GLADSTONE CITY COUNCIL
EXECUTIVE SESSION/REGULAR MEETING
CITY HALL COUNCIL CHAMBERS
August 11th, 2015 – 5:00 PM

EXECUTIVE SESSION –ORS 192.660(2)(e) To conduct deliberations with persons designated by the governing body to negotiate real property transactions. **And ORS 192.660(2) (f)** To consider information or records that are exempt by law from public inspection

REGULAR MEETING – CITY COUNCIL – 6:30

CALL TO ORDER
ROLL CALL
FLAG SALUTE

APPOINTMENT TO CITY COUNCIL
SWEARING IN CEREMONY New Council Member

AGENDA ADDITIONS OR CORRECTIONS

WES Presentation

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. Cards are available in the back of the room for anyone who wishes to comment on an item on the Regular Agenda.

CONSENT AGENDA –

1. **Approval of Minutes July 22nd Work Session**
2. **Approval of Minutes from July 28, 2015 Regular Council Session**
3. **Approval of Temporary Liquor License – Dukes Country Barr and Grill**
4. **Payment of July Claims**

CORRESPONDENCE - None

REGULAR AGENDA
Citizens will be allowed to address City Council regarding any 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.

5. **Resolution 1064 – Approval to open recruitment for a Full Time Fire Chief**
6. **Resolution 1065 – Approval of statement of Direction 800 MHz Radio for Public Safety**
7. **Resolution 1062 – A resolution to authorize contract for City Administrator Recruitment (Materials to Be Distributed at Council Meeting)**
8. **Resolution 1061 – Approval of Ballot Title and Caption Authorizing the City to Begin a Project Over $1,000,000.**
9. **Resolution 1060 –A resolution approving a contract with MSA for professional Service to complete the Sanitary Sewer Master Plan.**
10. **Appointment to the Senior Center Advisory Board (No Staff Report – 2 vacancies)**

DISCUSSION ITEMS

Metro Council Member to present at Sept. 8 Council meeting
Open House for September?
Civic Building Projects
Tri City Status

BUSINESS CARRIED FORWARD - Update

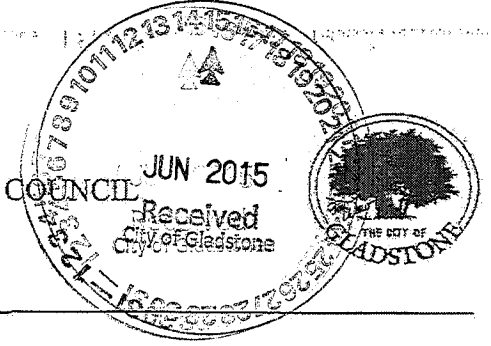
a. **Update of Council Goals**

BUSINESS FROM THE AUDIENCE – This is the second opportunity for the Audience to address Council on any item not on the Agenda.

BUSINESS FROM THE COUNCIL

ADJOURN

CITY OF GLADSTONE
APPLICATION FOR APPOINTMENT TO CITY COUNCIL



Name: Tammy Stempel

Address: 6960 Winfield Court Gladstone, OR 97027

Telephone: (Home) (503)868-8047 (Work) (503)892-2346

E-mail: Teej1964@gmail.com

Are you a registered voter: ☑ YES ☐ NO

How long have you lived in Gladstone: 25+ Years

What is your educational background? Describe your employment experience: See Attached

What are your activities and interests? Community Activism, Outdoor Activities, Community Gardening, Reading, Trails Development, Sustainable Building, Volunteer Opportunities Locally and Regionally, Multi-Modal Transportation Development

Previous and Current Community Affiliations and Activities: See Attached

Have you ever served on a City Committee position before? ☑ YES ☐ NO

When? @1996 to Current What Committee(s)? See Attached

How would this experience be useful as a City Councilor? Why?
My past and present experience on the GladstoneTraffic Safety Committee, Budget Committee, Planning Commission as well as my regional experience with the Clackamas Transportation Advisory Committee, Building Development Liaison Committee, Economic Development Commission (See Attached)

Why do you want to serve on the City Council? I would like to provide the needed balance, allowing my diverse background to help create thoughtful solutions to our cities problems. I believe that in all decisions the impacts on the communities social, economic and environmental welfare needs to be considered, and my background will support this. I want to help guide change that (See Attached)

What would be your major contribution? I believe my major contribution would be in the area of sustainable processes and thoughtful decision making. My connections within the regional agencies and municipalities will help bring our community to the table, creating opportunities and partnerships that will help move our projects forward by leveraging these relationships.

What are the important issues facing the City today? The lack of connection within our our community and our regional partners. The need for massive community buy-in to create solutions for the daunting issues facing our city that everyone will understand and support. The need for fiscal responsibility, transparency and accountability needs to be councils focus as well as creating progressive policies.

What would be the role of the City Council in dealing with these issues? The role of the city council is to commit to fiscal responsibility, transparency and accountability. To consider social, economic and environmental impacts in every policy decision they make. To reach out and engage the community at every turn. The council needs to speak for the community and make decisions that support the citizens.

What is the most important issue facing the City Council? The best and most equitable way to deal with a crumbling infrastructure. Look at leveraging our partnerships and funding sources to move forward without isolating our community further. Connections and revitalization are key to creating a vibrant community with a strong revenue base that can support the massive projects we will have to address.

What would be your contribution to resolving this issue? Helping to create the partnerships and funding sources to support these capitol projects. Look at all options, some may be 'Out of the Box' strategies, to ensure the community is getting the best possible solution available with the smallest financial impact.

If appointed to serve would you plan to run for this position at the next election? Yes

SIGNATURE: [signature] DATE: 6/11/2015

CITY OF GLADSTONE
CITY COUNCILOR DUTIES

*Attend regular monthly City Council meetings, held on the second Tuesday of each month at 7:30 p.m. The fourth Tuesday of each month is reserved for additional Council meetings if needed.
*Each City Councilor serves a four year term.
*Serve on Budget Committee.
*Serve on Urban Renewal Agency.
*Serve as Liaison to one or more of the following: Park & Recreation Board, Traffic Safety Commission, Library Board, Senior Center Advisory Board, Fire Department, Business & Civic, Public Works Regional Issues.
*Exercise the city's vested legal powers. The City Council is committed to providing optimum level of services for Gladstone residents while minimizing costs imposed on taxpayers.
*Other Meeting assignments as assigned.

Adapt Engineering, Inc.
SEATTLE
615 8th Avenue South
Seattle, WA 98104
V (206)654-7045
F (206)654-7048
www.adaptengr.com

PORTLAND
10725 SW Barbur Boulevard, Suite 200
Portland, Oregon 97219
V (503)892-2346
F (503)892-2348

PROFESSIONAL EXPERIENCE SUMMARY

TAMMY STEMPEL
Director of Green Building Services

TECHNICAL SPECIALTIES

- Building Performance Assessments
- Greenhouse Gas Inventory and Management Plans
- Operations & Maintenance Plan Assessments
- Building Commissioning
- Water Conservation Strategies
- Renewable Energy Evaluation and Integration
- Sustainable Strategy and Design
- Sustainable Policy Integration
- Measurement and Verification
- Environmental Assessments
- Project Management
- Construction Management
- Construction Materials and Methods
- Community Outreach Education and Project Development

EDUCATION

B.A Environmental Studies
B.S. Chemistry
CE Construction Project Management

CERTIFICATION

Certified Sustainable Building Advisor (cSBA)
LEED AP
CxA – University of Wisconsin

PROFESSIONAL SUMMARY

Ms. Stempel has a diverse background in environmental studies, construction/project management and interior architecture / design, weaving the sustainable balance of social, economic and financial impacts throughout. She brings over 25 years of project management experience in construction, renovations, environmental and policy integration to Adapt's Sustainability team. Tammy is a certified commissioning agent, LEED AP, Certified Sustainable Building Advisor and holds degrees in both chemistry and environmental studies. For the past 20 years she has been involved in commercial building, allowing her to experience and influence the building process from the initial concept through closeout and occupancy. Ms. Stempel has a passion for community connection and policy development that supports multi-modal transportation and revitalization.

REPRESENTATIVE PROJECT EXPERIENCE

CLACKAMAS FIRE DISTRICT 1 – Energy and water conservation audit of five (5) fire stations. The review included recommendations for sustainable strategy integration.

CITY OF GLADSTONE, OR - Energy and water conservation audit of all public buildings. The review included sustainable strategy recommendations for integration into their O&M policies.

CITIES of TUALATIN, CORNELIUS, BANKS, NORTH PLAINS, JUNCTION CITY, DUNDEE - Energy and water conservation audits for all public buildings. The review included sustainable strategy / policy recommendations for future integration.

CITY OF GLADSTONE, OR – Code and Ordinance review of commercial & public facility landscape requirements. This review resulted in the allowance of vertical landscaping in lieu of the traditional horizontal applications, the integration of storm water management combined landscaping and the policy of habitat enhancement / edible landscaping / native plant requirements. The first project the new requirements were applied to was the Gladstone Fire Station build out. This project included a green wall and adjacent fence planted appropriately with natives and edible plants for the local bird population.

CITY OF GLADSTONE OR - Portland Avenue Redevelopment Plan. This project looked at a master plan redevelopment strategy for Gladstone's downtown core. The main focus was on sustainability, community connection, livability, walkability, economic development and infrastructure upgrades. The design includes an emphasis on multi-model transportation options, sustainable storm water management strategies, design standards for passive energy conservation options, and protected bike lanes. The plan has been completed and is in the process of refinement and funding option review.

CITY OF GLADSTONE, CITY OF OREGON CITY, CLACKAMAS COUNTY and METRO - Portland Avenue bridge redevelopment feasibility assessment for Metro's Regional Trails Master Plan inclusion and funding potential. This project would build a new pedestrian/bicycle bridge located where the abandoned BNSF railroad bridge was recently located. This would provide a direct link between the existing Trolley Trail and Oregon City Loop Trail, supporting multi-modal transportation options to the future Cove Development and Willamette Falls Legacy Project.

CITY OF BANKS, OR - The development of a sustainability master plan to be used as a guide for future policy decisions.

COMMITTEES and VOLUNTEER ACTIVITIES

Past

City of Gladstone Traffic Safety Committee
City of Gladstone Portland Avenue Redevelopment Group
City of Gladstone Library Committee
City of Gladstone Budget Committee

Present

City of Gladstone Planning Commission (Approximately 14 years, the past 2 ½ as chairperson)
City of Gladstone City Hall / Police Advisory Committee
City of Gladstone Grant Development
City of Gladstone Environmental Project Development
City of Gladstone – Police Dept. Volunteer / Testing
Clackamas Transportation Advisory Committee
Clackamas Building Development Liaison Committee
Clackamas County Economic Development Committee
Metro Regional Trails Group
Willamette Falls Legacy Project

APPLICATION FOR APPOINTMENT TO CITY COUNCIL
Attachment

How would this experience be useful as a City Councilor? Why? ... continuation
...Metro Trails Group, ODOT, DLCD, Clackamas County and the local municipalities will help bring Gladstone to the fore front, identifying our projects and progress as regionally significant. I have been the only citizen representing the city on this regional platform for some time, and through this, have made some significant connections to agencies that will help us move forward. I would like to continue this outreach, helping to connect the dots.

Why do you want to serve on the City Council ....continuation
...supports and connects our community within its borders and throughout our region.

CITY OF GLADSTONE
APPLICATION FOR APPOINTMENT TO CITY COUNCIL

Name: Malachi de AElfweald

Address: 730 E. Gloucester St, Gladstone, OR 97027

Telephone: (Home) 503-307-1597 cell (Work) 503-307-1597

E-mail: malachid@gmail.com

Are you a registered voter: ✓ YES ____ NO

JUN 2015 Received City of Gladstone

How long have you lived in Gladstone: 4 ½ years

What is your educational background? B.A. Interdisciplinary Studies - Computers, psychology, writing - focus on artificial intelligence

Describe your employment experience: Software engineer
https://www.linkedin.com/in/malachid

What are your activities and interests? Software, Education, Science and Technology

Previous and Current Community Affiliations and Activities: Current: Planning Commission, Budget Committee; Prior: Library Advisory Committee; Prior: Community Adolescent Parent Services (CA), Jefferson Public Radio (Ashland), Ashland Teen Center (Ashland), Tualatin Valley Television (Beaverton); Also: Nextdoor, Kickstarter, Children International, ACLU, EFF, WikiMedia Foundation, OEIS Foundation.

Have you ever served on a City Committee position before? ✓ YES ____ NO

When? 20 Jan 2014; 2015 What Committee(s)? Library Advisory Committee; Budget Committee & Planning Commission

How would this experience be useful as a City Councilor? Why?

I have participated in both the judicial and legislative process, as well as the fiscal oversight.

Why do you want to serve on the City Council? I want to assist in the improvement of the city for the benefit of all residents of Gladstone. As members of city council, city staff and the public have expressed interest in me assuming the role, I believe the community sees a need that I can fill.

Application for City Council Appointment
Page Two . . . . . .

What would be your major contribution? Based on what I've been told, my attention to detail

What are the important issues facing the City today? Economic stagnation; behind the curve on technilogical & green innovation; public perception

What would be the role of the City Council in dealing with these issues? encourage innovation and viability, plan for upcoming changes with an eye towards improving the quality of life for all residents, transparency

What is the most important issue facing the City Council? The public needs to see forward progress in a harmonious and transparent manner

What would be your contribution to resolving this issue? Help move forward various smaller initiatives that work towards the larger goal. Currently doing preliminary legwork for a few potentials including issue tracking, municipal fiber, etc. Regularly work with city staff and the public to determine how we could improve.

If appointed to serve would you plan to run for this position at the next election? Yes

SIGNATURE: Malachi DeArmond DATE: 24 June 2015

CITY OF GLADSTONE
APPLICATION FOR APPOINTMENT TO CITY COUNCIL

Received
City of Gladstone

Name: SUSAN TURNER

Address: 395 BEVERLY LN., GLADSTONE, OR 97027

Telephone: (Home) 503-260-1284 (Work) 503-260-1284

E-mail: SUSANTURNER@JOANLSCOTT.COM

Are you a registered voter: X YES ____ NO

How long have you lived in Gladstone: 54 YRS

What is your educational background? 3YRS COLLEGE, OREGON REALTORS LIC. OSHA CERTIFIED, NUCLEAR CERTIFIED

Describe your employment experience: OREGON REALTOR, NUCLEAR FOREIGN MATERIALS CONTROL SUPERVISOR, LOGISTICS MANAGER, PURCHASING & INVENTORY MGR

What are your activities and interests? HIKING, FISHING, READING, FARMER'S MARKETS & CONCERTS.

Previous and Current Community Affiliations and Activities: ALL 12 YRS GLADSTONE SCHOOLS MYSELF & MY DAUGHTER (PARENT INTERACTION & SPORTS) REAL ESTATE SALES & MARKETING

Have you ever served on a City Committee position before? ____ YES X NO

When? _____ What Committee(s)? _____

How would this experience be useful as a City Councilor? Why?

Why do you want to serve on the City Council? I'VE BEEN LOOKING TO GET INVOLVED IN THE COMMUNITY FOR ABOUT A YEAR AND HAVEN'T FOUND AN ORGANIZATION THAT CONCENTRATES ON GLADSTONE. I WANT TO BE INVOLVED WITH MAKING IT A GREAT PLACE, ~~THAT~~ WITH RESIDENTS THAT WANT TO ENJOY IT AS A GREAT PLACE, TO LIVE. I MISS THE PARADES & THE FESTIVAL. I MISS THE DOWNTOWN AREA BEING A DESTINATION.

Application for City Council Appointment
Page Two .....

What would be your major contribution? TIME TO COMMIT, GENUINE LOVE OF THE COMMUNITY + AREA, NEW EYES, PROJECT MANAGEMENT, LOGISTICS + BUDGETING EXPERIENCE, SAFETY AWARENESS

What are the important issues facing the City today? LIBRARY, LACK OF INVOLVEMENT,

What would be the role of the City Council in dealing with these issues? LISTENING TO THE COMMUNITY, GETTING THEM INVOLVED, AND WORKING TOWARDS ACHIEVING THE GOALS THAT BENEFIT US ALL.

What is the most important issue facing the City Council? FOLLOW THROUGH + COMMUNITY AWARENESS

What would be your contribution to resolving this issue? FOCUS + DETERMINATION TO SEE PROJECTS COMPLETED.

If appointed to serve would you plan to run for this position at the next election? YES, MOST LIKELY.

SIGNATURE: Susan Turner DATE: 7-21-2015

CITY OF GLADSTONE
APPLICATION FOR APPOINTMENT TO CITY COUNCIL

Name: PATRICK J. SMITH

Address: 17320 TIMOTHY WAY - GLADSTONE, OR 97027

Telephone: (Home) 503-657-0273 (~~Work~~) CELL 503-320-1026

E-mail: PATSMITHOR@COMCAST.NET

Are you a registered voter: X YES ____ NO

AUG 2015
Received
City of Gladstone

How long have you lived in Gladstone: THIRTY-THREE YEARS

What is your educational background? B.S. - LINFIELD COLLEGE

Describe your employment experience: RESUME ATTACHED.

What are your activities and interests? SKIING, COMPUTERS, BASEBALL, MUSIC, HISTORY, & FAMILY

Previous and Current Community Affiliations and Activities: JUNIOR BASEBALL COACH
JUNIOR SOFTBALL COACH

Have you ever served on a City Committee position before? ____ YES X NO

When? _____ What Committee(s)? _____

How would this experience be useful as a City Councilor? Why?
MUCH OF MY WORK CAREER REVOLVED AROUND WORKING WITH DIVERGENT GROUPS OF PEOPLE TO REACH BUSINESS GOALS.

Why do you want to serve on the City Council? GLADSTONE IS BASICALLY THE SAME COMMUNITY WE MOVED INTO 33 YEARS AGO. OTHER COMMUNITIES HAVE DEVELOPED AND GROWN. GLADSTONE SHOULD BE DOING THE SAME.

Application for City Council Appointment
Page Two . . . . . .

What would be your major contribution? I COME WITH NO PERSONAL OR PUBLIC AGENDAS AND AM A SOLUTIONS BASED PRAGMATIST.

What are the important issues facing the City today?

COMMERCIAL STAGNATION
DECLINING COMMUNITY STANDARDS
REPLACING CITY HALL & LIBRARY

NOT IN ANY ORDER

What would be the role of the City Council in dealing with these issues?

ADVISE & PLAN
CONSENT
FUNDING

What is the most important issue facing the City Council?

I AM UNSURE OF A SPECIFIC ISSUE BUT BELIEVE RANCOR AMONGST SOME FACTIONS ARE COUNTER PRODUCTIVE.

What would be your contribution to resolving this issue? I AM A PRAGMATIST AND AM WILLING TO GIVE A LITTLE TO REACH GOALS.

If appointed to serve would you plan to run for this position at the next election? UNSURE

SIGNATURE: [signature] DATE: JULY 30, 2015

17320 Timothy Way
Gladstone, OR 97027

503-657-0273
patsmithor@comcast.net

Patrick J. Smith

Objective

Position with a leading organization in sales and sales management within the grocery related consumer products industry, or a comparable position of a substantive nature.

Experience

2003–2011 Georgia-Pacific LLC. Atlanta, GA

Customer Sales Manager – Kroger Team Western US

- Successfully managed Georgia-Pacific tissue business for Western United States Kroger divisions including Food 4 Less Stores, Fred Meyer Stores, Smiths Food & Drug Stores and QFC Stores. Sales and financial management goals always met.
- 2005 & 2007 Business Excellence Award winner.
- Developed excellent reputation with Georgia-Pacific management, co-workers and customers.

1991–2003 Acosta Sales & Marketing Co. Tualatin, OR

Senior Business Manager/Team Leader

- Managed the Acosta presence with market customers Unified Western Grocers and BiMart, in addition to sales management of seven manufacturers' business in the Pacific Northwest grocery trade. Customers I called on included Albertsons, Associated Grocers, BiMart, Fred Meyer, QFC, Unified Western Grocers, Safeway and WinCo.
- While at Acosta I successfully managed Georgia-Pacific tissue business in Oregon. Annual volume exceeded 1.5mm cases and $30mm in retail sales. Sales volume made the Oregon market number three in sales volume nationally trailing only Los Angeles and New York. Both sales and financial management goals always met.
- National/Regional Broker of the Year awards. Sioux Honey Association (1993), S. Martinelli Co. (1994), Colgate-Palmolive (1996), Irving Tissue (2001) plus numerous regional awards.
- Developed excellent reputation with employers, clients, and customers for innovative sales excellence.

1984–1991 United Grocers Inc. Milwaukie, OR

Merchandising Manager – Thriftway Stores Inc.

- Developed and managed store wide sales plan, in conjunction with multiple owners and operators that produced consecutive years of sales and margin growth.

1976-1984 United Grocers Inc. Milwaukie, OR

Prior Positions at United Grocers: General Merchandise and Confection.

Prior Positions: Retail Meat Cutter, Route Sales

Education

Linfield College — McMinnville, OR.

- Bachelor of Science, Graduation - June, 2003
- GPA 3.73. Transcripts available upon request.

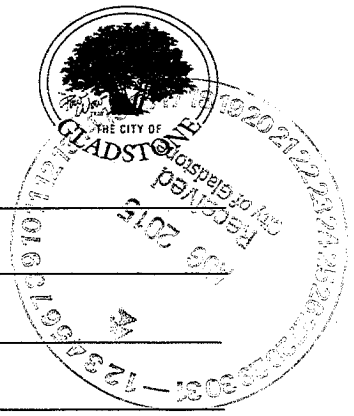
Interests

Downhill skiing, computers, baseball, music, history, and family.

References

Furnished upon request.

CITY OF GLADSTONE
APPLICATION FOR APPOINTMENT TO CITY COUNCIL



Name: Kenneth (Ken) P. Hines

Address: 16610 Lancaster Dr.; Gladstone, OR 97027

Telephone: (Home) 503-753-6457 (Work) 877-988-6668 ext. 1758

E-mail: ken.hines1979@gmail.com

Are you a registered voter: X YES ____ NO

How long have you lived in Gladstone: 10 years

What is your educational background? MA, Abilene Christian University, BS, Oklahoma Christian University

Languages spoken: English, Spanish

Describe your employment experience: currently employed full-time as an editor by Renaissance Learning in Vancouver and part-time as a minister by Gladstone Church of Christ (meeting in Gladstone Community Club); past experience as a restaurant manager, teacher, minister, and small business owner

What are your activities and interests? charity work, travel, football, reading, chess

Previous and Current Community Affiliations and Activities: Oregon City Chamber of Commerce, Translator for Oregon City's Child Seat Safety Drive, Founder of Beginning of School Clothing Giveaway for Hispanic Children, chair of various church construction and budget committees

Have you ever served on a City Committee position before? X YES ____ NO

When? 1996-1997 What Committee(s)? Woodinville (WA) Ministerial Advisory Council

How would this experience be useful as a City Councilor? Why?

Our council provided advice to the City Council on zoning issues, which, when put into effect, improved the livability of Woodinville and the safety of its schools.

Why do you want to serve on the City Council? I've always been interested in serving on the City Council, but now that my children have left home and I have recovered from the recession I have the opportunity. I recently met Steve and Neal at Coffee with a Councilor, and think I could work well with them.

Application for City Council
Appointment Page Two . . . . . .

What would be your major contribution? My life experiences have given me an affinity for Hispanic, faith-based, education, and small business communities. I would like to strengthen our ties to and communication with these segments of our population. I would like to help forge a consensus in defining and meeting the challenges we face in making Gladstone a better place to live, work, and play.

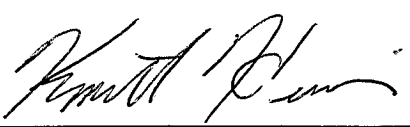
What are the important issues facing the City today? There is a lack of consensus about what kind of community we want to be, and what our budget priorities should look like. Our sewer pipes and roads have been well maintained, but are approaching the end of their life expectancy, and basic improvements such as curbs, sidewalks, and gutters are often lacking. We need additional investment in our schools and downtown area, including city hall, the police station, and the library.

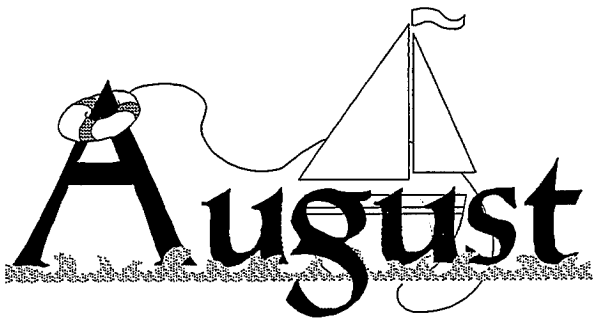
What would be the role of the City Council in dealing with these issues? The City Council's role is to lead in long-term thinking and planning, and to clarify the pros and cons of the various options that lay before our community.

What is the most important issue facing the City Council? In my opinion, the most important issue is the divisiveness between all the competing groups with a different vision for Gladstone.

What would be your contribution to resolving this issue? A City Council cannot make everybody happy, but they can clarify, simplify, and find common ground through consistent and patient communication. I can help continue the positive improvements that are being made in this area.

If appointed to serve would you plan to run for this position at the next election? If could I fit in well with the current Council, and clearly make a positive contribution to our community, then I would be interested in running for the position in the next election. Otherwise, I will find some other place to serve. Thank you for your consideration.

SIGNATURE:  DATE: August 1, 2015



CONSENT AGENDA

GLADSTONE CITY COUNCIL MEETING MINUTES of July 22, 2015

Meeting was called to order at 4:00 PM.

ROLL CALL:
Councilor Mersereau, Councilor Johnson, Councilor Sieckmann, Councilor McMahon, Councilor Reisner, and Mayor Jacobellis.

ABSENT:
None

STAFF:
Ross Schultz, Interim City Administrator; Jolene Morishita, Assistant City Administrator; and Irene Green, Library Director.

WORK SESSION

1. Discuss Civic Building(s) Project

City Administrator Schultz went over the packet regarding the civic building(s) project and ballot measure. He went through the list of funding sources. Councilor Mersereau asked about State Revenue Sharing funds. City Administrator Schultz said those funds were not included in the list of funding sources. There was a discussion regarding funds for the Library. City Administrator Schultz went over the list of building estimates. There was a discussion regarding square footages. Councilor Sieckmann feels it's important to be transparent regarding where the Library funds are spent and should be kept separate from the other buildings. There was a discussion regarding locations for the Library.

There was a short recess.

There was continued discussion regarding square footages and funding for the Library. There was a discussion regarding combining facilities. Councilor Johnson felt that essential buildings should be separate from non-essential buildings. Mayor Jacobellis feels the police station should be separate. There was a discussion regarding having all facilities at one location. Councilor Johnson feels that words similar to "there are no new taxes associated with this" should be included in the ballot measure. There was further discussion regarding funds/financing/Urban Renewal. City Administrator Schultz will work on finalizing the ballot measure.

RECESS FOR EXECUTIVE SESSION

REGULAR SESSION:

ADJOURN:

The meeting was adjourned at 6:23 PM.

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

ATTEST:

_____ _____

Dominick Jacobellis, Mayor Jolene Morishita, Assistant City Administrator

GLADSTONE CITY COUNCIL MEETING MINUTES of July 28, 2015

Meeting was called to order at 6:31 PM.

ROLL CALL:
Councilor Mersereau, Councilor Johnson, Councilor Sieckmann, Councilor McMahon, Councilor Reisner, and Mayor Jacobellis.

ABSENT:
None

STAFF:
Ross Schultz, Interim City Administrator; Jolene Morishita, Assistant City Administrator; Scott Tabor, Public Works Supervisor.

Mayor Jacobellis explained a new idea on business from the audience. There were no agenda additions or corrections.

BUSINESS FROM THE AUDIENCE:
None.

CONSENT AGENDA:

1. Approval of Minutes from July 14, 2015.

1.1 Final approval of payment for the ADA ramp at Cross Park.

1.2 Liquor license application from Duke's for the Festival.

Mayor Jacobellis asked to move item #1.1 to the regular agenda.

Councilor McMahon made a motion to approve the Consent Agenda, not including item #1.1. Councilor Mersereau seconded the motion. There was no discussion. Motion approved unanimously.

REGULAR AGENDA:

2. Resolution 1058 – Earth Crusaders.
   City Administrator Schultz explained that the City had hoped to reach an agreement to extend the lease until October 14, 2015 with Earth Crusaders but that did not happen. The resolution has been changed to show their last day as August 31, 2015. There was no discussion. *Councilor Mersereau made a motion to approve Resolution 1058, as amended. The motion was seconded by Councilor Sieckmann.* Discussion – Councilor Sieckmann wanted to clarify the reason behind the change. *Motion passed unanimously.*
3. Resolution 1061 – Approval of Ballot title and caption authorizing the City to begin a project over $1,000,000.
   City Administrator Schultz explained that he is not asking for approval of the resolution at this time – he wants the Council to review it and get back to him with any questions. It will come back before the Council for approval on August 11, 2015. He explained that the numbers may change.
4. Resolution 1063 – Tri City Governance.
   Councilor Johnson explained that the Regional Wastewater Advisory Committee to the

Clackamas County Commissioners are going to meet in two days to consider merging two sewer districts; Gladstone's and CCSD. It is Councilor Johnson's opinion that Gladstone is better off staying within a sewer district that includes West Linn and Oregon City and not getting involved in another sewer district. Councilor Johnson feels this would give Gladstone more control over rates. He said the growth in the areas of Happy Valley, Damascus, etc. is putting stress on the sewage system. He feels Gladstone should tell the County that we want to govern ourselves, which also sends a strong message to the Regional Advisory Committee.

Audience Testimony:

Brian Johnson said that the County took over the dilapidated system that Gladstone and Oregon City had. He said Gladstone residents are not paying the CCSD1 rate – they are paying the Tri City rate.

Dan Holladay, Mayor of Oregon City, gave a brief history of the sewage system situation. He said the citizens of Gladstone, West Linn and Oregon City own the plant. He feels this is a good way for the three cities to gain more control of our sewer district so that we can make good decisions and negotiate in good faith with CCSD should we decide that a regional model is a better way to look at this.

Discussion:

Councilor Johnson explained the history behind the flow data/flow meter study and the issues in getting accurate information. He believes the right-of-way issues have been resolved. He went over previous ballot measures. Councilor Sieckmann had questions regarding the appeal. Mayor Jacobellis said that he is not comfortable with some of the verbiage in the resolution. He went over those items and there was a discussion regarding possible changes to the resolution. *Councilor Sieckmann made a motion to adopt Resolution 1063, as amended. The motion was seconded by Councilor Johnson. There was no further discussion. Motion passed unanimously.*

1.1 Final approval of payment for the ADA ramp at Cross Park.

Mayor Jacobellis said he had concerns because the costs were higher than the bid and the timeliness of the project. *Councilor McMahon made a motion to approve final payment for the ADA ramp at Cross Park. The motion was seconded by Councilor Sieckmann. The motion passed. (Councilors Sieckmann, McMahon, Johnson, and Mayor Jacobellis – yes. Councilors Mersereau and Reisner – no.)*

DISCUSSION ITEMS:

Lake Oswego/Tigard Water Line.

City Administrator Schultz said that Lake Oswego and Tigard have made a deal with the business owner to do work during the day so they do not need a variance and a public hearing won't be necessary. He asked that if any of the Councilors have issues they would like to be addressed Scott Tabor, Public Works Supervisor, is keeping a list and he will be providing monthly updates.

Water Systems and Storm Water Master Plans.

City Administrator Schultz said that both plans are complete. It takes approximately 45 days to be adopted.

Packets.
City Administrator Schultz suggested that each Councilor be supplied with a 3-ring binder to hold all the current packet information. Councilor Johnson suggested that emails be included.

BUSINESS CARRIED FORWARD – UPDATE:

a. Flow Numbers for Sisul Engineering: Councilor Johnson said that the flow meter study was not possible, but they have provided us with some very valuable information and he feels they should be paid for their time.
b. Update on Council Goals: City Administrator Schultz said he doesn't have an update. He has spoken to several Councilors regarding the idea of a Town Hall event in September. He has also discussed the idea of a retreat.

BUSINESS FROM THE AUDIENCE:
None.

BUSINESS FROM THE COUNCIL:

Councilor McMahon:
He'll be in the parade and car show this weekend.

Councilor Reisner:
He said that parts of the charter need to be updated. There has been discussion regarding using the title "City Administrator" versus "City Manager". He suggested putting together a Charter Committee, which would consist of Councilors and citizens, to look at making changes/updates.
He said Metro had a work session today regarding what happens to garbage after it gets to the transfer station. They will start making decisions this fall.
He attended the Coffee with a Councilor last night and there were some great questions/discussions.

Councilor Johnson:
There is a Regional Waste Water meeting on Thursday and it would be great if Councilors could attend.
He asked if there is a plan to clear the site of the Earth Crusaders. City Administrator Schultz said there is no plan, but he has discussed this with the Fire Department. They don't have possession of the property yet.
He agrees with the idea of forming a Charter Committee.
He will also be at the Festival – in the booth in the park.

Councilor Mersereau:
He wanted the thank City Administrator Schultz again for the weekly updates.

Councilor Sieckmann:
He also wanted to thank City Administrator Schultz and staff for the weekly reports.
He wanted to remind everyone about the Festival this weekend – and the booth. There will be a dunk tank also.
Next Tuesday is National Night Out. There are several community events happening. He will advise of ways the Council might participate.

Mayor Jacobellis:
He will be in the dunk tank on Saturday.

ADJOURN:
Meeting adjourned at 7:55 PM.

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

ATTEST:

_____ _____

Dominick Jacobellis, Mayor Jolene Morishita, Assistant City Administrator

City of Gladstone
Staff Report

Report Date:	August 4, 2015
Meeting Date:	August 11, 2015
To:	Gladstone City Council
From:	Ross Schultz – Interim CM

AGENDA ITEM – Liquor License

Application for temporary Liquor License; Duke's Country Bar and Grill

History/Background

On August 28th, Dukes Bar and Grill would like to serve wine and beer at an event held by Latus Motors, 870 E. Berkeley. This request has been reviewed by Gladstone Police Department with no comments.

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 8/4/15

OREGON LIQUOR CONTROL COMMISSION

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): Concept Entertainment-Two, LLC
3. E-Mail: jeffp@venturehre.com
4. Trade Name of Business: Duke's Country Bar & Grill
5. Fax: 503-761-1401
6. Street Address of Annual Business: 14601 SE Division
7. City/ZIP: Portland, 97238
8. Contact Person: Jeff Plew (10.16.58)
9. Contact Phone: 503-516-5361
10. Event Name: Rally Lunch
11. Date(s) of event (no more than **seven** days): August 28th, 2015
12. Start/End hours of alcohol service: 11:00 ☐ AM ☐ PM to 3:00 ☐ AM ☒ PM
13. Address of Special Event Licensed Area: Latus Motors 879 E Berkeley (Street) Gladstone, 97027 (City/Zip)
14. Is the event outdoors? ☒ Yes ☒ No
    - 14a. If no, in what area(s) of the building is the event located? Show room floor
    - 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: Lunch, wine and beer
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)? 500

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.
    Licensed bartender with current OLCC service permit working the event, checking ID, serving customers, and monitoring the area. Licensed employee will follow the cut-off law with respect to Visibly Intoxicated Person (V.I.P.'s) by removing alcoholic beverages, and have food and non-alcoholic beverages available to the V.I.P.. We will provide cab service if necessary.

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.
Licensed employee will have a current OLCC service permit and manager will check ID of the people consuming alcoholic beverages as well as monitor the event to ensure no minors consume alcohol during the event.

20. Describe your plan to manage alcohol consumption by adults.
Licensedemployee will have a current OLCC service permit working the event, checking ID, monitoring alcoholic beverages.

21. List name(s) and service permit number(s) of **alcohol manager(s)** on-duty and in the licensed area:
Jeff Plew 400276

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: Navigators Insurance Group 23. Policy #: LA15CGL162871 2IC 24. Expiration Date: 7/1/206

25. Name of insurance agent: Fournier Group 26. Agent's phone number: 503-251-2255

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 Pulled pork sliders ② chips, cookies

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 _____ 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): Dan Lenzen

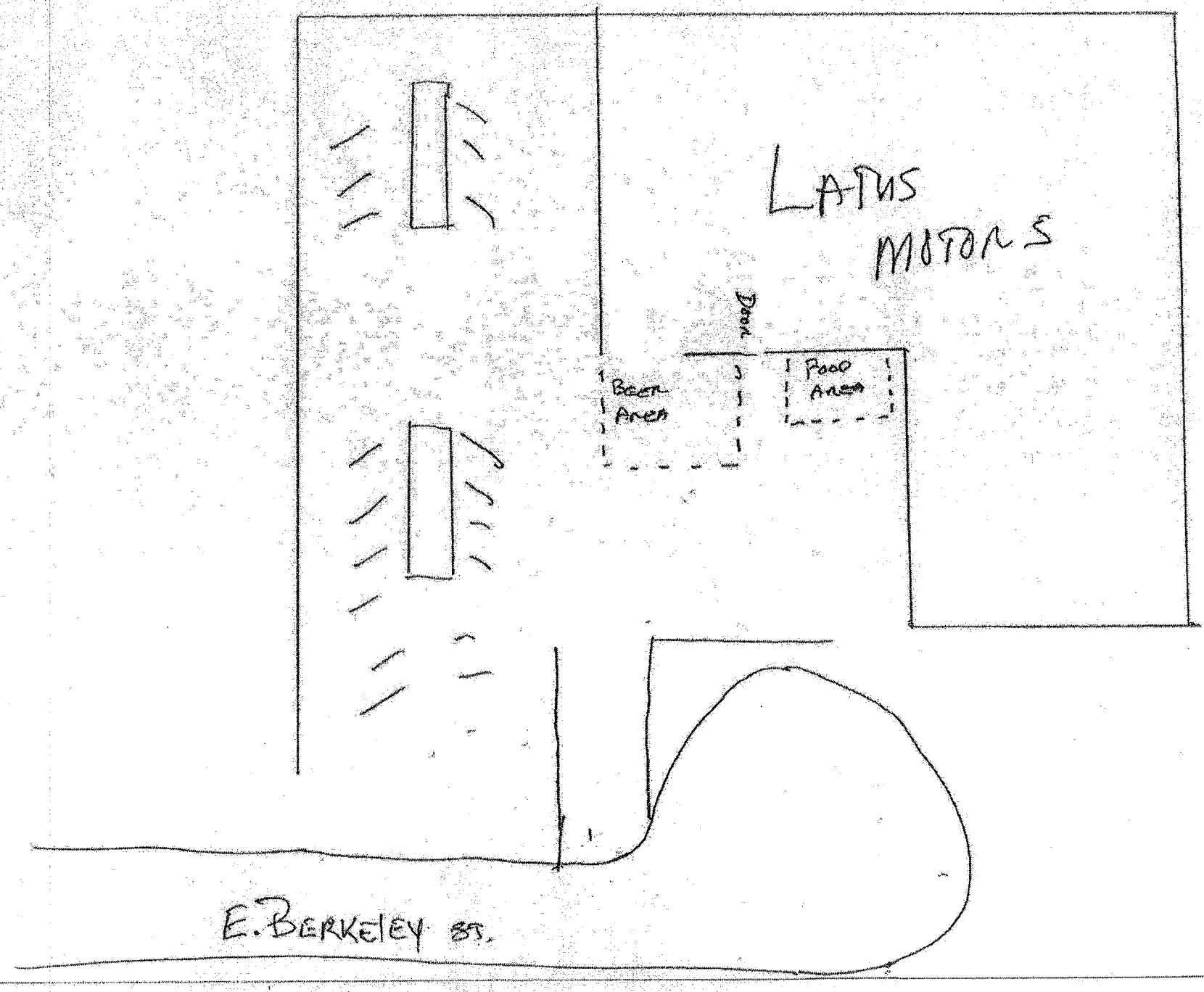
31. **LICENSEE SIGNATURE:** [signature] 32. Date: Aug 3, 2015

CITY OR COUNTY USE ONLY NOCCH-CKK 080415-GPD
The city/county named in #29 above recommends:
☐ Grant ☐ Acknowledge ☐ Deny (attach written explanation of deny recommendation)
City/County Signature: _____ Date: _____

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: ☐ Approved ☐ Denied

OLCC Signature: _____ Date: _____


LATUS
MOTORS
Door
BEER
AREA
POOL
AREA
E. BERKELEY ST.

Duke's Country Bar and Grill
14601 SE Division Street
Portland, OR 97236

OLCC Catering control plan for Minors and Alcohol consumption by adults

Duke's would like to have a contained area off our building that would extend into our west parking lot for outdoor events such as for our Bike Night. I would like to propose us being able to serve alcohol in that contained area until 10pm. Minors would not be allowed in the area. There would be an employee in the area to ensure no alcohol could be taken outside of the barriers.

The plan to prevent problems and violations:

- The extended area will be enclosed with a 4-foot high temporary fencing/barrier with one entrance. One DPSST certified security employee to check all ID 30 years and younger, one OLCC service permitted bartender/servers and one OLCC permit manager will be working, serving and monitoring all customers in the area. No minors will be permitted inside the enclosed area and no beverages will be permitted outside the area.

The plan to prevent minors from gaining access to alcoholic beverages and gaining access to any portion of the licensed premise prohibited to minors:

- The extended are will be enclosed with a 4 foot high temporary fencing/barrier with one DPSST certified security employee checking all ID ages 30 years and younger. No minors will be permitted into the extended area.
- The types of identification that will be accepted as proof of age are:
  - A valid USA state-issued drivers license with a photo
  - A valid Oregon DMV identification card, with a photo
  - A valid state-issued identification card
  - A valid US Military identification card
  - A valid passport

Attached is the proposed area. I appreciate the consideration.

Sincerely,

Jeff Plew
(503) 516-5361
Duke's Country Bar and Grill
14601 SE Division Street
Portland, OR 97236

CITY OF GLADSTONE

JULY 2015

Payroll

07/07/2015	Payroll check	#78867	$101.10	Payroll
07/31/2015	Payroll checks	#79037- 79077	$31,699.08	Payroll
07/31/2015	Payroll	direct deposit	$156,744.62	Payroll
			$188,544.80	Total

Manual/ Month End Checks

07/01/2015	A/P Checks	#78852 - 78866	$5,012.37	
07/15/2015	A/P Checks	#78996 - 79022	$277,487.49	
07/20/2015	A/P Checks	#79023 - 79035	$16,488.28	
07/22/2015	A/P Checks	#79036	$1,262.66	
07/31/2015	A/P Checks	#79078 - 79112	$113,783.83	
			$414,034.63	Total

Urban Renewal Checks

				A/P
			$0.00	Total

Outstanding Invoices

Pending			$437,354.89	

JULY 2015 **$1,039,934.32** **Total**

Council Approval

Payroll

G/L Distribution Report

User: sledoux
Batch: 00001.07.2015 COMPUTER
City of Gladstone

Account Number	Debit Amount	Credit Amount	Description
Section 1 001	GENERAL FUND		
001-000-140000	18.48	0.00	CASH IN BANK
001-000-290002	0.00	16.78	SOCIAL SECURITY W/H
001-000-290004	0.00	0.36	WBF WORKDAY ASSESS
001-000-290005	0.00	0.55	UNEMPLOYMENT
001-000-290007	0.00	0.79	TRI-MET TAX
Section 1 Total:	**18.48**	**18.48**	
Section 1 009	FIRE/EMERG SERVICES LEVY FUND		
009-000-140000	0.00	119.58	CASH IN BANK
009-009-102500	9.91	0.00	PAYROLL COSTS
009-009-901500	109.67	0.00	SEASONAL HELP
Section 1 Total:	**119.58**	**119.58**	
Report Total:	**138.06**	**138.06**	

Payroll

G/L Distribution Report

User: sledoux
Batch: 00002.07.2015 COMPUTER
City of Gladstone

Account Number	Debit Amount	Credit Amount	Description
Section 1 001	GENERAL FUND		
001-000-140000	68,062.15	0.00	CASH IN BANK
001-000-290000	0.00	156,744.62	DIRECT DEPOSIT LIABILITIES
001-000-290001	0.00	31,311.97	FEDERAL WITHHOLDING W/H
001-000-290002	0.00	40,877.66	SOCIAL SECURITY W/H
001-000-290003	0.00	17,108.68	STATE TAX W/H
001-000-290004	0.00	297.92	WBF WORKDAY ASSESS
001-000-290005	0.00	1,335.85	UNEMPLOYMENT
001-000-290007	0.00	1,933.55	TRI-MET TAX
001-000-290008	0.00	1,427.98	MISCELLANEOUS
001-000-290103	0.00	51,150.40	HEALTH INS W/H
001-000-290104	0.00	1,768.54	UNION DUES W/H
001-000-290105	0.00	5,725.00	DEFERRED COMP W/H
001-000-290108	0.00	128.62	LIFE INSURANCE/PU
001-000-290111	0.00	39,153.85	RETIREMENT/PERS
001-000-290112	0.00	3,122.59	RETIREMENT
001-000-290114	0.00	750.00	FIREFIGHTER HOUSE DUES
001-000-290115	0.00	845.14	DISABILITY INSURANCE
001-000-290124	0.00	1,333.40	VEBA HEALTH CONTRIBUTIONS
001-000-290125	0.00	517.00	SECTION 125 FLEX HEALTH
001-021-100000	8,333.33	0.00	CITY ADMINISTRATOR
001-021-100500	7,196.43	0.00	ASSISTANT CITY ADMINSTRATOR
001-021-101500	4,876.01	0.00	ADMIN SECRETARY/REC COORDINATO
001-021-102000	4,544.65	0.00	ACCOUNT CLERK (FINANCE)
001-021-102300	119.39	0.00	OVERTIME
001-021-102500	9,820.51	0.00	PAYROLL COSTS
001-022-102500	2,826.00	0.00	PAYROLL COSTS
001-022-120500	3,716.20	0.00	MUNICIPAL COURT CLERK
001-022-121000	2,795.18	0.00	ASSISTANT COURT CLERK
001-024-102500	39,330.84	0.00	PAYROLL COSTS
001-024-140300	9,808.35	0.00	POLICE LIEUTENANT
001-024-140500	9,554.13	0.00	POLICE SERGEANT
001-024-141000	9,634.06	0.00	POLICE SERGEANT
001-024-141500	5,934.05	0.00	POLICE ACTING SERGEANT
001-024-142000	6,381.95	0.00	POLICE DETECTIVE

Account Number	Debit Amount	Credit Amount	Description
001-024-142300	1,176.66	0.00	POLICE DETECTIVE
001-024-142500	5,876.17	0.00	POLICE OFFICER
001-024-143000	4,550.16	0.00	POLICE OFFICER
001-024-143500	5,862.71	0.00	POLICE OFFICER
001-024-146000	5,580.48	0.00	POLICE OFFICER
001-024-146400	5,520.02	0.00	POLICE OFFICER
001-024-146500	2,063.14	0.00	MUNICIPAL ORDINANCE SPECIALIST
001-024-150000	3,529.03	0.00	POLICE RECORDS CLERK
001-024-150500	390.87	0.00	POLICE RESERVES
001-024-151500	1,615.75	0.00	HOLIDAY PAY
001-024-152500	10,533.79	0.00	OVERTIME
001-025-102500	7,311.23	0.00	PAYROLL COSTS
001-025-170000	1,154.54	0.00	FIRE CHIEF
001-025-170300	6,690.41	0.00	FIRE MARSHAL
001-025-171000	19,464.40	0.00	ON-CALL FIREFIGHTERS
001-026-102500	3,493.02	0.00	PAYROLL COSTS
001-026-190000	669.02	0.00	PUBLIC WORKS SUPERVISOR
001-026-190500	4,718.04	0.00	UTILITY WORKER, JOURNEY
001-026-191500	1,020.89	0.00	SEASONAL HELP
001-026-192000	367.47	0.00	OVERTIME
001-027-102500	639.65	0.00	PAYROLL COSTS
001-027-201000	4,368.82	0.00	PLAYGROUND AIDES
001-027-201500	2,715.64	0.00	FIELD MAINTENANCE CREW
001-028-102500	6,038.02	0.00	PAYROLL COSTS
001-028-208500	5,921.78	0.00	SENIOR CENTER MANAGER
001-028-209500	2,393.16	0.00	TRAM DRIVER
001-028-210000	1,584.52	0.00	CENTER ASSISTANT
001-028-210500	2,557.81	0.00	NUTRITION CATERER
001-028-216500	354.99	0.00	BUILDING MONITOR FOR RENTALS
001-029-102500	12,272.19	0.00	PAYROLL COSTS
001-029-220000	6,527.79	0.00	LIBRARY DIRECTOR
001-029-221500	3,296.74	0.00	LIBRARY ASSISTANT II
001-029-222000	2,110.04	0.00	LIBRARY ASSISTANT II
001-029-222500	4,453.46	0.00	LIBRARY ASSISTANT II
001-029-222800	4,091.59	0.00	LIBRARY ASSISTANT II
001-029-223100	3,296.74	0.00	LIBRARY ASSISTANT II
001-029-223200	713.30	0.00	LIBRARY AIDE
001-029-223500	5,863.78	0.00	ON CALL LIB ASSISTANT
001-029-223600	1,811.72	0.00	REFERENCE LIBRARIAN SUNDAY
Section 1 Total:	**355,532.77**	**355,532.77**	
Section 1 003	SEWER FUND		
003-000-140000	0.00	18,042.86	CASH IN BANK

Account Number	Debit Amount	Credit Amount	Description
003-003-102500	5,361.34	0.00	PAYROLL COSTS
003-003-300300	2,341.65	0.00	PUBLIC WORKS SUPERVISOR
003-003-300700	2,359.04	0.00	UTILITY WKR,JOURNEY/MAINT TECH
003-003-301000	6,021.48	0.00	UTILITY WORKER
003-003-301200	1,959.35	0.00	ACCOUNT CLERK
Section 1 Total:	**18,042.86**	**18,042.86**	
Section 1 004	WATER FUND		
004-000-140000	0.00	24,405.17	CASH IN BANK
004-004-102500	8,155.07	0.00	PAYROLL COSTS
004-004-400300	2,007.13	0.00	PUBLIC WORKS SUPERVISOR
004-004-400700	2,359.00	0.00	UTILITY WKR,JOURNEY/MAINTENANC
004-004-401000	4,839.04	0.00	UTILITY WORKER, JOURNEY
004-004-401200	1,959.33	0.00	ACCOUNT CLERK
004-004-401500	4,842.07	0.00	UTILITY WORKER, JOURNEY
004-004-402500	243.53	0.00	OVERTIME
Section 1 Total:	**24,405.17**	**24,405.17**	
Section 1 005	ROAD & STREET FUND		
005-000-140000	0.00	14,769.84	CASH IN BANK
005-005-102500	4,476.49	0.00	PAYROLL COSTS
005-005-501500	1,672.61	0.00	PUBLIC WKS SUPERVISOR
005-005-502000	5,326.94	0.00	UTILITY WORKER, JOURNEY
005-005-502300	3,293.80	0.00	SEASONAL HELP
Section 1 Total:	**14,769.84**	**14,769.84**	
Section 1 008	POLICE/COMMUNC LEVY FUND		
008-000-140000	0.00	31,105.96	CASH IN BANK
008-008-102500	9,932.98	0.00	PAYROLL COSTS
008-008-800500	5,816.11	0.00	SCHOOL RESOURCE OFFICER
008-008-801000	4,287.57	0.00	POLICE OFFICER
008-008-801500	3,571.28	0.00	POLICE OFFICER
008-008-802500	2,063.17	0.00	MUNICIPAL ORDINANCE SPECIALIST
008-008-802700	4,421.89	0.00	EXECUTIVE ASSISTANT
008-008-803000	1,012.96	0.00	OVERTIME
Section 1 Total:	**31,105.96**	**31,105.96**	
Section 1 009	FIRE/EMERG SERVICES LEVY FUND		
009-000-140000	0.00	11,437.40	CASH IN BANK
009-009-102500	3,169.39	0.00	PAYROLL COSTS
009-009-900500	5,503.63	0.00	FIRE COORDINATOR

Account Number	Debit Amount	Credit Amount	Description
009-009-901500	2,764.38	0.00	SEASONAL HELP
Section 1 Total:	**11,437.40**	**11,437.40**	
Report Total:	**455,294.00**	**455,294.00**	

Accounts Payable

Check Detail

User: sledoux
Printed: 08/04/2015 - 10:37AM

Check Number	Check Date			Amount
00948 - Boyle, Sean W Line Item Account				
78853	07/01/2015			
Inv	2015 Uniform			
Line Item Date	Line Item Description		Line Item Account	
07/01/2015	Boyle - 2015 Uniform Allowance		001-024-159500	125.00
07/01/2015	Boyle - 2015 Uniform Allowance		008-008-805000	125.00
Inv 2015 Uniform Total				250.00
78853 Total:				250.00
00948 - Boyle, Sean W Total:				250.00
02830 - Fich, Anthony Line Item Account				
78854	07/01/2015			
Inv	2015 Uniform			
Line Item Date	Line Item Description		Line Item Account	
07/01/2015	Fich - 2015 Uniform Allowance		001-024-159500	250.00
Inv 2015 Uniform Total				250.00
78854 Total:				250.00
02830 - Fich, Anthony Total:				250.00
03319 - Graves, Eric Line Item Account				
78855	07/01/2015			
Inv	2015 Uniform			
Line Item Date	Line Item Description		Line Item Account	
07/01/2015	Graves - 2015 Uniform Allowance		008-008-805000	250.00
Inv 2015 Uniform Total				250.00
78855 Total:				250.00
03319 - Graves, Eric Total:				250.00
03557P - Herkamp, Mark Line Item Account				
78856	07/01/2015			

Check Number	Check Date		Amount
Inv 2015 Uniform			
Line Item Date	Line Item Description	Line Item Account	
07/01/2015	Herkamp - 2015 Uniform Allowance	001-024-159500	250.00
Inv 2015 Uniform Total			250.00
78856 Total:			250.00
03557P - Herkamp, Mark Total:			250.00
03623 - Hill, Travis Line Item Account			
78857	07/01/2015		
Inv 2015 Uniform			
Line Item Date	Line Item Description	Line Item Account	
07/01/2015	Hill - 2015 Uniform Allowance	001-024-159500	250.00
Inv 2015 Uniform Total			250.00
78857 Total:			250.00
03623 - Hill, Travis Total:			250.00
03825 - Hutchinson, Andrew Line Item Account			
78858	07/01/2015		
Inv 2015 Uniform			
Line Item Date	Line Item Description	Line Item Account	
07/01/2015	Hutchinson - 2015 Uniform Allowance	001-024-159500	250.00
Inv 2015 Uniform Total			250.00
78858 Total:			250.00
03825 - Hutchinson, Andrew Total:			250.00
04152 - Jolley, Jeff Line Item Account			
78859	07/01/2015		
Inv 2015 Uniform			
Line Item Date	Line Item Description	Line Item Account	
07/01/2015	Jolley - 2015 Uniform Allowance	001-024-159500	250.00
Inv 2015 Uniform Total			250.00
78859 Total:			250.00
04152 - Jolley, Jeff Total:			250.00

Check Number	Check Date		Amount
04160 - Jundt, Lee A Line Item Account			
78860	07/01/2015		
Inv	2015 Uniform		
Line Item Date	Line Item Description	Line Item Account	
07/01/2015	Jundt - 2015 Uniform Allowance	001-024-159500	250.00
Inv 2015 Uniform Total			250.00
78860 Total:			250.00
04160 - Jundt, Lee A Total:			250.00
04430 - Lawrence, Wayne A Line Item Account			
78861	07/01/2015		
Inv	2015 Uniform		
Line Item Date	Line Item Description	Line Item Account	
07/01/2015	Lawrence - 2015 Uniform Allowance	001-024-159500	250.00
Inv 2015 Uniform Total			250.00
78861 Total:			250.00
04430 - Lawrence, Wayne A Total:			250.00
04715 - Maple, Robert D Line Item Account			
78862	07/01/2015		
Inv	2015 Uniform		
Line Item Date	Line Item Description	Line Item Account	
07/01/2015	Maple - 2015 Uniform Allowance	001-024-159500	250.00
07/01/2015	Maple - 2015 Uniform Allowance	001-024-159500	375.00
Inv 2015 Uniform Total			625.00
78862 Total:			625.00
04715 - Maple, Robert D Total:			625.00
05382 - Newton, Casey Line Item Account			
78863	07/01/2015		
Inv	2015 Uniform		
Line Item Date	Line Item Description	Line Item Account	
07/01/2015	Newton - 2015 Uniform Allowance	001-024-159500	250.00
Inv 2015 Uniform Total			250.00
78863 Total:			250.00

Check Number	Check Date		Amount
05382 - Newton, Casey Total:			250.00
05684g - Okerman, Matt Line Item Account			
78864	07/01/2015		
Inv	2015 Uniform		
Line Item Date	Line Item Description	Line Item Account	
07/01/2015	Okerman - 2015 Uniform Allowance	001-024-159500	250.00
Inv 2015 Uniform Total			250.00
78864 Total:			250.00
05684g - Okerman, Matt Total:			250.00
06251A - Oregon, State of Line Item Account			
78865	07/01/2015		
Inv	Vehicle Reg		
Line Item Date	Line Item Description	Line Item Account	
07/01/2015	Oregon DMV - Vehicle reg	001-024-155000	7.00
Inv Vehicle Reg Total			7.00
78865 Total:			7.00
06251A - Oregon, State of Total:			7.00
08830 - United States Postal Service Line Item Account			
78852	07/01/2015		
Inv	July 2015		
Line Item Date	Line Item Description	Line Item Account	
07/01/2015	USPS - July 2015 water bill postage	004-004-403000	1,005.37
Inv July 2015 Total			1,005.37
78852 Total:			1,005.37
08830 - United States Postal Service Total:			1,005.37
08995 - Voss, Kevin Line Item Account			
78866	07/01/2015		
Inv	2015 Uniform		
Line Item Date	Line Item Description	Line Item Account	
07/01/2015	Voss - 2015 Uniform Allowance	001-024-159500	250.00
07/01/2015	Voss - 2015 Uniform Allowance	001-024-159500	375.00
Inv 2015 Uniform Total			625.00

Check Number	Check Date	Amount
78866 Total:		625.00
08995 - Voss, Kevin Total:		625.00
Total:		5,012.37

Accounts Payable

Check Detail

User: sledoux
Printed: 08/04/2015 - 11:35AM

Check Number	Check Date			Amount
00285J - Air Filter Exchange Line Item Account				
78996	07/15/2015			
Inv 04-39				
Line Item Date	Line Item Description		Line Item Account	
06/02/2015	Air Filter Exchange - filters		001-021-110500	388.00
Inv 04-39 Total				388.00
78996 Total:				388.00
00285J - Air Filter Exchange Total:				388.00
00640 - Bateman Senior Meals Line Item Account				
78997	07/15/2015			
Inv GL613015				
Line Item Date	Line Item Description		Line Item Account	
06/30/2015	Bateman - Food & supplies		001-028-217500	35.28
Inv GL613015 Total				35.28
Inv GLCLK613015				
Line Item Date	Line Item Description		Line Item Account	
06/30/2015	Bateman - Food & supplies		001-028-217500	599.41
Inv GLCLK613015 Total				599.41
78997 Total:				634.69
00640 - Bateman Senior Meals Total:				634.69
01585 - Clackamas County Line Item Account				
78998	07/15/2015			
Inv May/June 2015				
Line Item Date	Line Item Description		Line Item Account	
06/30/2015	Tri-Cities Svc District - Connection turnovers		003-003-305000	158,050.52
Inv May/June 2015 Total				158,050.52
78998 Total:				158,050.52

01585 - Clackamas County Total: 158,050.52

01916 - Community Classifieds Line Item Account

78999 07/15/2015

Inv 264939

Line Item Date	Line Item Description	Line Item Account	
06/30/2015	Comm Newspapers - Emp ads	001-021-116500	147.37

Inv 264939 Total 147.37

78999 Total: 147.37

01916 - Community Classifieds Total: 147.37

02248m - Deere, John Landscapes Line Item Account

79000 07/15/2015

Inv 72401195

Line Item Date	Line Item Description	Line Item Account	
06/29/2015	John Deere - parts	001-026-193000	59.56

Inv 72401195 Total 59.56

79000 Total: 59.56

02248m - Deere, John Landscapes Total: 59.56

02252p - Delta AV Line Item Account

79001 07/15/2015

Inv 47136

Line Item Date	Line Item Description	Line Item Account	
06/03/2015	Delta AV - Council Cmbr listening system maint	001-021-110500	210.00

Inv 47136 Total 210.00

Inv 47162

Line Item Date	Line Item Description	Line Item Account	
06/10/2015	Delta AV - Council Cmbr listening system	001-021-110500	1,253.00

Inv 47162 Total 1,253.00

79001 Total: 1,463.00

02252p - Delta AV Total: 1,463.00

02398 - Drain Away Rooter Line Item Account

79002 07/15/2015

Check Number	Check Date			Amount
Inv 26438				
Line Item Date	Line Item Description		Line Item Account	
06/30/2015	Drain Away - 1025 High St. repairs		003-003-303000	337.50
Inv 26438 Total				337.50
79002 Total:				337.50
02398 - Drain Away Rooter Total:				337.50
03818 - Honey Buckets Line Item Account				
79003	07/15/2015			
Inv 2-1257289				
Line Item Date	Line Item Description		Line Item Account	
06/29/2015	Honey Bucket		001-026-195500	197.00
Inv 2-1257289 Total				197.00
Inv 2-1258998				
Line Item Date	Line Item Description		Line Item Account	
06/30/2015	Honey Bucket		001-026-195500	85.00
Inv 2-1258998 Total				85.00
79003 Total:				282.00
03818 - Honey Buckets Total:				282.00
04152J - Jones PLLC, Melissa Line Item Account				
79004	07/15/2015			
Inv 101				
Line Item Date	Line Item Description		Line Item Account	
06/26/2015	Jones - Prosecuting services		001-022-123000	3,483.87
Inv 101 Total				3,483.87
79004 Total:				3,483.87
04152J - Jones PLLC, Melissa Total:				3,483.87
04606 - Local Gov't Personnel Institut Line Item Account				
79005	07/15/2015			
Inv 12014				
Line Item Date	Line Item Description		Line Item Account	
06/30/2015	LGPI - Background checks/reports		001-021-116500	49.00
Inv 12014 Total				49.00

Check Number	Check Date		Amount
79005 Total:			49.00
04606 - Local Gov't Personnel Institut Total:			49.00
04770 - McCoy Electric Line Item Account			
79006	07/15/2015		
Inv 211880			
Line Item Date	Line Item Description	Line Item Account	
06/30/2015	McCoy Electric - Patterson Park repairs	001-026-193500	2,013.02
Inv 211880 Total			2,013.02
79006 Total:			2,013.02
04770 - McCoy Electric Total:			2,013.02
04900 - Midwest Tape Line Item Account			
79007	07/15/2015		
Inv 92588624			
Line Item Date	Line Item Description	Line Item Account	
02/18/2015	Midwest Tape - Non print	001-029-231500	14.99
Inv 92588624 Total			14.99
79007 Total:			14.99
04900 - Midwest Tape Total:			14.99
05432 - North Clackamas County Line Item Account			
79008	07/15/2015		
Inv 15-775			
Line Item Date	Line Item Description	Line Item Account	
06/25/2015	No Clack Wtr - water purchases	004-004-405500	30,859.54
Inv 15-775 Total			30,859.54
79008 Total:			30,859.54
05432 - North Clackamas County Total:			30,859.54
05641 - Oak Lodge Sanitary Dist. Line Item Account			
79009	07/15/2015		
Inv 23-155001 0630			
Line Item Date	Line Item Description	Line Item Account	
06/30/2015	Oak Lodge - Sanitary Sewer	003-003-304000	73,211.68

Check Number	Check Date			Amount
Inv 23-155001 0630 Total				73,211.68
79009 Total:				73,211.68
05641 - Oak Lodge Sanitary Dist. Total:				73,211.68
05706 - One Call Concepts Inc Line Item Account				
79010	07/15/2015			
Inv 5060369				
Line Item Date	Line Item Description		Line Item Account	
06/30/2015	One Call - Utility notifications		005-005-507000	133.04
Inv 5060369 Total				133.04
79010 Total:				133.04
05706 - One Call Concepts Inc Total:				133.04
06148 - Oregon Patrol Service Line Item Account				
79011	07/15/2015			
Inv 2466				
Line Item Date	Line Item Description		Line Item Account	
06/25/2015	Oregon Patrol - Courtroom security		001-022-127000	506.00
Inv 2466 Total				506.00
79011 Total:				506.00
06148 - Oregon Patrol Service Total:				506.00
06361 - Oregonian Media Group Line Item Account				
79012	07/15/2015			
Inv 06032015				
Line Item Date	Line Item Description		Line Item Account	
06/30/2015	Oregonian Media - Web employment ads		001-021-117000	25.00
Inv 06032015 Total				25.00
79012 Total:				25.00
06361 - Oregonian Media Group Total:				25.00
07021 - Portland General Electric Line Item Account				
79013	07/15/2015			

Check Number	Check Date			Amount
Inv 358308 1				
Line Item Date	Line Item Description		Line Item Account	
06/24/2015	PGE		001-021-109500	1,536.61
Inv 358308 1 Total				1,536.61
79013 Total:				1,536.61
07021 - Portland General Electric Total:				1,536.61
07027 - Portland Habilitation Center Line Item Account				
79014	07/15/2015			
Inv 87654				
Line Item Date	Line Item Description		Line Item Account	
06/30/2015	Portland Habilitation - janitorial		001-021-108500	403.74
Inv 87654 Total				403.74
79014 Total:				403.74
07027 - Portland Habilitation Center Total:				403.74
07753 - Schwab, Les Tires Line Item Account				
79015	07/15/2015			
Inv 3700207856				
Line Item Date	Line Item Description		Line Item Account	
06/29/2015	Les Schwab - Tram tires/service		001-028-214000	1,138.80
Inv 3700207856 Total				1,138.80
79015 Total:				1,138.80
07753 - Schwab, Les Tires Total:				1,138.80
07905 - Sierra Springs Line Item Account				
79016	07/15/2015			
Inv 13891887 061815				
Line Item Date	Line Item Description		Line Item Account	
06/18/2015	Sierra Springs - water		001-021-113000	44.36
Inv 13891887 061815 Total				44.36
79016 Total:				44.36
07905 - Sierra Springs Total:				44.36

Check Number	Check Date		Amount
07960 - Sisul Engineering Line Item Account			
79017	07/15/2015		
Inv SGL 12-037-20			
Line Item Date	Line Item Description	Line Item Account	
06/30/2015	Sisul Eng - Attend Tri-City Advis. Meeting	003-003-306000	300.00
Inv SGL 12-037-20 Total			300.00
Inv SGL 13-006-15			
Line Item Date	Line Item Description	Line Item Account	
06/30/2015	Sisul Eng - Plan reviews	003-003-306000	360.00
Inv SGL 13-006-15 Total			360.00
Inv SGL 13-025-18			
Line Item Date	Line Item Description	Line Item Account	
06/30/2015	Sisul Eng - Cross Park Sidewalk	001-026-197500	900.00
Inv SGL 13-025-18 Total			900.00
79017 Total:			1,560.00
07960 - Sisul Engineering Total:			1,560.00
08325 - Swank Motion Pictures, Inc. Line Item Account			
79021	07/15/2015		
Inv Comm Festival			
Line Item Date	Line Item Description	Line Item Account	
07/15/2015	Swnak Motion Pictures - Movies in Park	001-027-204500	375.00
Inv Comm Festival Total			375.00
79021 Total:			375.00
79022	07/17/2015		
Inv Shipping/hndl			
Line Item Date	Line Item Description	Line Item Account	
07/17/2015	Swank - Movie in the Park - shipping/handling	001-027-204500	26.00
Inv Shipping/hndl Total			26.00
79022 Total:			26.00
08325 - Swank Motion Pictures, Inc. Total:			401.00
09025 - Water Environment Services Line Item Account			
79018	07/15/2015		

Check Number	Check Date			Amount
Inv 2015-258				
Line Item Date	Line Item Description		Line Item Account	
05/31/2015	WES - Maintenance		003-003-307000	339.20
Inv 2015-258 Total				339.20
79018 Total:				339.20
09025 - Water Environment Services Total:				339.20
09300 - WorkSAFE Service Inc Line Item Account				
79019	07/15/2015			
Inv 210358				
Line Item Date	Line Item Description		Line Item Account	
06/30/2015	WorkSAFE - Drug tests		001-021-116500	405.00
Inv 210358 Total				405.00
79019 Total:				405.00
09300 - WorkSAFE Service Inc Total:				405.00
Total:				277,487.49

Accounts Payable

Check Detail

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Check Number	Check Date			Amount
00628 - Bannick, Tami Line Item Account				
79023	07/20/2015			
Inv Reimb				
Line Item Date	Line Item Description		Line Item Account	
07/20/2015	Bannick - Reimbursement/staff mtg		001-021-113000	49.88
Inv Reimb Total				49.88
79023 Total:				49.88
00628 - Bannick, Tami Total:				49.88
00734 - Beloof & Haines Line Item Account				
79024	07/20/2015			
Inv 734-073115				
Line Item Date	Line Item Description		Line Item Account	
07/02/2015	Beloof - Judge services		001-022-122500	3,000.00
Inv 734-073115 Total				3,000.00
79024 Total:				3,000.00
00734 - Beloof & Haines Total:				3,000.00
00985 - Brothers in Battle, LLC Line Item Account				
79025	07/20/2015			
Inv 0250				
Line Item Date	Line Item Description		Line Item Account	
07/02/2015	Brothers in Battle - Brenner training		001-025-175000	231.75
Inv 0250 Total				231.75
79025 Total:				231.75
00985 - Brothers in Battle, LLC Total:				231.75
01350 - City Wide Tree Servc Inc. Line Item Account				
79026	07/20/2015			

Check Number	Check Date			Amount
Inv 13718				
Line Item Date	Line Item Description		Line Item Account	
07/10/2015	City Wide Tree- tree removal		001-026-193200	4,540.00
Inv 13718 Total				4,540.00
79026 Total:				4,540.00
01350 - City Wide Tree Servc Inc. Total:				4,540.00
01893D - Comcast Cable Line Item Account				
79027	07/20/2015			
Inv 0226429 0716				
Line Item Date	Line Item Description		Line Item Account	
06/16/2015	Comcast - cable		001-025-175500	37.61
Inv 0226429 0716 Total				37.61
79027 Total:				37.61
01893D - Comcast Cable Total:				37.61
03333p - Green, Irene Line Item Account				
79028	07/20/2015			
Inv Green reimb				
Line Item Date	Line Item Description		Line Item Account	
07/01/2015	Green reimb - ALA Conference		001-029-227500	765.09
Inv Green reimb Total				765.09
79028 Total:				765.09
03333p - Green, Irene Total:				765.09
04606 - Local Gov't Personnel Institut Line Item Account				
79029	07/20/2015			
Inv 11697				
Line Item Date	Line Item Description		Line Item Account	
07/01/2015	LGPI Membership - FY 15/16		001-021-114500	1,620.00
Inv 11697 Total				1,620.00
79029 Total:				1,620.00
04606 - Local Gov't Personnel Institut Total:				1,620.00

Check Number	Check Date		Amount
06380 - Oriental Trading Co Inc Line Item Account			
79030	07/20/2015		
Inv CE 154888			
Line Item Date	Line Item Description	Line Item Account	
07/20/2015	Oriental trading - Awards	001-029-228500	293.65
Inv CE 154888 Total			293.65
79030 Total:			293.65
06380 - Oriental Trading Co Inc Total:			293.65
06540 - Pacific Northwest Telco, Inc. Line Item Account			
79031	07/20/2015		
Inv 04-18804			
Line Item Date	Line Item Description	Line Item Account	
07/20/2015	Pacific NW Telco - Move extensions	001-021-110500	152.50
Inv 04-18804 Total			152.50
79031 Total:			152.50
06540 - Pacific Northwest Telco, Inc. Total:			152.50
07021 - Portland General Electric Line Item Account			
79032	07/20/2015		
Inv 483900 3 0709			
Line Item Date	Line Item Description	Line Item Account	
07/09/2015	PGE - street lights	005-005-506000	5,349.53
Inv 483900 3 0709 Total			5,349.53
79032 Total:			5,349.53
07021 - Portland General Electric Total:			5,349.53
07204 - Providence Occupational Health Line Item Account			
79033	07/20/2015		
Inv 1292482			
Line Item Date	Line Item Description	Line Item Account	
07/03/2015	Prov Occ Health - physicals/drug screen	001-021-116500	230.00
Inv 1292482 Total			230.00
Inv 700001970			
Line Item Date	Line Item Description	Line Item Account	
07/03/2015	Prov Occ Health - physicals/drug screen	001-021-116500	64.00

Check Number	Check Date		Amount
Inv 700001970 Total			64.00
79033 Total:			294.00
07204 - Providence Occupational Health Total:			294.00

07750 - Schultz, Ross Line Item Account

79034 07/20/2015

Inv Schultz reimb

Line Item Date	Line Item Description	Line Item Account	
07/08/2015	Schultz reimb - Employee meeting	001-021-113000	29.27
Inv Schultz reimb Total			29.27
79034 Total:			29.27
07750 - Schultz, Ross Total:			29.27

09318 - WSC Insurance Line Item Account

79035 07/20/2015

Inv 17864

Line Item Date	Line Item Description	Line Item Account	
06/22/2015	WDC Ins - Schultz Bond	001-021-106000	125.00
Inv 17864 Total			125.00
79035 Total:			125.00
09318 - WSC Insurance Total:			125.00
Total:			16,488.28

Accounts Payable

Check Detail

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Check Number	Check Date	Amount
08830 - United States Postal Service Line Item Account		
79036	07/22/2015	
Inv July 2015		

Line Item Date	Line Item Description	Line Item Account	
07/22/2015	Newsletter mailing	001-021-113500	1,262.66
Inv July 2015 Total			1,262.66
79036 Total:			1,262.66
08830 - United States Postal Service Total:			1,262.66
Total:			1,262.66

Accounts Payable

Check Detail

User: sledoux
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Check Number	Check Date	Amount
00367A - Amazon Line Item Account		
79078	07/31/2015	
Inv 039897937117		
Line Item Date: 06/12/2015 — Line Item Description: Amazon - supplies — Line Item Account: 001-029-228500		22.56
Inv 039897937117 Total		22.56
Inv 090661728352		
Line Item Date: 06/29/2015 — Line Item Description: Amazon - new books — Line Item Account: 001-029-230500		16.42
Inv 090661728352 Total		16.42
Inv 092499202603		
Line Item Date: 06/12/2015 — Line Item Description: Amazon - supplies — Line Item Account: 001-029-228500		4.28
Inv 092499202603 Total		4.28
Inv 118667365562		
Line Item Date: 07/01/2015 — Line Item Description: Amazon - supplies — Line Item Account: 001-029-230500		12.37
Inv 118667365562 Total		12.37
Inv 118669461231		
Line Item Date: 06/16/2015 — Line Item Description: Amazon - new books — Line Item Account: 001-029-230500		86.59
Inv 118669461231 Total		86.59
Inv 257314977931		
Line Item Date: 07/01/2015 — Line Item Description: Amazon - supplies — Line Item Account: 001-029-229000		16.99
Inv 257314977931 Total		16.99
Inv 261943683564		
Line Item Date: 06/13/2015 — Line Item Description: Amazon - supplies — Line Item Account: 001-029-228500		65.75
Inv 261943683564 Total		65.75

Check Number	Check Date		Amount
Inv 261943830406			
Line Item Date	Line Item Description	Line Item Account	
06/13/2015	Amazon - supplies	001-029-228500	49.66
Inv 261943830406 Total			49.66
Inv 261948766936			
Line Item Date	Line Item Description	Line Item Account	
06/15/2015	Amazon - supplies	001-029-228500	298.26
Inv 261948766936 Total			298.26
Inv 292567781409			
Line Item Date	Line Item Description	Line Item Account	
07/01/2015	Amazon - supplies	001-029-229000	39.19
Inv 292567781409 Total			39.19
79078 Total:			612.07
00367A - Amazon Total:			612.07
00434 - American Security Alarms Line Item Account			
79079	07/31/2015		
Inv 70602			
Line Item Date	Line Item Description	Line Item Account	
07/01/2015	Am Security Alarm - 24 hour service	001-021-110500	59.85
Inv 70602 Total			59.85
79079 Total:			59.85
00434 - American Security Alarms Total:			59.85
00739 - Beery,Elsner & Hammond LLP Line Item Account			
79083	07/31/2015		
Inv 12336			
Line Item Date	Line Item Description	Line Item Account	
07/01/2015	Beery Elsner & Hammond - Elections	001-021-105500	175.00
07/01/2015	Beery Elsner & Hammond - General	001-021-105500	62.20
07/01/2015	Beery Elsner & Hammond - Gov/Council	001-021-105500	2,188.40
07/01/2015	Beery Elsner & Hammond - Comm Dev	001-021-105500	1,883.87
07/01/2015	Beery Elsner & Hammond - Parks/Rec	001-021-105500	915.30
07/01/2015	Beery Elsner & Hammond - Personnel	001-021-105500	6,762.65
07/01/2015	Beery Elsner & Hammond - Pub Records	001-021-105500	267.50
07/01/2015	Beery Elsner & Hammond - Safety	001-021-105500	310.00
07/01/2015	Beery Elsner & Hammond - Public Works	001-021-105500	436.50
07/01/2015	Beery Elsner & Hammond - Real Property	001-021-105500	140.00
07/01/2015	Beery Elsner & Hammond - Risk Mgmt	001-021-105500	124.44

Check Number	Check Date		Amount
Inv 12336 Total			13,265.86
79083 Total:			13,265.86
00739 - Beery,Elsner & Hammond LLP Total:			13,265.86

01184 - Cash and Carry Smart Foodsrvc Line Item Account

79084 07/31/2015

Inv July Stmt

Line Item Date	Line Item Description	Line Item Account	
07/30/2015	Cash & Carry - summer program supplies	001-027-204000	413.60
Inv July Stmt Total			413.60
79084 Total:			413.60
01184 - Cash and Carry Smart Foodsrvc Total:			413.60

01339 - CIS/EBS Trust Line Item Account

79085 07/31/2015

Inv July 2015

Line Item Date	Line Item Description	Line Item Account	
07/30/2015	Health - City	001-000-290103	44,435.86
07/30/2015	Health - Employee	001-000-290103	6,714.54
07/30/2015	FD State Life - City	001-025-177000	17.71
07/30/2015	Disability - City	001-000-290115	880.88
07/30/2015	PD Stat Life - City	001-000-290108	16.17
07/30/2015	Life - City	001-000-290108	110.46
07/30/2015	Life - Employee	001-000-290008	224.98
07/30/2015	Health - Adjustment	001-000-290103	-1,083.64
07/30/2015	Health - Adjustment	001-000-290103	0.17
07/30/2015	Health - Adjustment/Maple	001-000-290103	1,206.46
Inv July 2015 Total			52,523.59
79085 Total:			52,523.59
01339 - CIS/EBS Trust Total:			52,523.59

01663 - Clackamas Cty Benevolent Foundation Line Item Account

79086 07/31/2015

Inv July 2015

Line Item Date	Line Item Description	Line Item Account	
07/30/2015	CCPO Benevolent	001-000-290008	50.00
Inv July 2015 Total			50.00

Check Number	Check Date			Amount
79086 Total:				50.00
01663 - Clackamas Cty Benevolent Foundation Total:				50.00
01726 - Clackamas Fed. Cred.Union Line Item Account				
79087	07/31/2015			
Inv	July 2015			
Line Item Date	Line Item Description		Line Item Account	
07/30/2015	GPA 543124003		001-000-290104	850.58
Inv July 2015 Total				850.58
79087 Total:				850.58
01726 - Clackamas Fed. Cred.Union Total:				850.58
02246R - Decatur Electronics Line Item Account				
79088	07/31/2015			
Inv	IN00012458			
Line Item Date	Line Item Description		Line Item Account	
07/02/2015	Decatur Electronics - Radar Cable		001-024-156000	165.00
Inv IN00012458 Total				165.00
79088 Total:				165.00
02246R - Decatur Electronics Total:				165.00
02657 - Axa Equi-Vest Line Item Account				
79080	07/31/2015			
Inv	July 2015			
Line Item Date	Line Item Description		Line Item Account	
07/30/2015	AXA Def Comp WH		001-000-290105	5,725.00
Inv July 2015 Total				5,725.00
79080 Total:				5,725.00
02657 - Axa Equi-Vest Total:				5,725.00
02659 - Axa RIA Line Item Account				
79082	07/31/2015			
Inv	July 2015			
Line Item Date	Line Item Description		Line Item Account	
07/30/2015	AXA Retirement		001-000-290112	2,928.53

Check Number	Check Date		Amount
Inv July 2015 Total			2,928.53
79082 Total:			2,928.53
02659 - Axa RIA Total:			2,928.53

02661 - Axa EVLICO Line Item Account

79081 07/31/2015

Inv July 2015

Line Item Date	Line Item Description	Line Item Account	
07/30/2015	AXA UL Prem	001-000-290112	194.06
Inv July 2015 Total			194.06
79081 Total:			194.06
02661 - Axa EVLICO Total:			194.06

02915 - Union Security Insurance Line Item Account

79110 07/31/2015

Inv July 2015

Line Item Date	Line Item Description	Line Item Account	
07/30/2015	July 2015 life insurance	001-024-160000	2.10
07/30/2015	July 2015 life insurance	001-025-177000	148.70
Inv July 2015 Total			150.80
79110 Total:			150.80
02915 - Union Security Insurance Total:			150.80

02971 - Kroger/Fred Meyer Line Item Account

79094 07/31/2015

Inv 779325

Line Item Date	Line Item Description	Line Item Account	
07/18/2015	Kroger - Gift Cards	001-029-229600	400.00
Inv 779325 Total			400.00
79094 Total:			400.00
02971 - Kroger/Fred Meyer Total:			400.00

03080 - Gary's Lift Truck Service, Inc. Line Item Account

79089 07/31/2015

Check Number	Check Date			Amount
Inv 37840				
Line Item Date	Line Item Description		Line Item Account	
07/09/2015	Gary's Lift Truck - repairs		005-005-504500	457.50
07/09/2015	Gary's Lift Truck - repairs		001-025-182000	457.50
Inv 37840 Total				915.00
79089 Total:				915.00
03080 - Gary's Lift Truck Service, Inc. Total:				915.00
03271 - Gladstone Fire Department Line Item Account				
79090	07/31/2015			
Inv July 2015				
Line Item Date	Line Item Description		Line Item Account	
07/30/2015	GVF House dues		001-000-290114	750.00
Inv July 2015 Total				750.00
79090 Total:				750.00
03271 - Gladstone Fire Department Total:				750.00
03863m - In and Out Auto Care LLC Line Item Account				
79091	07/31/2015			
Inv 025394				
Line Item Date	Line Item Description		Line Item Account	
07/01/2015	In and Out Auto - Service 1997 Chev PU		001-026-194000	1,441.95
Inv 025394 Total				1,441.95
79091 Total:				1,441.95
03863m - In and Out Auto Care LLC Total:				1,441.95
03958 - Integra Telecom Line Item Account				
79092	07/31/2015			
Inv 13138719				
Line Item Date	Line Item Description		Line Item Account	
07/30/2015	Integra Telecom		001-021-110000	714.60
07/30/2015	Integra Telecom		001-024-161000	114.15
07/30/2015	Integra Telecom		001-028-213000	167.46
07/30/2015	Integra Telecom		004-004-406000	114.15
Inv 13138719 Total				1,110.36
79092 Total:				1,110.36

Check Number	Check Date		Amount
03958 - Integra Telecom Total:			1,110.36
04243k - Kersey, Jeff Line Item Account			
79093	07/31/2015		
Inv	Pay Request $		
Line Item Date	Line Item Description	Line Item Account	
07/07/2015	Kersey Construction - Cross Park	001-026-197500	22,982.81
Inv Pay Request $ Total			22,982.81
79093 Total:			22,982.81
04243k - Kersey, Jeff Total:			22,982.81
05656 - Oak Lodge Water District Line Item Account			
79095	07/31/2015		
Inv	99-01148-001		
Line Item Date	Line Item Description	Line Item Account	
06/30/2015	Oak Lodge Water Purchases	004-004-405000	288.86
Inv 99-01148-001 Total			288.86
Inv	99-01157-001		
Line Item Date	Line Item Description	Line Item Account	
06/30/2015	Oak Lodge Water Purchases	004-004-405000	676.60
Inv 99-01157-001 Total			676.60
79095 Total:			965.46
05656 - Oak Lodge Water District Total:			965.46
05675 - Office Depot Line Item Account			
79096	07/31/2015		
Inv	777949840001		
Line Item Date	Line Item Description	Line Item Account	
06/26/2015	Office Depot - supplies	004-004-403500	17.59
06/26/2015	Office Depot - supplies	001-021-113000	33.04
Inv 777949840001 Total			50.63
Inv	778735390001		
Line Item Date	Line Item Description	Line Item Account	
07/02/2015	Office Depot - supplies	001-029-225500	83.42
Inv 778735390001 Total			83.42

Check Number	Check Date		Amount
Inv 778736400001			
Line Item Date	Line Item Description	Line Item Account	
07/02/2015	Office Depot - supplies	001-029-225500	12.69
Inv 778736400001 Total			12.69
79096 Total:			146.74
05675 - Office Depot Total:			146.74
05681m - Office Of The Trustee Line Item Account			
79097	07/31/2015		
Inv 11-39851-tmb13			
Line Item Date	Line Item Description	Line Item Account	
07/30/2015	11-39851-tmb	001-000-290008	640.00
Inv 11-39851-tmb13 Total			640.00
79097 Total:			640.00
05681m - Office Of The Trustee Total:			640.00
05746 - Oregon AFSCME Council #75 Line Item Account			
79098	07/31/2015		
Inv July 2015			
Line Item Date	Line Item Description	Line Item Account	
07/30/2015	AFSME dues	001-000-290104	917.96
Inv July 2015 Total			917.96
79098 Total:			917.96
05746 - Oregon AFSCME Council #75 Total:			917.96
05964 - Oregon Executive Line Item Account			
79099	07/31/2015		
Inv Jolley			
Line Item Date	Line Item Description	Line Item Account	
01/31/2013	Or Executive Develop/Registration	001-024-158700	1,350.00
Inv Jolley Total			1,350.00
Inv Pryde			
Line Item Date	Line Item Description	Line Item Account	
01/31/2013	Or Executive Develop/Registration	001-024-158700	1,350.00
Inv Pryde Total			1,350.00

Check Number	Check Date			Amount
79099 Total:				2,700.00
05964 - Oregon Executive Total:				2,700.00
06090 - Oregon Government Finance Ofc. Assn Line Item Account				
79100	07/31/2015			
Inv	Emp Ad			
Line Item Date	Line Item Description		Line Item Account	
07/21/2015	OGFOA - Acctg Mgr Ad		001-021-116500	150.00
Inv Emp Ad Total				150.00
79100 Total:				150.00
06090 - Oregon Government Finance Ofc. Assn Total:				150.00
06182 - Oregon School Resource Officer Assn. Line Item Account				
79101	07/31/2015			
Inv	SRO Shirts			
Line Item Date	Line Item Description		Line Item Account	
07/28/2015	OSROA - SRO Shirts		001-024-159500	52.00
Inv SRO Shirts Total				52.00
79101 Total:				52.00
06182 - Oregon School Resource Officer Assn. Total:				52.00
06346 - Oregonian Line Item Account				
79102	07/31/2015			
Inv	1974874 0903			
Line Item Date	Line Item Description		Line Item Account	
07/21/2015	Oregonian - subscription		001-029-227000	48.00
Inv 1974874 0903 Total				48.00
79102 Total:				48.00
06346 - Oregonian Total:				48.00
06841 - Petty Cash for benefit of Line Item Account				
79103	07/31/2015			
Inv	Petty cas reimb			
Line Item Date	Line Item Description		Line Item Account	
07/31/2015	Petty cash reimb - Water bill forwarding notices		004-004-403000	17.11

Check Number	Check Date			Amount
07/31/2015	Petty cash reimb - Summer program supplies		001-027-204000	51.99
07/31/2015	Petty cash reimb - Gas for mower		001-026-194000	4.61
07/31/2015	Petty cash reimb - Circuit Ct parking		001-021-113000	1.00
07/31/2015	Petty cash reimb - over/short		001-021-113000	-0.25
Inv Petty cas reimb Total				74.46
79103 Total:				74.46
06841 - Petty Cash for benefit of Total:				74.46

07280 - Rackspace Email & Apps Line Item Account

79105 07/31/2015

Inv 3304068

Line Item Date	Line Item Description	Line Item Account	
07/30/2015	Rackspace - Email & Apps	001-021-115500	770.40
Inv 3304068 Total			770.40
79105 Total:			770.40
07280 - Rackspace Email & Apps Total:			770.40

07482 - Pitney Bowes Line Item Account

79104 07/31/2015

Inv Postage

Line Item Date	Line Item Description	Line Item Account	
07/31/2015	Pitney Bowes - Postage	001-021-113000	322.55
07/31/2015	Pitney Bowes - Postage	001-022-125000	412.41
07/31/2015	Pitney Bowes - Postage	001-024-157000	135.31
07/31/2015	Pitney Bowes - Postage	001-025-173500	14.85
07/31/2015	Pitney Bowes - Postage	001-029-225500	4.84
07/31/2015	Pitney Bowes - Postage	004-004-403000	37.34
Inv Postage Total			927.30
79104 Total:			927.30
07482 - Pitney Bowes Total:			927.30

07510m - Ricoh USA Inc Line Item Account

79106 07/31/2015

Inv 95014203

Line Item Date	Line Item Description	Line Item Account	
07/03/2015	Ricoh - copies	001-021-113000	190.39
Inv 95014203 Total			190.39

Check Number	Check Date		Amount
79106 Total:			190.39
07510m - Ricoh USA Inc Total:			190.39
07905 - Sierra Springs Line Item Account			
79107	07/31/2015		
Inv 13891887 071615			
Line Item Date	Line Item Description	Line Item Account	
07/16/2015	Sierra Springs - water	001-021-113000	44.29
Inv 13891887 071615 Total			44.29
Inv 14747575 070315			
Line Item Date	Line Item Description	Line Item Account	
07/03/2015	Sierra Springs - water	001-029-225500	8.75
Inv 14747575 070315 Total			8.75
79107 Total:			53.04
07905 - Sierra Springs Total:			53.04
08205 - Stein Oil Co. Inc. Line Item Account			
79108	07/31/2015		
Inv CL10461			
Line Item Date	Line Item Description	Line Item Account	
07/15/2015	Stein Oil - gasoline	005-005-518500	880.52
Inv CL10461 Total			880.52
79108 Total:			880.52
08205 - Stein Oil Co. Inc. Total:			880.52
08371 - Tabor, Scott Line Item Account			
79109	07/31/2015		
Inv 072815			
Line Item Date	Line Item Description	Line Item Account	
07/28/2015	Tabor reimb - Bee/wasp nest removal	001-026-194000	195.00
Inv 072815 Total			195.00
79109 Total:			195.00
08371 - Tabor, Scott Total:			195.00

Check Number	Check Date			Amount
08770 - Universal Field Services, Inc. Line Item Account				
79111	07/31/2015			
Inv 79321				
Line Item Date	Line Item Description		Line Item Account	
06/30/2015	Universal Fld Svc - Library Site		001-021-116000	264.00
Inv 79321 Total				264.00
79111 Total:				264.00
08770 - Universal Field Services, Inc. Total:				264.00
08801 - US Bank Line Item Account				
79112	07/31/2015			
Inv 283117042				
Line Item Date	Line Item Description		Line Item Account	
07/17/2015	US Bank - copier pmt		001-021-113000	269.50
Inv 283117042 Total				269.50
79112 Total:				269.50
08801 - US Bank Total:				269.50
Total:				113,783.83

Accounts Payable

Computer Check Proof List by Vendor

User: sledoux
Printed: 08/04/2015 - 11:05AM
Batch: 00001.08.2015

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 00282	Adventist Health			Check Sequence: 1	ACH Enabled: False
61936	Adventist Health - Physicals	235.00	08/12/2015	001-025-178500	
	Check Total:	235.00			
Vendor: 00438	Alexin Analytical Laboratories			Check Sequence: 2	ACH Enabled: False
22879	Alexin Labs - Water testing	360.00	08/12/2015	004-004-408000	
	Check Total:	360.00			
Vendor: 00405	American Library Assoc			Check Sequence: 3	ACH Enabled: False
Memb - Green	Am Library Assn. - Green membership	205.00	08/12/2015	001-029-227500	
	Check Total:	205.00			
Vendor: 00410	American Medical Response			Check Sequence: 4	ACH Enabled: False
181315	AMR - Blood draw	200.00	08/12/2015	001-024-161000	
	Check Total:	200.00			
Vendor: 00460	Arbour & Associates			Check Sequence: 5	ACH Enabled: False
D-ARB #42	Arbour & Assoc - Parking spot OC Courthouse	100.00	08/12/2015	001-024-161000	
	Check Total:	100.00			
Vendor: 00603	Backflow Management Inc			Check Sequence: 6	ACH Enabled: False
7695	Backflow Mgmt - Letters mailed	54.00	08/12/2015	004-004-414500	
	Check Total:	54.00			
Vendor: 00616	Baker & Taylor Inc			Check Sequence: 7	ACH Enabled: False
4011275517	Baker & Taylor - New books	46.69	08/12/2015	001-029-230500	
4011275519	Baker & Taylor - New books	86.50	08/12/2015	001-029-230500	
4011275562	Baker & Taylor - New books	19.16	08/12/2015	001-029-230500	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
4011281732	Baker & Taylor - New books	35.55	08/12/2015	001-029-230500	
4011282622	Baker & Taylor - New books	140.76	08/12/2015	001-029-230500	
4011283752	Baker & Taylor - New books	17.85	08/12/2015	001-029-230500	
4011284403	Baker & Taylor - New books	60.03	08/12/2015	001-029-230500	
4011284404	Baker & Taylor - New books	275.47	08/12/2015	001-029-230500	
4011284417	Baker & Taylor - New books	9.67	08/12/2015	001-029-230500	
4011286415	Baker & Taylor - New books	15.36	08/12/2015	001-029-230500	
4011292256	Baker & Taylor - New books	27.46	08/12/2015	001-029-230500	
4011292303	Baker & Taylor - New books	102.70	08/12/2015	001-029-230500	
4011292329	Baker & Taylor - New books	60.51	08/12/2015	001-029-230500	
4011294309	Baker & Taylor - New books	229.59	08/12/2015	001-029-230500	
4011296175	Baker & Taylor - New books	27.61	08/12/2015	001-029-230500	
4011300279	Baker & Taylor - New books	358.04	08/12/2015	001-029-230500	
	Check Total:	1,512.95			
Vendor: 00959v	Brenner, Jeramy			Check Sequence: 8	ACH Enabled: False
Conference	Brenner - Firemanship Conference	275.00	08/12/2015	001-025-175000	
	Check Total:	275.00			
Vendor: 00993	Brown & Caldwell			Check Sequence: 9	ACH Enabled: False
53246620	Brown & Caldwell - NPDES	4,122.85	08/12/2015	003-003-307500	
	Check Total:	4,122.85			
Vendor: 01230	Central City Concern			Check Sequence: 10	ACH Enabled: False
June 2015	Central City Concern - Hooper detox	290.00	08/12/2015	001-024-161000	
	Check Total:	290.00			
Vendor: 01240	CESSCO Inc.			Check Sequence: 11	ACH Enabled: False
358600	Cessco, Inc. - Equipment	3,045.00	08/12/2015	004-004-415000	
358863	Cessco, Inc. - Supplies	66.75	08/12/2015	005-005-507000	
	Check Total:	3,111.75			
Vendor: 01276	Chemsearch			Check Sequence: 12	ACH Enabled: False
1982238	Chemsearch - supplies	1,594.14	08/12/2015	004-004-408500	
	Check Total:	1,594.14			
Vendor: 01343a	Cintas First Aid Lockbox			Check Sequence: 13	ACH Enabled: False
5003264636	Cintas - First aid supplies	234.22	08/12/2015	001-029-225500	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
5003264653	Cintas - First aid supplies	96.41	08/12/2015	001-025-175500	
5003264668	Cintas - First aid supplies	229.31	08/12/2015	001-024-161000	
	Check Total:	559.94			
Vendor: 01339	CIS/EBS Trust			Check Sequence: 14	ACH Enabled: False
GL-D-GLD-5231	CIS Trust - Liability deductible	6,842.63	08/12/2015	001-021-106000	
GLD-I2015-00	CIS Trust - PL Renewal	120,472.79	08/12/2015	001-021-106000	
GLD-W2015 QTR 1	CIS Trust - Worker's Comp - qtrly	29,114.65	08/12/2015	001-000-290109	
	Check Total:	156,430.07			
Vendor: 01381	Clackamas Barkdust Co.			Check Sequence: 15	ACH Enabled: False
6623	Clackamas Bark Dust - delivered	581.75	08/12/2015	001-026-194000	
	Check Total:	581.75			
Vendor: 01450	Clackamas Community College			Check Sequence: 16	ACH Enabled: False
20312	Clack Comm. College -Cross connect class	170.00	08/12/2015	004-004-404500	
	Check Total:	170.00			
Vendor: 01712	Clackamas ESD			Check Sequence: 17	ACH Enabled: False
1500000783	Clackamas ESD - Backup of server	204.36	08/12/2015	001-021-115500	
	Check Total:	204.36			
Vendor: 01730	Clackamas Landscape Supply			Check Sequence: 18	ACH Enabled: False
57749	Clackamas Landscape - Park maint supplies	99.00	08/12/2015	001-026-193000	
57809	Clackamas Landscape - Park maint supplies	66.00	08/12/2015	001-026-193000	
57812	Clackamas Landscape - Park maint supplies	33.00	08/12/2015	001-026-193000	
57860	Clackamas Landscape - Park maint supplies	140.00	08/12/2015	001-026-193000	
57864	Clackamas Landscape - Park maint supplies	140.00	08/12/2015	001-026-193000	
	Check Total:	478.00			
Vendor: 01765	Clackamas Steel & Mfg.			Check Sequence: 19	ACH Enabled: False
232171	Clackamas Steel - supplies	30.70	08/12/2015	005-005-507000	
	Check Total:	30.70			
Vendor: 01576	Clackamas, County of			Check Sequence: 20	ACH Enabled: False
28746	Clackamas Co. - Planning Services	4,377.66	08/12/2015	001-021-107000	
28928	Clackamas Co. - Planning Services	8,567.49	08/12/2015	001-021-107000	
28929	Clackamas Co. - Sign maint.	136.29	08/12/2015	005-005-508500	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
42172	Clackamas Co. - Telecom Services	65.00	08/12/2015	001-024-161000	
42282	Clackamas Co. - Diversion Panel	2,500.00	08/12/2015	001-024-164900	
42293	Clackamas Co. - Work crew	3,060.00	08/12/2015	001-026-191500	
42344	Clackamas Co. - Work crew	360.00	08/12/2015	001-026-191500	
42348	Clackamas Co. - Fingerprints	30.00	08/12/2015	001-024-161000	
42472	Clackamas Co. - Dispatch fees	7,244.12	08/12/2015	001-025-181900	
42527	Clackamas Co. - Dispatch fees	10,021.13	08/12/2015	008-008-816480	
42568	Clackamas Co. - Ammo	346.00	08/12/2015	001-024-161500	
	Check Total:	36,707.69			
Vendor: 01808	Clark's Lawn & Garden Equip			Check Sequence: 21	ACH Enabled: False
206087	Clark's Lawn & Garden - supplies	39.98	08/12/2015	001-026-193000	
	Check Total:	39.98			
Vendor: 01839m	Coastal Farm & Home Supply			Check Sequence: 22	ACH Enabled: False
016611	Coastal Farm - supplies	79.99	08/12/2015	004-004-403500	
016765	Coastal Farm - supplies	4.03	08/12/2015	001-026-194000	
	Check Total:	84.02			
Vendor: 01893G	Comcast			Check Sequence: 23	ACH Enabled: False
0732582 0801	Comcast -Internet	135.34	08/12/2015	005-005-507000	
0738555 0718	Comcast -Internet	52.90	08/12/2015	001-028-212500	
725743 0722	Comcast -Internet/Voice	118.11	08/12/2015	001-024-161000	
	Check Total:	306.35			
Vendor: 02057	Creative Services of			Check Sequence: 24	ACH Enabled: False
D15 10397	Creative Svc - Jr. Badge stickers	255.95	08/12/2015	001-024-157000	
	Check Total:	255.95			
Vendor: 02146	Curtis, L. N. Co.			Check Sequence: 25	ACH Enabled: False
2126936-00	Curtis - supplies	555.00	08/12/2015	001-025-175500	
	Check Total:	555.00			
Vendor: 02168	Cycle Express			Check Sequence: 26	ACH Enabled: False
24687	Cycle Express - Printed banner	65.00	08/12/2015	001-021-113000	
	Check Total:	65.00			
Vendor: 02245	Day Wireless Systems Inc			Check Sequence: 27	ACH Enabled: False

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
172878-00	Day Wireless - Antenna	135.00	08/12/2015	001-024-158000	
389025	Day Wireless - Service call	187.31	08/12/2015	001-024-158000	
389028	Day Wireless - Service call	187.31	08/12/2015	001-024-158000	
	Check Total:	509.62			
Vendor: 02248M	Deere, John Landscapes			Check Sequence: 28	ACH Enabled: False
72475179	John Deere - Supplies	119.45	08/12/2015	001-026-194000	
72475242	John Deere - Supplies	85.00	08/12/2015	001-026-194000	
72588427	John Deere - Supplies	30.41	08/12/2015	001-026-194000	
72703308	John Deere - Supplies	188.98	08/12/2015	001-026-194000	
	Check Total:	423.84			
Vendor: 02250B	DeLair, Zak			Check Sequence: 29	ACH Enabled: False
Conference	Delair - Firemanship Conference	275.00	08/12/2015	001-025-175000	
	Check Total:	275.00			
Vendor: 02375	Dooley Enterprises Inc.			Check Sequence: 30	ACH Enabled: False
51593	Dooley Ent - Ammo	4,505.11	08/12/2015	001-024-161500	
	Check Total:	4,505.11			
Vendor: 02510g	Eastside Paving Inc			Check Sequence: 31	ACH Enabled: False
07081504	Eastside Paving	4,500.00	08/12/2015	005-005-515000	
	Check Total:	4,500.00			
Vendor: 02635	Enerspect Medical Solutions			Check Sequence: 32	ACH Enabled: False
22137	Enerspect - Defibrillator	1,295.00	08/12/2015	001-024-156500	
	Check Total:	1,295.00			
Vendor: 02710	Eurofins Eaton Analytical			Check Sequence: 33	ACH Enabled: False
L0220105	Eurofins - Testing	60.00	08/12/2015	004-004-408000	
L0220481	Eurofins - Testing	120.00	08/12/2015	004-004-408000	
	Check Total:	180.00			
Vendor: 02731	Executive Copy & Printing			Check Sequence: 34	ACH Enabled: False
62166	Executive Printing - Bus cards	302.63	08/12/2015	001-024-157000	
62303	Executive Printing - Forms	93.00	08/12/2015	001-024-157000	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	395.63			
Vendor: 02731G	Extreme Products			Check Sequence: 35	ACH Enabled: False
29128	Extreme Products - Supples/Olson	236.75	08/12/2015	001-024-159500	
29180	Extreme Products - Supples/Olson	229.72	08/12/2015	001-024-159500	
29189	Extreme Products - Supples/Olson	528.17	08/12/2015	001-024-159500	
	Check Total:	994.64			
Vendor: 02818	Ferguson Enterprises Inc			Check Sequence: 36	ACH Enabled: False
3397335	Ferguson - supplies	61.52	08/12/2015	004-004-406500	
	Check Total:	61.52			
Vendor: 02889M	FlashAlert Newswire			Check Sequence: 37	ACH Enabled: False
7607	FlashAlert - News distribution	240.00	08/12/2015	001-024-161000	
	Check Total:	240.00			
Vendor: 02941	Fowler, H.D. Co. Inc.			Check Sequence: 38	ACH Enabled: False
13989132	Fowler - supplies	217.74	08/12/2015	004-004-406500	
	Check Total:	217.74			
Vendor: 03056	Gall's Inc.			Check Sequence: 39	ACH Enabled: False
003785779	Blumental - Embroidery	16.95	08/12/2015	001-025-174500	
	Check Total:	16.95			
Vendor: 03237A	Gladstone Oak Grove Rotary Foundation			Check Sequence: 40	ACH Enabled: False
Funk 15-16	Rotary Club - Funk membership 15-16	250.00	08/12/2015	001-025-176500	
	Check Total:	250.00			
Vendor: 03260	Gladstone Senior Center			Check Sequence: 41	ACH Enabled: False
Encore Carpet	Gladstone Sr. Ctr - Encore Carpet reimb	160.00	08/12/2015	001-028-212000	
Office Max reim	Gladstone Sr. Ctr - Office Max reimbursement	114.26	08/12/2015	001-028-212500	
	Check Total:	274.26			
Vendor: 03300	Gold Wrench			Check Sequence: 42	ACH Enabled: False
59787	Gold Wrench - Chevy Tahoe	791.80	08/12/2015	001-024-155000	
59848	Gold Wrench - Service Crown Vic.	115.00	08/12/2015	001-024-155000	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	906.80			
Vendor: 03455	Hall Tool Co			Check Sequence: 43	ACH Enabled: False
11208	Hall Tool - Bench Vise	1,019.00	08/12/2015	004-004-406500	
	Check Total:	1,019.00			
Vendor: 03818	Honey Buckets			Check Sequence: 44	ACH Enabled: False
2-1267574	Honey Bucket	292.00	08/12/2015	001-026-195500	
2-1267646	Honey Bucket	476.40	08/12/2015	001-026-195500	
2-1275382	Honey Bucket	85.00	08/12/2015	001-026-195500	
2-1286682	Honey Bucket	334.20	08/12/2015	001-026-195500	
2-1293877	Honey Bucket	197.00	08/12/2015	001-026-195500	
	Check Total:	1,384.60			
Vendor: 03765	Houston, Marc R			Check Sequence: 45	ACH Enabled: False
1006	Dr. Houston - July 2015 Drill Instructor	140.00	08/12/2015	001-025-180500	
1006	Dr. Houston - August 2015 Advising	800.00	08/12/2015	001-025-180500	
	Check Total:	940.00			
Vendor: 04142	Johnson, Robert C			Check Sequence: 46	ACH Enabled: False
367	Robert Johnson - Maintenance	759.65	08/12/2015	001-029-225000	
	Check Total:	759.65			
Vendor: 04152	Jolley, Jeff			Check Sequence: 47	ACH Enabled: False
114	Jolley - reimb OACP membership	225.00	08/12/2015	001-024-163500	
	Check Total:	225.00			
Vendor: 04152J	Melissa Jones PLLC			Check Sequence: 48	ACH Enabled: False
102	Melissa Jones - Prosecutor Services	3,000.00	08/12/2015	001-022-123000	
	Check Total:	3,000.00			
Vendor: 04160	Lee A Jundt			Check Sequence: 49	ACH Enabled: False
77	Jundt - OACP membership	125.00	08/12/2015	001-024-163500	
	Check Total:	125.00			
Vendor: 04262	Knapp Construction			Check Sequence: 50	ACH Enabled: False
070815	Knapp Construction - 200 W. Dartmouth	3,950.00	08/12/2015	005-005-513500	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	3,950.00			
Vendor: 04430	Wayne A Lawrence			Check Sequence: 51	ACH Enabled: False
115	Lawrence - OACP membership	125.00	08/12/2015	001-024-163500	
	Check Total:	125.00			
Vendor: 04441	League of Oregon Cities			Check Sequence: 52	ACH Enabled: False
16650	League OR Cities - Annual Membership	7,759.12	08/12/2015	001-021-111000	
16854	League OR Cities - Recruitment Ads	40.00	08/12/2015	001-021-116500	
	Check Total:	7,799.12			
Vendor: 04561P	Life-Assist Inc			Check Sequence: 53	ACH Enabled: False
717439	Life Assist - supplies	545.41	08/12/2015	001-025-180000	
719193	Life Assist - supplies	36.30	08/12/2015	001-025-180000	
719504	Life Assist - supplies	105.00	08/12/2015	001-024-156000	
719505	Life Assist - supplies	1,604.39	08/12/2015	001-025-180000	
719870	Life Assist - First Aid supplies	185.70	08/12/2015	001-025-180000	
	Check Total:	2,476.80			
Vendor: 04709M	Major Spray Service LLC			Check Sequence: 54	ACH Enabled: False
071315	Major Spray Svc - Stump poisoning	180.00	08/12/2015	001-026-193200	
	Check Total:	180.00			
Vendor: 04900	Midwest Tape			Check Sequence: 55	ACH Enabled: False
92980329	Midwest Tape - Non print items	51.98	08/12/2015	001-029-230500	
92986725	Midwest Tape - Non print items	55.28	08/12/2015	001-029-230500	
92989565	Midwest Tape - Non print items	194.43	08/12/2015	001-029-230500	
92990407	Midwest Tape - Non print items	43.49	08/12/2015	001-029-230500	
93000390	Midwest Tape - Non print items	115.20	08/12/2015	001-029-230500	
93002375	Midwest Tape - Non print items	48.49	08/12/2015	001-029-230500	
93003804	Midwest Tape - Non print items	116.68	08/12/2015	001-029-230500	
93003806	Midwest Tape - Non print items	50.37	08/12/2015	001-029-230500	
93003807	Midwest Tape - Non print items	16.10	08/12/2015	001-029-230500	
93011388	Midwest Tape - Non print items	33.49	08/12/2015	001-029-230500	
93016152	Midwest Tape - Non print items	16.19	08/12/2015	001-029-230500	
93017205	Midwest Tape - Non print items	20.64	08/12/2015	001-029-230500	
93017206	Midwest Tape - Non print items	20.64	08/12/2015	001-029-230500	
93017208	Midwest Tape - Non print items	79.92	08/12/2015	001-029-230500	
93024145	Midwest Tape - Non print items	76.98	08/12/2015	001-029-230500	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
93029149	Midwest Tape - Non print items	43.49	08/12/2015	001-029-230500	
93032602	Midwest Tape - Non print items	13.69	08/12/2015	001-029-230500	
93039280	Midwest Tape - Non print items	26.64	08/12/2015	001-029-230500	
93041791	Midwest Tape - Non print items	28.49	08/12/2015	001-029-230500	
93042562	Midwest Tape - Non print items	28.49	08/12/2015	001-029-230500	
93049171	Midwest Tape - Non print items	76.98	08/12/2015	001-029-230500	
	Check Total:	1,157.66			
Vendor: 04976	Molina, Genevra			Check Sequence: 56	ACH Enabled: False
072915	Genevra Molina - Interpreter Services	200.00	08/12/2015	001-022-124500	
	Check Total:	200.00			
Vendor: 04955s	Mr. Belvedere's Janitorial			Check Sequence: 57	ACH Enabled: False
1527	Mr. Belvedere - Janitorial	335.00	08/12/2015	001-024-161000	
1528	Mr. Belvedere - Janitorial	475.00	08/12/2015	001-028-215500	
	Check Total:	810.00			
Vendor: 05358R	Net Transcripts, Inc.			Check Sequence: 58	ACH Enabled: False
0003215-IN	Net Transcripts - transcription	53.73	08/12/2015	001-024-161000	
	Check Total:	53.73			
Vendor: 05361	New Horizons Comp. Learning Ctr. Inc.			Check Sequence: 59	ACH Enabled: False
INV270374	New Horizons - Word 2013 training	265.00	08/12/2015	001-029-227500	
	Check Total:	265.00			
Vendor: 05409s	Norlift of Oregon Inc			Check Sequence: 60	ACH Enabled: False
15255406	Norlift - Forklift parts	361.20	08/12/2015	005-005-504500	
	Check Total:	361.20			
Vendor: 05450	Northside Trucks			Check Sequence: 61	ACH Enabled: False
0740	Northside Ford - 2015 Ford Pickup	104,708.60	08/12/2015	005-005-517000	
	Check Total:	104,708.60			
Vendor: 05490	Northwest Entrance			Check Sequence: 62	ACH Enabled: False
16957	NW Entrance - parts	70.00	08/12/2015	001-026-194000	
	Check Total:	70.00			

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 05521	Northwest Natural Gas			Check Sequence: 63	ACH Enabled: False
148922-8	Northwest Natural Gas	61.97	08/12/2015	001-028-213500	
148988-9	Northwest Natural Gas	15.38	08/12/2015	001-025-177500	
2136577-0	Northwest Natural Gas	15.38	08/12/2015	001-024-161000	
2643701-2	Northwest Natural Gas	22.62	08/12/2015	001-029-224500	
363279-1	Northwest Natural Gas	8.41	08/12/2015	005-005-507000	
	Check Total:	123.76			
Vendor: 05675	Office Depot			Check Sequence: 64	ACH Enabled: False
778988468001	Office Depot - supplies	45.59	08/12/2015	004-004-403500	
778989198001	Office Depot - supplies	4.59	08/12/2015	001-021-113000	
779685924001	Office Depot - supplies	191.45	08/12/2015	001-024-156500	
779685961001	Office Depot - supplies	31.79	08/12/2015	001-024-156500	
780740404001	Office Depot - supplies	2.55	08/12/2015	001-022-124500	
780740404001	Office Depot - supplies	36.55	08/12/2015	001-021-113000	
781991777001	Office Depot - supplies	113.26	08/12/2015	001-029-225500	
782513517001	Office Depot - supplies	101.02	08/12/2015	001-024-156500	
782513517002	Office Depot - Supplies	9.36	08/12/2015	001-024-156500	
783777487001	Office Depot - Supplies	211.88	08/12/2015	001-024-156500	
783777521001	Office Depot - Supplies	22.99	08/12/2015	001-024-156500	
	Check Total:	771.03			
Vendor: 05765	Oregon Association of			Check Sequence: 65	ACH Enabled: False
Hale membership	OR Reserve Ofc Assn - Hale Membership	20.00	08/12/2015	001-024-163500	
	Check Total:	20.00			
Vendor: 05870	Oregon City Scuba			Check Sequence: 66	ACH Enabled: False
387	Oregon Scuba - Sportsman show gear	560.00	08/12/2015	001-025-184000	
	Check Total:	560.00			
Vendor: 05887	Oregon Code Enforcement Assoc			Check Sequence: 67	ACH Enabled: False
Boyle member	OR Code Enf Assn - Boyle membership	75.00	08/12/2015	001-024-163500	
	Check Total:	75.00			
Vendor: 06148	Oregon Patrol Service			Check Sequence: 68	ACH Enabled: False
2518	Orego Patrol - Court security	506.00	08/12/2015	001-022-127000	
	Check Total:	506.00			

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 06310	Oregon Underground			Check Sequence: 69	ACH Enabled: False
1206	Oregon Underground - Water Main W. Exeter	41,208.00	08/12/2015	004-004-415500	
	Check Total:	41,208.00			
Vendor: 06223	Oregon, State Of			Check Sequence: 70	ACH Enabled: False
Training	BOLI - LeDoux training	185.00	08/12/2015	001-021-114500	
	Check Total:	185.00			
Vendor: 06587	Pacific Office Automation			Check Sequence: 71	ACH Enabled: False
46540718	Pacific Office - Copier lease	636.00	08/12/2015	001-029-226500	
	Check Total:	636.00			
Vendor: 06640	Paramount Pest Control Inc			Check Sequence: 72	ACH Enabled: False
80897	Paramount - Pest control	54.00	08/12/2015	001-021-110500	
80907	Paramount - Pest control	52.00	08/12/2015	001-021-110500	
	Check Total:	106.00			
Vendor: 06932	Pollardwater			Check Sequence: 73	ACH Enabled: False
20224	Pollardwater - DPD DCHLR Tablets	192.24	08/12/2015	001-025-175500	
	Check Total:	192.24			
Vendor: 07021	Portland General Electric			Check Sequence: 74	ACH Enabled: False
PGE July	PGE - July 2015	515.78	08/12/2015	005-005-508000	
PGE July	PGE - July 2015	810.58	08/12/2015	001-021-109500	
PGE July	PGE - July 2015	223.44	08/12/2015	001-024-161000	
PGE July	PGE - July 2015	1,024.67	08/12/2015	001-026-193500	
PGE July	PGE - July 2015	41.95	08/12/2015	003-003-302500	
PGE July	PGE - July 2015	1,736.32	08/12/2015	004-004-406000	
PGE July	PGE - July 2015	418.37	08/12/2015	005-005-507000	
	Check Total:	4,771.11			
Vendor: 07027	Portland Habilitation Center			Check Sequence: 75	ACH Enabled: False
87933	Portland Habilitation - janitorial	415.59	08/12/2015	001-021-108500	
	Check Total:	415.59			
Vendor: 07060M	Portland Windustrial Co			Check Sequence: 76	ACH Enabled: False
103940 00	Portland Windustrial - supplies	441.73	08/12/2015	004-004-406500	

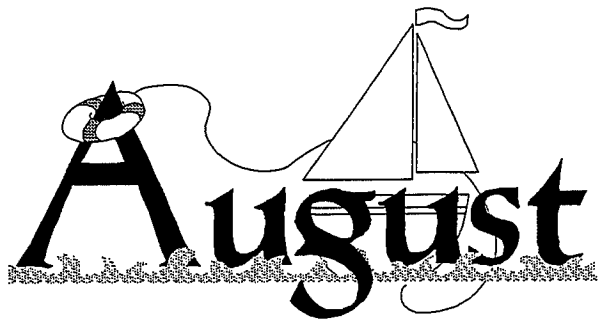
Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	441.73			
Vendor: 07001	Portland, City of			Check Sequence: 77	ACH Enabled: False
10189117	City of Portland - Water Consortium dues	6,663.00	08/12/2015	004-004-407800	
	Check Total:	6,663.00			
Vendor: 07325	Radar Shop			Check Sequence: 78	ACH Enabled: False
RS-8800	Radar Shop - Service radar unit	142.50	08/12/2015	001-024-158200	
	Check Total:	142.50			
Vendor: 07488S	RH Media Services LLC			Check Sequence: 79	ACH Enabled: False
77	RH Media - IT Support/hardware	12,619.24	08/12/2015	001-021-115500	
	Check Total:	12,619.24			
Vendor: 07518	Righteous Clothing			Check Sequence: 80	ACH Enabled: False
68806	Righteous Clothing - Gladstone Logo printing	116.40	08/12/2015	001-025-181400	
	Check Total:	116.40			
Vendor: 07596a	Roth Heating & Cooling			Check Sequence: 81	ACH Enabled: False
17328	Roth Construction - topsoil	585.00	08/12/2015	001-026-194000	
	Check Total:	585.00			
Vendor: 07714	Santiam Emergency Equipment			Check Sequence: 82	ACH Enabled: False
24437	Santiam Emerg Equip. - supplies	150.95	08/12/2015	001-025-182000	
	Check Total:	150.95			
Vendor: 07717r	Satcom Global			Check Sequence: 83	ACH Enabled: False
AS07150734	Satcom Global - SIM card	42.75	08/12/2015	001-024-164600	
	Check Total:	42.75			
Vendor: 07873	ServiceMaster of Oregon			Check Sequence: 84	ACH Enabled: False
155889	ServiceMaster - janitorial	1,035.00	08/12/2015	001-029-228000	
	Check Total:	1,035.00			
Vendor: 07901S	Shred-it USA LLC			Check Sequence: 85	ACH Enabled: False
9406796643	Shred-It - shredding	94.04	08/12/2015	001-024-161000	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	94.04			
Vendor: 07905	Sierra Springs			Check Sequence: 86	ACH Enabled: False
53386033 0720	Sierra Springs - water	146.12	08/12/2015	001-024-161000	
	Check Total:	146.12			
Vendor: 08037m	Sonetics			Check Sequence: 87	ACH Enabled: False
167239	Sonetics - Wired HS	170.00	08/12/2015	001-025-173000	
	Check Total:	170.00			
Vendor: 08044	Sonsray Machinery LLC			Check Sequence: 88	ACH Enabled: False
PO7214-10	Sonsray - supplies	-44.40	08/12/2015	005-005-504500	
PO8392-10	Sonsray - supplies	146.75	08/12/2015	005-005-504500	
	Check Total:	102.35			
Vendor: 08205	Stein Oil Co. Inc.			Check Sequence: 89	ACH Enabled: False
CL10514	Stein Oil - gasoline	1,247.02	08/12/2015	001-024-155500	
	Check Total:	1,247.02			
Vendor: 08376T	Jill Tate			Check Sequence: 90	ACH Enabled: False
2015-3	Jill Tate - transcription	378.00	08/12/2015	001-021-115500	
	Check Total:	378.00			
Vendor: 08530	Top Industrial Supply			Check Sequence: 91	ACH Enabled: False
81589	TOP Ind. Supply - parts	51.88	08/12/2015	005-005-504500	
81603	TOP Ind. Supply - parts	78.40	08/12/2015	005-005-504500	
	Check Total:	130.28			
Vendor: 08566	Traffic Safety Supply Co. Inc.			Check Sequence: 92	ACH Enabled: False
100158	Traffic Safety Supply - Supplies	27.00	08/12/2015	005-005-508500	
100166	Traffic Safety Supply - Supplies	2,458.70	08/12/2015	005-005-505500	
101152	Traffic Safety Supply - Cones	921.00	08/12/2015	005-005-505500	
	Check Total:	3,406.70			
Vendor: 08652	Tualatin Valley Fire & Rescue			Check Sequence: 93	ACH Enabled: False
571349	TVFR - Fleet Maint Contract	2,221.50	08/12/2015	001-025-173000	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	2,221.50			
Vendor: 08802	US Bank			Check Sequence: 94	ACH Enabled: False
4300 0027 0714	US Bank - Parking	45.75	08/12/2015	001-024-161000	
4300 0027 0714	US Bank - Training - Lawrence/Fich/Jolley	479.52	08/12/2015	001-024-158700	
4300 0027 0714	US Bank - Office supplies	16.29	08/12/2015	001-024-156500	
4300 0027 0714	US Bank - UPS shipping	23.97	08/12/2015	001-024-157000	
	Check Total:	565.53			
Vendor: 08799	USA Blue Book			Check Sequence: 95	ACH Enabled: False
697870	USABluebook - supplies	981.46	08/12/2015	004-004-408500	
702436	USABluebook - supplies	262.71	08/12/2015	004-004-408500	
	Check Total:	1,244.17			
Vendor: 08805	USA Today			Check Sequence: 96	ACH Enabled: False
subscription	USA Today - subscription	254.81	08/12/2015	001-029-227000	
	Check Total:	254.81			
Vendor: 08943C	Verizon			Check Sequence: 97	ACH Enabled: False
471778134-00001	Verizon -	636.88	08/12/2015	001-024-161000	
471778134-00004	Verizon - Telephone	341.53	08/12/2015	001-025-177800	
471778134-00012	Verizon - Telephone	280.82	08/12/2015	001-024-164000	
471778134-00013	Verizon - Telephone	232.45	08/12/2015	001-024-164000	
471778134-00017	Verizon - Telephone	40.01	08/12/2015	001-024-164000	
471778134-00018	Verizon - Telephone	407.53	08/12/2015	001-024-164000	
642059492-00001	Verizon - Telephone	89.00	08/12/2015	005-005-507000	
742059941-00001	Verizon - Telephone	413.49	08/12/2015	005-005-507000	
742059941-00002	Verizon - Telephone	104.90	08/12/2015	005-005-507000	
	Check Total:	2,546.61			
Vendor: 08970	Video Store Shopper			Check Sequence: 98	ACH Enabled: False
IN719897	Video Shopper - locks	160.49	08/12/2015	001-029-225500	
	Check Total:	160.49			
Vendor: 09300	WorkSAFE Service Inc			Check Sequence: 99	ACH Enabled: False
211905	WorkSafe - Drug testing	135.00	08/12/2015	001-021-116500	
	Check Total:	135.00			

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Total for Check Run:	437,354.89			
	Total of Number of Checks:	99			

CORRESPONDENCE



REGULAR AGENDA

City of Gladstone
Staff Report

Report Date: August 4, 2016
Meeting Date: August 11, 2015
To: City Council
From: Fire Department, Stan Monte; Chief.

AGENDA ITEM

Fire Department Request to solicit and hire Consultant to advise in the selection of Full time Fire Chief

History/Background

The City of Gladstone Fire Department is one of the oldest fire departments in the State of Oregon and the only urban fire department in Clackamas County without a full time Chief. Under the direction of the City Counsel the Fire Department has been directed to hire a Full Time Fire Chief. Under this direction the fire department with the city's liaison, have made inquires with our neighboring fire departments, several have hired fire chiefs in the last few years. Although sharing the same mission each department is an individual entity as to its demographics, employment model, employees, resources and needs. These differences have resulted in all but one organization hiring professional consultants for their recruitment process. Their reasoning and ours, is the requirement for an independent review of our needs from a professional that comprehends today's management practices and standards in the fire service and how to find the best fit in a new chief. Generally the scope of work has entailed two objectives; creating a job description by identifying the personal qualities, education, training and experience that would be an ideal fit for each department. The second objective would encompass advertising, screening, testing and interviews.

Proposal

The Gladstone Fire Department requests approval to solicit and hire a consultant to advise and assist in defining the qualities required of full time Fire Chief for Gladstone Fire Department. In addition we would request the option to expand the scope of the contract to encompass the consultant's assistance in the complete hiring process if necessary.

Options

A. Solicit and contract an experienced private consultant to advise and assist in the development and defining the qualities required of full time Fire Chief for the City of Gladstone. Utilize City Human Resource Department and Staff time for the advertising, screening, testing and interviewing of the selection process.
In addition; include an Elective Option for the consultant to manage the advertizing, testing and interviews of the selection process. If during the development process it is determined the consultant's expertise is warranted.
Est. cost; $20,000 - $36,000 (consultant $8,000-$25,000, staff $5,000 - $12,000)

B. Solicit and contract an experienced private consultant to advise and assist in the development and defining of the qualities required of full time Fire Chief for the City of Gladstone. In addition consultant is to manage the advertising, screening, testing and interviewing of the selection process.
Est. cost; $25,000 - $34,000 (consultant $20,000 -$25,000, staff $5,000 - $9,000)

C. City staff to develop and define the qualities required of a full time Fire Chief for the City of Gladstone. Utilize City Human Resource department and staff time to manage the advertizing, testing and interviewing for the selection process.
Est. cost; $25,000 - $40,000

D. Solicit and contract an experienced private consultant to advise and assist in the development and defining of the qualities required of full time Fire Chief for the City of Gladstone. Utilize City Human Resource Department and Staff time for the advertising, screening, testing and interviewing of the selection process.
Est. cost; $17,000 - $24,000 (consultant $8,000-$12,000, staff $5,000 - $12,000)

Cost Impact

City has approved $90,000 for "Full Time Fire Chief" as this process is expected to take 3-5 months funds could be drawn from this line.

Recommended Staff Action

Staff recommends City Council approve option A. This would allow for an Elective Option which if warranted would allow the consultant to continue with the hiring process without having to readdress the issue with the counsel through the issuance of a change order.

Department Head
Signature Stan Monte Date 8/4/15

City Administrator
Signature Date

RESOLUTION NO. 1064

CITY OF GLADSTONE, OREGON

A Resolution Authorizing Staff to Hire a Full Time Fire Chief

WHEREAS, The City of Gladstone has identified the need for a Full Time Fire Chief in the Adopted City of Gladstone 2015-16 Annual Budget; and

WHEREAS, Staff has identified a process for filling the job of Full Time Fire Chief; and

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Gladstone, that staff is authorized to follow the process outlined in Option A. of the Staff Report to hire Full Time Fire Chief.

This Resolution is adopted by the Gladstone City Council and approved by the Mayor this 11th day of August, 2015.

Attest:

Dominick Jacobellis, Mayor

Jolene Morishita, Assistant City Administrator

City of Gladstone
Staff Report

Report Date: August 4, 2016
Meeting Date: August 11, 2015
To: City Council
From: Fire Department, Stan Monte; Chief.

AGENDA ITEM

"Replacement of the Clackamas Public Safety Communications System"
Endorsement of the C800 Bond Measure request to present to the Clackamas County Board of Commissioners for placement on the May 2016 ballot.

History/Background

C800 – Clackamas 800 Radio Group, an ORS 190, is comprised of most of the public safety providers within Clackamas County. C800 owns and operates the public safety voice and data radio communication systems serving Clackamas County. The City of Gladstone is part of the C-800 group, having joined and combined its dispatching services to C-com in the 90's.

C800 will be holding a Board meeting on September 9th. The C800 Board will be taking a vote for approval of the recommended project parameters for the replacement of the public safety communication system. The C800 Intergovernmental Agreement requires unanimous approval by all partners prior to moving the project forward.

See attached letter:

Proposal

Fire Department and Police Department request acknowledged support from the Gladstone City Council to vote for approval of the recommended project parameters for the replacement of the public safety communication system.

Options

Cost Impact

None at this time. In the future if the Bond measure is approved within Clackamas County cost of $53.6M or a 15yr bond rate of 10¢ per $1,000 of assessed valuation.

Recommended Staff Action

Staff recommends City Council approve the Fire and Police Departments endorsement of the C800 Bond Measure request to present to the Clackamas County Board of Commissioners for placement on the May 2016 ballot.

Department Head Signature	Date	City Administrator Signature	Date

RESOLUTION NO. 1065

CITY OF GLADSTONE, OREGON

A Resolution Approving endorsement of the Clackamas County C800 Bond Measure on the May 2016 Ballot

WHEREAS, The City of Gladstone has reviewed the needs for interoperability communications within Clackamas County; and

WHEREAS, Clackamas County has found that its current communications is at end of life; and

WHEREAS, Clackamas County intends to forward to the voter the C800 Bond Measure funding an upgrade to the Interoperability Communications System;

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Gladstone, that they endorse the C800 Bond Measure.

This Resolution is adopted by the Gladstone City Council and approved by the Mayor this 11th day of August, 2015.

Attest:

Dominick Jacobellis, Mayor

Jolene Morishita, Assistant City Administrator

City of Gladstone
Staff Report

Report Date: August 4th, 2015
Meeting Date: August 11th, 2015
To: Gladstone City Council
From: From Ross Schultz

AGENDA ITEM - 1062

An agenda item that authorizes staff to contract with a recruiting firm to secure a new City Administrator.

History/Background

On July 1st, 2015 the City's Administrator position was declared Vacant. At the July 14th meeting, Council appointed a City Administrator Recruitment subcommittee. That Committee met and felt that Council needed help from a recruiter to assist the City in their search. . A request for quotes from 16 different recruiting firms was solicited.

As a result of the request for quote and analysis of the 4 respondents, the committee is making a recommendation to contract with one of those firms to secure a new City Administrator.

Proposal

The Committee would like to recommend _____.

Options

Of the 4 respondents reviewed by the committee, they felt that _____ met the City's needs best.

Cost Impact

Total cost for recruitment services is $_____.

Recommended Staff Action

Staff recommends a motion to direct staff to sign a contract with _____ for the recruitment of Gladstone's Next City Administrator.

Department Head Signature Date

City Administrator Signature Date

City of Gladstone
Staff Report

Report Date:	August 4th, 2015
Meeting Date:	August 11th, 2015
To:	Gladstone City Council
From:	Ross Schultz – Interim City Manager

AGENDA ITEM

This resolution will Direct Staff to submit a resolution calling for an election on November 4th so that the citizens of Gladstone can decide whether or not they would like to Authorize the City to construct certain Civic Buildings costing over $1,000,000.

History/Background

Staff and Council have reviewed Gladstone's Civic buildings and find that;

The Police Station will not meet 2022 Building Code for essential buildings and their current space is unable to be upgraded without a complete overhaul. Further, the cost of an upgraded building, mandatory upgrades required and additional functionality needed that the current building does not have, when totaled would be cheaper than a rebuild of the current Police structure.

The City Hall is attached to the Police Station and therefore will be reviewed as part of this project with a new city hall structure requirement anticipated.

Proposal

Staff is considering Building a new structure for the Police that will be "Essential Building" compliant. Also, staff is considering replacing the City Hall as part of the Police Building upgrade begins. This agenda item will allow the citizens of Gladstone to vote on this proposal in accordance with ordnances 3-394 and 3-395.

Options

Council can choose to not move this question and at that point the project to build a new Police Station and City Hall will not go forward until another election cycle.

Cost Impact

The cost of the election will be approximately less than $4,000.

Recommended Staff Action

Staff Recommends a motion to; **Submit to the Registered Voters of the City A Referral Approving the Gladstone City Council's Authority to Incur Debt to Finance and Construct a New City Hall and Police Station that is Projected to Cost more than $1,000,000 .**

Department Head Signature	Date	City Administrator Signature	Date

RESOLUTION NO. 1061

CITY OF GLADSTONE, OREGON

A Resolution Submitting to the Registered Voters of the City A Referral Approving the Gladstone City Council's Authority to Incur Debt to Finance and Construct a New City Hall and Police Station that is Projected to Cost more than $1,000,000

WHEREAS, two citizen-initiated Gladstone Charter amendments, Measure 3-394 and Measure 3-395, were approved by City voters during the May 15, 2012 primary election; and

WHEREAS, Measure 3-394 states the City shall incur no debt in financing any public project except through the issuance of municipal bonds by bond measure duly approved by a majority of voters in a regularly scheduled election set forth in ORS 221.230 or special election; and

WHEREAS, Measure 3-395 states unless approved by a majority of the voters in a regularly scheduled election set forth in ORS 221.230, or special election, no public building shall be constructed by or for the City if such construction will require the actual or reasonably projected expenditure of $1,000,000, or more, from existing City funds or current or future City revenues, including those of any of its departments, service districts or agencies. In calculating whether the project will involve the actual or reasonably projected expenditure of $1,000,000 or more, the calculation shall include the fair market value of any real estate to be utilized or committed to the project, based on current market appraisal performed by a certified real estate appraiser; and

WHEREAS, The City Council has reviewed options for a new City Hall and a new Police Station; and

WHEREAS, the City Council desires voter approval for the City Council to authorize the incurrence of debt for a new City Hall and Police Station projects, through the issuance of municipal bonds and expenditure of certain City Funds that will cost more than $1,000,000.

The City of Gladstone Resolves as follows:

SECTION 1. An election is hereby called for the City of Gladstone, Clackamas County, Oregon, for the purpose of submitting to the legal voters of the City the following:

> QUESTION: Shall Gladstone authorize the construction and incurrence of debt to finance new civic buildings each projected to cost over $1,000,000?

SECTION 2. Tuesday, November 3, 2015, is hereby designated the date for holding the election for the purpose of voting on the measure as stated in Section 1, which election will be by mail-in ballot in the City of Gladstone, Clackamas County, Oregon.

SECTION 3. The precincts for said election shall be and constitute all of the territory included within the corporate limits of the City of Gladstone.

SECTION 4. The ballot title certified by the City Council shall be:

CAPTION: Authorization to construct and incur debt to finance Civic Buildings

QUESTION: Shall Gladstone authorize the construction and incurrence of debt to finance new civic buildings each projected to cost over $1,000,000?

SUM MARY: This measure authorizes the Gladstone City Council to incur debt by issuing municipal bonds to finance and construct a new Gladstone City Hall and a new Police Station. Although this construction project includes a new City Hall and Police Station, the buildings will be constructed on separate parcels.

Funding sources:

- Urban Renewal Agency funds - $4.8 million (current account balance)
- Sale of certain City properties - $3.0 million (estimate)
- State Revenue Sharing funds - $890,000 (current account balance)
- Long-term debt – City will incur $3,000,000 in debt to be repaid using future Urban Renewal Agency funds.

Estimated budget for the project would be $4.0 million for the City Hall and $7.2 million for the Police Station. This includes money to design, construct, finance, and acquire property for both buildings.

There are no new taxes associated with this proposal.

SECTION 5: In compliance with the Gladstone Municipal Code and state law, the City Recorder is authorized to submit an impartial explanatory statement for the Clackamas County Voters' Pamphlet on behalf of the City.

SECTION 6: The City Recorder shall take all steps on behalf of the City as necessary to carry out the intent and purposes of this resolution in compliance with state and local law including but not limited to publishing the ballot title as provided by state law, publishing notice of the measure as required by Chapter 4.04 of the City of Gladstone Municipal Code and filing this measure with Clackamas County Elections Division.

SECTION 7: This resolution is effective immediately upon adoption by the City Council.

ADOPTED this _____ day of, 2015.

ATTEST:

Domonic Jacobilis, Mayor

Jolene Morishita, Assistant City Administrator

Date

Date

City of Gladstone
Staff Report

Report Date:	August 4th, 2015
Meeting Date:	August 11th, 2015
To:	Gladstone City Council
From:	Ross Schultz – Interim CM

AGENDA ITEM – 10xx

A resolution authorizing staff to Enter into a Contract with Murray Smith & Associates, Inc. (MSA) 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 and Council directed staff to negotiate with MSA for their services and return this services contract for Council consideration.

Staff has reviewed their proposal, (attached to this Staff Report) and recommend Councils approval.

Proposal

With Council authorization staff will contract with MSA and begin the process of updating the Cities Sanitary Sewer Master Plan.

Options

At this time there are three options;

1. Council can choose to deny the resolution and re post the bid. This would likely result in at least a 2 year delay in getting our plan updated.
2. Council can choose to deny the resolution and not update the plan. This would likely result in sanctions from the LCDC at some point in the future.
3. Approve the staff recommendation.

Cost Impact

Completion of this contract will cost near $200,000. However, resulting information will improve the efficiency of our system and will likely save that much over the next 10 years in reduced load and flow.

Recommended Staff Action

Staff Recommends a **Motion to Adopt Resolution 10xx, directing staff to enter into a contract with MSA for the purpose of updating the City's Sanitary Sewer Master Plan.**

Department Head
Signature _____ Date _____

City Administrator
Signature _____ Date _____

RESOLUTION NO. 1060

CITY OF GLADSTONE, OREGON

A Resolution Authorizing Staff to Enter a Contract With Murray Smith & Associates (MSA) for the Purpose of Updating the City's Sanitary Sewer Master Plan

WHEREAS, The City of Gladstone finds a need to update its Sanitary Sewer Master Plan; and

WHEREAS, The City has advertised for and negotiated with a vendor to complete this update; and

WHEREAS, Council finds the attached contract EXHIBIT A, appropriate;

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Gladstone, that staff is authorized to sign the appropriate documents to accomplish EXHIBIT A, in a form approved by the City Attorney.

This Resolution is adopted by the Gladstone City Council and approved by the Mayor this 11th day of August, 2015.

Attest:

Dominick Jacobellis, Mayor

Jolene Morishita, Assistant City Administrator

EXHIBIT A
SCOPE OF WORK
SANITARY SEWER MASTER PLAN
CITY OF GLADSTONE, OREGON

This scope of work is for professional engineering services between Murray, Smith & Associates, Inc. (MSA) and the City of Gladstone, Oregon (City) to develop a Sanitary Sewer Master Plan (SSMP).

Background

This project will provide the City with a SSMP including collection system capital improvement recommendations and budget-level capital cost estimates. The SSMP will also consider flow contributions from rainfall derived infiltration and inflow (RDII) based on pipe condition and provide the City with recommendations on maintenance, repair, and replacement. A hydraulic model will be developed for the collection system and used as the tool for evaluating capacity deficiencies. All improvement analysis will emphasize elimination of collection system overflows to satisfy Oregon Department of Environmental Quality (DEQ) regulatory requirements. Additionally, the SSMP will include summaries of regulatory requirements and intergovernmental agreements (IGAs). The project will employ workshops and presentations to solicit City input and develop consensus at key points in the master planning process.

SCOPE OF SERVICES

Task 1 –Project Management

The purpose of this task is to provide management of the project team, schedule and budget. As project manager (PM), Shad Roundy, PE, will maintain communication with the City and the team throughout the duration of the project, lead meetings and workshop discussions, keep the City up-to-date on any study issues or details and make sure the City's input is incorporated into the work product.

Subtask 1.1 – Kick-Off Meeting

A kick-off meeting will be held to allow the City and the MSA team to begin working together. MSA will attend and lead the kick-off meeting with City Staff to introduce the project team, establish project objectives, review consultant and City communication protocol, discuss the project scope and examine the project schedule including key delivery dates. The primary focus of this meeting will be a discussion of the City's goals for the project.

This subtask assumes up to a two (2) hour kick-off meeting with the MSA Principal-in-charge, project manager, and one (1) task lead. MSA will provide meeting minutes from the kick-off meeting in electronic format.

Subtask 1.2 – Progress Reports, Meetings, and Billing

Included in this subtask are monthly invoicing, budget and schedule review, updates, and general administrative tasks.

The project will be managed to maintain the scope, schedule, and budget. At a minimum, updates on project schedule and budget will be provided as part of the monthly invoicing process.

Meetings and workshop facilitation will be limited to those specifically identified in this scope of work. Additional communication will be handled through phone calls and email as needed.

Subtask 1.3 – Quality Assurance/Quality Control (QA/QC)

This subtask accounts for management of in-house and City reviews of various interim and final work products as outlined in the scope of work. The subtask assumes the City will provide clear, concise and timely input and review on the work products produced by the consultant. All interim deliverables (prior to final documentation in Task 9) are assumed to be delivered in electronic format.

Task 2 –Data Collection, Flow Monitoring, and Condition Assessment

In this task, MSA will review background information and develop a formal data request for completion of the work. Additional work includes development and implementation of a flow monitoring program and condition assessment data review.

Subtask 2.1 – Data Compilation and Review

Relevant data will be compiled for the SSMP for use in subsequent tasks. MSA will request and review data from City staff including:

1. Sanitary Sewer GIS data and attributes (manhole rim and invert, pipe size, and pipe inverts.
2. Background GIS including land use, topography, tax lots, roads, City Urban Growth Boundary, etc.
3. Planning documents (Intergovernmental Agreements, City Water and Stormwater Master Plans, and Tri-City Facility Plan)
4. Historic sewer collection system maintenance reports, operation and maintenance reports, and inspection records.
5. Historic flow monitoring and SCADA data.
6. Water consumption (2014-2015)

This task assumes that the Sanitary Sewer GIS is available and populated for existing infrastructure 10-inches and larger. This task excludes field survey work to collect additional elevation and pipe size data.

Subtask 2.2 – Flow Monitoring Program

Flow monitoring is required to develop existing system loading for the City's hydraulic model and to identify variability in the existing system to wet weather (RDII). In this task, MSA will provide recommendations for up to seven (7) temporary flow monitoring locations and one (1) precipitation gauge. The ideal time for capturing system response to wet weather is during the winter months. Flow monitoring will be performed for a two to three (3) month period from mid-November 2015 thru January 2016. ADS Environmental will perform the flow monitoring including meter installation and meter extraction. This subtask assumes that the City will provide traffic control for the meter installation and extraction, and debris removal during the flow monitoring period. MSA will review flow monitoring data utilizing time series plots of flow rate and scatter plots of depth vs velocity.

The flow monitoring data will be useful in determining generalized areas of high RDII. After the flow monitoring program is complete, the City may decide to invest in smoke testing to further identify specific locations for pipeline repair. Smoke testing is excluded from this scope of work and will require an amendment or separate contract.

Task 3 - Study Area Characteristics

Work under this task includes completing a 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.

Subtask 3.1 – Study Area Characterization

Review current land use designations and characteristics provided by the City to define the study area and its uniqueness relative to the sanitary sewer analysis. Develop draft "Study Area" section of the master plan by describing community background, socioeconomic conditions, population, geography, and land use. A draft version of the "Study Area" section of the master plan will be provided to the City for review.

Subtask 3.2 – Base Mapping Development

Under this subtask a base map will be developed that will be used for the sanitary sewer system. The mapping will be an illustration of the City's existing sanitary sewer system including GIS data related to sanitary infrastructure, topography, tax lots, land use, zoning, roadways, and other important features. The base mapping and existing infrastructure mapping will be exported to ArcReader for City staff access.

Subtask 3.3 – Planning Criteria and Regulatory Requirements

Under this subtask, MSA will document project-specific planning criteria regarding sanitary sewer collection and conveyance requirements.

1. *Planning Criteria* – Identify planning criteria that is specifically applicable to the development of the SSMP. Criteria include depth of flow in the pipe during peak dry conditions and allowable surcharging during peak wet weather conditions. Additional

criteria will account for pump station firm capacity, force main maximum velocity, and gravity pipeline minimum scouring velocity.

2. *Design Storm* – MSA will document the 5-year, 24 hour design storm based on Oregon DEQ requirements. The design storm is assumed to be defined by the 5-year, 24-hour depth as cited in the National Oceanic and Atmospheric Administration (NOAA) Atlas II and distributed based on the Natural Resources Conservation Services (NRCS) Type IA theoretical storm distribution.

3. *Federal, State and Local Rules and Regulations* – A discussion of the Federal, State and local rules and regulations that relate to the City's sanitary sewer system will be provided as part of the SSMP documentation.

A draft version of the "Planning Criteria and Regulatory Requirements" section of the SSMP will be provided to the City for review.

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.

Subtask 4.1 – Population Forecasts

Population forecasts will be identified for the long range (20-year) planning period based on information and projections provided by the City's Planning Department. Projections will be identified for five-year intervals to the 20-year planning horizon.

Subtask 4.2 – Land Use Analysis, Unit Loading Factors, and Wastewater Flow Projections

Existing and future wastewater flows will be characterized and distributed by land use. Flows will be forecast for a 20-year planning period.

1. *Historic Data Analysis* – MSA will evaluate five years of historical records of flow obtained from the City. The records will be tabulated in spreadsheet to show average, minimum, and maximum (peak) flows for both wet and dry weather conditions. Existing dry and wet weather wastewater flows will also 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.

2. *Land Use and Unit Loading Factors* – Unit loading factors will be developed for the City based on location specific flow monitoring data, winter-time water consumption records, and existing land use data.

3. *Wastewater Flow Projections* – 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.

A draft version of the "Population and Flow Projections" section of the SSMP will be provided to the City for review.

Task 5 – Infiltration and Inflow Analysis

Work in this task will focus on summarizing condition data and estimating peak wet weather flow reductions associated with RDII abatement. The task will also highlight construction techniques for RDII reduction and routine maintenance recommendations for Operations and Maintenance. Task elements include:

1. Estimate existing and future RDII flow contributions pre- and post-abatement during the design storm event.
2. Summarize construction techniques for RDII rehabilitation.
3. Summarize operations and maintenance requirements to prevent or reduce RDII contributions including staffing recommendations.

A summary of pipe condition will be presented based on available historic data and interviews with City staff. This task excludes collection and review of CCTV data and smoke testing.

A draft version of the "Infiltration and Inflow Analysis" section of the SSMP will be provided to the City for review.

Task 6 - Sanitary Sewer Capacity and Condition Analysis

MSA will develop a hydraulic model of the collection system to determine available capacity and identify potential restrictions and system improvements. The evaluation of existing system and proposed improvements will be completed considering both current and future flows resulting from development in the 20-year planning horizon. Modeling will include all sewer system collection sewers 10-inches and larger and trunk lines within the City's jurisdiction.

Subtask 6.1 – Model Development

MSA will develop the hydraulic model to include piping 10-inches and larger from the City's GIS. Critical attributes required to evaluate pipe capacity include diameter, length, rim elevation and invert elevation. The model will utilize the EPASWMM hydraulic engine.

The model will be calibrated to validate existing flows during a 7- to 14-day dry weather period and during the largest storm event available for the flow monitoring period.

This subtask excludes field and survey work to collect missing GIS attributes.

Subtask 6.2 – Existing System Evaluation

MSA will utilize the hydraulic model to identify capacity issues during existing peak dry and wet weather flows based on the planning criteria and the 5-year, 24-hour design storm.

Results will be presented in map format to show depth of flow during dry weather conditions and system surcharging during wet weather conditions.

Subtask 6.3 – Future System Capacity Evaluation

MSA will utilize the hydraulic model to identify capacity issues within the existing system during future peak dry and wet weather flows based on the planning criteria and the 5-year, 24-hour design storm. As with the existing system evaluation, results will be presented in map format to show depth of flow during dry weather conditions and system surcharging during wet weather conditions. Pump station capacity will be evaluated to serve 20-year flow projections.

Subtask 6.4 – Improvement Alternatives Evaluation

MSA will analyze improvement alternatives to address capacity and condition issues during existing and future flow conditions.

1. *Capacity Alternatives* – The hydraulic model will be used to size improvements based on the design criteria and 5-year, 24-hour design storm. A sensitivity analysis will be performed to identify improvement sizing pre- and post-RDII abatement.

2. *Condition Alternatives* – Pipeline repair and replacement strategies including trenchless technology will be identified to maximize investment in existing infrastructure.

A draft version of the "Sanitary Sewer Capacity and Condition Analysis" section of the master plan will be provided to the City for review including system deficiency and improvement mapping.

Task 7 – Capital Improvement Program

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

Subtask 7.1 – Cost Estimates

Under this subtask, project unit costs and cost curves will be developed specific to the City. These cost estimates will be applied to each improvement to identify total project costs. All project cost estimates will include allowances and contingency factors. Costs will be Class 5 estimates as defined by the Association for the Advancement of Cost Engineering (AACE).

Subtask 7.2 – Improvement Workshop and Capital Improvement Selection

MSA will hold a two-hour improvement selection workshop with City staff to review the results of the improvement analysis and select the most effective improvements for the CIP. During the workshop MSA will solicit City input on project prioritization.

Subtask 7.3 – Improvement Prioritization and CIP Development

With City input on project priorities, a prioritized CIP will be developed for inclusion in the master plan document. Information in the CIP table will include project descriptions (location, size, etc.), project drivers (development, condition, etc.), estimated costs, percentage of ultimate flow attributed to growth, and time frame of project implementation. The time frame will group projects into 5-year increments. CIP mapping will be developed where each project will be labeled.

Subtask 7.4 – Implementation Program

The CIP will include an implementation program that will explain improvement priorities so that immediate improvements can be included in the current 5-year time frame and others can be programmed into subsequent planning horizons. The program will also describe project drivers and identify key regulatory dates or other critical dates when specific improvements may be required.

A draft version of the "Capital Improvement Program" section of the master plan will be provided to the City for review.

Task 8 – Plan Documentation, Review and Stakeholder Engagement

Under this task, MSA will develop draft and final master plan documentation for City review. Additionally, MSA will assist the City with Stakeholder Engagement and SSMP adoption.

Subtask 8.1 – Sanitary Sewer Master Plan Documentation

Included in this subtask is development of a SSMP document that includes text narrative, tables, figures and maps that describe and present findings and recommendations. Draft sections previously provided to the City under each task will be edited based on City review comments and compiled into a draft document. Key sections of the documented are highlighted below:

1. *Executive Summary* – An executive summary will be completed as part of the plan documentation and will provide a brief and concise summary of the findings of the Master Plan including a statement of the project purpose, assumptions, and recommendations. This section will also summarize the CIP with project descriptions and cost tables.

2. *Introduction* – An introduction will be provided highlighting the overall purpose of the SSMP and the scope of work.

3. *Study Area Characteristics* – This section will document work performed in Task 3 to describe study area characteristics related to community background, socioeconomic conditions, population, geography, and land use.

4. *Existing System Description* – This section will describe the existing sanitary sewer infrastructure as outlined in Task 3.

5. *Planning Criteria and Regulatory Requirements* – This section will document the design criteria for system evaluations, and regulatory requirements as outlined in Task 3.

6. *Population and Flow Projections* – Information from Task 4 will be used to summarize population projections, unit loading factors based on land use, existing wastewater flows, and future wastewater flow projections.

7. *Infiltration and Inflow Analysis*– The RDII analysis from Task 5 will be documented in this section.

8. *Sanitary Sewer Capacity and Condition Analysis*– This section will document work performed in Task 6 to evaluate existing system capacity and condition, analyze system RDII abatement, develop future loading scenarios, and evaluate system improvements. Mapping of improvement alternatives and system capacity analysis will be provided.

9. *Capital Improvement Program* – This is the key element of the planning document and represents the culmination of all previous tasks. A tabular CIP developed in Task 7 will be provided with project descriptions, project drivers, estimated costs, and descriptions of project timing.

10. *Appendices* – The SSMP appendix will include calibration plots and cost assumption methodology.

Subtask 8.2 – Final Review Process

An electronic version of the compiled draft document will be provided for City review. Upon completion of the review, MSA will hold a meeting to discuss City review comments. Responses to the City's comments will be prepared and, where applicable, incorporated into the final draft document.

The subtasks related to finalizing the draft document do not include time and budget for significant changes to the design criteria, system analysis, or cost estimates. As such, City staff comments are critical for the interim deliverables in Tasks 3 thru 8.

Subtask 8.3 –Participate in Public and City Council Meetings

MSA will assist City staff in presenting the SSMP at up to four (4) public meetings. Meetings are assumed to be two hours in duration. Meeting presentations will address the purpose of the SSMP, provide background on planning assumptions and improvement analysis, and summarize the CIP. One of the meetings is assumed to include a presentation to the City Council for formal plan adoption.

Subtask 8.4 – Submit Final Adopted Plan

MSA will prepare and submit 10 bound copies of the final SSMP to the City, within two (2) weeks of final adoption.

Task 9 – Rate and System Development Charge Study (optional)

This optional task includes developing a sanitary sewer system financial plan with supporting rates and a revised system development charge (SDC), based on the costs of any new capital projects identified as part of the previous tasks. FCS GROUP will lead this task.

Subtask 9.1 – Rate Study Kickoff

The consultant will collect data and meet with City staff to discuss the project scope and obtain copies of relevant and available data. FCS GROUP will provide a data needs list to the City in advance of this meeting. During the meeting, FCS GROUP will review the initial data, discuss policy objectives, develop the tentative schedule of meetings, and define the selected system development charge methodology.

Subtask 9.2 - System Development Charge Analysis

1. Compile customer and growth information: Characterize the customer base in the units required under the proposed methodology, such as meter equivalents, equivalent residential units (usage-based), and/or fixture units. Apply forecasted growth to estimate the future customer base to be served.
2. Determine the reimbursement fee cost basis: Using City asset information, policy input from previous task(s), staff input, and the assistance of MSA as needed, the consultant will estimate the amount of eligible unused capacity in the existing system for use in the calculation of the SDC reimbursement fee.
3. Compile the initial SDC project list: Using the capital improvement plan developed in previous tasks, and the collective input of City staff and MSA, the consultant will compile the list of projects and costs to be used as the initial improvement fee basis. It is assumed that MSA will provide the estimated "growth share" of each project for inclusion in the improvement fee.

4. Calculate adjustments: Make appropriate adjustments to cost bases for administrative costs, fund balance, and other funding sources.
5. Calculate fees: Calculate the improvement fee from information on the eligible cost of planned future facilities; calculate the reimbursement fee from information on the cost of unused capacity in the existing system. Develop schedule of charges.

Subtask 9.3 - Utility Rate Analysis

1. Capital Financial Planning Analysis: Update the capital projects list based upon information provided by the City. Apply current revenue streams (e.g., rates, SDCs, and capital cash reserves) and potential additional revenue resources such as system reinvestment funding from rates, revenue bonds, and/or other instruments.
2. Revenue Requirement and Rates: Update the forecast of operating and maintenance (O&M) costs, debt service, and other financial obligations of the sanitary sewer utility over the planning horizon. The City's adopted FY 2015-16 operating budget will be relied upon as the baseline. Incorporate updated planning growth forecasts and review economic factors for cost escalation. Integrate additional O&M expenses, if any, resulting from the current CIP and any other known changes in operational requirements. Integrate recommended fiscal policies, capital financing impacts and the operating forecast, and update operating cash flow over the planning horizon to determine the annual and cumulative revenue adjustments needed to ensure financial sustainability over time and provide smooth impacts to utility customers, to the extent practical.

Subtask 9.4 - Meetings and Presentations

1. One review session (in addition to the Task 9.1 kickoff meeting) with City staff to review interim SDC and financial plan findings.
2. One meeting or presentation with the City Council.

Subtask 9.5 - Documentation

1. An electronic copy of the "Financial Plan" including the SDC methodology will be provided to the City for review.
2. An electronic copy of the Microsoft Excel® spreadsheet model.
3. Electronic and 10 hard copies of the final "Financial Plan."

BUDGET

The overall not to exceed budget estimate for this project is $160,349 without optional Task 9 and $198,667 with optional Task 9 as shown in Table 1 and Exhibit B. The work provided in this Scope of Work will be billed on a time and expense basis.

Table 1. Total Project Fee

Item	MSA Hours	MSA Fee	Subconsultant Fee	Total Fee
Task 1: Project Management	40	$6,428	---	$6,428
Task 2: Data Collection, Flow Monitoring, and Condition Assessment	76	$9,769	$43,880	$53,649
Task 3: Study Area Characteristics	78	$10,338	---	$10,338
Task 4: Population and Flow Projections	66	$8,970	---	$8,970
Task 5: Infiltration and Inflow Analysis	82	$10,427	---	$10,427
Task 6: Sanitary Sewer Capacity and Condition Analysis	140	$18,793	---	$18,793
Task 7: Capital Improvement Program	108	$15,134	---	$15,134
Task 8: Plan Documentation, Review, and Stakeholder Engagement	260	$36,610	---	$36,610
Total	850	$116,469	$43,880	$160,349
Task 9: Rate and System Development Charge Study (optional)	10	$1,556	$36,762	$38,318
Total with optional	860	$118,025	$80,642	$198,667

TIME OF PERFORMANCE

The SSMP is anticipated to be completed over a period of fifteen (15) months from notice-to-proceed. The key factor to maintain the project schedule is the time required to collect data. In particular, flow monitoring data is collected during the winter months to increase the potential for assessing the system during wet weather conditions. Tasks 4 thru 8 require completion of the flow monitoring program to proceed.

It is assumed that City staff will play a key role in the development of the SSMP including the following:

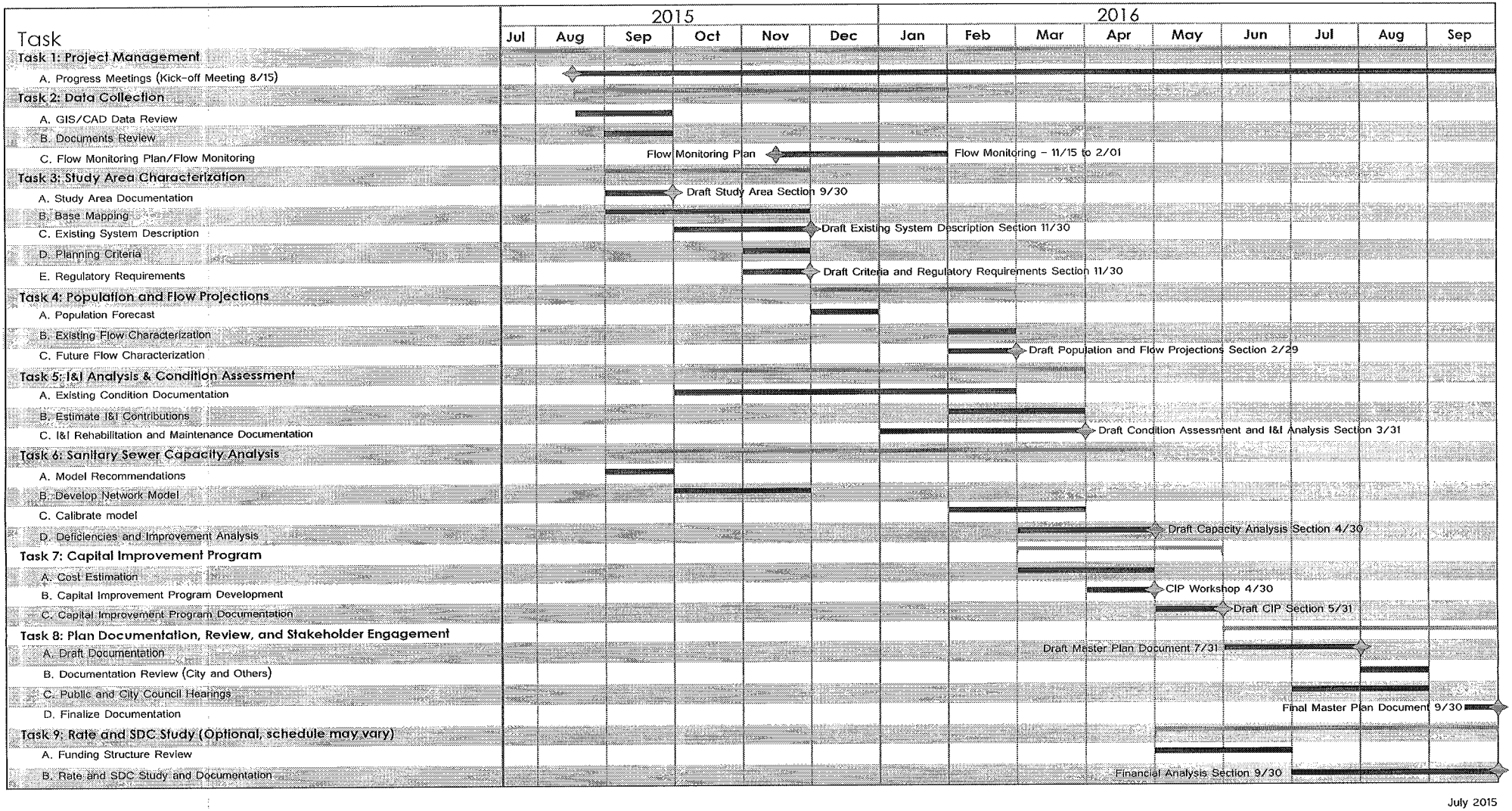
1. Assisting with data collection.
2. Participating in project meetings and interviews related to system facilities inventory and condition assessment.

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 public and City Council meetings.

MSA will make every effort to complete the work in a timely manner; however, it is agreed that MSA cannot be responsible for delays occasioned by factors beyond its control, nor by factors that could not reasonably have been foreseen at the time this scope was executed. A proposed schedule is provided in Exhibit C.

Schedule

EXHIBIT C



July 2015

EXHIBIT D

MSA

2015 SCHEDULE OF CHARGES

Personnel:

Labor will be invoiced by staff classification at the following hourly rates, which are valid from January 1, 2015 to December 31, 2015. After this period, the rates are subject to adjustment.

Principal Engineer VI	$218.00
Principal Engineer V	210.00
Principal Engineer IV	202.00
Principal Engineer III	194.00
Principal Engineer II	186.00
Principal Engineer I	178.00
Professional Engineer IX	170.00
Professional Engineer VIII	162.00
Professional Engineer VII	154.00
Professional Engineer VI	146.00
Professional Engineer V	138.00
Professional Engineer IV	130.00
Engineering Designer IV	130.00
Professional Engineer III	122.00
Engineering Designer III	122.00
Engineering Designer II	112.00
Engineering Designer I	103.00
Technician IV	125.00
Technician III	111.00
Technician II	97.00
Technician I	82.00
Administrative III	88.00
Administrative II	82.00
Administrative I	72.00

Project Expenses:

Expenses incurred in-house that are directly attributable to the project will be invoiced at actual cost. These expenses include the following:

CADD Hardware/Software	$18.00/hour
Modeling and GIS Hardware/Software	$10.00/hour
Mileage	Current IRS Rate
Postage and Delivery Services	At Cost
Printing and Reproduction	At Cost
Travel, Lodging and Subsistence	At Cost

Outside Services:

Outside technical, professional and other services will be invoiced at actual cost plus 10 percent to cover administration and overhead.

AGREEMENT
FOR
ENGINEERING SERVICES FOR
CITY OF GLADSTONE
SANITARY SEWER MASTER PLAN
Clackamas County, Oregon

THIS AGREEMENT AND CONTRACT, made and entered into at Portland, Oregon this ___ day of _____, 2015 by and between the City of Gladstone, Clackamas County, Oregon, and MURRAY, SMITH & ASSOCIATES, INC., a firm of engineers duly authorized to perform engineering services in the State of Oregon:

WITNESSETH THAT:

WHEREAS, the City of Gladstone desires to retain an engineer to provide professional engineering services to/for the Sanitary Sewer Master Plan and,

WHEREAS, the City of Gladstone has selected Murray, Smith & Associates, Inc. to provide such professional engineering services, and,

WHEREAS, Murray, Smith & Associates, Inc. does offer to provide said professional services, NOW, THEREFORE,

IT IS AGREED BETWEEN THE PARTIES HERETO AS FOLLOWS:

ARTICLE I – DEFINITIONS

Whenever the term "Client" is used herein, it is understood to mean the City of Gladstone, Clackamas County, State of Oregon, or its authorized officer(s), and the term "Engineer" means Murray, Smith & Associates, Inc. or its authorized representative(s).

ARTICLE II – OBLIGATIONS OF THE ENGINEER

The professional engineering services to be performed by the Engineer under this agreement are described as follows:

1. Description of Services – Engineering Services for the Sanitary Sewer Master Plan as described in "Exhibit A" - Scope of Work which is attached.)
2. Standard of Practice - In the performance of professional services, the Engineer will use that degree of care and skill ordinarily exercised under similar circumstances by reputable members of the engineering profession practicing in the same or similar locations and no other warranties, expressed or implied, are made or intended in any of the Engineer's proposals, contracts, or reports.
3. Insurance - The Engineer shall maintain in its name insurance coverage, subject to limitations and exclusions, for claims against it under the Workers' Compensation Act and claims for bodily injury, death or property damage which might arise from the performance of its services under this Agreement. Certificates evidencing such insurance and the amounts thereof will be furnished upon request.

ARTICLE III – OBLIGATIONS OF THE CLIENT

1. Authorization to Proceed – Unless provided otherwise elsewhere in this Agreement, the execution of this Agreement will constitute authorization for the Engineer to proceed with the work.
2. Information Provided by Client - In order to facilitate the work to be performed by the Engineer, the Client shall furnish to the Engineer all information available to the Client having a bearing on the work, within the time period indicated in the Description of Services or within a reasonable time period if not identified elsewhere in this Agreement.
3. Payments to the Engineer - For services provided under Article II, Paragraph 1, the Client shall pay the Engineer on a time and expenses basis under the provisions of the Engineer's current standard Schedule of Charges in effect at the time the services are performed for a total fee not to exceed $160,349 (excluding optional Task 9) OR $198,667 (including optional Task 9). The Engineer's current standard Schedule of Charges is attached as Exhibit D.
4. Invoicing – Monthly invoices will be issued by the Engineer for all work performed under this Agreement. Invoices are due and payable on receipt and in any event no later than 30 days past Client's receipt of Engineer's invoice. Interest at the rate of 1-1/2% per month will be charged on all past due amounts starting 30 days after date of invoice. Payments will first be credited to interest and then to principal.

ARTICLE IV - GENERAL

The Client and the Engineer agree that the following provisions shall be part of their agreement:

1. Assignment of Contract - Neither the Client nor the Engineer shall assign its interest in this Agreement without the written consent of the other.
2. Delays - The Engineer shall not be responsible for damages or be in default or be deemed to be in default by reason of delays in performance by reason of strikes, lockouts, accidents, acts of God and other delays unavoidable or beyond the Engineer's reasonable control, or due to shortages or unavailability of labor at established area wage rate or delays caused by failure of the Client or Client's agents to furnish information or to approve or disapprove the Engineer's work promptly, or due to late, slow, or faulty performance by the Client, other contractors or governmental agencies, the performance of whose work is precedent to or concurrent with the performance of the Engineer's work. In the case of the happening of any such cause of delay, the time of completion shall be extended accordingly.
3. Unauthorized Reuse of Documents - All reports, plans, specifications, field data, field notes, laboratory test data, calculations, estimates and other documents prepared by the Engineer as instruments of service shall remain the property of the Engineer. Reuse of any drawings, specifications and other work product of the Engineer by the Client on extensions of this project or any other project without written permission of the Engineer shall be at the Client's risk and the Client agrees to defend, indemnify and hold harmless the Engineer from all claims, damages and expenses arising out of such unauthorized reuse by the Client or by other's acting through the Client.
4. Time Schedule - The Engineer shall begin work within a mutually agreeable time after execution of this Agreement and shall perform its services with due and reasonable diligence, consistent with sound professional practices to meet the time schedule, as is reasonably practicable, agreed upon by the Client and the Engineer.
5. Dispute Resolution - All claims, disputes or controversies arising out of, or in relation to the interpretation, application or enforcement of this Agreement shall be subject to mediation as adopted and described by the American Arbitration Association. The parties further agree that the Client will require, as a condition for participation in the project and their agreement to perform labor or services that all contractors, subcontractors, and material persons shall agree to this procedure.
6. Services Exclusively for Client - Services provided within this Agreement are for the exclusive use of the Client.
7. Severability - The Client and the Engineer have entered into this Agreement of their own free will to communicate to one another mutual understandings and responsibilities. Any element of this Agreement later held to violate a law or regulation shall be deemed void, and all remaining provisions shall continue in force. However, the Client and the Engineer will in good faith attempt to replace an invalid or unenforceable provision with one that is valid and enforceable, and which comes as close as possible to expressing or achieving the intent of the original provision. In the event that an invalidated provision would otherwise have required the Client to compensate the Engineer, as to honor an indemnification or for any other reason, the amount of money in question shall

automatically be considered an additional fee due to the Engineer, irrespective of the invalidity of the provision in question.

8. Termination of Agreement - The Client may terminate this Agreement for reasons identified elsewhere in this Agreement, or for any other reasons which may arise. In the event such termination becomes necessary, the Client shall so notify the other party, and termination will become effective fourteen (14) calendar days after receipt of the termination notice. The Client shall within thirty (30) calendar days of termination pay the Engineer for services rendered prior to termination and costs incurred, as a result of termination itself, such as demobilizing, modifying schedules, and reassigning personnel. Such payment shall be based insofar as possible on the amounts specifically established in this Agreement, or, where the Agreement cannot be applied, on the basis of the Engineer's current standard Schedule of Charges. Engineer may terminate this Agreement, after giving the Client fourteen (14) calendar days termination notice, upon breach by Client of any material term of the Agreement including but not limited to the payment and invoicing terms, or upon changes in the material conditions under which the Agreement was entered into coupled with a failure of the parties to negotiate an accord regarding the fees, changes, and schedules relating to those changes.
9. Survival - All obligations arising prior to the termination of this Agreement and all provisions of this Agreement allocating responsibility or liability between the Client and the Engineer shall survive the completion of the services hereunder and the termination of this Agreement.
10. Extent of Agreement - There are no understandings or agreements except as herein expressly stated.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in duplicate by their respectively authorized officers or representatives.

CITY OF GLADSTONE, OREGON

Date _____ By: _____

Printed Name/Title: _____

MURRAY, SMITH & ASSOCIATES, INC.

Date _____ By: _____

Printed Name/Title: _____

CITY OF GLADSTONE

APPLICATION FOR APPOINTMENT TO CITIZENS COMMITTEES

_____Budget Committee
_____Planning Commission (Review GMC Chapter 2.28)
_____Traffic Safety Comm.
_____Park & Recreation Board
_____Library Board (Review GMC Chapter 2.25)
__✓__Senior Center Advisory Bd.

Boots

NAME: LaBerta Droz

ADDRESS: 145 Ipswich Gladstone Ore. 97027

TELEPHONE: (HOME) 503-650-6941 (WORK) _____

EMAIL: _____

HOW LONG HAVE YOU LIVED IN GLADSTONE: 53 yrs

OCCUPATION/EMPLOYER (state your specific line of business): Retired

DESCRIBE YOUR ACTIVITIES
AND INTERESTS: Exercise, Bingo, & Bunco. AT Senior Center
Volunteer

PREVIOUS AND CURRENT COMMUNITY AFFILIATIONS
AND ACTIVITIES, INCLUDING CITY APPOINTMENTS: _____

Have you ever applied for a Committee Position Before? ____ YES X NO

If yes, when? _____ What Committee? _____

Why would you like to serve on this Commission, Board or Committee?
(Attach additional materials or information if you wish).
I enjoy being involved at the center.

SIGNATURE: LaBerta L. Droz DATE: 7-28-2015

CITY OF GLADSTONE

APPLICATION FOR APPOINTMENT TO CITIZENS COMMITTEES

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

NAME: Niki Squires

ADDRESS: 19561 SE River Rd #39

TELEPHONE: (HOME) 503-522-6509 (WORK) Gladstone, Or 97027

EMAIL: Niki.Squires88@Gmail.com

HOW LONG HAVE YOU LIVED IN GLADSTONE: 4 yrs

OCCUPATION/EMPLOYER (state your specific line of business): Retired

DESCRIBE YOUR ACTIVITIES AND INTERESTS: I'm at the Sr. Center 3 days a week. I volunteer when needed. I enjoy bingo & bunco & have made a lot of friends I enjoy doing things with. My grandsons soccer games football & Nascar

PREVIOUS AND CURRENT COMMUNITY AFFILIATIONS AND ACTIVITIES, INCLUDING CITY APPOINTMENTS:

Have you ever applied for a Committee Position Before? ____ YES X NO

If yes, when? _____ What Committee? _____

Why would you like to serve on this Commission, Board or Committee? (Attach additional materials or information if you wish). I was asked if I would be interested & always liked being involved, so I said I would like to do this

SIGNATURE: Niki Squires DATE: 7/28/15