. A comprehensive facilities plan map of the City's wastewater collection system was developed, showing both existing and proposed wastewater facilities, including the City's recent UGB expansion areas. A hydraulic model of the collection system was created using HYDRA flow analysis software to analyze current and future capacities and identify potential restrictions. Recommended wastewater collection system facilities improvements were developed to correct existing deficiencies and provide required system capacity at ultimate build-out. A proposed CIP for the recommended improvements was developed.

Wastewater Facilities Plan and Wastewater Treatment Plant Improvements Predesign, Parkdale Sanitary District, OR; Project Manager/Project Engineer. MSA has served the Parkdale Sanitary District as their District Engineer for over 10 years. In 2003, the District and DEQ entered into a Mutual Agreement and Order (MAO) to address compliance of a 40-year old treatment facility with new total maximum daily loads (TMDL) for temperature and chlorine toxicity for the Western Hood River Subbasin. MSA completed a Facility Plan to address compliance issues associated with the MAO and evaluate the needs of the District's collection and treatment systems. Alternatives to comply with the TMDL for temperature included an alternate outfall location, treatment options and reuse opportunities. Through a collaborative process with the District and DEQ, MSA developed a Facility Plan that will satisfy the conditions of the MAO and upgrade the District's facilities to accommodate the next 20 years of service. MSA also assisted the District in the negotiation and renewal of their NPDES permit and applications for grant/load funding through DEQ's Clean Water State Revolving Fund and United States Department of Agriculture's Rural Utilities Services Programs. Preliminary Design considered ultraviolet disinfection as an option for disinfection. Mechanical chilling is being considered to reduce effluent temperature. Credit for planting trees along Trout Creek is being negotiated with DEQ as an alternative.

Stormwater Master Plan, City of Sherwood, OR; Assistant Project Manager. Mike served as MSA's assistant project manager for the preparation of a comprehensive stormwater master plan update for the City of Sherwood. The master plan was completed in coordination with CWS and the governing, watershed-based NPDES permit held by CWS. Planning work included assessment of stormwater quantity and quality issues, review and application of City and CWS design/construction standards, and review of current funding capabilities. The work utilized recent City and CWS GIS mapping to develop a model of the existing and proposed stormwater conveyance system using PCSWMM hydrologic/hydraulic analysis software. A detailed study of stormwater rates and system development charges was also conducted as part of this project. As a follow-up to the stormwater master plan, an areas of interest study was also conducted to determine possible stormwater impacts from areas contemplated for future expansion of the City's urban growth boundary.

Sherwood Sewage Pump Station Expansion, Clean Water Services, OR; Project Engineer. Mike served as project engineer on the most recent phase of a long-term expansion of the Sherwood Sewage Pump Station. The first phase featured installation of two 215-hp dry pit submersible pumps to replace existing frame-mounted non-clog pumps. The project included upsizing of piping, isolation and check valves, flow meter, surge relief valve, and jib crane. The existing motor control center was refurbished with new soft starter panels. The existing wet well was retrofitted with concrete fillets and channeling to minimize solids

deposition and improve transport of grit to the pump suction inlets. Energy efficiency upgrades were also included on the existing lighting and HVAC systems. Additional long-term upgrades to meet the forecasted buildout flow of 11.2 mgd were recommended, which include a second force main, an upsized receiving interceptor sewer, larger pump impellers, and an expanded motor control center.

Wastewater & Stormwater Facilities Analysis, Planning and Design, OR; Project Engineer. Mike has also previously assisted in wastewater facilities analysis, planning and design for several communities and special districts throughout Oregon, including Willamina, Monmouth, Amity, Depoe Bay, Joseph, Biggs Service District, Sweet Home, and Sutherlin.

Various Sanitary Sewer Lift Station Projects, City of Oregon City, OR; Project Manager. Mike served as project manager for planning, design and construction engineering services for the City of Oregon City for improvements at six of the City's existing sewage lift station sites. The projects include a new duplex submersible pump station at the Amanda Court site in an existing residential neighborhood, including architect-designed control building and landscaping; a new 1,000 gpm triplex pump station with electrical building to replace the existing facility on Pease Road; an evaluation of the Settler's Point Lift Station to determine upgrades required to increase capacity for a proposed 20-acre development; the replacement of an existing buried package pump station at the Hilltop Lift Station site and the installation of a standby generator at the Newell Crest Lift Station site. MSA also assisted the City with obtaining land use, design review and building permits, and conducted neighborhood informational meetings for the Amanda Court and Pease Road projects. Mike is currently leading the design work for upgrades to the Barclay Hills Pump Station.

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Cost Estimation and Documentation



Nick McMurtrey, PE

Nick is a civil engineer with 11 years of overseas and domestic experience working with the design and implementation of sustainable engineering projects. He is both a LEED® and Envision™ Accredited Professional, placing a strong emphasis on holistic planning strategies to extend the service life of infrastructure. He joined MSA in 2014. Nick's experience is multifaceted and originates from a myriad of projects ranging from master planning to site development. His background provides exposure to wastewater collection systems, stormwater conveyances, water supply systems, highways, multi-modal trails, parks and nature centers, municipal, medical, justice, residential, and commercial construction. By "wearing many hats" Nick is capable of relating on various levels to members of the community, other engineers, system operations and maintenance personnel, and administrators.

Position/Title

Civil Engineer

Years of Experience

11

Education

BS, Civil Engineering, Oregon State University

Registration

Civil Engineer – States of Oregon (72710) & Illinois (062.064041)

Certifications

- U.S. Green Building Council, LEED AP BD+C
- Institute for Sustainable Infrastructure, Envision Sustainability Professional

Professional Activities

- ASCE
- Water for People
- Returned Peace Corps Volunteer (RPCV)

Key Expertise

- Collection System Master Planning
- Low Impact Development
- Erosion Control

Key Project Experience:

Sanitary Sewer Collection System Model and Master Plan, City of Wilsonville, OR; Project Engineer. Nick provided the technical writing for the master plan update and assisted with analysis of collection system improvements. This comprehensive modeling and master planning effort started with a complete inventory and assessment of the collection system to understand existing problems and capacity constraints. The City's model was then updated to reflect extensive flow monitoring data and imitate the anticipated wet weather response. Evaluation of applicable design criteria was provided, allowing the City to conservatively plan for future land use scenarios under their jurisdiction. A series of flow loading alternatives was analyzed to assess the sensitivity of the collection system towards future development. This approach allowed the City to understand their risk for exceeding system capacity based on various potential future development scenarios. Several special "areas of interest" were undergoing concept plan development concurrent with preparation of the master plan, which required coordination and involvement with other consultants. The final master plan was then prepared with collaboration from City staff. Several topics were included by City request, such as development of City-specific unit costs, a RDII Reduction Program, and the ratio of growth attributed to each improvement for determination of SDCs. To complete the master planning process, the City was supported throughout the public involvement and City Council adoption process.

Stormwater Master Plan, City of Pendleton, OR; Project Engineer. MSA is developing Pendleton's first Stormwater Master Plan concurrently with updates to their water and sewer master plans. By integrating the development process across the three plans, a holistic approach towards capital improvements is realized. This approach allows for greater economy by prioritizing capital improvements for construction of multiple utilities under the scope of one project. Nick provided the technical analysis and writing for the stormwater master plan. Specific tasks included guiding the City through the regulatory requirements associated with their stormwater system. This included the FEMA certification for Provisionally Accredited Levees, and evaluation of the potential MS4 program expansion from the Oregon DEQ. Being the City's first stormwater master

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plan, a GIS model was created relying upon a comprehensive review of the City's record drawing data and supplemented by interviews with City staff. A new staff member was hired to manage the GIS system, with training provided by the design team to navigate the newly created model. The project will also provide updated design and construction standards for internal City use, as well as for developer reference.

***SW 211th Avenue and Brackenwood Lane Outfall Enhancements, Clean Water Services, OR; Project Engineer.** This project required civil engineering, design and construction survey services for outfall enhancements to a 119-acre urbanized drainage basin in unincorporated Washington County. This project was commissioned by Clean Water Services to analyze, survey, design, permit and provide easement descriptions for water quality treatment facilities to retrofit four existing pipe outfalls discharging into a tributary of Beaverton Creek. These outfalls were identified as part of a local Healthy Streams Program, which aims to enhance water quality treatment on existing infrastructure throughout Washington County. Through an extensive alternatives analysis, an open tract of land was excavated, exposing a large existing storm main. The main was removed and replaced with a meandering water quality swale and wetpool. In a rare opportunity for public involvement, the project site was next to an elementary school which now offers an outdoor classroom at the facility to educate students about environmental processes.

***SE Division Street Reconstruction Project, City of Portland Bureau of Environmental Services, OR; Project Engineer.** This 30-block modification of SE Division Street was undertaken by the City's Bureaus of Transportation and Environmental Services. The existing street was modified to reduce combined sewer overflows through the construction of numerous green street elements, including urban rain gardens and ADA-compliant curb returns within the right-of-way. The City's collection system model was updated to reflect altered loading conditions as a result of the stormwater disposal from the rain gardens, resulting in a marked decrease in combined sewer overflows. Improvements required street, stormwater, and sewer design, traffic engineering, environmental documentation, right-of-way and easement acquisition, public involvement, utility coordination, and surveying.

***Junction City Prison Floodplain Mitigation, Oregon Department of Corrections (ODOC); Project Engineer.**

This property was purchased by the ODOC for an 1,150-inmate prison facility and was situated in the flood-prone lowlands of the Willamette Valley, continually subjected to inundation during the winter wet season. Numerous site constraints outside of the project limits contributed to painting a very complex picture for how drainage functioned in a convoluted interwoven system of FEMA delineated floodplain, undersized culverts, drainage ditches and flow impounding embankments. A unique challenge for this project revolved around designing the developed runoff characteristics to mimic the pre-developed condition. Almost a third of the development would incorporate wetland mitigation areas, which would expose groundwater through most of the year. Rainfall runoff from the newly created wetlands would greatly exceed levels from the existing site. These conditions in conjunction with an inline drainage system for 1,000 upstream acres created a unique opportunity to merge environmental mitigation with regional conveyance improvements.

**Indicates projects conducted outside of Murray, Smith and Associates, Inc.*

Flow Monitoring and Condition Assessment Coordination



Jason Lemman, PE

Jason is a key MSA engineer with experience in planning, design, and inspection for sewer and water system improvement projects. His extensive understanding of pipeline rehabilitation practices, specifications, and pipeline design throughout Oregon will make him a valuable team member for condition assessment coordination work.

Before joining MSA, Jason worked for the City of Portland Bureau of Environmental Services (BES) as a Construction Technician. His responsibilities included the following:

- Review sewer and stormwater design plans for constructability and feasibility
- Coordinate communication, scheduling, submittals, and construction meetings for sewer replacement projects
- Finalize payments and perform cost analysis during construction in order to track progress and work schedule
- Reference the City of Portland standard construction specifications, detail drawings, and contract documents on a daily basis
- Process bid results for awarding projects

Position/Title

Civil Engineer

Years of Experience

5

Education

BS, Civil Engineering,
Gonzaga University

Registration

Civil Engineer - State of
Oregon (88712)

Professional Activities

- ASCE
- MSA Training Committee
- MSA Green Team
Committee

Key Expertise

- Gravity Sewer Design
- Infiltration & Inflow
- Improvements and System
Rehabilitation
- Trenchless Technologies

Key Project Experience:

Sellwood - Moreland: Tasks 2 & 3 – Phase II Sewer Rehabilitation, BES, OR; Project Engineer. Project includes the design of approximately 25,000 feet of sanitary sewer piping from 8 to 39 inches in diameter including laterals, new catch basins and inlet leads to combined sanitary and storm piping, approximately 4,600-feet of cured-in-place pipe (CIPP), approximately 1,400 feet of sewer pipe bursting, subsurface utility coordination, and nonconforming sewer research. Jason worked closely with Steven Burger and Claudia Sterling throughout the design of the project.

Kenton: Tasks 2 & 3 – Phase II Sewer Rehabilitation, BES, OR; Project Engineer. Project includes design of approximately 7,000 feet of sanitary sewer piping from 8 to 36 inches in diameter including laterals, approximately 1,900 feet of CIPP, approximately 750 feet of sewer pipe bursting, approximately 100 feet of man entry work, subsurface utility coordination, and nonconforming sewer research. Jason worked closely with Ayda Forouzan throughout the design of the project.

Nob Hill Sewer Replacement 2011, BES, OR; Construction Technician. This project involved replacement of approximately 10,000 feet of 8- to 21-inch diameter sanitary sewer mainline and 6-inch laterals throughout Northwest and Southwest Portland. A 265-foot section used the trenchless method of pilot tube microtunneling to install 12-inch diameter high density polyethylene beneath streetcar tracks and underground utilities.

SE 18th & SE McLoughlin Blvd. Sewer Replacement, BES, OR; Construction Technician. This project included approximately 300 feet of sanitary sewer replacement and upsizing from 8 to 12 inches in diameter by both open trench and pipe-bursting methods. The portion of pipe to be pipe-burst was composed of 200 feet of Vitrified Clay Pipe, Concrete Pipe,

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and several linings of CIPP underneath SE McLoughlin Blvd. The pipe burst used a pneumatic hammer, cutting head, and winch for a successful pipe replacement without having to close SE McLoughlin Blvd.

Lents Sanitary Sewer Extension, BES, OR; Construction Technician. This project involved installation of approximately 15,000 feet of 6- to 12-inch diameter Polyvinyl Chloride (PVC) pipe for new sewer system extension to connect to 180 properties in a Southeast Portland neighborhood.

Division Street Reconstruction Project, City of Portland Bureau of Transportation and BES, OR; Staff Engineer. Project includes design of over a mile of sanitary sewer piping from 8 to 66 inches in diameter including laterals, new catch basins, and inlet leads to combined sanitary and storm piping, approximately 1,000 feet of sewer pipe bursting, subsurface utility coordination, and design coordination with other team members on pavement improvements and new stormwater bioswales.

Foster & Holgate Sewer Replacement, BES, OR; Construction Technician. This project involved replacement of approximately 350 feet of existing 36-inch diameter brick sewer with 36-inch diameter reinforced concrete pipe. The location provided challenges as numerous underground utilities both paralleled and crossed over the sewer line, including a 60-inch diameter water main. In order to avoid undermining utilities by excavating in poor soil conditions, jacking and hand-tunneling of a 60-inch diameter casing was used to replace the existing sewer both underneath and parallel to the 60-inch diameter water main.

Sanitary Sewer Rehabilitation Program, City of St. Helens, OR; Staff Engineer. This \$10M sewer system rehabilitation infiltration and inflow reduction program involves improvements to both sanitary sewer and storm drainage systems. The overall work program includes approximately 75,000 feet of sewer rehabilitation and reconstruction. This work involves CIPP and pipe bursting rehabilitation, as well as open cut construction.

58th Street Sanitary Sewer Bypass, City of Springfield, OR; Project Engineer. During recent wet weather events, the City of Springfield experienced severe system surcharges and risks of overflows in the City's Thurston Trunk sewer, a gravity interceptor that serves a significant portion of east Springfield. A solution was found in available capacity in the City's Main Street trunk sewer, which lies parallel to the Thurston Trunk, approximately 5,000 feet to the south. Through preliminary design, MSA established that an 18-inch diameter bypass sewer could provide sufficient relief to remedy the surcharging. Because the amount of available vertical drop between the trunk sewers only allow for minimum slope even through the manholes, potential conflicts with existing utilities needed to be carefully addressed prior to construction.

Jasper Trunk Sewer, City of Springfield, OR; Project Engineer. This project consists of approximately 20,000 feet of new gravity trunk sewer ranging from 12 to 27 inches in diameter. The project will provide service to currently unserved areas in the southeast portion of the City and will include additional connecting mains to allow for the abandonment of three existing sewage pump stations. Routing challenges along the proposed trunk sewer corridor include an existing roadway and parallel railroad, underground and overhead utilities, wetlands, areas of shallow solid rock, easements and county right-of-way. The project involves hydraulic modeling, highway and railroad permitting, and environmental permitting. MSA is also providing property acquisition services for easements as well as support to the City for a public information program.

Veneta Water Pipeline Project, City of Veneta, OR; Project Engineer. MSA was retained to provide design engineering and construction management services for this \$10M project. The pipeline will supply the City's existing main ground-level storage reservoir. The pipeline route selected was primarily on ODOT and Lane County roads and was located in environmentally sensitive areas, particularly through the Fern Ridge Wildlife Refuge. Four horizontal directional drilling crossings using fusible PVC pipe were included in the project to cross beneath creeks. The project included extensive permitting and approvals, as well as interior recoating of the City's 2.0 MG ground-level reservoir.

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Hydraulic Modeling and I&I Analysis



Sven MacAller, EIT

Sven specializes in hydraulic modeling and GIS. His modeling experience includes wastewater collection, stormwater and drinking water systems. Recently, Sven was involved in sanitary sewer planning work in Bend, Oregon, where he developed a hydraulic analysis tool for evaluating common force mains for multi-pump station operations. Additionally, Sven performed complex modeling of optimized improvement projects. He has performed collection system modeling work for Clean Water Services in Hillsboro, Oregon, evaluating potential improvement sensitivity as a result of I&I reduction. Prior to working for MSA, Sven gained valuable experience while working as a staff engineer for the utility company that serves the city of Copenhagen, Denmark.

Position/Title

Staff Engineer

Years of Experience

2

Education

BS, Environmental
Engineering, Colorado State
University
MS, Environmental
Engineering, Technical
University of Denmark

Registration

Engineer-in-Training- State of
Colorado

Key Expertise

- Hydraulic Modeling
- Master Planning
- GIS

Key Project Experience:

Optimized Sewer Comprehensive Sewer Plan Update, City of Bend, OR; Staff Engineer. MSA recently updated the City's sewer master plan utilizing optimization technology. The optimization effort includes integration with Optimatics software and staff to consider thousands of unique combinations of improvements and develop a system-wide least-cost solution based on life-cycle costs. As a member of the master planning team, Sven provided modeling support, including incorporation of optimization alternatives into existing collection system models, development of scenarios to illustrate future collection system conditions, and evaluation of pipeline alternatives.

Sanitary Sewer Model Refinement, Clean Water Services, OR; Staff Engineer. Sven has been involved in collection system modeling for Clean Water Service's Hillsboro Basin. Tasks included updating the model to reflect changes in the collection system, flow monitoring data review, design storm evaluation, and hydraulic deficiencies analysis for multiple design storm scenarios. The model is setup to incorporate both dry weather flows and system response to infiltration and inflow. The modeling effort provides system deficiencies for existing, 2025, 2035, and build-out conditions. Further analysis was completed to size conveyance improvements for several areas of concern.

Tualatin Valley Irrigation District Hydraulic Model, Clean Water Services, OR; Staff Engineer. Sven has been part of the MSA team developing a hydraulic model for the Tualatin Valley Irrigation District (TVID) conveyance system. The model will be used to evaluate system capacity and to develop hypothetical water use scenarios. Sven helped develop a GIS database that includes information about the conveyance system including pipe characteristics and turnout locations. This database was also used to develop the hydraulic model that will be used to evaluate various water supply scenarios. Additional tasks include installation of flow monitoring equipment, analysis of flow monitoring data and TVID consumption records, and model calibration.

Stormwater Master Plan, City of Pendleton, OR; Staff Engineer. MSA developed water, sewer, and stormwater master plans for the City of Pendleton, Oregon, with a population of approximately 18,000. Sven has worked on the Stormwater component and completed the development of the stormwater GIS database and created a hydraulic model to identify system deficiencies and to evaluate potential improvements. In addition to modeling, Sven completed

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a frequency analysis of 80 years of rainfall data for the City of Pendleton to develop an appropriate design storm to be used in identifying deficiencies and developing system improvements.

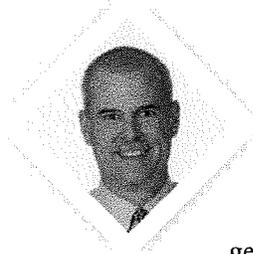
***Copenhagen Flood Prevention Plan, Greater Copenhagen Area Utility Company and the City of Copenhagen, Denmark;** *Staff Engineer.* Following severe flooding in Copenhagen in 2011, a flood prevention plan is being developed for the city. The flood prevention plan is also part of the city's comprehensive Climate Change Adaptation Plan and climate change considerations play a large role in the development of flood protection measures. The project is a collaboration between the city of Copenhagen and several surrounding municipalities as well as the Greater Copenhagen Area Utility Company (HOFOR). As a member of the utility company's team, Sven worked on a variety of tasks including field work, preliminary design of conduit and culverts, evaluation of utility conflicts, stormwater modeling, GIS analysis, and helping to facilitate collaboration and communication between the numerous project stakeholders.

**Indicates projects completed for previous employer*

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JOHN GHILARDUCCI

Principal



John Ghilarducci is an FCS GROUP principal and shareholder with 27 years of professional experience including 24 with the firm. His practice focuses on all aspects of utility and general services system development charges (SDCs) and financial rate studies, from technical modeling and public involvement to ordinance drafting and implementation. He has formed stormwater and transportation utilities and has developed water, sewer, stormwater, transportation and parks rates and charges for dozens of clients. John is a recognized technical rate and finance expert and provides litigation support/expert witness testimony throughout the Northwest.

John's innovative rate making approaches have resulted in "level of service" stormwater rates, area-specific SDCs, sewer strength sub-classes, inverted block water rate structures, and defensible stormwater rate credit methodologies. He offers a broad knowledge of public policy and finance, and a thorough understanding of the institutional issues and options underlying the formation of utilities and the design of supporting rate and charge structures.

EXAMPLE PROJECT EXPERIENCE

Oregon

BEND

- ◆ Water and Sewer SDC Study
- ◆ Sewer Financial Plan Model
- ◆ Extra Strength Surcharge Analysis

CENTRAL POINT

- ◆ Special Wholesale Water SDC Methodology Review
- ◆ Water Rate Study and Revenue Requirement Update
- ◆ Water, Stormwater, Transportation and Parks SDC Study and Stormwater Utility Formation

CORNELIUS

- ◆ Water, Wastewater and Stormwater Rate and SDC Study and Update

EDUCATION

- ◆ M.P.A., Organization and Management, University of Washington
- ◆ B.S., Economics, University of Oregon

REGISTRATION

- ◆ SEC-registered Municipal Advisor

CAREER SUMMARY

- ◆ 27 years (since 1988) professional experience
- ◆ Joined FCS GROUP in 1991

EXPERTISE

- ◆ System Development Charges (SDCs), General Facilities Charges (GFCs), Capital Facility Charges (CFCs) and Connection Charges
- ◆ Water, Sewer, Stormwater, & Transportation Utility Rates
- ◆ Stormwater and Transportation Utility Formations
- ◆ Transportation Funding
- ◆ Comprehensive Plans Financial Elements
- ◆ Litigation Support/Expert Witness
- ◆ Financial/Feasibility Studies
- ◆ Special Cost of Service
- ◆ Options Analysis

PROFESSIONAL AFFILIATIONS

- ◆ American Water Works Association
- ◆ American Public Works Association
- ◆ Oregon Municipal Finance Officers Association

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COTTAGE GROVE

- ◆ Water, Wastewater and Stormwater Rate Study Update
- ◆ Utility Rate and SDC Study

CRESWELL

- ◆ Water Rate Study Update

EAGLE POINT

- ◆ Water, Transportation and Stormwater Rate and SDC Study

FOREST GROVE

- ◆ Water Rate and SDC Study and Update

GLADSTONE

- ◆ Water Rate Study and Stormwater Utility Formation

GLENEDEN SANITARY DISTRICT

- ◆ Sewer SDC Study

GOVERNMENT CAMP SANITARY DISTRICT

- ◆ Issues Review

HILLSBORO

- ◆ Large Water User SDC Payment Alternatives
- ◆ Water Rate and SDC Study

KEIZER

- ◆ Stormwater Utility Formation
- ◆ Water Rate Study and Update Assistance

LAKE OSWEGO

- ◆ Sewer Utility Financial Plan and Rate Review
- ◆ Water Cost-of-Service Analysis, SDC Study, Rate Study and Update

LAPINE

- ◆ Water and Wastewater Rate and SDC Study

MCMINNVILLE WATER AND LIGHT

- ◆ Water SDC Study

MEDFORD

- ◆ Sewer, Stormwater and Transportation Rate Design Study

MILWAUKIE

- ◆ Wastewater Rate and Water, Wastewater and Stormwater SDC Studies and Update

MOSIER

- ◆ Water Rate Study Update and SDC Study

MT. ANGEL

- ◆ Sewer Rate and SDC Study
- ◆ Stormwater SDC Study

OREGON CITY

- ◆ Sewer Rate and SDC Study
- ◆ Water Rate Study

RAINIER

- ◆ Wastewater Rate Study Update

SCAPPOOSE

- ◆ Wastewater Rate Study

SEASIDE

- ◆ Water Rate, Wastewater and Parks SDC Studies

SHADY COVE

- ◆ Wastewater, Stormwater, Transportation, Parks SDC Studies and Review

SHERWOOD

- ◆ Stormwater and Wastewater Rate and SDC Studies
- ◆ Water Rate and SDC Study and Financial Chapter

SILVERTON

- ◆ Water, Wastewater and Transportation SDC Study and Update

ST HELENS

- ◆ Water, Sanitary Sewer, Storm Sewer, Transportation and Parks SDC Studies and Updates

THE DALLES

- ◆ Wastewater Rate and SDC Study
- ◆ Wastewater Financial Plan

TIGARD

- ◆ River Terrace Community Plan
- ◆ Infrastructure Financing Services

TUALATIN

- ◆ Water Rate and SDC Study with Water Master Plan and Financial Element

VENETA

- ◆ Wastewater Rates and SDC Study
- ◆ Water Rate and SDC Study and Update

VERNONIA

- ◆ Wastewater Rate Study

WARRENTON

- ◆ Fort Stevens State Park Wastewater Cost Analysis
- ◆ Street, Water, Wastewater, Parks, Storm Drainage SDC Methodology Review and Public Process

Idaho

NAMPA

- ◆ Wastewater Rate Study and Funding Options Study

7-31



Mike Pina, Project Manager. Mike has over 15 years as a Project Manager for the Pacific Northwest United States, British Columbia and Alberta Canada for ADS Environmental Services. He has overall financial, staffing and project management responsibilities for this area. Mr. Pina is currently Project Manager for multiple Seattle Public Utilities wastewater projects and is Project Manager for 16 additional regional clients' wastewater projects. Mr. Pina also serves as Project Manager for all local flow monitoring projects in the Pacific Northwest. As of July 2014 the temporary flow monitoring locations in the Pacific Northwest and British Columbia region totals 343 monitoring points. These varied and complex projects maintain an impressive > 97% uptime rate while providing data that is critical to clients CSO reduction, modeling, billing and inflow and infiltration reduction efforts.

7-32

Patrick A. Sisul, P.E.

Vice President / Project Manager

Sisul Engineering

REGISTRATIONS/CERTIFICATIONS

Registered Professional Engineer, Oregon #16551

Registered Professional Engineer, Washington #29717

EDUCATION

B.S. Civil Engineering, Oregon State University, 1988

AFFILIATIONS

American Society of Civil Engineers, Member Grade

PROFESSIONAL SUMMARY

Pat is a senior project manager at Sisul Engineering with over 25 years of experience on a wide variety of water, stormwater, and sanitary sewer infrastructure projects. Pat's experience includes municipal street and utility improvements, large commercial and industrial site development, single and multi-family development and parks improvements for multiple jurisdictions throughout the Portland metropolitan area. Since 2011, Pat has managed several infrastructure improvement projects for the City of Gladstone, including the Downtown Gladstone Sanitary Sewer Investigations, East Jersey Street Improvements, Barclay and Howell Street Improvements, the 2013 Sanitary Sewer Maintenance, Trenchless Repair Work, Urban Renewal Area, and the 2013 Open Cut Sewer Repair Work. Pat was also heavily involved with gathering field data and mapping of the City of Gladstone Sanitary Sewer Map, the City of Gladstone Storm Drain Map and the City of Gladstone Waterline Map. These projects have included survey and system mapping, capacity evaluations, alternatives analysis, system condition assessment, documentation, and presentation to the Gladstone City Council. Pat also performs stormwater plan reviews on behalf of the City of Gladstone on new site development projects to confirm conformance with the City of Gladstone Stormwater Treatment and Detention Standards.

Recent City of Gladstone Sanitary Sewer Related Projects:

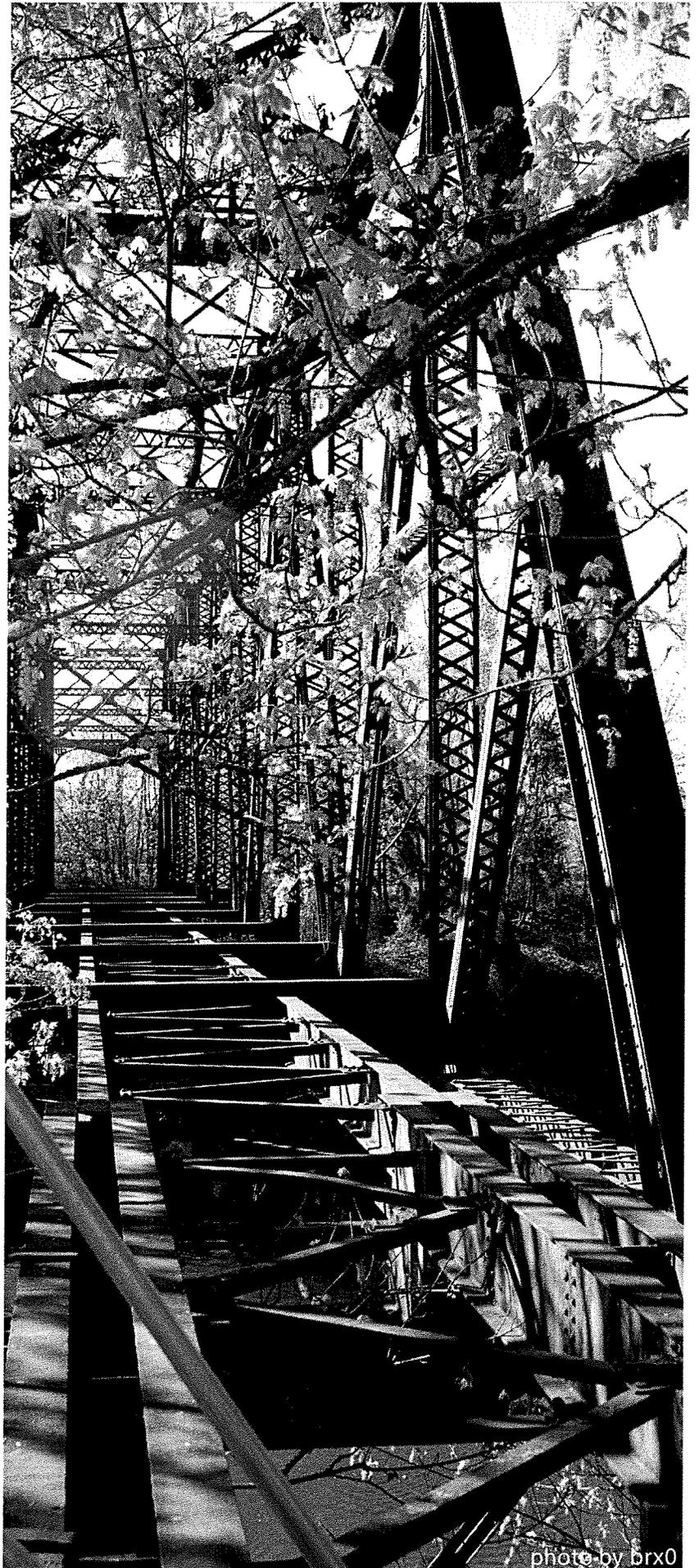
- 2014 Review of Sanitary Sewer Upgrades report for proposed Webster Rd. Apartment project
Client: City of Gladstone
The City of Gladstone asked Sisul Engineering to review a sanitary sewer study prepared by an engineering consultant working for a developer of a proposed apartment site on Webster Road. Sisul Engineering reviewed the report, made recommendations and provided a letter to the City of Gladstone Public Works Supervisor summarizing our findings.
- 2013 - 2014 Mapping of City of Gladstone Sanitary Sewer System
Client: City of Gladstone
Sisul Engineering re-mapped the City of Gladstone Sanitary Sewer System, inventoried by Sisul Engineering in 2012 – 2013. The map included dividing the City into separate sewer basins,

7-33

labeling pipe material, pipe diameter, manhole depth and node numbers. The map also identified known locations where public catch basins are piped into the sanitary sewer system.

- 2013 2013 Open Cut Sewer Repair Work
 Client: City of Gladstone
Sisul Engineering prepared a Request for Quote for maintenance and repairs on the existing sanitary sewer system that were discovered with the 2012 Video Inspection of the Downtown Sanitary Sewer System. The project included the repair of broken or leaky manholes, replacement of channels in manholes, repair of broken main line pipes, broken laterals, and offset laterals, removal of mortar in main lines and repair of protruding service taps. During construction, Sisul Engineering provided construction administration services.
- 2013 2013 Sanitary Sewer Maintenance, Trenchless Repair Work, Urban Renewal Area
 Client: City of Gladstone
Sisul Engineering prepared a Request for Quote for CIPP work on the on the existing sanitary sewer system in downtown Gladstone to repair problems uncovered with the 2012 Video Inspection of the Downtown Sanitary Sewer System. The project included grouting leaking lateral connections to public mains, grouting cracks in the mains, installation of 35 CIPP patch repairs, and installation of a 455 LF CIPP liner in E. Gloucester Street. During construction, Sisul Engineering provided construction administration services.
- 2013 System Assessment and Downtown Sanitary Sewer Maintenance Plan
 Client: City of Gladstone
Sisul Engineering reviewed video reports, photographs and written logs prepared with completion of the 2012 Video Inspection of the Downtown Gladstone Sanitary Sewer System in order to prepare a system assessment and a list of needed maintenance repairs. Following preparation of this information, Sisul Engineering reported the findings to the Gladstone City Council. This information was used as the basis for over \$150,000 of sanitary sewer system repairs and improvements in Gladstone in 2013 and 2014.
- 2012 - 2013 Surveying and condition assessment of City of Gladstone Sanitary Sewer Manholes
 Client: Brown and Caldwell
Beginning in late 2013, and continuing for approximately 18 months, Sisul Engineering undertook a project to locate and tie utility infrastructure throughout Gladstone as a part of the work for the City of Gladstone Water and Stormwater Master Plans. This work included locating, measuring the depth of, and assessing the condition of most sanitary sewer manholes in Gladstone that are not within the Oak Lodge Sanitary District service area. Collection of the information led to the updated Gladstone Sanitary Sewer System Map completed in 2014.
- 2012 Video Inspection of Downtown Gladstone Sanitary Sewer System
 Client: City of Gladstone
Sisul Engineering worked with the City of Gladstone to prepare a Request for Quote for cleaning and video inspection of approximately 30,000 LF of sanitary sewer mains in Downtown Gladstone between Portland Avenue and Oatfield Road. Sisul Engineering assisted the City with selection of a contractor and assisted City Public Works Staff with administration of the project.

7-34



Murray, Smith & Associates, Inc.
121 SW Salmon, Suite 900
Portland, OR 97204
503.225.9010

photo by brx0

7-35



DISCUSSION ITEMS

City of Gladstone Staff Report

Report Date: June 25, 2015
Meeting Date:
To: City Council
From: Fire Department

AGENDA ITEM

This Project Involves the Exterior Fire Station Maintenance; Cleaning, Dry Rot Repair, Sealing Cracks and Repainting.

History/Background

The exterior of the fire station was remodeled in 2008. We have not conducted any major maintenance on it except for painting of the trim since that time. The Station exterior appears to be in good condition, but if we look close we find areas that need attention before the condition gets worse. If we keep up with the maintenance we will have a beautiful Fire Station for many years to come. We have attached photos giving examples for the worn and weathered areas.

Proposal

Fire Station Cleaning, Dry Rot Repair & Painting Project is projected to begin mid July and be completed in approximately 20 days. Three contractors have bid on the work; Michael Peterson Painting, Inc. from West Linn, Cedar Mill Construction Company LLC from Tualatin and Kraig M. Transue Residential/Commercial Repair & Remodeling from Clackamas.

Bid Results:

Michael Peterson Painting, Inc	\$11,000.00
Cedar Mill Construction Co	\$15,000.00
Kraig Transue Residential/Commercial Repair & Remodeling	\$ 4,810.00

Bids are also attached.

Options

There are not multiple options for this project.

Cost Impact

The extra cost impact would include staff time for project management conducted by Jeff Smith of the Fire Department. We estimate 5 to 10 hours over a 20 day project. This is an estimate and actual costs will be submitted at the completion of project.

Recommended Staff Action

Staff recommends accepting the proposal submitted by Kraig Transue Residential/Commercial Repair & Remodeling for the cost of \$ 4,810.00. The benefit of conducting this project at this time is that the weather is a factor for exterior maintenance and if we don't keep up with repairs it will be costly in the future.

Department Head

Signature  Date 6/25/15

City Administrator

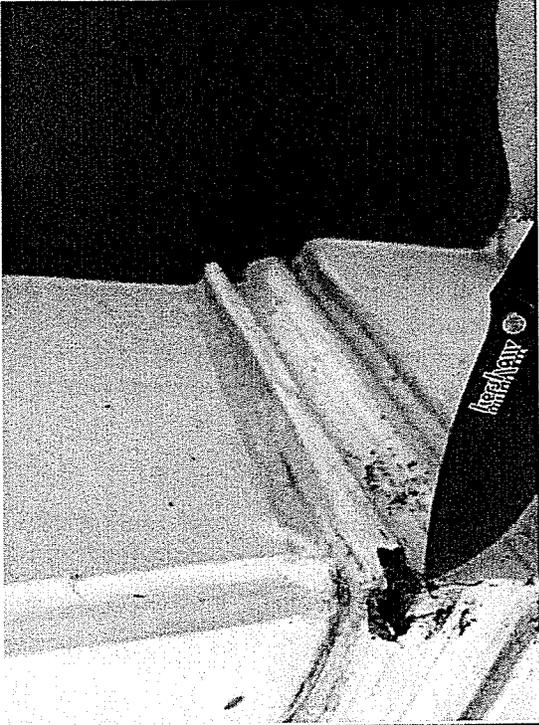
Signature 

Date 7/6/15

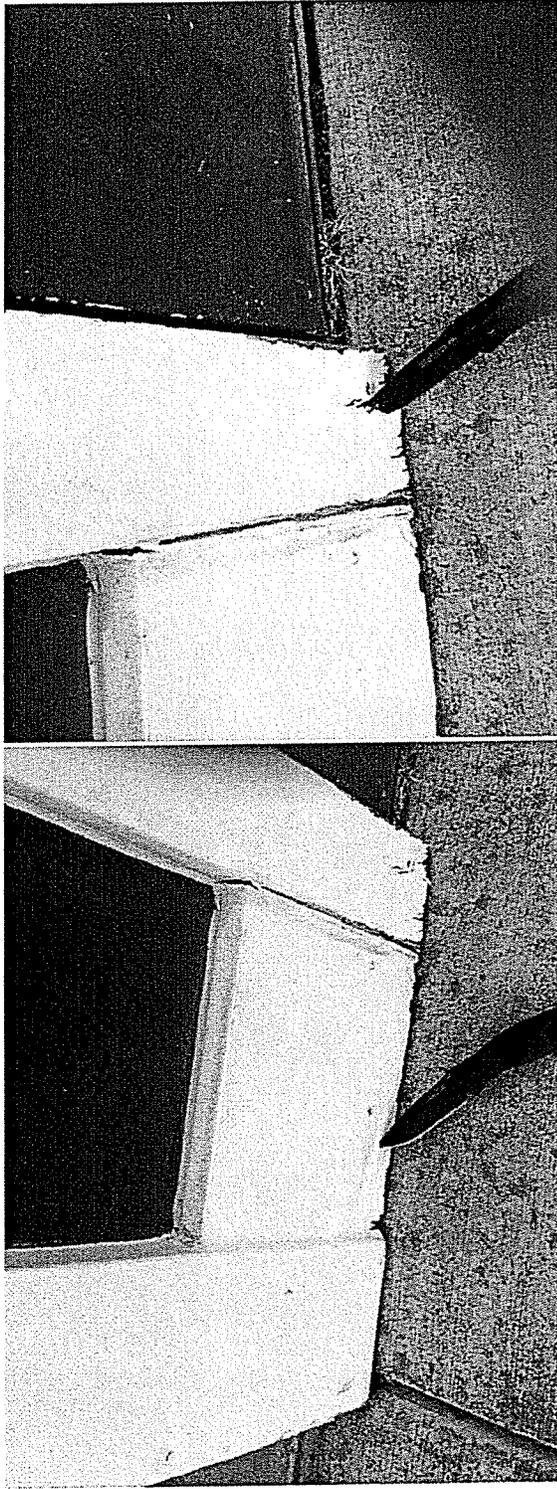
8-1

Fire Station
Cleaning, Dry Rot Repair & Painting Project

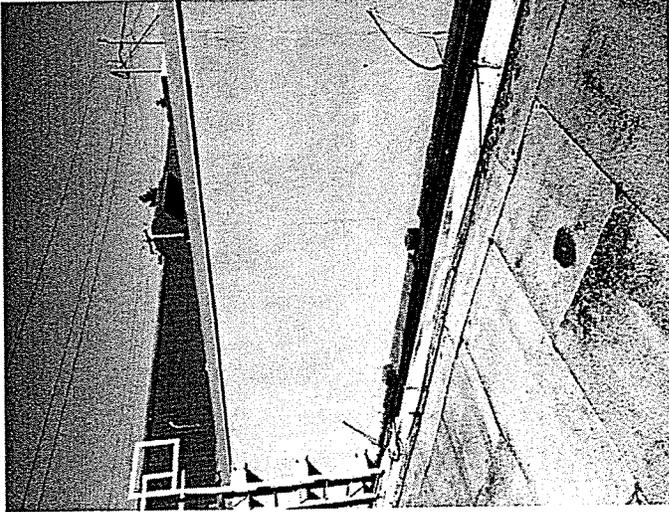
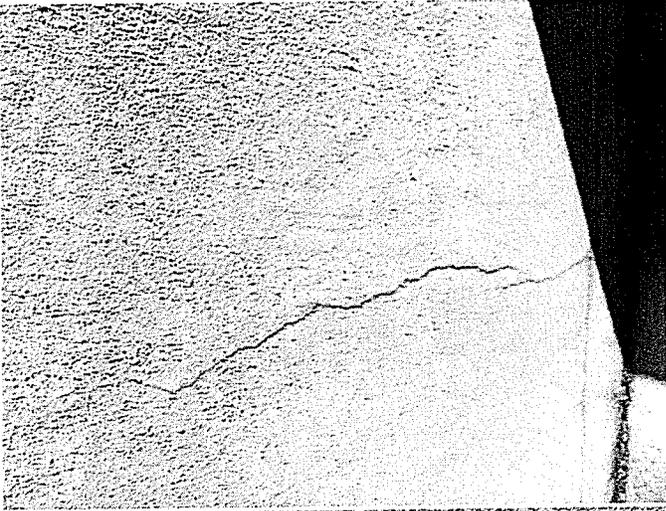
8-2



Fire Station
Cleaning, Dry Rot Repair & Painting Project



Fire Station
Cleaning, Dry Rot Repair & Painting Project





MICHAEL PETERSON PAINTING, INC.

PHONE 503 327-4055 • MPPINC@COMCAST.NET
2607 LAFAVE STREET • WEST LINN, OR 97068

LICENSED & BONDED, CCB# 167036

May 29, 2015

Gladstone Fire Department
Jeffrey Smith
555 Portland Ave.
Gladstone, OR 97027
503-557-2774

Proposal

Prior to painting, all areas to be painted will be washed. The wood will be checked for any dry rot or other needed repairs. The wood will be replaced, or treated depending on condition. A cover will be made to block rain from entering above the police station entrance. All of the white trim and red body will be painted with two coats of premium exterior paint.

Total due upon completion: \$11,000.00

Signature: _____ Date: _____

Please sign and return to accept proposal

8-5



6/10/2015

PROPOSAL

Submitted to: Gladstone Fire Station
Attn: Jeff Smith
555 Portland Ave.
Gladstone, OR 97027
(p) 503-557-2774
smith@ci.gladstone.or.us

Job: Gladstone Fire Station
Exterior Repairs and Paint
555 Portland, Ave.
Gladstone, OR 97027

Scope of Work:

1. Pressure wash exterior of existing building to include North and West walls and upper wall above City Hall.
2. Sand, prep and prime all areas of loose and peeling paint at various locations.
3. Remove dry rot and fill boards with epoxy wood filler at several locations as discussed at walk through.
4. Remove and replace (4) each column bases and related trim, cut to fit existing slope and add flashing if needed.
5. Remove and replace base trim boards adjacent column bases at sidewalk landing.
6. Supply and install flashing cap at corner of entry canopy to stop water intrusion.
7. Prep, caulk and prime plaster wall at upper level roof.
8. Pre-prime all new or exposed wood and all caulking prior to paint.
9. Spray body red color to match existing finish.
10. Paint all trim to match building standard color.
11. Paint at upper plaster wall only. No paint (tan color) at stucco on North or West walls.
12. Provide all lifts and equipment.
13. Provide dust and site protection.
14. Clean up and remove debris from site.

Notes:

1. Work to be done during normal business hours.
2. No window cleaning included.
3. No work on overhead doors.
4. All colors to match existing.
5. Additional dry-rot repairs will be completed upon discovery on a time and material basis as approved by owner.

8-6

Meeting all phases of your construction needs

We hereby propose to furnish labor and materials - complete in accordance with the above specifications, for the sum of \$15,680.00

FIFTEEN THOUSAND SIX HUNDRED EIGHTY DOLLARS

Payment Terms: Net 30

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to specifications submitted, per standard practices. Any alteration or deviation from above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accident or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance. Accounts overdue beyond 30 days of billing will be charged at an interest rate of 18% per annum. If either party commences legal action to enforce its rights pursuant to this agreement, the prevailing party in said legal action shall be entitled to recover its reasonable attorney's fees and costs of litigation relating to said legal action, as determined by a court of competent jurisdiction. This proposal subject to acceptance within 30 days and is void thereafter at the option of the undersigned. All labor and materials are warranted for a period of one year from the date of completion.

Authorized Signature: Jim Anderson

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Date _____

8-7

Kraig M. Transue

Residential/Commercial Repair & Remodeling
P.O. Box 621 Clackamas, OR 97015
(503) 631-7770 or (503) 657-7478
CCB# 52258

No. _____
Date _____
Sheet No. _____

Proposal Submitted To:

Name City of Gladstone
Street _____
City _____ State _____
Phone _____

Work To Be Performed At:

Street _____
City _____ State _____
Date of Plans _____ Architect _____

We hereby propose to furnish the materials and perform the labor necessary for the completion of:

1. Firehouse Repairs
2. _____
3. repair/replace dryrot trim
4. _____
5. install flashing over opening above fire escape
6. _____
7. pressure wash exterior surfaces to be painted
8. _____
9. caulk & repaint upper wall of fire station (S. side)
10. _____
11. repaint body & trim on front side & N. side (red & white areas)
12. _____
13. remove & dispose of masking, etc. upon completion
14. _____
15. _____

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum of:

_____ Dollars (\$ 4810.00)

with payments to be made as follows: Upon completion of specified work

Any alteration or deviation from above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owners to carry fire, tornado and other necessary insurance upon above work. Workmen's Compensation and Public Liability insurance on above work to be taken out by _____

Respectfully Submitted by:

Kraig M. Transue

Note: This proposal may be withdrawn by us if not accepted within _____ days.

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are thereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

Date: 6.18.15

Signature: [Signature]

City of Gladstone Staff Report

Report Date: June 30, 2015
Meeting Date: July 14, 2015
To: Gladstone City Council
From: Ross Schultz – Interim CM

AGENDA ITEM – Ballot Measure Draft

This agenda item is a discussion only item about the upcoming proposed Ballot Measure.

History/Background

This Ballot Measure would authorize the Gladstone City Council to construct and incur debt if needed to finance and build certain new Civic Building(s) to house the Police Station and City Hall.

The Gladstone City Charter requires voter approval for public projects costing more than \$1,000,000 and/or which require the City to incur debt to finance. The proposed Ballot Measure would satisfy this charter requirement and would not authorize certain debt or construction specifications.

Staff will present a draft of the ballot measure and a timeline to make the Nov. 2015 Ballot. Information for this discussion is being created during this week and may not be available until the Day of Council.

Question

Discussion only

Cost Impact

To be determined

Department Head

Signature _____

Date _____

City Administrator

Signature Ross C. Schultz

Date 7/7/15

City of Gladstone Staff Report

Report Date: June 30, 2015
Meeting Date: July 14, 2015
To: Gladstone City Council
From: Ross Schultz – Interim CM

AGENDA ITEM – Charles McDonald Discussion

This agenda item is a discussion only item about Charles McDonald a citizen at 455 Hereford

History/Background

On June 24th, 2015 a Temporary Dwelling Permit (Attached) was issued to Mr. McDonald for occupancy of a small Recreational Travel Trailer Lic. #R515081 under Municipal Code 15.28.020 (Excerpt attached). That permit expired on July 8th, 2015.

Mr. McDonald contacted the City and requested staff to approach council with a request to extend his permit for up to one year. However, at this time Mr. McDonald has not completed section 4 of the permit request.

Question

Should Council extend the expired temporary occupancy permit?

Options

At this time there are three options;

1. Deny the request. Direct staff to inform Mr. McDonald of same.
2. Ask staff for more information or other clarifying information from the applicant and extend the permit to a date certain.
3. Approve the request for up to 1 year extension.

Cost Impact

No cost impact

Department Head

Signature _____

Date _____

City Administrator

Signature Ross E. Schultz

Date 7/7/15

City of GLADSTONE

June 24, 2015

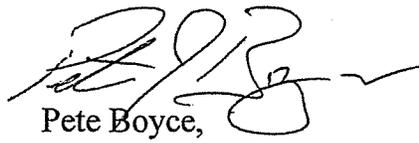
Charles McDonald
455 E. Hereford
Gladstone, Oregon 97027

RE: Temporary Dwelling Permit

In accordance with Gladstone Municipal code Section 15.28.020, a temporary permit is issued for occupancy by Tony O'Sullivan of a recreation vehicle, Scamp, license #R515081 to be located in the back yard of the above named residence for a period beginning June 24, 2015 and continuing through July 8, 2015.

An extension of the permit beyond July 8, 2015 will need to be considered by the Gladstone City Council.

CITY OF GLADSTONE


Pete Boyce,
City Administrator

c: Gladstone Police Department

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

10-2

Gladstone Municipal Code

Up **Previous** **Next** **Main** **Collapse** **Search** **Print** **No Frames**

Title 15 BUILDINGS AND CONSTRUCTION

Chapter 15.28 TEMPORARY DWELLINGS

15.28.010 Permits for occupancy in other than mobile home parks.

The City Council may grant special permits to allow the occupancy as a temporary dwelling, of a mobile home, camping or vacation trailer, or a recreation vehicle at a location other than within a mobile home park. Such permit shall be granted only in accordance with the following conditions:

- (1) To alleviate a significant hardship or emergency situation.
- (2) Such mobile home, camping or vacation trailer, recreation vehicle must be connected to an approved water and sewer system.
- (3) Such permit to be valid for a period of two months with no more than one 30-day extension to be considered.
- (4) Application for such permit to be made in writing and be supported by signed statements indicating no objection, from at least two-thirds of all persons owning property within one hundred feet of the property in which the trailer is to be located.

Statutory Reference: ORS 221.410

History: Ord. 919 §1, 1978.

15.28.020 Permits for occupancy on private property.

Special permits for occupancy of a vacation or camping trailer or a recreation vehicle located on private property may be issued at the office of the City Recorder for a period not to exceed two weeks in those instances where guests are visiting the owner of the premises where such trailer or vehicle is to be located.

Statutory Reference: ORS 221.410

History: Ord. 919 §2, 1978.

15.28.030 Violation—Penalty.

(1) Any person who utilizes as a temporary dwelling a mobile home, camping or vacation trailer, or recreation vehicle, without securing the permits required by this title shall be deemed in violation of this title, and said violation shall be a Class “D” Infraction as specified in GMC 1.08.010 through 1.08.100.

(2) Each violation of a separate provision of this title shall constitute a separate offense and each day that a violation of this title is committed or permitted to continue shall constitute a separate offense.

Statutory Reference: ORS 221.410

History: Ord. 919 §3, 1978; Ord. 935 §1, 1978; Ord. 1344, 2004.

10-3

View the [mobile version](#).

10-4

City of Gladstone Staff Report

Report Date: June 30, 2015
Meeting Date: July 14, 2015
To: Gladstone City Council
From: Ross Schultz – Interim CM

AGENDA ITEM – Recruitment Proposal Discussion

This agenda item is a discussion only item about preparing a Request for Proposal (RFP) for a recruiter to manage the process that will result in the City of Gladstone hiring a new City Manager.

History/Background

On July 1, 2015 the position of City Administrator became vacant. To address this vacancy, Council appointed a 3 member Council Sub Committee (Councilors McMahon, Johnson and Reisner) to propose a process. That committee met July 1 and recommend that the City solicit responses from qualified recruiters to manage the process of retaining a new City Manager.

Attached is a staff proposed RFP for a recruiter.

Discussion

How should Council proceed?

Cost Impact

Staff estimates a recruitment process using a professional recruiter will cost approximately \$20k.

Department Head

Signature _____

Date _____

City Administrator

Signature Ross C. Schultz

Date 7/7/15

- **Request For Proposal**

- RFP language is included in this package.
- Proposals are will be issued by July 20th and due early in week of the August 10th.
Downselection planned for xxth.

- **Schedule**

- Request for proposals sent out bu July 20th
- Proposal (or updates) due by the August 10th, leaving the rest of the week for follow up questions prior to downselection. (Committee will complete)
- Next selection sub-committee meeting the 17th. Downselection to top 3.
- Top 3 firm presentations in Gladstone on August 24th, at Council **Expectation is that this will be open to the public.**

- **Questions and Open Issues**

- We will need a number of things early in the Recruiter process and should start on them now:
 - a) Compensation Package Outline and Limits. Comps analysis?
 - b) Job Description
 - c) Key characteristics for ideal candidate (the recruiter will work on this with us and help solicit community input, but we should have a go at it prior to start of recruiter contract).
 - Sub-Committee could draft starting points for (a) and (b). Alternative plan?
 - How do we best define the compensation package ranges?

City of Gladstone

City Manager Recruiting Contractor RFP

July 14th, 2015

Subject: City of Gladstone City Manager - Request for Proposal

Hello My name is Council Rep. and I am a City Councilor for the City of Gladstone, Oregon and part of a committee formed to review and recommend options for recruiting a new City Manager. We are confident that the best outcome will result from using a professional firm such as yours to lead the candidate identification process. Our next steps are to identify qualified firms, get answers to a few questions, down-select to firms that best fit our goals, schedule presentations to our selection committee, and select the firm that will partner with us in this effort.

We would greatly appreciate your consideration and submittal of a proposal which addresses the following questions. We are especially interested in your thoughts on our questions 2 through 6.

1. Please describe your recruitment process and how you will lead our efforts to find the next City Manager.
2. Please detail your experience with small "active" cities similar to Gladstone. Provide your assessment of how the search process would be focused for our type of city.
3. Expand on how you would include the public involvement and local stake-holders in the selection process? Do you look for us to define and introduce stake-holders?
4. Please identify your team that would provide the effort for Gladstone, and what % of their time would be spent on our project during the selection process. Who will be the go-to person? Please provide a list of successes and references applicable to that team.
5. Please clarify the steps in the recruiting process where we define the important characteristics for the next City Manager. Is that a task for us to do prior to the start of this process, or is it part of the process facilitated by your firm?
6. We expect that you will have read some of the public discussion related to the departure of our previous City Manager. How would your firm help the City of Gladstone address any issues that might affect the candidate pool?
7. Estimate costs and timeline for your services.
8. Define any guarantees included in your proposal.

We request that your response packet be sent by e-mail for our committee review. We would like to have a fairly aggressive schedule, where RFP responses could be received by the EOD on the 10th of August so we can complete our initial reviews, down select and schedule finalist presentations late in the week of the 19th (tentatively, Tuesday the 24rd of August). Please let us know if this schedule is too tight and we may push the schedule out somewhat.

Please feel free to contact us if you have questions or would like to discuss the opportunity. I can be reached at 503 xxx-xxxx, xxxxxx@ci.gladstone.or.us

11-3

City of Gladstone Staff Report

Report Date: June 30, 2015
Meeting Date: July 14, 2015
To: Gladstone City Council
From: Ross Schultz – Interim CM

AGENDA ITEM – Tri City Ruling

This agenda item is a discussion only item about Tri-City Service District et. Al. v Oregon City

History/Background

This is an update on a motion made by Tri-City Service District on Authority of Oregon City to impose a charge and whether that charge is considered a tax. Ruling on cross motion attached.

Question

Discussion only

Cost Impact

To be determined

Department Head

Signature _____

Date _____

City Administrator

Signature Ross C. Schultz

Date 7/7/15

OREGON TAX COURT



1163 State Street
Salem, Oregon 97301-2563
Telephone:(503)986-5645
Fax:(503)986-5507

FAX TRANSMISSION COVER SHEET

DATE: July 6, 2015
TO: Stephen L Madkour: 503 742-5397
Nancy L Werner: 503 226-2348
FROM: Judge Henry C Breithaupt
SUBJECT: Tri-City Service District, et al. v. Oregon City, CV14060280
COMMENTS: Ruling on cross-motions
NO. OF PAGES: 3
(including this page)

This Communication May Consist of Information Intended Only for the Use of the Individual or Entity Named Above. If the Reader of this Message is Not the Intended Recipient, You Are Hereby Notified That Any Dissemination, Distribution, or Copying of this Communication Is Strictly Prohibited. If You Receive This Communication In Error, Please Notify Us By Telephone and Return the Communication To Us at the Address Listed Above Via the U.S. Postal Service. Thank You.

12-2

If you do not receive the number of pages indicated, please contact our office immediately at (503) 986-5645.



CIRCUIT COURT OF OREGON

FIFTH JUDICIAL DISTRICT
CLACKAMAS COUNTY COURTHOUSE
807 MAIN STREET
OREGON CITY, OR 97045

HENRY C. BREITHAAPT
Judge Pro Tem

503-722-2732
Fax: 503-655-8280

July 6, 2015

Stephen L Madkour
Clackamas County Counsel
2051 Kaen Rd
Oregon City OR 97045

Nancy L Werner
Beery Elsner Hammond LLP
1750 SW Harbor Way Ste 380
Portland OR 97201

Re: Tri-City Service District By and Through Its Governing Body The Board of County Commissioners of Clackamas County, Oregon v. Oregon City, No. CV14060280

Dear Counsel:

This matter is before the court on cross-motions for summary judgment. The motions raise questions relating to the authority of Defendant Oregon City to impose the charge in question, the existence of limits on what the amount of that charge can be and whether, if that charge is considered a tax, ORS 307.090 applies to provide an exemption to Plaintiff Tri-City Service District By and Through Its Governing Body The Board of County Commissioners of Clackamas County, Oregon (Tri-City).

Oregon City raised points relating to the authority by which Clackamas County appeared in this case and whether that appearance had been properly authorized. Following the hearing on this matter, counsel for Tri-City and Clackamas County proceeded by unopposed motion to amend the complaint in this matter and confirmed representations made in court that caused Oregon City to withdraw its motion regarding proper authorization of this action.

As to the authority of Oregon City to impose the charge in question and the question of whether state law pre-empts the home rule power of Oregon City so as to restrict its actions, this case is governed by the decision in *Rogue Valley Sewer Services v. City of Phoenix*, 262 Or App 183, 329 P3d 1, *rev allowed* 355 Or 879, 333 P3d 333 (2014).

The opinion of this court is that the charge levied by Oregon City is not a tax on real property. It is a fee for certain actions or uses and not on ownership without regard to use of any

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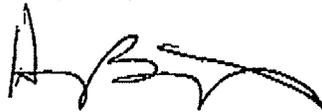
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asset. Tri-City has presented no authority for its explicit or implicit proposition that there is in Oregon law some numerical limit on the amount of the charge at question here. Further, even if there was any such limit--such a reasonableness test, Tri-City has nothing in this record that raises a question of fact regarding the matter.

Even if, in the alternative, the charge were to be considered a tax, it is the opinion of this court that the exemption described in ORS 307.090 applies only with respect to ad valorem property taxes. *Multnomah County v. Dept. of Rev.*, 13 OTR 281 (1995). A hallmark of such taxes is the process of assessment and levy done under state law by county assessors, bearing some relation to the value of property, secured by a lien on the property and subject to statutory and constitutional limitations. None of those processes and limitations applies to this charge.

The motion of Oregon City is granted and the motion of Tri-City is denied. Counsel for Oregon City is directed to submit appropriate forms of order and judgment.

Very Truly Yours;



Henry C. Breithaupt
Judge

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