

**GLADSTONE CITY COUNCIL MEETING
CITY HALL COUNCIL CHAMBERS
November 13, 2018 – 6:30 PM**

5:30 p.m. – Executive Session – ORS.192.660 2(d) – To conduct deliberations with persons designated by the governing body to carry on labor negotiations.

6:30 p.m.

CALL TO ORDER

ROLL CALL

FLAG SALUTE

AGENDA ADDITIONS OR CORRECTIONS

BUSINESS FROM THE AUDIENCE

Visitors: This is an opportunity for members of the audience to bring to the Council's attention any item not otherwise listed on the Agenda. Comments will be limited to three (3) minutes per person. Speakers may not yield their time to others and must fill out a speaker card available in the back of the room prior to making a comment.

CONSENT AGENDA:

1. Approval of October 9, 2018 Regular Meeting
2. Approval of September Bank Balances
3. Budget Report for Period ending 09-31-2018
4. Approval of September Check Register
5. Legal Costs on Projects
6. Department Head Monthly Reports for October 2018
7. Oregon Public Works Emergency Response Cooperative Assistance Agreement

CORRESPONDENCE – none

REGULAR AGENDA:

PUBLIC HEARING:

8. **ORDINANCE 1482 – AMENDING TITLE 17 OF THE GLADSTONE MUNICIPAL CODE (GMC) – TEMPORARY STRUCTURES** – Melissa Ahrens, Senior Planner & Sean Boyle – Community Service Officer

Consider approving the Planning Commission's recommendation for approval of Ordinance 1482 amending text amendments to Title 17 of GMC pertaining to temporary structures

PUBLIC HEARING:

9. **RESOLUTION 1147 – AMENDING EXHIBIT “A” OF THE SOLID WASTE RATE SCHEDULE IN ACCORDNANCE WITH APPROVAL OF ORDINANCE 1469**

Consider approving Resolution 1147 – amending Exhibit “A” of the Solid Waste Rate schedule in accordance with approval of Ordinance 1469

10. **CITY ADMINISTRATOR EMPLOYMENT AGREEMENT**

Consider directing the Interim Human Resources Director to initiate a change to the employment agreement between the City of Gladstone and the City Administrator

11. **WILLAMETTE FALLS LOCKS UPDATE AND FUNDING REQUEST**

Consider contributing \$2,500 in 2018 & 2019 to the Willamette Falls Locks project

BUSINESS CARRIED FORWARD

BUSINESS FROM THE COUNCIL

ADJOURN

Upcoming Meeting Dates:

- November 27, 2018 Regular/Work Session Meeting, 6:30 pm, Gladstone City Hall
- December 11, 2018 Regular City Council Meeting, 6:30 p.m., Gladstone City Hall



CONSENT AGENDA

GLADSTONE CITY COUNCIL MEETING MINUTES of October 9, 2018

Meeting was called to order by Councilor Neace at 6:35 PM.

ROLL CALL:

Councilor Milch, Councilor Neace, Councilor Tracy, Councilor Reisner, Councilor McMahon, Councilor Mersereau,

ABSENT:

Mayor Tammy Stempel

STAFF:

Jacque Betz, City Administrator; Tami Bannick, City Recorder; Jim Whynot, Public Works Director; Nancy McDonald, Interim Human Resources Director; Cathy Brucker, Interim Finance Director; Colin Black, Senior Center Manager, Jeff Smith, Interim Fire Chief; David Doughman, City Attorney

AGENDA ADDITIONS OR CORRECTIONS:

Ms. Betz said the new police officer will be introduced at the next meeting. On Item #7 there was an updated IGA on the dais (nothing in substance was changed). She wants to add item #10A – appointment to the Library Board Committee.

BUSINESS FROM THE AUDIENCE:

Greg Alexander said that last month he was named as a chief petitioner on the recall and he took exception to that comment. He said he doesn't appreciate being called a surrogate because he supports Mayor Stempel. He said a lot of positive things have happened since Mayor Stempel has been in office and she has high energy and he supports her. He said that rumor has it that Councilor Tracy has been meeting with former Councilor Steve Johnson on numerous occasions and that Mr. Johnson has been meeting with Mr. Cutter, the person trying to develop the Olson Wetlands. He said that citizens are curious if this is Metro trying to further the Portland creep into our community and some question if it's ethical for Councilor Tracy to collect a paycheck from Metro while governing our community and more ask where his loyalty lies. He agrees that we don't need division, however, a number of critics, Councilor Tracy's supporters, have written articles on social media to divide this community and attack others they don't agree with. He said that Councilor Tracy using his seat to lash out at citizens and call them names is not a good look. He also wants to know how he connects with all these citizens when according to the election signature sheets he didn't collect any of the signatures on his own. He said that Councilor Tracy said at the last meeting that he represents this community and a neighbor of Mr. Alexander's pointed out that Councilor Tracy really only represents the three City Councilors that conspired to put him there and they were also three of the City Councilors that chose to ignore the five-to-one vote for Frank Hernandez that the Citizens' Advisory Board recommended for the person in that seat. He also questions why Councilor Mersereau is running for Mayor – is it just in case he wins Councilor Tracy may be able to appoint someone else to sit in his seat without community involvement again?

Frank Hernandez said he recently attended the Senior Center Golden Luncheon – he wanted to compliment the organization/event, from the quality of the food to the decorations and entertainment. He said it was obvious that a number of people put a lot of pride/passion into ensuring that it was an absolutely wonderful event. He feels that all the workers/volunteers should be complimented.

Bill Osburn said over the past several months a few of the Councilors have used their official City Council meeting time to attack citizens who are exercising their First Amendment rights. Citizens who take their personal time to come before the Council and offer input/feedback on City issues, when they have concerns over violations of law and they are disregarded and called white noise, it discourages public input and really makes them question who the Council serves. He stands behind all his words, both spoken and written, including quotes in the newspaper. If any of the Councilors really have questions or want to know more they should contact him or send their own story to the newspaper. He finds it frustrating that he has to sacrifice some of his limited time to speak about this but their misuse of their positions for their own political benefit is unethical and unprofessional.

He said they had their most successful SOLVE clean-up in the three years he has been doing them – over 75 volunteers were there, they filled a big dumpster at Cross Park to capacity, and they had over a dozen people from Coke that sponsored the event. They started a separate cigarette butt collection – they are starting to recycle them. They are done with the clean-ups for this year but he wants to make it bigger next year and involve more parks.

He has heard concerns from citizens regarding code changes, the conditions of streets, whether or not the library will be built this time, and increasing fees/taxes effecting people's quality of life in Gladstone.

CONSENT AGENDA:

1. Approval of August 28, 2018 Work Session, September 11, 2018 Regular Meeting Minutes, and September 25, 2018 Regular/Work Session Minutes
2. Approval of August Bank Balances
3. Budget Report for Period ending 08-31-2018
4. Approval of August Check Register
5. Legal Costs on Projects
6. Department Head Monthly Reports for September 2018

Councilor McMahon made a motion to approve the Consent Agenda. Motion was seconded by Councilor Mersereau. Motion passed unanimously.

CORRESPONDENCE:

None.

PRESENTATION: NATURAL GAS LOW CARBON PATHWAY AND UTILITY UPDATE:

Nina Carlson, with NW Natural, said five years ago they did a review of their business plan/business model to look for risk in areas that the rate payers could be effected and one of the

biggest concerns would be impending carbon legislation that they expect to see in the future. They believe that climate change is real and that it requires collective action of all of us. They believe they are uniquely situated to help address carbon and climate change. They have three basic objectives: long-term goal of deep de-carbonization, that they take near-term actions that leverage their infrastructure that they have in the ground and their ability to bring technology to the forefront to be able to save carbon, and lead the way on natural gas innovations (both in equipment and in the whole value stream to the well head to the burner tip). They provide 90% of peak day energy for their residential space and water heat customers. Their customers' direct use of gas accounts for 8% of Oregon's emissions and .5% of Washington's emissions. Their goal is 30% carbon savings by 2035. She spoke about renewable natural gas and Power to Gas, their Smart Energy program, transportation/vehicles, their new "Less We Can" campaign, etc. Councilor Tracy said he worked on trying to launch the compressed natural gas vehicle fuel initiatives in the region. He encourages NW Natural to come to the cities and talk about figuring out how to put these fueling stations in place. He thinks it's something the cities could work in collaboration with the waste hauling companies and be able to kick start this and initiate it. Ms. Carlson said they have a new tariff. They will be advancing a bill in the legislative this year.

PRESENTATION: AGENT ORANGE

Chaplain Jerry Craig from the American Legion said that the issue is that significant numbers of veterans have children and grandchildren with birth defects related to exposure to Agent Orange. The servicemen who were in Vietnam (1962-1975) were coated in toxins. The effects can last up to four generations (birth defects, cancer, etc.). There are also people effected by the toxic water at Camp Lejeune. He said that suicide is also a big issue. He said Clackamas County Social Services now has a Veteran's Services Officer who deals strictly with these issues. He said people need to start registering their families with a DD214 and go through the process and be patient. Councilor Tracy said he would be happy to work with the Chaplain.

REGULAR AGENDA:

7. RIGHT-OF-WAY MANAGEMENT SERVICES INTERGOVERNMENTAL AGREEMENT (IGA) WITH THE CITY OF MILWAUKIE:

Ms. Betz introduced Reba Crocker with the City of Milwaukie. They are asking for approval of an agreement with neighboring cities to share professional services for the Right-Of-Way management. The City had been using a staff person from Oregon City to manage the rights-of-way, but for the last year that person was not available. They have not been collecting revenue that they could be because they don't have someone to proactively go after that. Ms. Crocker explained that the IGA is designed to allow her to work for Gladstone for a maximum of ten hours/week under Ms. Betz's direction. She said there are many telecom (voice/data/cellphone/landline/wireless, etc.) providers using rights-of-way and they are not fairly compensating the public for that use. She hopes to increase the number of telecoms that are paying by at least three times within the first year. Ms. Betz said that the Council approved a Resolution that allowed the City to use 1.7% of the revenue they collect for the administrative side of this.

Councilor Mersereau made a motion to approve the Intergovernmental Agreement between

the Cities of Gladstone and Milwaukie to provide ROW management services to Gladstone. Motion was seconded by Councilor Tracy. Motion passed unanimously.

8. RESOLUTION 1149 – CITY ADMINISTRATOR EVALUATION:

Ms. McDonald explained that this resolution is the second public act regarding the City Administrator's evaluation. The process began on September 11, 2018 when she came before the Council with Resolution 1145 outlining the process, including the form to be adopted for the evaluation. The Council has been provided with various reports/documentation/evaluations regarding the City Administrator's performance. The responses were tabulated and compiled into one document which was presented to the Council during executive session tonight. Due to time constraints they did not have a chance to consider an adjustment in compensation so modifications would need to be made to Section 2 of the Resolution. Mr. Doughman explained that the contract will continue in place as it is until December of 2019 so the Council does not need to renew it. Councilor Tracy wanted to note that Ms. McDonald is going to be embarking on a class comp study and that is part of their decision with regard to a compensation package. The Council approved the evaluation document that they prepared and discussed in executive session. Ms. McDonald will gather information and present it at the November 13th Council meeting.

Councilor Milch made a motion to adopt Resolution 1149, adopting the results of the City Council's evaluation of the City Administrator's job performance and directing employment contract modifications with the adjustment to Section 2 to be made by the Interim Human Resources Director for language appropriate to the circumstances of tonight's evaluation and with the addition of the evaluation done by the City Council members as added on as Exhibit "A" to the record. Motion was seconded by Councilor Mersereau. After a suggestion from Mr. Doughman Councilor Milch revised his motion to remove reference to the redirecting the contract modifications and to remove Section 2. Motion was seconded by Councilor Mersereau. Motion passed unanimously.

Councilor Milch said the result of this process was a very positive evaluation of Ms. Betz's performance. They just ran out of time to give the kind of feedback to her that they wished they could have done. Councilor Tracy agreed and said that Ms. Betz has been faced with a lot of challenges and he appreciates her veracity and the way that she's approached these issues and he feels we are going in the right direction.

9. CLACKAMAS COUNTY VEHICLE REGISTRATION FEE:

Mr. Whynot said that Clackamas County has contacted Gladstone in regard to supporting them in their endeavor to establish a vehicle registration fee. This would be a \$30/year registration on vehicles – this would be approximately \$11.2 million county-wide. 40% of that would go to all the cities based on population and the County would receive 50%, leaving 10% that would go to a County Strategic Investment Fund for other transportation-related projects. They anticipate that Gladstone would receive approximately \$235,000/year, if this were to go through, to be dedicated to street maintenance/traffic signs/paving, etc. Ms. Betz explained that this is not a staff-driven request to the Council. The Council will be deciding if they are supporting the County Commissioners to implement this fee themselves or if they would rather it go to a vote of the people. There

was discussion regarding current fees/charges. Councilor Reisner feels the extra revenue doesn't justify forcing citizens to pay extra fees. Councilor Neace feels this should go to the voters. Councilor McMahon is in favor of it – we are using the streets then we have to pay for them. Councilor Milch said the Clackamas County has no local funding at all like other counties do.

Public Comments:

Bill Osburn said the roads need to be repaired but something like this needs to be decided by the voters.

Clair Coy said our taxes are already pretty high and families are pretty pinched and this fee is not something she would be supportive of. She feels the people should vote on it.

Carissa Phillips feels this should go to the citizens to vote on. She feels the fee is disproportionate because drivers aren't the only ones using the roads.

Steve Stewart feels this should be put to the voters.

Councilor Tracy said this is a 30% jump on registration costs – he doesn't agree that Gladstone is gaining much from that jump. If you're paying a gas tax you're paying for the use/consumer fee. Councilor Milch said this may not be the best approach to take since it focuses on vehicle drivers and that the roads are used by a lot more than just owners of cars.

It was the consensus of the Council to not take any action at this time.

10. RESOLUTION 1148 – BUDGET RESOLUTION TO INCREASE REVENUE FOR FINANCING THE GLADSTONE CIVIC CENTER:

Ms. Brucker said this is the final step. We are now ready to structure the 2017-2019 biennium budget to clearly reflect the cost of the project and the source of all the resources. This resolution is permitted by Oregon Budget Law to allow the use of the new funding through the financing. The 2017-2019 Biennium Budget will be increased by \$6,131,508 to a total of \$64,632,810 as permitted by ORD 294.338(4). Councilor Milch wanted to clarify that these are expenditures that they have already approved. They are not adding to the budget - they are adding more detail to the budget document. Ms. Brucker said we are also appropriating the new dollars that were brought in from the financing because we incurred more debt than was originally placed in the budget. Councilor Tracy asked for clarification on how the two budgets align. Ms. Brucker said it looks like there is a duplication; it is the transfers going back and forth.

Councilor McMahon made a motion to approve Resolution No. 1148 of the City of Gladstone, Oregon adopting a budget resolution for the biennium years 2017-19. Motion was seconded by Councilor Tracy. Motion approved unanimously.

10(A): APPOINTMENT TO THE LIBRARY BOARD COMMITTEE:

Ms. Betz said there was an application from Libby Spencer that the Library Board approved. They would like the Council to approve their recommendation. Councilor Reisner said that Ms.

Spencer has been active in the community for years and served on the School Board and she will be a great asset.

Councilor Reisner made a motion to appoint Libby Spencer to the Library Board Committee. Motion was seconded by Councilor McMahon. Motion passed unanimously.

ADJOURN TO URBAN RENEWAL AGENCY MEETING

RECONVENE TO REGULAR AGENDA

BUSINESS CARRIED FORWARD:

None.

BUSINESS FROM THE COUNCIL:

Councilor McMahon:

He said as far as “beating up on people who work for Metro or other Portland creep things” - if Portland wasn’t there we wouldn’t be here. They are a pretty big hub of where we get a lot of money so to pick on others just because they work for Metro or the City of Portland is asinine to be honest. It’s not realistic for everybody to work in the same city that we live in.

Councilor Reisner:

He said he and Councilor Neace were appointed to the Citizens Selection Committee (Library) that is supposed to meet sometime this month – he has asked Councilor Milch to step in for him when necessary because he can’t attend meetings during the day, if there is no object from the rest of the Council. He said we will be working with the County to combine library services for Oak Lodge and Gladstone with a target date of July 1st of next year. He said we need to support our employees during that transition.

Councilor Milch:

He said the vehicle tax is sort of a regressive form of taxation – every vehicle pays the same amount so the big heavy truck pays the same as the person who responsibly drives a car a few miles per week and that is another good reason to oppose it. A gas tax is paid more by the people who drive more, which ought to be the way we fund the things we use. He will be attending the school board meeting tomorrow night.

Councilor Tracy:

He said last weekend he had the opportunity to go with the Clackamas River Water Providers and do a float on the upper portion from the Carver side. He said it was very insightful. They met some folks from WES to view the Clark Creek restoration project and some other projects. The Columbia River Water Providers are trying to educate people about the river. The river is highly stressed upstream and just getting on the river and seeing it helps him and enhances his knowledge as he serves on the North Clackamas County Water Commission. We are co-owners of a treatment plant and it’s pretty amazing to realize a lot of people rely on this river and it’s not necessarily taken care of unless these folks are out there doing what they’re doing with regard to repairing healthy stewardship.

Councilor Neace:

She, Councilor Mersereau, and Ms. Betz attended the Mayors Forum at the Oregon Golf Club in West Linn – it was a great opportunity to learn and listen to what other cities are doing.

ADJOURN:

Meeting was adjourned at approximately 8:16 P.M.

Approved by the Mayor this _____ day of _____, 2018.

ATTEST:

Tamara Stempel, Mayor

Tami Bannick, City Recorder

BANK BALANCES

Month Ending Balance

Bank	July 2018	August 2018	September 2018	October 2018	November 2018	December 2018
LGIP -City Of Gladstone #4472	\$ 8,035,092.04	\$ 7,077,290.87	\$ 7,330,190.63			
LGIP - Urban Renewal Agency #4650	7,380,826.41	13,903,020.95	13,952,945.55			
Checking Accounts:						
General Fund ¹⁾	3,115,967.05	401,118.15	204,109.12			
Urban Renewal ¹⁾	3,816,920.33	316,927.81	316,930.41			
Municipal Court	40,851.67	49,238.16	39,792.55			
Totals	\$ 22,389,657.50	\$ 21,747,595.94	\$ 21,843,968.26	\$ -	\$ -	\$ -

¹⁾ Borrowing closed on 07/31/18 - moved to LGIP in August

Bank	January 2019	February 2019	March 2019	April 2019	May 2019	June 2019
LGIP -City Of Gladstone #4472						
LGIP - Urban Renewal Agency #4650						
Checking Accounts:						
General Fund						
Urban Renewal						
Municipal Court						
Totals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -



		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 100 - GENERAL FUND							
Revenue							
Department: 000 - UNDESIGNATED / NON DEPARTMENTAL							
RptType: 3000 - BEG FUND BAL.							
100-000-309999	BEGINNING FUND BALANCE	3,270,000.00	3,270,000.00	0.00	0.00	-3,270,000.00	0.00 %
	RptType: 3000 - BEG FUND BAL. Total:	3,270,000.00	3,270,000.00	0.00	0.00	-3,270,000.00	0.00 %
RptType: 3100 - LOCAL TAXES							
100-000-310010	CURRENT YEAR TAXES	3,874,318.00	3,874,318.00	0.00	0.00	-3,874,318.00	0.00 %
100-000-310050	PRIOR YEAR TAXES	110,000.00	110,000.00	0.00	0.00	-110,000.00	0.00 %
100-000-311030	LIBRARY DISTRICT REVENUE	740,778.00	740,778.00	0.00	0.00	-740,778.00	0.00 %
100-000-314045	TRANSIENT LODGING TAX	2,000.00	2,000.00	18,979.63	38,679.67	36,679.67	1,933.98 %
	RptType: 3100 - LOCAL TAXES Total:	4,727,096.00	4,727,096.00	18,979.63	38,679.67	-4,688,416.33	0.82 %
RptType: 3110 - STATE SHARED TAXES							
100-000-310170	STATE REVENUE SHARING	0.00	0.00	30,384.19	30,384.19	30,384.19	0.00 %
100-000-311010	ALCOHOL TAX REVENUE	206,000.00	206,000.00	34,300.25	34,300.25	-171,699.75	16.65 %
100-000-311015	MARIJUANA TAX	0.00	0.00	18,547.88	18,547.88	18,547.88	0.00 %
100-000-311020	CIGARETTE TAX REVENUE	14,000.00	14,000.00	1,459.84	1,459.84	-12,540.16	10.43 %
	RptType: 3110 - STATE SHARED TAXES Total:	220,000.00	220,000.00	84,692.16	84,692.16	-135,307.84	38.50 %
RptType: 3120 - FRANCHISE FEES							
100-000-312010	GLADSTONE DISPOSAL FRANCHISE FEE	100,000.00	100,000.00	0.00	0.00	-100,000.00	0.00 %
100-000-312025	PGE FRANCHISE FEES	300,000.00	300,000.00	0.00	0.00	-300,000.00	0.00 %
100-000-312030	NW NATURAL GAS FRANCHISE FEE	78,000.00	78,000.00	-17,301.83	0.00	-78,000.00	0.00 %
100-000-312035	CENTURY LINK FRANCHISE FEE	25,000.00	25,000.00	0.00	0.00	-25,000.00	0.00 %
100-000-312040	COMCAST CABLE TV FRANCHISE FE	165,000.00	165,000.00	0.00	0.00	-165,000.00	0.00 %
100-000-312050	RIGHT OF WAY FEES	225,000.00	225,000.00	-65.06	-55.14	-225,055.14	0.02 %
	RptType: 3120 - FRANCHISE FEES Total:	893,000.00	893,000.00	-17,366.89	-55.14	-893,055.14	0.01 %
RptType: 3130 - LICENSES AND PERMITS							
100-000-313010	BUSINESS LICENSE FEES	125,000.00	125,000.00	730.00	4,170.00	-120,830.00	3.34 %
100-000-313015	LIQUOR LICENSE RENEWALS	1,000.00	1,000.00	35.00	105.00	-895.00	10.50 %
100-000-313020	ALARM PERMITS	3,500.00	3,500.00	125.00	800.00	-2,700.00	22.86 %
	RptType: 3130 - LICENSES AND PERMITS Total:	129,500.00	129,500.00	890.00	5,075.00	-124,425.00	3.92 %
RptType: 3140 - CHARGES FOR SERVICES							
100-000-314010	RECREATION FEES	3,000.00	3,000.00	90.75	798.16	-2,201.84	26.61 %
100-000-314015	SENIOR CENTER BUILDING RENTAL FE...	3,500.00	3,500.00	30.00	880.00	-2,620.00	25.14 %
100-000-314020	PLANNING APPLICATION FEES	30,000.00	30,000.00	0.00	2,939.00	-27,061.00	9.80 %
100-000-314025	SOCIAL SERVICES CONTRACT	32,000.00	32,000.00	0.00	0.00	-32,000.00	0.00 %
100-000-314030	LIEN SEARCH FEES	4,200.00	4,200.00	630.00	2,040.00	-2,160.00	48.57 %
100-000-314040	ALL OTHER LIBRARY RECEIPTS	25,000.00	25,000.00	1,255.64	4,210.73	-20,789.27	16.84 %
	RptType: 3140 - CHARGES FOR SERVICES Total:	97,700.00	97,700.00	2,006.39	10,867.89	-86,832.11	11.12 %
RptType: 3141 - SDC							
100-000-314110	Park SDC Fees	0.00	0.00	14,954.00	14,954.00	14,954.00	0.00 %
	RptType: 3141 - SDC Total:	0.00	0.00	14,954.00	14,954.00	14,954.00	0.00 %
RptType: 3150 - GRANTS							
100-000-315040	FIRE GRANTS	257,020.00	257,020.00	55,075.65	55,075.65	-201,944.35	21.43 %
100-000-315050	READY TO READ/STATE AID LIBRARY	3,000.00	3,000.00	0.00	0.00	-3,000.00	0.00 %
100-000-315055	MARINE BOARD MAINTENANCE GRA...	5,400.00	5,400.00	-5,400.00	0.00	-5,400.00	0.00 %
100-000-315070	SR. CENTER FEDERAL FUNDS	0.00	0.00	0.00	4,712.01	4,712.01	0.00 %
	RptType: 3150 - GRANTS Total:	265,420.00	265,420.00	49,675.65	59,787.66	-205,632.34	22.53 %

Budget Report

For Fiscal: 2018-2019 Period Ending: 09/30/2018

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
RptType: 3160 - DEBT SERVICE PROCEEDS							
100-000-381000	OFS-DEBT PROCEEDS	0.00	3,000,000.00	0.00	3,000,000.00	0.00	100.00 %
	RptType: 3160 - DEBT SERVICE PROCEEDS Total:	0.00	3,000,000.00	0.00	3,000,000.00	0.00	100.00 %
RptType: 3260 - FINES AND FORFEITURES							
100-000-326010	COURT FINES & FORFEITURES	356,400.00	356,400.00	40,006.58	114,953.85	-241,446.15	32.25 %
	RptType: 3260 - FINES AND FORFEITURES Total:	356,400.00	356,400.00	40,006.58	114,953.85	-241,446.15	32.25 %
RptType: 3301 - INTEREST							
100-000-330100	INTEREST	65,000.00	65,000.00	12,589.73	41,223.51	-23,776.49	63.42 %
	RptType: 3301 - INTEREST Total:	65,000.00	65,000.00	12,589.73	41,223.51	-23,776.49	63.42 %
RptType: 3600 - MISCELLANEOUS							
100-000-360000	ALL OTHER GF RECEIPTS	122,000.00	122,000.00	35,676.96	50,373.85	-71,626.15	41.29 %
100-000-361014	FIRE TRAINING REIMBURSEMENT	1,000.00	1,000.00	0.00	0.00	-1,000.00	0.00 %
100-000-361016	FIRST RESPONDER SUPPLIES REIMB	6,000.00	6,000.00	1,193.25	1,193.25	-4,806.75	19.89 %
100-000-361041	LIBRARY FOUNDATION - FUNDED PR...	5,000.00	5,000.00	0.00	5,000.00	0.00	100.00 %
100-000-362210	SENIOR CENTER BEQUESTS	0.00	0.00	9,332.00	9,332.00	9,332.00	0.00 %
100-000-362212	TRAM TRIPS	2,000.00	2,000.00	546.91	3,369.91	1,369.91	168.50 %
100-000-362213	MEAL CHARGES	5,000.00	5,000.00	2,767.35	5,060.22	60.22	101.20 %
100-000-362214	MEDICAID FUNDS	20,000.00	20,000.00	0.00	0.00	-20,000.00	0.00 %
	RptType: 3600 - MISCELLANEOUS Total:	161,000.00	161,000.00	49,516.47	74,329.23	-86,670.77	46.17 %
RptType: 3700 - OTHER							
100-000-371000	SALE OF SURPLUS EQUIP/PROPERTY	15,000.00	15,000.00	4,453.59	155,518.95	140,518.95	1,036.79 %
	RptType: 3700 - OTHER Total:	15,000.00	15,000.00	4,453.59	155,518.95	140,518.95	1,036.79 %
	Department: 000 - UNDESIGNATED / NON DEPARTMENTAL Total:	10,200,116.00	13,200,116.00	260,397.31	3,600,026.78	-9,600,089.22	27.27 %
Department: 910 - TRANSFER IN							
RptType: 3990 - TRANSFERS IN							
100-910-399205	TRANSFER IN FROM STREET FUND	66,105.00	66,105.00	0.00	0.00	-66,105.00	0.00 %
100-910-399228	TRANSFER IN FROM POLICE LEVY	14,990.00	14,990.00	0.00	0.00	-14,990.00	0.00 %
100-910-399229	TRANSFER IN FROM FIRE LEVY	6,300.00	6,300.00	0.00	0.00	-6,300.00	0.00 %
100-910-399390	TRANSFER IN FROM URBAN RENEWAL	0.00	45,250.00	0.00	0.00	-45,250.00	0.00 %
100-910-399730	TRANSFER IN FROM SEWER FUND	28,620.00	28,620.00	0.00	0.00	-28,620.00	0.00 %
100-910-399740	TRANSFER IN FROM WATER FUND	16,025.00	16,025.00	0.00	0.00	-16,025.00	0.00 %
100-910-399750	TRANSFER IN FROM STORM WATER	20,350.00	20,350.00	0.00	0.00	-20,350.00	0.00 %
	RptType: 3990 - TRANSFERS IN Total:	152,390.00	197,640.00	0.00	0.00	-197,640.00	0.00 %
	Department: 910 - TRANSFER IN Total:	152,390.00	197,640.00	0.00	0.00	-197,640.00	0.00 %
	Revenue Total:	10,352,506.00	13,397,756.00	260,397.31	3,600,026.78	-9,797,729.22	26.87 %
Expense							
Department: 121 - ADMIN							
RptCategory: 40 - PERSONNEL SERVICES							
100-121-431010	CITY ADMINISTRATOR	142,000.00	142,000.00	10,500.00	31,500.00	110,500.00	22.18 %
100-121-431020	CITY RECORDER	109,500.00	109,500.00	9,562.00	32,991.00	76,509.00	30.13 %
100-121-431070	OFFICE ASSISTANT	82,895.00	82,895.00	4,167.00	12,501.00	70,394.00	15.08 %
100-121-431500	ACCOUNTING CLERK	121,200.00	121,200.00	6,338.56	18,891.16	102,308.84	15.59 %
100-121-450100	OVERTIME	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
100-121-450500	CAREER RECOGNITION PAY	3,200.00	3,200.00	149.15	447.45	2,752.55	13.98 %
100-121-470000	ASSOCIATED PAYROLL COSTS	267,200.00	267,200.00	14,469.26	43,782.04	223,417.96	16.39 %
	RptCategory: 40 - PERSONNEL SERVICES Total:	726,995.00	726,995.00	45,185.97	140,112.65	586,882.35	19.27 %
RptCategory: 50 - MATERIAL AND SERVICES							
100-121-500110	CONTRACTUAL & PROFESSIONAL SER...	247,107.00	247,107.00	10,287.50	27,155.00	219,952.00	10.99 %
100-121-500120	MUNICIPAL AUDIT CONTRACT	40,000.00	40,000.00	0.00	13,000.00	27,000.00	32.50 %
100-121-500130	LEGAL FEES	188,000.00	188,000.00	5,109.90	9,777.19	178,222.81	5.20 %
100-121-500210	COMPUTER/TECHNOLOGY SERVICES	66,000.00	66,000.00	2,490.97	17,144.67	48,855.33	25.98 %
100-121-500490	COUNCIL ACTIVITIES	10,000.00	10,000.00	155.72	583.24	9,416.76	5.83 %
100-121-500491	OUTSIDE AGENCY REQUESTS	1,250.00	1,250.00	0.00	0.00	1,250.00	0.00 %
100-121-500492	COUNTY PLANNING SERVICES CONTR...	65,000.00	65,000.00	10,687.73	21,976.10	43,023.90	33.81 %
100-121-510020	COMM PROMOTIONS/BUSINESS DEV	232,000.00	232,000.00	0.00	450.00	231,550.00	0.19 %

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
100-121-520120	BANK CHARGES	4,500.00	4,500.00	353.32	1,106.95	3,393.05	24.60 %
100-121-520310	MAINTENANCE, REPAIR & OPERATION	0.00	0.00	412.50	412.50	-412.50	0.00 %
100-121-520320	FLEET FUEL, MAINTENANCE & REPAIR	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00 %
100-121-520400	OFFICE SUPPLIES & EQUIPMENT	27,255.00	27,255.00	1,383.80	4,468.16	22,786.84	16.39 %
100-121-520450	CITY NEWSLETTER	33,600.00	33,600.00	2,695.25	8,085.75	25,514.25	24.06 %
100-121-530000	FIRE & LIABILITY INSURANCE	160,000.00	160,000.00	0.00	149,417.36	10,582.64	93.39 %
100-121-530200	EMERGENCY MANAGEMENT	25,750.00	25,750.00	0.00	42.75	25,707.25	0.17 %
100-121-540110	EMPLOYEE APPRECIATION	1,700.00	1,700.00	283.08	393.01	1,306.99	23.12 %
100-121-540120	PERSONNEL RECRUITMENT	17,700.00	17,700.00	98.00	253.00	17,447.00	1.43 %
100-121-540200	DUES & MEMBERSHIPS	12,500.00	12,500.00	1,165.16	9,721.14	2,778.86	77.77 %
100-121-540220	TRAVEL, CONFERENCES & TRAINING	12,700.00	12,700.00	190.56	1,234.74	11,465.26	9.72 %
100-121-540230	MILEAGE REIMBURSEMENT	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00 %
100-121-542000	PUBLICATIONS & SUBSCRIPTIONS	15,000.00	15,000.00	308.26	3,359.47	11,640.53	22.40 %
100-121-560120	TELEPHONES	14,000.00	14,000.00	821.15	2,466.10	11,533.90	17.62 %
RptCategory: 50 - MATERIAL AND SERVICES Total:		1,178,062.00	1,178,062.00	36,442.90	271,047.13	907,014.87	23.01 %
Department: 121 - ADMIN Total:		1,905,057.00	1,905,057.00	81,628.87	411,159.78	1,493,897.22	21.58 %
Department: 124 - FACILITIES							
RptCategory: 40 - PERSONNEL SERVICES							
100-124-437050	PUBLIC WORKS SUPERVISOR	7,800.00	7,800.00	625.50	2,022.12	5,777.88	25.92 %
100-124-437070	UTILITY WORKER, JOURNEY	33,000.00	33,000.00	1,983.00	6,180.80	26,819.20	18.73 %
100-124-439011	SEASONAL HELP	8,500.00	8,500.00	960.00	3,300.00	5,200.00	38.82 %
100-124-450100	OVERTIME	1,000.00	1,000.00	0.00	80.68	919.32	8.07 %
100-124-470000	ASSOCIATED PAYROLL COSTS	1,450.00	1,450.00	1,178.91	3,742.81	-2,292.81	258.12 %
RptCategory: 40 - PERSONNEL SERVICES Total:		51,750.00	51,750.00	4,747.41	15,326.41	36,423.59	29.62 %
RptCategory: 50 - MATERIAL AND SERVICES							
100-124-500110	CONTRACTUAL & PROFESSIONAL SER...	47,000.00	47,000.00	2,484.55	8,392.10	38,607.90	17.86 %
100-124-520130	OPERATIONS, MAINTENANCE & REPA...	29,000.00	29,000.00	3,729.41	7,329.39	21,670.61	25.27 %
100-124-520322	GENERATOR FUEL	1,600.00	1,600.00	0.00	0.00	1,600.00	0.00 %
100-124-540220	TRAVEL, CONFERENCES& TRAINING	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
100-124-540300	SMALL TOOLS, EQUIPMENT & SAFETY...	7,400.00	7,400.00	160.93	232.79	7,167.21	3.15 %
100-124-560100	UTILITIES	52,500.00	52,500.00	7,839.06	16,218.65	36,281.35	30.89 %
RptCategory: 50 - MATERIAL AND SERVICES Total:		138,500.00	138,500.00	14,213.95	32,172.93	106,327.07	23.23 %
RptCategory: 60 - CAPITAL OUTLAY							
100-124-641010	BUILDING REPAIR	0.00	0.00	0.00	9,332.00	-9,332.00	0.00 %
RptCategory: 60 - CAPITAL OUTLAY Total:		0.00	0.00	0.00	9,332.00	-9,332.00	0.00 %
Department: 124 - FACILITIES Total:		190,250.00	190,250.00	18,961.36	56,831.34	133,418.66	29.87 %
Department: 220 - COURT							
RptCategory: 40 - PERSONNEL SERVICES							
100-220-432020	MUNICIPAL COURT CLERK	61,000.00	61,000.00	4,955.33	14,865.99	46,134.01	24.37 %
100-220-432035	ASSISTANT COURT CLERK	22,600.00	22,600.00	3,915.52	12,525.10	10,074.90	55.42 %
100-220-450100	OVERTIME	800.00	800.00	0.00	0.00	800.00	0.00 %
100-220-450500	CAREER RECOGNITION PAY	580.00	580.00	0.00	0.00	580.00	0.00 %
100-220-470000	ASSOCIATED PAYROLL COSTS	57,000.00	57,000.00	4,297.31	13,164.82	43,835.18	23.10 %
RptCategory: 40 - PERSONNEL SERVICES Total:		141,980.00	141,980.00	13,168.16	40,555.91	101,424.09	28.56 %
RptCategory: 50 - MATERIAL AND SERVICES							
100-220-500110	CONTRACTUAL & PROFESSIONAL SER...	1,000.00	1,000.00	0.00	100.00	900.00	10.00 %
100-220-500132	PROSECUTING ATTORNEY	45,500.00	45,500.00	3,000.00	6,000.00	39,500.00	13.19 %
100-220-500134	ATTORNEYS FOR INDIGENT CLIENTS	31,550.00	31,550.00	1,125.00	2,250.00	29,300.00	7.13 %
100-220-500136	MUNICIPAL COURT JUDGE	41,000.00	41,000.00	3,000.00	9,000.00	32,000.00	21.95 %
100-220-500137	PRO-TEM JUDGE	1,869.00	1,869.00	0.00	0.00	1,869.00	0.00 %
100-220-500138	JURY EXPENSES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
100-220-500282	COURTROOM SECURITY	8,000.00	8,000.00	0.00	0.00	8,000.00	0.00 %
100-220-520120	BANK CHARGES	6,000.00	6,000.00	1,205.48	1,205.48	4,794.52	20.09 %
100-220-520400	OFFICE SUPPLIES & EQUIPMENT	11,000.00	11,000.00	1,636.02	3,211.29	7,788.71	29.19 %
100-220-520401	REFUNDS & COLLECTION SERVICES	1,200.00	1,200.00	0.00	0.00	1,200.00	0.00 %
100-220-520420	DOCUMENT IMAGING	1,800.00	1,800.00	0.00	0.00	1,800.00	0.00 %

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
100-220-540220	TRAVEL, CONFERENCES & TRAININGI...	4,000.00	4,000.00	665.59	815.59	3,184.41	20.39 %
RptCategory: 50 - MATERIAL AND SERVICES Total:		153,919.00	153,919.00	10,632.09	22,582.36	131,336.64	14.67 %
Department: 220 - COURT Total:		295,899.00	295,899.00	23,800.25	63,138.27	232,760.73	21.34 %
Department: 240 - POLICE							
RptCategory: 40 - PERSONNEL SERVICES							
100-240-432110	POLICE CHIEF	101,880.00	101,880.00	9,360.00	28,080.00	73,800.00	27.56 %
100-240-432130	POLICE LIEUTENANT	96,425.00	96,425.00	8,034.00	24,102.00	72,323.00	25.00 %
100-240-432140	POLICE DETECTIVE	144,125.00	144,125.00	6,125.34	18,353.61	125,771.39	12.73 %
100-240-432160	POLICE OFFICER	598,850.00	598,850.00	41,666.94	126,291.11	472,558.89	21.09 %
100-240-432170	POLICE SERGEANT	222,137.00	222,137.00	18,300.00	54,900.00	167,237.00	24.71 %
100-240-432182	PROPERTY ROOM TECHNICIAN	28,000.00	28,000.00	1,881.88	6,281.08	21,718.92	22.43 %
100-240-432185	POLICE RECORDS CLERK	47,700.00	47,700.00	3,963.00	11,889.00	35,811.00	24.92 %
100-240-432190	POLICE RESERVES	7,000.00	7,000.00	56.79	298.15	6,701.85	4.26 %
100-240-450100	OVERTIME	100,000.00	100,000.00	13,522.90	37,346.48	62,653.52	37.35 %
100-240-450200	HOLIDAY PAY	10,000.00	10,000.00	1,858.22	3,233.93	6,766.07	32.34 %
100-240-450300	PROFICIENCY PAY	50,000.00	50,000.00	2,358.25	6,899.02	43,100.98	13.80 %
100-240-450500	CAREER RECOGNITION PAY	8,000.00	8,000.00	119.52	362.01	7,637.99	4.53 %
100-240-470000	ASSOCIATED PAYROLL COSTS	1,005,000.00	1,005,000.00	50,708.80	150,855.55	854,144.45	15.01 %
100-240-470040	LIFE & DISABILITY INSURANCE	0.00	0.00	1.65	6.17	-6.17	0.00 %
RptCategory: 40 - PERSONNEL SERVICES Total:		2,419,117.00	2,419,117.00	157,957.29	468,898.11	1,950,218.89	19.38 %
RptCategory: 50 - MATERIAL AND SERVICES							
100-240-500110	CONTRACTUAL & PROFESSIONAL SER...	40,000.00	40,000.00	3,705.02	13,225.83	26,774.17	33.06 %
100-240-500284	PARK PATROL	6,300.00	6,300.00	0.00	4,092.00	2,208.00	64.95 %
100-240-510044	JUVENILE DIVERSION PROGRAM	3,500.00	3,500.00	0.00	2,500.00	1,000.00	71.43 %
100-240-520100	OPERATIONAL SUPPLIES AND EXPENS...	90,000.00	90,000.00	267.93	7,179.23	82,820.77	7.98 %
100-240-520112	FIREARMS/AMMUNITION	20,000.00	20,000.00	3,950.96	7,936.50	12,063.50	39.68 %
100-240-520310	MAINTENANCE, REPAIR & OPERATION	15,000.00	15,000.00	126.44	471.15	14,528.85	3.14 %
100-240-520320	FLEET FUEL, MAINTENANCE & REPAIR	75,000.00	75,000.00	3,104.85	10,815.52	64,184.48	14.42 %
100-240-520340	RADIO MAINTENANCE REPLACEMENT	22,000.00	22,000.00	17,002.00	17,002.00	4,998.00	77.28 %
100-240-520345	RADAR MAINTENANCE REPLACEMENT	6,000.00	6,000.00	0.00	257.50	5,742.50	4.29 %
100-240-520400	OFFICE SUPPLIES & EQUIPMENT	9,000.00	9,000.00	710.41	3,545.93	5,454.07	39.40 %
100-240-540110	EMPLOYEE APPRECIATION	6,500.00	6,500.00	0.00	0.00	6,500.00	0.00 %
100-240-540200	DUES & MEMBERSHIPS	35,000.00	35,000.00	1,111.31	5,999.79	29,000.21	17.14 %
100-240-540301	UNIFORMS AND SAFETY EQUIPMENT	24,000.00	24,000.00	762.53	7,524.67	16,475.33	31.35 %
100-240-542000	PUBLICATIONS & SUBSCRIPTIONS	19,500.00	19,500.00	0.00	1,225.00	18,275.00	6.28 %
100-240-560110	CELL PHONES, PAGERS, RADIOS	16,500.00	16,500.00	2,573.51	5,058.28	11,441.72	30.66 %
RptCategory: 50 - MATERIAL AND SERVICES Total:		388,300.00	388,300.00	33,314.96	86,833.40	301,466.60	22.36 %
RptCategory: 60 - CAPITAL OUTLAY							
100-240-641025	POLICE STATION IMPROVEMENTS	38,800.00	38,800.00	0.00	0.00	38,800.00	0.00 %
100-240-651000	VEHICLES AND EQUIPMENT RESERVES	151,000.00	151,000.00	0.00	0.00	151,000.00	0.00 %
100-240-661018	RADIO & COMPUTER RESERVE	8,000.00	8,000.00	0.00	790.00	7,210.00	9.88 %
RptCategory: 60 - CAPITAL OUTLAY Total:		197,800.00	197,800.00	0.00	790.00	197,010.00	0.40 %
Department: 240 - POLICE Total:		3,005,217.00	3,005,217.00	191,272.25	556,521.51	2,448,695.49	18.52 %
Department: 250 - FIRE							
RptCategory: 40 - PERSONNEL SERVICES							
100-250-432210	FIRE CHIEF	104,672.00	104,672.00	5,257.37	24,723.73	79,948.27	23.62 %
100-250-432220	FIRE MARSHAL	82,930.00	82,930.00	7,227.00	21,681.00	61,249.00	26.14 %
100-250-432240	FIRE CAPTAIN	172,000.00	172,000.00	19,924.07	49,042.49	122,957.51	28.51 %
100-250-432290	ON-CALL FIREFIGHTERS	280,000.00	280,000.00	15,409.94	65,221.72	214,778.28	23.29 %
100-250-450100	OVERTIME	13,000.00	13,000.00	1,023.13	5,642.80	7,357.20	43.41 %
100-250-470000	ASSOCIATED PAYROLL COSTS	244,000.00	244,000.00	24,490.28	75,891.49	168,108.51	31.10 %
100-250-470040	LIFE & DISABILITY INSURANCE	7,000.00	7,000.00	18.48	437.61	6,562.39	6.25 %
RptCategory: 40 - PERSONNEL SERVICES Total:		903,602.00	903,602.00	73,350.27	242,640.84	660,961.16	26.85 %
RptCategory: 50 - MATERIAL AND SERVICES							
100-250-500150	MEDICAL DIRECTOR CONTRACT	17,000.00	17,000.00	1,065.00	3,125.00	13,875.00	18.38 %
100-250-500210	COMPUTER/TECHNOLOGY SERVICES	13,500.00	13,500.00	0.00	0.00	13,500.00	0.00 %

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
100-250-500498	SHARE COST CCOM DISPATCH	87,300.00	87,300.00	-15,196.92	21,000.24	66,299.76	24.06 %
100-250-510022	FIRE GRANTS	50,000.00	50,000.00	0.00	0.00	50,000.00	0.00 %
100-250-520122	FIRE PREVENTION & INVESTIGATION	12,000.00	12,000.00	0.00	1,871.11	10,128.89	15.59 %
100-250-520124	FIRST RESPONDER SUPPLIES	29,000.00	29,000.00	2,406.83	4,308.36	24,691.64	14.86 %
100-250-520126	SCBA & TURNOUT MAINTENANCE	15,500.00	15,500.00	3,733.55	4,274.57	11,225.43	27.58 %
100-250-520200	BLDG MAINTENANCE & SUPPLIES	47,000.00	47,000.00	2,160.26	10,793.70	36,206.30	22.97 %
100-250-520320	FLEET FUEL, MAINTENANCE & REPAIR	63,000.00	63,000.00	7,274.39	15,514.96	47,485.04	24.63 %
100-250-520400	OFFICE SUPPLIES & EQUIPMENT	4,700.00	4,700.00	161.37	612.45	4,087.55	13.03 %
100-250-540130	PHYSICAL EXAMINATIONS	17,000.00	17,000.00	1,413.00	2,498.00	14,502.00	14.69 %
100-250-540200	DUES & MEMBERSHIPS	13,500.00	13,500.00	205.00	844.50	12,655.50	6.26 %
100-250-540222	TECH RESCUE TRAINING	12,250.00	12,250.00	0.00	0.00	12,250.00	0.00 %
100-250-540224	EMS TRAINING & RECERTIFICATION	12,500.00	12,500.00	0.00	1,889.00	10,611.00	15.11 %
100-250-540225	FIREFIGHTER TRAINING	64,000.00	64,000.00	0.00	3,931.24	60,068.76	6.14 %
100-250-540301	UNIFORMS AND SAFETY EQUIPMENT	18,500.00	18,500.00	139.99	3,651.30	14,848.70	19.74 %
100-250-560110	CELL PHONES, PAGERS, RADIOS	51,000.00	51,000.00	671.23	2,693.71	48,306.29	5.28 %
RptCategory: 50 - MATERIAL AND SERVICES Total:		527,750.00	527,750.00	4,033.70	77,008.14	450,741.86	14.59 %
RptCategory: 60 - CAPITAL OUTLAY							
100-250-661010	ROUTINE EQUIP REPLACEMENT	45,300.00	45,300.00	187.84	3,964.82	41,335.18	8.75 %
100-250-661012	TURN-OUTS & SCBA RESERVE	271,000.00	271,000.00	941.00	941.00	270,059.00	0.35 %
100-250-661014	DIVE RESCUE EQUIPMENT	16,000.00	16,000.00	36.00	4,106.75	11,893.25	25.67 %
100-250-661016	FIRE APPARATUS & EQUIPMENT RESE...	418,667.00	418,667.00	0.00	0.00	418,667.00	0.00 %
100-250-661018	RADIO & COMPUTER RESERVE	93,000.00	93,000.00	22,197.00	22,197.00	70,803.00	23.87 %
RptCategory: 60 - CAPITAL OUTLAY Total:		843,967.00	843,967.00	23,361.84	31,209.57	812,757.43	3.70 %
Department: 250 - FIRE Total:		2,275,319.00	2,275,319.00	100,745.81	350,858.55	1,924,460.45	15.42 %
Department: 526 - PARKS							
RptCategory: 40 - PERSONNEL SERVICES							
100-526-437049	PUBLIC WORKS DIRECTOR	21,400.00	21,400.00	1,797.80	5,393.40	16,006.60	25.20 %
100-526-437050	PUBLIC WORKS SUPERVISOR	32,200.00	32,200.00	2,814.75	9,099.53	23,100.47	28.26 %
100-526-437055	PW ADMIN ASSISTANT	3,000.00	3,000.00	751.70	2,443.48	556.52	81.45 %
100-526-437070	UTILITY WORKER, JOURNEY	82,000.00	82,000.00	7,434.64	22,708.30	59,291.70	27.69 %
100-526-439011	SEASONAL HELP	11,000.00	11,000.00	5,406.40	15,565.12	-4,565.12	141.50 %
100-526-450100	OVERTIME	1,300.00	1,300.00	24.81	700.15	599.85	53.86 %
100-526-450500	CAREER RECOGNITION PAY	1,690.00	1,690.00	163.55	491.29	1,198.71	29.07 %
100-526-470000	ASSOCIATED PAYROLL COSTS	90,000.00	90,000.00	8,732.30	26,383.28	63,616.72	29.31 %
RptCategory: 40 - PERSONNEL SERVICES Total:		242,590.00	242,590.00	27,125.95	82,784.55	159,805.45	34.13 %
RptCategory: 50 - MATERIAL AND SERVICES							
100-526-500110	CONTRACTUAL & PROFESSIONAL SER...	20,000.00	20,000.00	456.80	908.00	19,092.00	4.54 %
100-526-520130	OPERATIONS, MAINTENANCE & REPA...	18,000.00	18,000.00	41.77	11,795.81	6,204.19	65.53 %
100-526-520132	HAZARDOUS TREE REMOVAL	29,000.00	29,000.00	1,015.00	1,015.00	27,985.00	3.50 %
100-526-520320	FLEET FUEL, MAINTENANCE & REPAIR	30,000.00	30,000.00	872.31	3,368.14	26,631.86	11.23 %
100-526-520400	OFFICE SUPPLIES & EQUIPMENT	2,000.00	2,000.00	38.25	252.89	1,747.11	12.64 %
100-526-540220	TRAVEL, CONFERENCES & TRAINING	3,000.00	3,000.00	0.00	300.60	2,699.40	10.02 %
100-526-540300	SMALL TOOLS, EQUIPMENT & SAFETY...	20,000.00	20,000.00	496.61	679.94	19,320.06	3.40 %
100-526-540400	DUMPING, HAULING, GARBAGE	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00 %
100-526-560100	UTILITIES	25,000.00	25,000.00	2,220.55	8,623.51	16,376.49	34.49 %
RptCategory: 50 - MATERIAL AND SERVICES Total:		152,000.00	152,000.00	5,141.29	26,943.89	125,056.11	17.73 %
RptCategory: 60 - CAPITAL OUTLAY							
100-526-660100	EQUIPMENT REPLACEMENT RESERVES	115,200.00	115,200.00	0.00	0.00	115,200.00	0.00 %
100-526-676050	SYSTEM IMPROVEMENTS & PROJECTS	124,000.00	124,000.00	0.00	0.00	124,000.00	0.00 %
RptCategory: 60 - CAPITAL OUTLAY Total:		239,200.00	239,200.00	0.00	0.00	239,200.00	0.00 %
Department: 526 - PARKS Total:		633,790.00	633,790.00	32,267.24	109,728.44	524,061.56	17.31 %
Department: 527 - RECREATION							
RptCategory: 40 - PERSONNEL SERVICES							
100-527-435110	FIELD MAINTENANCE CREW	10,000.00	10,000.00	0.00	2,133.66	7,866.34	21.34 %
100-527-435120	PLAYGROUND AIDES	14,000.00	14,000.00	1,622.15	12,141.53	1,858.47	86.73 %

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
100-527-470000	ASSOCIATED PAYROLL COSTS	5,300.00	5,300.00	223.58	2,308.41	2,991.59	43.55 %
	RptCategory: 40 - PERSONNEL SERVICES Total:	29,300.00	29,300.00	1,845.73	16,583.60	12,716.40	56.60 %
	RptCategory: 50 - MATERIAL AND SERVICES						
100-527-500460	COMMUNITY SCHOOL CONTRACT	23,500.00	23,500.00	0.00	0.00	23,500.00	0.00 %
100-527-510062	SUMMER PROGRAMS	2,700.00	2,700.00	227.70	1,116.42	1,583.58	41.35 %
100-527-510064	SPECIAL EVENTS	850.00	850.00	0.00	61.30	788.70	7.21 %
100-527-520136	MAINTENANCE & SUPPLIES	700.00	700.00	46.12	140.37	559.63	20.05 %
	RptCategory: 50 - MATERIAL AND SERVICES Total:	27,750.00	27,750.00	273.82	1,318.09	26,431.91	4.75 %
	Department: 527 - RECREATION Total:	57,050.00	57,050.00	2,119.55	17,901.69	39,148.31	31.38 %
	Department: 528 - SENIOR CENTER						
	RptCategory: 40 - PERSONNEL SERVICES						
100-528-435210	SENIOR CENTER MANAGER	74,000.00	74,000.00	5,748.00	17,244.00	56,756.00	23.30 %
100-528-435240	TRAM DRIVER	33,500.00	33,500.00	2,196.13	7,563.34	25,936.66	22.58 %
100-528-435250	NUTRITION CATERER	32,000.00	32,000.00	2,759.93	7,983.27	24,016.73	24.95 %
100-528-435280	CENTER ASSISTANT	42,000.00	42,000.00	3,434.25	10,469.31	31,530.69	24.93 %
100-528-435295	BUILDING MONITOR	7,000.00	7,000.00	213.00	643.90	6,356.10	9.20 %
100-528-450500	CAREER RECOGNITION PAY	1,500.00	1,500.00	129.66	339.26	1,160.74	22.62 %
100-528-470000	ASSOCIATED PAYROLL COSTS	82,500.00	82,500.00	6,287.63	18,487.05	64,012.95	22.41 %
	RptCategory: 40 - PERSONNEL SERVICES Total:	272,500.00	272,500.00	20,768.60	62,730.13	209,769.87	23.02 %
	RptCategory: 50 - MATERIAL AND SERVICES						
100-528-500210	COMPUTER/TECHNOLOGY SERVICES	425.00	425.00	0.00	99.98	325.02	23.52 %
100-528-510075	NUTRITION PROGRAM SUPPLIES	13,000.00	13,000.00	195.29	1,986.14	11,013.86	15.28 %
100-528-520140	TRAM EXPENSES	6,480.00	6,480.00	196.69	1,544.30	4,935.70	23.83 %
100-528-520190	MISCELLANEOUS EQUIPMENT	2,700.00	2,700.00	32.69	32.69	2,667.31	1.21 %
100-528-520200	BLDG MAINTENANCE & SUPPLIES	3,600.00	3,600.00	854.01	1,632.90	1,967.10	45.36 %
100-528-520320	FLEET FUEL, MAINTENANCE & REPAIR	9,500.00	9,500.00	0.00	36.00	9,464.00	0.38 %
100-528-520400	OFFICE SUPPLIES & EQUIPMENT	6,500.00	6,500.00	367.70	753.13	5,746.87	11.59 %
100-528-540200	DUES & MEMBERSHIPS	2,400.00	2,400.00	99.99	415.94	1,984.06	17.33 %
100-528-540230	MILEAGE REIMBURSEMENT	100.00	100.00	0.00	0.00	100.00	0.00 %
100-528-560120	TELEPHONES	3,500.00	3,500.00	278.53	835.01	2,664.99	23.86 %
	RptCategory: 50 - MATERIAL AND SERVICES Total:	48,205.00	48,205.00	2,024.90	7,336.09	40,868.91	15.22 %
	RptCategory: 60 - CAPITAL OUTLAY						
100-528-641010	BUILDING REPAIR	13,000.00	13,000.00	0.00	0.00	13,000.00	0.00 %
100-528-641090	PLANTON ESTATE	137,959.00	137,959.00	0.00	0.00	137,959.00	0.00 %
	RptCategory: 60 - CAPITAL OUTLAY Total:	150,959.00	150,959.00	0.00	0.00	150,959.00	0.00 %
	Department: 528 - SENIOR CENTER Total:	471,664.00	471,664.00	22,793.50	70,066.22	401,597.78	14.86 %
	Department: 529 - LIBRARY						
	RptCategory: 40 - PERSONNEL SERVICES						
100-529-435320	LIBRARY ASSISTANT II	470,000.00	470,000.00	23,562.92	71,099.36	398,900.64	15.13 %
100-529-435392	ON CALL LIB ASSISTANT	35,900.00	35,900.00	2,436.41	7,764.22	28,135.78	21.63 %
100-529-450500	CAREER RECOGNITION PAY	3,925.00	3,925.00	134.07	366.23	3,558.77	9.33 %
100-529-470000	ASSOCIATED PAYROLL COSTS	126,500.00	126,500.00	12,481.18	37,650.62	88,849.38	29.76 %
	RptCategory: 40 - PERSONNEL SERVICES Total:	636,325.00	636,325.00	38,614.58	116,880.43	519,444.57	18.37 %
	RptCategory: 50 - MATERIAL AND SERVICES						
100-529-500110	CONTRACTUAL & PROFESSIONAL SER...	74,310.00	74,310.00	0.00	0.00	74,310.00	0.00 %
100-529-500210	COMPUTER/TECHNOLOGY SERVICES	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00 %
100-529-510081	NEW BOOKS	115,000.00	115,000.00	6,535.91	13,709.22	101,290.78	11.92 %
100-529-510082	ADULT/CHILDREN'S PROGRAMS	11,000.00	11,000.00	0.00	30.38	10,969.62	0.28 %
100-529-510084	READY TO READ GRANT	3,300.00	3,300.00	322.88	382.80	2,917.20	11.60 %
100-529-510086	LIB FOUNDATION FUNDED PROGRAM	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00 %
100-529-510100	MARKETING	1,300.00	1,300.00	0.00	0.00	1,300.00	0.00 %
100-529-520400	OFFICE SUPPLIES & EQUIPMENT	6,800.00	6,800.00	858.61	1,861.56	4,938.44	27.38 %
100-529-530100	RENTALS AND LEASES	12,000.00	12,000.00	0.00	1,305.79	10,694.21	10.88 %
100-529-540200	DUES & MEMBERSHIPS	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00 %
100-529-542000	PUBLICATIONS & SUBSCRIPTIONS	4,100.00	4,100.00	0.00	0.00	4,100.00	0.00 %

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
100-529-560120	TELEPHONES	950.00	950.00	0.00	0.00	950.00	0.00 %
	RptCategory: 50 - MATERIAL AND SERVICES Total:	260,760.00	260,760.00	7,717.40	17,289.75	243,470.25	6.63 %
	Department: 529 - LIBRARY Total:	897,085.00	897,085.00	46,331.98	134,170.18	762,914.82	14.96 %
	Department: 600 - DEBT SERVICE						
	RptCategory: 70 - DEBT SERVICE						
100-600-730040	DEBT SERVICE - INTEREST	0.00	45,250.00	0.00	0.00	45,250.00	0.00 %
	RptCategory: 70 - DEBT SERVICE Total:	0.00	45,250.00	0.00	0.00	45,250.00	0.00 %
	Department: 600 - DEBT SERVICE Total:	0.00	45,250.00	0.00	0.00	45,250.00	0.00 %
	Department: 920 - TRANSFER OUT						
	RptCategory: 89 - TRANSFERS OUT						
100-920-899205	TRANSFER OUT TO ROAD & STREET F...	221,175.00	221,175.00	0.00	0.00	221,175.00	0.00 %
100-920-899390	TRANSFER OUT TO URBAN RENEWAL	0.00	3,000,000.00	0.00	3,000,000.00	0.00	100.00 %
	RptCategory: 89 - TRANSFERS OUT Total:	221,175.00	3,221,175.00	0.00	3,000,000.00	221,175.00	93.13 %
	Department: 920 - TRANSFER OUT Total:	221,175.00	3,221,175.00	0.00	3,000,000.00	221,175.00	93.13 %
	Department: 990 - CONTINGENCY						
	RptCategory: 90 - OTHER						
100-990-910000	CONTINGENCY FUNDS	400,000.00	400,000.00	0.00	0.00	400,000.00	0.00 %
	RptCategory: 90 - OTHER Total:	400,000.00	400,000.00	0.00	0.00	400,000.00	0.00 %
	Department: 990 - CONTINGENCY Total:	400,000.00	400,000.00	0.00	0.00	400,000.00	0.00 %
	Expense Total:	10,352,506.00	13,397,756.00	519,920.81	4,770,375.98	8,627,380.02	35.61 %
	Fund: 100 - GENERAL FUND Surplus (Deficit):	0.00	0.00	-259,523.50	-1,170,349.20	-1,170,349.20	0.00 %

Budget Report

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 205 - ROAD AND STREET FUND							
Revenue							
Department: 000 - UNDESIGNATED / NON DEPARTMENTAL							
RptType: 1000 - CURRENT ASSETS							
205-000-104050	DUE FROM OTHER GOV'TSOURCE	0.00	0.00	-58,732.38	72,989.68	72,989.68	0.00 %
	RptType: 1000 - CURRENT ASSETS Total:	0.00	0.00	-58,732.38	72,989.68	72,989.68	0.00 %
RptType: 3000 - BEG FUND BAL.							
205-000-309999	BEGINNING FUND BALANCE	1,807,000.00	1,807,000.00	0.00	0.00	-1,807,000.00	0.00 %
	RptType: 3000 - BEG FUND BAL. Total:	1,807,000.00	1,807,000.00	0.00	0.00	-1,807,000.00	0.00 %
RptType: 3110 - STATE SHARED TAXES							
205-000-310140	STATE HIGHWAY TAXES	750,000.00	750,000.00	139,619.86	139,619.86	-610,380.14	18.62 %
	RptType: 3110 - STATE SHARED TAXES Total:	750,000.00	750,000.00	139,619.86	139,619.86	-610,380.14	18.62 %
RptType: 3141 - SDC							
205-000-314075	TRANSPORTATION SDC'S	10,000.00	10,000.00	1,359.07	33,402.97	23,402.97	334.03 %
	RptType: 3141 - SDC Total:	10,000.00	10,000.00	1,359.07	33,402.97	23,402.97	334.03 %
RptType: 3600 - MISCELLANEOUS							
205-000-360000	ALL OTHER ROAD/STREET RECIEPTS	30,000.00	30,000.00	1,482.50	4,302.50	-25,697.50	14.34 %
	RptType: 3600 - MISCELLANEOUS Total:	30,000.00	30,000.00	1,482.50	4,302.50	-25,697.50	14.34 %
	Department: 000 - UNDESIGNATED / NON DEPARTMENTAL Total:	2,597,000.00	2,597,000.00	83,729.05	250,315.01	-2,346,684.99	9.64 %
Department: 910 - TRANSFER IN							
RptType: 3990 - TRANSFERS IN							
205-910-399100	TRANSFER IN FROM GENERAL FUND	221,175.00	221,175.00	0.00	0.00	-221,175.00	0.00 %
205-910-399730	TRANSFER IN FROM SEWER FUND	113,650.00	113,650.00	0.00	0.00	-113,650.00	0.00 %
205-910-399740	TRANSFER IN FROM WATER FUND	72,125.00	72,125.00	0.00	0.00	-72,125.00	0.00 %
205-910-399750	TRANSFER IN FROM STORM WATER	37,500.00	37,500.00	0.00	0.00	-37,500.00	0.00 %
	RptType: 3990 - TRANSFERS IN Total:	444,450.00	444,450.00	0.00	0.00	-444,450.00	0.00 %
	Department: 910 - TRANSFER IN Total:	444,450.00	444,450.00	0.00	0.00	-444,450.00	0.00 %
	Revenue Total:	3,041,450.00	3,041,450.00	83,729.05	250,315.01	-2,791,134.99	8.23 %
Expense							
Department: 305 - ROAD AND STREET							
RptCategory: 40 - PERSONNEL SERVICES							
205-305-437049	PUBLIC WORKS DIRECTOR	21,500.00	21,500.00	1,797.80	5,393.40	16,106.60	25.09 %
205-305-437050	PUBLIC WORKS SUPERVISOR	35,050.00	35,050.00	2,814.75	9,099.53	25,950.47	25.96 %
205-305-437055	PW ADMIN ASSISTANT	5,150.00	5,150.00	751.70	2,443.48	2,706.52	47.45 %
205-305-437070	UTILITY WORKER, JOURNEY	115,000.00	115,000.00	8,975.00	28,434.22	86,565.78	24.73 %
205-305-439011	SEASONAL HELP	30,000.00	30,000.00	915.00	3,810.00	26,190.00	12.70 %
205-305-450100	OVERTIME	6,000.00	6,000.00	52.15	1,270.29	4,729.71	21.17 %
205-305-450500	CAREER RECOGNITION PAY	610.00	610.00	50.88	162.05	447.95	26.57 %
205-305-470000	ASSOCIATED PAYROLL COSTS	92,000.00	92,000.00	9,422.94	29,792.75	62,207.25	32.38 %
	RptCategory: 40 - PERSONNEL SERVICES Total:	305,310.00	305,310.00	24,780.22	80,405.72	224,904.28	26.34 %
RptCategory: 50 - MATERIAL AND SERVICES							
205-305-500110	CONTRACTUAL & PROFESSIONAL SER...	60,000.00	60,000.00	456.77	4,619.54	55,380.46	7.70 %
205-305-520130	OPERATIONS, MAINTENANCE & REPA...	485,000.00	485,000.00	471.21	16,317.94	468,682.06	3.36 %
205-305-520172	STREET LIGHT MAINTENANCE	78,000.00	78,000.00	5,888.50	17,633.77	60,366.23	22.61 %
205-305-520176	TRAFFIC SIGNAL MAINTENANCE	41,000.00	41,000.00	1,006.56	1,006.56	39,993.44	2.46 %
205-305-520178	STREET SIGN MAINTENANCE	35,000.00	35,000.00	3,902.95	5,921.15	29,078.85	16.92 %
205-305-520195	50/50 SIDEWALK REPAIR COST SHARE	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00 %
205-305-520320	FLEET FUEL, MAINTENANCE & REPAIR	85,000.00	85,000.00	430.78	2,396.95	82,603.05	2.82 %
205-305-520400	OFFICE SUPPLIES & EQUIPMENT	2,700.00	2,700.00	38.25	183.96	2,516.04	6.81 %
205-305-540220	TRAVEL, CONFERENCES & TRAINING	4,800.00	4,800.00	0.00	300.60	4,499.40	6.26 %
205-305-540300	SMALL TOOLS, EQUIPMENT & SAFETY...	39,000.00	39,000.00	403.28	618.10	38,381.90	1.58 %
205-305-540400	DUMPING, HAULING, GARBAGE	32,000.00	32,000.00	50.00	125.00	31,875.00	0.39 %
205-305-560100	UTILITIES	2,000.00	2,000.00	0.00	103.15	1,896.85	5.16 %
	RptCategory: 50 - MATERIAL AND SERVICES Total:	884,500.00	884,500.00	12,648.30	49,226.72	835,273.28	5.57 %

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	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
RptCategory: 60 - CAPITAL OUTLAY						
205-305-660100	EQUIPMENT REPLACEMENT RESERVES	425,000.00	425,000.00	0.00	0.00	425,000.00 0.00 %
205-305-675054	NEW STREET LIGHTS	20,000.00	20,000.00	0.00	0.00	20,000.00 0.00 %
205-305-675056	BIKEWAY & SIDEWALK IMPROVEMENT	57,000.00	57,000.00	0.00	0.00	57,000.00 0.00 %
205-305-676050	SYSTEM IMPROVEMENTS & PROJECTS	756,000.00	756,000.00	0.00	0.00	756,000.00 0.00 %
205-305-678090	RESERVE FROM SDC'S	327,535.00	327,535.00	0.00	0.00	327,535.00 0.00 %
	RptCategory: 60 - CAPITAL OUTLAY Total:	1,585,535.00	1,585,535.00	0.00	0.00	1,585,535.00 0.00 %
	Department: 305 - ROAD AND STREET Total:	2,775,345.00	2,775,345.00	37,428.52	129,632.44	2,645,712.56 4.67 %
Department: 920 - TRANSFER OUT						
RptCategory: 89 - TRANSFERS OUT						
205-920-899100	TRANSFER OUT TO GENERAL FUND	66,105.00	66,105.00	0.00	0.00	66,105.00 0.00 %
	RptCategory: 89 - TRANSFERS OUT Total:	66,105.00	66,105.00	0.00	0.00	66,105.00 0.00 %
	Department: 920 - TRANSFER OUT Total:	66,105.00	66,105.00	0.00	0.00	66,105.00 0.00 %
Department: 990 - CONTINGENCY						
RptCategory: 90 - OTHER						
205-990-910000	CONTINGENCY FUNDS	200,000.00	200,000.00	0.00	0.00	200,000.00 0.00 %
	RptCategory: 90 - OTHER Total:	200,000.00	200,000.00	0.00	0.00	200,000.00 0.00 %
	Department: 990 - CONTINGENCY Total:	200,000.00	200,000.00	0.00	0.00	200,000.00 0.00 %
	Expense Total:	3,041,450.00	3,041,450.00	37,428.52	129,632.44	2,911,817.56 4.26 %
	Fund: 205 - ROAD AND STREET FUND Surplus (Deficit):	0.00	0.00	46,300.53	120,682.57	120,682.57 0.00 %

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 228 - POLICE LEVY FUND							
Revenue							
Department: 000 - UNDESIGNATED / NON DEPARTMENTAL							
RptType: 3000 - BEG FUND BAL.							
228-000-309999	BEGINNING FUND BALANCE	444,340.00	444,340.00	0.00	0.00	-444,340.00	0.00 %
	RptType: 3000 - BEG FUND BAL. Total:	444,340.00	444,340.00	0.00	0.00	-444,340.00	0.00 %
RptType: 3100 - LOCAL TAXES							
228-000-310020	CURRENT LEVY TAX	637,825.00	637,825.00	0.00	0.00	-637,825.00	0.00 %
228-000-310050	PRIOR YEAR TAXES	30,000.00	30,000.00	0.00	0.00	-30,000.00	0.00 %
	RptType: 3100 - LOCAL TAXES Total:	667,825.00	667,825.00	0.00	0.00	-667,825.00	0.00 %
RptType: 3301 - INTEREST							
228-000-330100	INTEREST	4,000.00	4,000.00	25.23	306.04	-3,693.96	7.65 %
	RptType: 3301 - INTEREST Total:	4,000.00	4,000.00	25.23	306.04	-3,693.96	7.65 %
	Department: 000 - UNDESIGNATED / NON DEPARTMENTAL Total:	1,116,165.00	1,116,165.00	25.23	306.04	-1,115,858.96	0.03 %
	Revenue Total:	1,116,165.00	1,116,165.00	25.23	306.04	-1,115,858.96	0.03 %
Expense							
Department: 245 - POLICE LEVY							
RptCategory: 40 - PERSONNEL SERVICES							
228-245-432160	POLICE OFFICER	129,000.00	129,000.00	6,049.00	17,973.39	111,026.61	13.93 %
228-245-432165	SCHOOL RESOURCE OFFICER	64,000.00	64,000.00	5,951.74	18,009.23	45,990.77	28.14 %
228-245-432180	MUNICIPAL ORDINANCE SPECIALIST	47,000.00	47,000.00	4,684.00	15,376.16	31,623.84	32.72 %
228-245-432192	ON CALL POLICE RECORDS CLERK	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00 %
228-245-432195	EXECUTIVE ASSISTANT	60,000.00	60,000.00	1,920.00	9,945.84	50,054.16	16.58 %
228-245-450100	OVERTIME	26,800.00	26,800.00	3,252.78	7,610.06	19,189.94	28.40 %
228-245-450200	HOLIDAY PAY	3,200.00	3,200.00	259.90	422.34	2,777.66	13.20 %
228-245-450300	PROFICIENCY PAY	16,875.00	16,875.00	925.38	2,467.74	14,407.26	14.62 %
228-245-450500	CAREER RECOGNITION PAY	600.00	600.00	117.10	403.65	196.35	67.28 %
228-245-450600	UNIFORM ALLOWANCE	3,000.00	3,000.00	0.00	1,000.00	2,000.00	33.33 %
228-245-470000	ASSOCIATED PAYROLL COSTS	311,000.00	311,000.00	13,327.69	39,660.86	271,339.14	12.75 %
	RptCategory: 40 - PERSONNEL SERVICES Total:	671,475.00	671,475.00	36,487.59	112,869.27	558,605.73	16.81 %
RptCategory: 50 - MATERIAL AND SERVICES							
228-245-500498	SHARE COST CCOM DISPATCH	132,000.00	132,000.00	11,009.08	33,027.24	98,972.76	25.02 %
228-245-510032	SRO EXPENSES	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
228-245-520310	MAINTENANCE, REPAIR & OPERATION	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00 %
	RptCategory: 50 - MATERIAL AND SERVICES Total:	137,000.00	137,000.00	11,009.08	33,027.24	103,972.76	24.11 %
	Department: 245 - POLICE LEVY Total:	808,475.00	808,475.00	47,496.67	145,896.51	662,578.49	18.05 %
Department: 920 - TRANSFER OUT							
RptCategory: 89 - TRANSFERS OUT							
228-920-899100	TRANSFER OUT TO GENERAL FUND	14,990.00	14,990.00	0.00	0.00	14,990.00	0.00 %
	RptCategory: 89 - TRANSFERS OUT Total:	14,990.00	14,990.00	0.00	0.00	14,990.00	0.00 %
	Department: 920 - TRANSFER OUT Total:	14,990.00	14,990.00	0.00	0.00	14,990.00	0.00 %
Department: 990 - CONTINGENCY							
RptCategory: 90 - OTHER							
228-990-910000	CONTINGENCY FUNDS	292,700.00	292,700.00	0.00	0.00	292,700.00	0.00 %
	RptCategory: 90 - OTHER Total:	292,700.00	292,700.00	0.00	0.00	292,700.00	0.00 %
	Department: 990 - CONTINGENCY Total:	292,700.00	292,700.00	0.00	0.00	292,700.00	0.00 %
	Expense Total:	1,116,165.00	1,116,165.00	47,496.67	145,896.51	970,268.49	13.07 %
	Fund: 228 - POLICE LEVY FUND Surplus (Deficit):	0.00	0.00	-47,471.44	-145,590.47	-145,590.47	0.00 %

Budget Report

For Fiscal: 2018-2019 Period Ending: 09/30/2018

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 229 - FIRE LEVY FUND							
Revenue							
Department: 000 - UNDESIGNATED / NON DEPARTMENTAL							
RptType: 3000 - BEG FUND BAL.							
229-000-309999	BEGINNING FUND BALANCE	412,800.00	412,800.00	0.00	0.00	-412,800.00	0.00 %
	RptType: 3000 - BEG FUND BAL. Total:	412,800.00	412,800.00	0.00	0.00	-412,800.00	0.00 %
RptType: 3100 - LOCAL TAXES							
229-000-310020	CURRENT LEVY TAX	274,520.00	274,520.00	0.00	0.00	-274,520.00	0.00 %
229-000-310050	PRIOR YEAR TAXES	7,000.00	7,000.00	0.00	0.00	-7,000.00	0.00 %
	RptType: 3100 - LOCAL TAXES Total:	281,520.00	281,520.00	0.00	0.00	-281,520.00	0.00 %
RptType: 3301 - INTEREST							
229-000-330100	INTEREST	4,500.00	4,500.00	667.25	2,239.24	-2,260.76	49.76 %
	RptType: 3301 - INTEREST Total:	4,500.00	4,500.00	667.25	2,239.24	-2,260.76	49.76 %
	Department: 000 - UNDESIGNATED / NON DEPARTMENTAL Total:	698,820.00	698,820.00	667.25	2,239.24	-696,580.76	0.32 %
	Revenue Total:	698,820.00	698,820.00	667.25	2,239.24	-696,580.76	0.32 %
Expense							
Department: 255 - FIRE LEVY							
RptCategory: 40 - PERSONNEL SERVICES							
229-255-432230	TRAINING CAPTAIN	84,720.00	84,720.00	75.00	28,915.53	55,804.47	34.13 %
229-255-439010	PART TIME	50,000.00	50,000.00	1,664.80	5,265.09	44,734.91	10.53 %
229-255-439011	SEASONAL HELP	10,000.00	10,000.00	1,621.50	10,190.78	-190.78	101.91 %
229-255-470000	ASSOCIATED PAYROLL COSTS	73,000.00	73,000.00	857.97	16,928.02	56,071.98	23.19 %
	RptCategory: 40 - PERSONNEL SERVICES Total:	217,720.00	217,720.00	4,219.27	61,299.42	156,420.58	28.16 %
RptCategory: 50 - MATERIAL AND SERVICES							
229-255-500110	CONTRACTUAL & PROFESSIONAL SER...	3,600.00	3,600.00	0.00	1,210.00	2,390.00	33.61 %
229-255-520365	EQUIPMENT TESTING & SERVICE	15,200.00	15,200.00	4,444.50	4,444.50	10,755.50	29.24 %
229-255-520400	OFFICE SUPPLIES & EQUIPMENT	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00 %
	RptCategory: 50 - MATERIAL AND SERVICES Total:	38,800.00	38,800.00	4,444.50	5,654.50	33,145.50	14.57 %
RptCategory: 60 - CAPITAL OUTLAY							
229-255-641030	TRAINING FACILITY	78,000.00	78,000.00	0.00	0.00	78,000.00	0.00 %
229-255-660116	FIRE APPARATUS	300,000.00	300,000.00	0.00	0.00	300,000.00	0.00 %
229-255-660120	FIRE, EMS & EXTRICATION EQUIPME...	41,000.00	41,000.00	0.00	0.00	41,000.00	0.00 %
	RptCategory: 60 - CAPITAL OUTLAY Total:	419,000.00	419,000.00	0.00	0.00	419,000.00	0.00 %
	Department: 255 - FIRE LEVY Total:	675,520.00	675,520.00	8,663.77	66,953.92	608,566.08	9.91 %
Department: 920 - TRANSFER OUT							
RptCategory: 89 - TRANSFERS OUT							
229-920-899100	TRANSFER OUT TO GENERAL FUND	6,300.00	6,300.00	0.00	0.00	6,300.00	0.00 %
	RptCategory: 89 - TRANSFERS OUT Total:	6,300.00	6,300.00	0.00	0.00	6,300.00	0.00 %
	Department: 920 - TRANSFER OUT Total:	6,300.00	6,300.00	0.00	0.00	6,300.00	0.00 %
Department: 990 - CONTINGENCY							
RptCategory: 90 - OTHER							
229-990-910000	CONTINGENCY FUNDS	17,000.00	17,000.00	0.00	0.00	17,000.00	0.00 %
	RptCategory: 90 - OTHER Total:	17,000.00	17,000.00	0.00	0.00	17,000.00	0.00 %
	Department: 990 - CONTINGENCY Total:	17,000.00	17,000.00	0.00	0.00	17,000.00	0.00 %
	Expense Total:	698,820.00	698,820.00	8,663.77	66,953.92	631,866.08	9.58 %
	Fund: 229 - FIRE LEVY FUND Surplus (Deficit):	0.00	0.00	-7,996.52	-64,714.68	-64,714.68	0.00 %

Budget Report

For Fiscal: 2018-2019 Period Ending: 09/30/2018

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 306 - LIBRARY CAPITAL FUND							
Revenue							
Department: 000 - UNDESIGNATED / NON DEPARTMENTAL							
RptType: 3101 - DNU							
306-000-310130	LIBRARY CONTR FROM COUNTY	2,600,000.00	2,600,000.00	0.00	0.00	-2,600,000.00	0.00 %
	RptType: 3101 - DNU Total:	2,600,000.00	2,600,000.00	0.00	0.00	-2,600,000.00	0.00 %
RptType: 3160 - DEBT SERVICE PROCEEDS							
306-000-316000	DEBT SERVICE PROCEEDS	2,700,000.00	2,700,000.00	0.00	0.00	-2,700,000.00	0.00 %
	RptType: 3160 - DEBT SERVICE PROCEEDS Total:	2,700,000.00	2,700,000.00	0.00	0.00	-2,700,000.00	0.00 %
	Department: 000 - UNDESIGNATED / NON DEPARTMENTAL Total:	5,300,000.00	5,300,000.00	0.00	0.00	-5,300,000.00	0.00 %
	Revenue Total:	5,300,000.00	5,300,000.00	0.00	0.00	-5,300,000.00	0.00 %
Expense							
Department: 529 - LIBRARY							
RptCategory: 50 - MATERIAL AND SERVICES							
306-529-500110	CONTRACTUAL & PROFESSIONAL SER...	650,000.00	650,000.00	0.00	0.00	650,000.00	0.00 %
	RptCategory: 50 - MATERIAL AND SERVICES Total:	650,000.00	650,000.00	0.00	0.00	650,000.00	0.00 %
RptCategory: 60 - CAPITAL OUTLAY							
306-529-620000	CONSTRUCTION	2,400,000.00	2,400,000.00	0.00	0.00	2,400,000.00	0.00 %
306-529-660000	FURNISHINGS & EQUIPMENT	500,000.00	500,000.00	0.00	0.00	500,000.00	0.00 %
306-529-670000	INFRASTRUCTURE	500,000.00	500,000.00	0.00	0.00	500,000.00	0.00 %
	RptCategory: 60 - CAPITAL OUTLAY Total:	3,400,000.00	3,400,000.00	0.00	0.00	3,400,000.00	0.00 %
	Department: 529 - LIBRARY Total:	4,050,000.00	4,050,000.00	0.00	0.00	4,050,000.00	0.00 %
Department: 990 - CONTINGENCY							
RptCategory: 90 - OTHER							
306-990-910000	CONTINGENCY FUNDS	1,250,000.00	1,250,000.00	0.00	0.00	1,250,000.00	0.00 %
	RptCategory: 90 - OTHER Total:	1,250,000.00	1,250,000.00	0.00	0.00	1,250,000.00	0.00 %
	Department: 990 - CONTINGENCY Total:	1,250,000.00	1,250,000.00	0.00	0.00	1,250,000.00	0.00 %
	Expense Total:	5,300,000.00	5,300,000.00	0.00	0.00	5,300,000.00	0.00 %
	Fund: 306 - LIBRARY CAPITAL FUND Surplus (Deficit):	0.00	0.00	0.00	0.00	0.00	0.00 %

Budget Report

For Fiscal: 2018-2019 Period Ending: 09/30/2018

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 307 - CIVIC BUILDINGS CAPITAL FUND (NEW)							
Revenue							
Department: 000 - UNDESIGNATED / NON DEPARTMENTAL							
RptType: 3000 - BEG FUND BAL.							
307-000-309999	BEGINNING FUND BALANCE	0.00	37,658.00	0.00	0.00	-37,658.00	0.00 %
	RptType: 3000 - BEG FUND BAL. Total:	0.00	37,658.00	0.00	0.00	-37,658.00	0.00 %
	Department: 000 - UNDESIGNATED / NON DEPARTMENTAL Total:	0.00	37,658.00	0.00	0.00	-37,658.00	0.00 %
Department: 910 - TRANSFER IN							
RptType: 3990 - TRANSFERS IN							
307-910-399390	TRANSFER IN FROM URBAN RENEWAL	4,640,000.00	13,248,600.00	0.00	9,000.00	-13,239,600.00	0.07 %
	RptType: 3990 - TRANSFERS IN Total:	4,640,000.00	13,248,600.00	0.00	9,000.00	-13,239,600.00	0.07 %
	Department: 910 - TRANSFER IN Total:	4,640,000.00	13,248,600.00	0.00	9,000.00	-13,239,600.00	0.07 %
	Revenue Total:	4,640,000.00	13,286,258.00	0.00	9,000.00	-13,277,258.00	0.07 %
Expense							
Department: 307 - CIVIC CENTER PROJECT							
RptCategory: 50 - MATERIAL AND SERVICES							
307-307-620310	D/B SELECTION PM	0.00	6,442.00	0.00	0.00	6,442.00	0.00 %
307-307-620320	PROJECT MGMT-OWNERS REP	0.00	181,047.00	6,987.70	6,987.70	174,059.30	3.86 %
307-307-620325	OTHER PROF. SERVICES	0.00	10,000.00	97.50	97.50	9,902.50	0.98 %
307-307-620330	PROJECT LEGAL COSTS	0.00	11,561.00	225.00	225.00	11,336.00	1.95 %
307-307-620360	FINANCE CONSULTING	0.00	20,000.00	0.00	0.00	20,000.00	0.00 %
	RptCategory: 50 - MATERIAL AND SERVICES Total:	0.00	229,050.00	7,310.20	7,310.20	221,739.80	3.19 %
RptCategory: 60 - CAPITAL OUTLAY							
307-307-620100	CONSTRUCTION - PHASE 1	0.00	395,222.00	101,892.50	101,892.50	293,329.50	25.78 %
307-307-620110	CONSTRUCTION - PHASE 2	0.00	11,548,428.00	0.00	0.00	11,548,428.00	0.00 %
307-307-620340	TESTING & SPECIAL INSP.	0.00	60,000.00	0.00	0.00	60,000.00	0.00 %
307-307-620365	LAND ACQUISITION/SITE PREP	0.00	958.00	0.00	0.00	958.00	0.00 %
307-307-620370	ADD ALTERNATES	0.00	775,000.00	0.00	0.00	775,000.00	0.00 %
	RptCategory: 60 - CAPITAL OUTLAY Total:	0.00	12,779,608.00	101,892.50	101,892.50	12,677,715.50	0.80 %
RptCategory: 70 - DEBT SERVICE							
307-307-740040	OFU-ISSUANCE COSTS	0.00	128,600.00	0.00	132,806.59	-4,206.59	103.27 %
	RptCategory: 70 - DEBT SERVICE Total:	0.00	128,600.00	0.00	132,806.59	-4,206.59	103.27 %
RptCategory: 90 - OTHER							
307-307-620390	PROJECT CONTINGENCY	0.00	149,000.00	0.00	0.00	149,000.00	0.00 %
	RptCategory: 90 - OTHER Total:	0.00	149,000.00	0.00	0.00	149,000.00	0.00 %
	Department: 307 - CIVIC CENTER PROJECT Total:	0.00	13,286,258.00	109,202.70	242,009.29	13,044,248.71	1.82 %
	Expense Total:	0.00	13,286,258.00	109,202.70	242,009.29	13,044,248.71	1.82 %
	Fund: 307 - CIVIC BUILDINGS CAPITAL FUND (NEW) Surplus (Deficit):	4,640,000.00	0.00	-109,202.70	-233,009.29	-233,009.29	0.00 %

Budget Report

For Fiscal: 2018-2019 Period Ending: 09/30/2018

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 390 - URBAN RENEWAL FUND						
Revenue						
Department: 000 - UNDESIGNATED / NON DEPARTMENTAL						
RptType: 3000 - BEG FUND BAL.						
390-000-309999	BEGINNING FUND BALANCE	7,391,000.00	7,391,000.00	0.00	0.00	-7,391,000.00 0.00 %
	RptType: 3000 - BEG FUND BAL. Total:	7,391,000.00	7,391,000.00	0.00	0.00	-7,391,000.00 0.00 %
RptType: 3100 - LOCAL TAXES						
390-000-310010	CURRENT YEAR TAXES	726,000.00	726,000.00	0.00	0.00	-726,000.00 0.00 %
390-000-310050	PRIOR YEAR TAXES	26,000.00	26,000.00	0.00	0.00	-26,000.00 0.00 %
	RptType: 3100 - LOCAL TAXES Total:	752,000.00	752,000.00	0.00	0.00	-752,000.00 0.00 %
RptType: 3160 - DEBT SERVICE PROCEEDS						
390-000-381000	OFS-DEBT PROCEEDS	0.00	3,800,000.00	0.00	3,800,000.00	0.00 100.00 %
	RptType: 3160 - DEBT SERVICE PROCEEDS Total:	0.00	3,800,000.00	0.00	3,800,000.00	0.00 100.00 %
RptType: 3301 - INTEREST						
390-000-330100	INTEREST	20,000.00	20,000.00	25,730.05	63,781.04	43,781.04 318.91 %
	RptType: 3301 - INTEREST Total:	20,000.00	20,000.00	25,730.05	63,781.04	43,781.04 318.91 %
	Department: 000 - UNDESIGNATED / NON DEPARTMENTAL Total:	8,163,000.00	11,963,000.00	25,730.05	3,863,781.04	-8,099,218.96 32.30 %
Department: 910 - TRANSFER IN						
RptType: 3990 - TRANSFERS IN						
390-910-399100	TRANSFER IN FROM GENERAL FUND	0.00	3,000,000.00	0.00	3,000,000.00	0.00 100.00 %
	RptType: 3990 - TRANSFERS IN Total:	0.00	3,000,000.00	0.00	3,000,000.00	0.00 100.00 %
	Department: 910 - TRANSFER IN Total:	0.00	3,000,000.00	0.00	3,000,000.00	0.00 100.00 %
	Revenue Total:	8,163,000.00	14,963,000.00	25,730.05	6,863,781.04	-8,099,218.96 45.87 %
Expense						
Department: 410 - URBAN RENEWAL						
RptCategory: 50 - MATERIAL AND SERVICES						
390-410-500110	CONTRACTUAL & PROFESSIONAL SER...	59,000.00	100.00	0.05	0.05	99.95 0.05 %
390-410-500120	MUNICIPAL AUDIT CONTRACT	10,000.00	10,000.00	0.00	0.00	10,000.00 0.00 %
390-410-530000	FIRE & LIABILITY INSURANCE	15,000.00	15,000.00	0.00	0.00	15,000.00 0.00 %
	RptCategory: 50 - MATERIAL AND SERVICES Total:	84,000.00	25,100.00	0.05	0.05	25,099.95 0.00 %
RptCategory: 70 - DEBT SERVICE						
390-410-730040	DEBT SERVICE - INTEREST	0.00	57,126.00	0.00	0.00	57,126.00 0.00 %
	RptCategory: 70 - DEBT SERVICE Total:	0.00	57,126.00	0.00	0.00	57,126.00 0.00 %
RptCategory: 89 - TRANSFERS OUT						
390-410-899100	TRANSFER OUT TO GENERAL FUND	0.00	45,250.00	0.00	0.00	45,250.00 0.00 %
	RptCategory: 89 - TRANSFERS OUT Total:	0.00	45,250.00	0.00	0.00	45,250.00 0.00 %
	Department: 410 - URBAN RENEWAL Total:	84,000.00	127,476.00	0.05	0.05	127,475.95 0.00 %
Department: 920 - TRANSFER OUT						
RptCategory: 89 - TRANSFERS OUT						
390-920-899307	TRANSFER OUT TO CIVIC BUILDINGS ...	4,820,000.00	13,248,600.00	0.00	9,000.00	13,239,600.00 0.07 %
	RptCategory: 89 - TRANSFERS OUT Total:	4,820,000.00	13,248,600.00	0.00	9,000.00	13,239,600.00 0.07 %
	Department: 920 - TRANSFER OUT Total:	4,820,000.00	13,248,600.00	0.00	9,000.00	13,239,600.00 0.07 %
Department: 990 - CONTINGENCY						
RptCategory: 90 - OTHER						
390-990-910000	CONTINGENCY FUNDS	2,824,000.00	1,586,924.00	0.00	0.00	1,586,924.00 0.00 %
	RptCategory: 90 - OTHER Total:	2,824,000.00	1,586,924.00	0.00	0.00	1,586,924.00 0.00 %
	Department: 990 - CONTINGENCY Total:	2,824,000.00	1,586,924.00	0.00	0.00	1,586,924.00 0.00 %
	Expense Total:	7,728,000.00	14,963,000.00	0.05	9,000.05	14,953,999.95 0.06 %
	Fund: 390 - URBAN RENEWAL FUND Surplus (Deficit):	435,000.00	0.00	25,730.00	6,854,780.99	6,854,780.99 0.00 %

Budget Report

For Fiscal: 2018-2019 Period Ending: 09/30/2018

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 730 - SEWER FUND							
Revenue							
Department: 000 - UNDESIGNATED / NON DEPARTMENTAL							
RptType: 3000 - BEG FUND BAL.							
730-000-309999	BEGINNING FUND BALANCE	2,011,995.00	2,011,995.00	0.00	0.00	-2,011,995.00	0.00 %
	RptType: 3000 - BEG FUND BAL. Total:	2,011,995.00	2,011,995.00	0.00	0.00	-2,011,995.00	0.00 %
RptType: 3140 - CHARGES FOR SERVICES							
730-000-314050	OAK LODGE SANITARY	538,000.00	538,000.00	49,993.50	163,021.04	-374,978.96	30.30 %
730-000-314055	TRI-CITY SERVICE DISTRICT	1,695,000.00	1,695,000.00	148,527.83	615,140.25	-1,079,859.75	36.29 %
730-000-314080	CONNECTION FEES	25,000.00	25,000.00	0.00	3,125.00	-21,875.00	12.50 %
	RptType: 3140 - CHARGES FOR SERVICES Total:	2,258,000.00	2,258,000.00	198,521.33	781,286.29	-1,476,713.71	34.60 %
RptType: 3141 - SDC							
730-000-314110	SEWER SDC'S (13%)	5,000.00	5,000.00	5,380.00	10,760.00	5,760.00	215.20 %
	RptType: 3141 - SDC Total:	5,000.00	5,000.00	5,380.00	10,760.00	5,760.00	215.20 %
RptType: 3600 - MISCELLANEOUS							
730-000-360000	ALL OTHER SEWER RECEIPTS	10,000.00	10,000.00	0.00	300.00	-9,700.00	3.00 %
	RptType: 3600 - MISCELLANEOUS Total:	10,000.00	10,000.00	0.00	300.00	-9,700.00	3.00 %
	Department: 000 - UNDESIGNATED / NON DEPARTMENTAL Total:	4,284,995.00	4,284,995.00	203,901.33	792,346.29	-3,492,648.71	18.49 %
	Revenue Total:	4,284,995.00	4,284,995.00	203,901.33	792,346.29	-3,492,648.71	18.49 %
Expense							
Department: 703 - SEWER							
RptCategory: 40 - PERSONNEL SERVICES							
730-703-431500	ACCOUNTING CLERK	13,900.00	13,900.00	1,202.75	3,608.25	10,291.75	25.96 %
730-703-437049	PUBLIC WORKS DIRECTOR	21,500.00	21,500.00	1,797.80	5,393.40	16,106.60	25.09 %
730-703-437050	PUBLIC WORKS SUPERVISOR	30,000.00	30,000.00	2,388.86	7,023.03	22,976.97	23.41 %
730-703-437055	PW ADMIN ASSISTANT	7,500.00	7,500.00	751.70	2,443.48	5,056.52	32.58 %
730-703-437070	UTILITY WORKER, JOURNEY	84,000.00	84,000.00	7,377.41	22,376.57	61,623.43	26.64 %
730-703-439011	SEASONAL HELP	15,000.00	15,000.00	1,140.00	5,400.00	9,600.00	36.00 %
730-703-450100	OVERTIME	5,200.00	5,200.00	195.82	647.52	4,552.48	12.45 %
730-703-450500	CAREER RECOGNITION PAY	3,500.00	3,500.00	203.55	593.19	2,906.81	16.95 %
730-703-470000	ASSOCIATED PAYROLL COSTS	125,000.00	125,000.00	6,492.82	19,731.85	105,268.15	15.79 %
	RptCategory: 40 - PERSONNEL SERVICES Total:	305,600.00	305,600.00	21,550.71	67,217.29	238,382.71	22.00 %
RptCategory: 50 - MATERIAL AND SERVICES							
730-703-500110	CONTRACTUAL & PROFESSIONAL SER...	33,000.00	33,000.00	456.78	3,521.31	29,478.69	10.67 %
730-703-500452	SDC PASS THROUGH TO TCSD	20,625.00	20,625.00	0.00	3,125.00	17,500.00	15.15 %
730-703-500456	OAK LODGE SANITARY DISTRICT	520,000.00	520,000.00	0.00	84,157.64	435,842.36	16.18 %
730-703-500458	TRI-CITY SERVICE DISTRICT	1,160,000.00	1,160,000.00	102,558.10	311,695.10	848,304.90	26.87 %
730-703-520130	OPERATIONS, MAINTENANCE & REPA...	65,000.00	65,000.00	695.25	3,154.46	61,845.54	4.85 %
730-703-520320	FLEET FUEL, MAINTENANCE & REPAIR	85,000.00	85,000.00	2,588.25	3,898.64	81,101.36	4.59 %
730-703-520400	OFFICE SUPPLIES & EQUIPMENT	3,500.00	3,500.00	297.48	602.90	2,897.10	17.23 %
730-703-520430	UTILITY BILLS & POSTAGE	8,000.00	8,000.00	615.97	2,058.07	5,941.93	25.73 %
730-703-540220	TRAVEL, CONFERENCES & TRAINING	6,000.00	6,000.00	0.00	448.95	5,551.05	7.48 %
730-703-540300	SMALL TOOLS, EQUIPMENT & SAFETY...	16,500.00	16,500.00	1,202.32	4,386.91	12,113.09	26.59 %
730-703-540400	DUMPING, HAULING, GARBAGE	20,000.00	20,000.00	50.00	50.00	19,950.00	0.25 %
730-703-560100	UTILITIES	2,500.00	2,500.00	44.46	240.19	2,259.81	9.61 %
	RptCategory: 50 - MATERIAL AND SERVICES Total:	1,940,125.00	1,940,125.00	108,508.61	417,339.17	1,522,785.83	21.51 %
RptCategory: 60 - CAPITAL OUTLAY							
730-703-660100	EQUIPMENT REPLACEMENT RESERVES	679,000.00	679,000.00	0.00	0.00	679,000.00	0.00 %
730-703-676050	SYSTEM IMPROVEMENTS & PROJECTS	818,000.00	818,000.00	0.00	0.00	818,000.00	0.00 %
	RptCategory: 60 - CAPITAL OUTLAY Total:	1,497,000.00	1,497,000.00	0.00	0.00	1,497,000.00	0.00 %
	Department: 703 - SEWER Total:	3,742,725.00	3,742,725.00	130,059.32	484,556.46	3,258,168.54	12.95 %
Department: 920 - TRANSFER OUT							
RptCategory: 89 - TRANSFERS OUT							
730-920-899100	TRANSFER OUT TO GENERAL FUND	28,620.00	28,620.00	0.00	0.00	28,620.00	0.00 %

Budget Report

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
730-920-899205	TRANSFER OUT TO ROAD & STREET F...	113,650.00	113,650.00	0.00	0.00	113,650.00	0.00 %
	RptCategory: 89 - TRANSFERS OUT Total:	142,270.00	142,270.00	0.00	0.00	142,270.00	0.00 %
	Department: 920 - TRANSFER OUT Total:	142,270.00	142,270.00	0.00	0.00	142,270.00	0.00 %
Department: 990 - CONTINGENCY							
RptCategory: 90 - OTHER							
730-990-910000	CONTINGENCY FUNDS	400,000.00	400,000.00	0.00	0.00	400,000.00	0.00 %
	RptCategory: 90 - OTHER Total:	400,000.00	400,000.00	0.00	0.00	400,000.00	0.00 %
	Department: 990 - CONTINGENCY Total:	400,000.00	400,000.00	0.00	0.00	400,000.00	0.00 %
	Expense Total:	4,284,995.00	4,284,995.00	130,059.32	484,556.46	3,800,438.54	11.31 %
	Fund: 730 - SEWER FUND Surplus (Deficit):	0.00	0.00	73,842.01	307,789.83	307,789.83	0.00 %

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 740 - WATER FUND							
Revenue							
Department: 000 - UNDESIGNATED / NON DEPARTMENTAL							
RptType: 3000 - BEG FUND BAL.							
740-000-309999	BEGINNING FUND BALANCE	1,943,432.00	1,943,432.00	0.00	0.00	-1,943,432.00	0.00 %
	RptType: 3000 - BEG FUND BAL. Total:	1,943,432.00	1,943,432.00	0.00	0.00	-1,943,432.00	0.00 %
RptType: 3140 - CHARGES FOR SERVICES							
740-000-314060	WATER SERVICE REVENUE	1,373,000.00	1,373,000.00	173,808.60	554,139.88	-818,860.12	40.36 %
740-000-314080	WATER SERVICE CONNECTIONS	12,000.00	12,000.00	175.00	350.00	-11,650.00	2.92 %
	RptType: 3140 - CHARGES FOR SERVICES Total:	1,385,000.00	1,385,000.00	173,983.60	554,489.88	-830,510.12	40.04 %
RptType: 3141 - SDC							
740-000-314110	WATER SDC'S (87%)	20,000.00	20,000.00	7,488.00	14,976.00	-5,024.00	74.88 %
	RptType: 3141 - SDC Total:	20,000.00	20,000.00	7,488.00	14,976.00	-5,024.00	74.88 %
RptType: 3600 - MISCELLANEOUS							
740-000-360000	ALL OTHER WATER RECEIPTS	37,500.00	37,500.00	0.00	0.00	-37,500.00	0.00 %
	RptType: 3600 - MISCELLANEOUS Total:	37,500.00	37,500.00	0.00	0.00	-37,500.00	0.00 %
	Department: 000 - UNDESIGNATED / NON DEPARTMENTAL Total:	3,385,932.00	3,385,932.00	181,471.60	569,465.88	-2,816,466.12	16.82 %
	Revenue Total:	3,385,932.00	3,385,932.00	181,471.60	569,465.88	-2,816,466.12	16.82 %
Expense							
Department: 704 - WATER							
RptCategory: 40 - PERSONNEL SERVICES							
740-704-431500	ACCOUNTING CLERK	18,500.00	18,500.00	1,443.30	4,329.90	14,170.10	23.40 %
740-704-437049	PUBLIC WORKS DIRECTOR	23,000.00	23,000.00	1,797.80	5,393.40	17,606.60	23.45 %
740-704-437050	PUBLIC WORKS SUPERVISOR	36,000.00	36,000.00	2,435.75	7,312.33	28,687.67	20.31 %
740-704-437055	PW ADMIN ASSISTANT	8,000.00	8,000.00	751.70	2,443.48	5,556.52	30.54 %
740-704-437070	UTILITY WORKER, JOURNEY	155,000.00	155,000.00	10,707.50	30,999.82	124,000.18	20.00 %
740-704-439011	SEASONAL HELP	25,000.00	25,000.00	1,080.00	6,165.00	18,835.00	24.66 %
740-704-450100	OVERTIME	10,000.00	10,000.00	376.46	1,521.32	8,478.68	15.21 %
740-704-450500	CAREER RECOGNITION PAY	2,500.00	2,500.00	173.49	541.07	1,958.93	21.64 %
740-704-470000	ASSOCIATED PAYROLL COSTS	175,000.00	175,000.00	7,696.12	23,871.22	151,128.78	13.64 %
	RptCategory: 40 - PERSONNEL SERVICES Total:	453,000.00	453,000.00	26,462.12	82,577.54	370,422.46	18.23 %
RptCategory: 50 - MATERIAL AND SERVICES							
740-704-500110	CONTRACTUAL & PROFESSIONAL SER...	60,000.00	60,000.00	555.21	14,767.56	45,232.44	24.61 %
740-704-500240	METER READING CONTRACT	35,000.00	35,000.00	2,117.92	6,350.04	28,649.96	18.14 %
740-704-500425	WHOLESALE WATER	560,000.00	560,000.00	31,477.33	84,853.10	475,146.90	15.15 %
740-704-520120	BANK CHARGES	13,000.00	13,000.00	1,732.08	5,068.08	7,931.92	38.99 %
740-704-520130	OPERATIONS, MAINTENANCE & REPA...	145,000.00	145,000.00	4,925.06	20,302.08	124,697.92	14.00 %
740-704-520162	LABORATORY WATER TESTS	15,000.00	15,000.00	0.00	198.00	14,802.00	1.32 %
740-704-520165	FIRE HYDRANT MAINTENANCE & REP...	18,000.00	18,000.00	735.73	748.05	17,251.95	4.16 %
740-704-520310	MAINTENANCE, REPAIR & OPERATION	0.00	0.00	-353.10	-353.10	353.10	0.00 %
740-704-520320	FLEET FUEL, MAINTENANCE & REPAIR	97,000.00	97,000.00	269.59	2,565.60	94,434.40	2.64 %
740-704-520400	OFFICE SUPPLIES & EQUIPMENT	2,000.00	2,000.00	83.39	299.35	1,700.65	14.97 %
740-704-520430	UTILITY BILLS & POSTAGE	5,500.00	5,500.00	615.96	2,058.07	3,441.93	37.42 %
740-704-540200	DUES & MEMBERSHIPS	0.00	0.00	345.00	345.00	-345.00	0.00 %
740-704-540220	TRAVEL, CONFERENCES & TRAINING	3,600.00	3,600.00	0.00	130.13	3,469.87	3.61 %
740-704-540300	SMALL TOOLS, EQUIPMENT & SAFETY...	15,000.00	15,000.00	452.74	4,827.10	10,172.90	32.18 %
740-704-540400	DUMPING, HAULING, GARBAGE	15,000.00	15,000.00	265.00	265.00	14,735.00	1.77 %
740-704-560100	UTILITIES	18,000.00	18,000.00	1,627.75	5,207.65	12,792.35	28.93 %
	RptCategory: 50 - MATERIAL AND SERVICES Total:	1,002,100.00	1,002,100.00	44,849.66	147,631.71	854,468.29	14.73 %
RptCategory: 60 - CAPITAL OUTLAY							
740-704-676050	SYSTEM IMPROVEMENTS & PROJECTS	890,000.00	890,000.00	0.00	0.00	890,000.00	0.00 %
740-704-678090	RESERVE FROM SDC'S	375,000.00	375,000.00	0.00	0.00	375,000.00	0.00 %
	RptCategory: 60 - CAPITAL OUTLAY Total:	1,265,000.00	1,265,000.00	0.00	0.00	1,265,000.00	0.00 %
RptCategory: 70 - DEBT SERVICE							
740-704-720040	2005 BONDED DEBT/PRINCIPAL	153,000.00	153,000.00	0.00	153,000.00	0.00	100.00 %

Budget Report

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	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
740-704-730040 2005 BONDED DEBT/INTEREST	24,682.00	24,682.00	0.00	13,097.70	11,584.30	53.07 %
RptCategory: 70 - DEBT SERVICE Total:	177,682.00	177,682.00	0.00	166,097.70	11,584.30	93.48 %
Department: 704 - WATER Total:	2,897,782.00	2,897,782.00	71,311.78	396,306.95	2,501,475.05	13.68 %
Department: 920 - TRANSFER OUT						
RptCategory: 89 - TRANSFERS OUT						
740-920-899100 TRANSFER OUT TO GENERAL FUND	16,025.00	16,025.00	0.00	0.00	16,025.00	0.00 %
740-920-899205 TRANSFER OUT TO ROAD & STREET F...	72,125.00	72,125.00	0.00	0.00	72,125.00	0.00 %
RptCategory: 89 - TRANSFERS OUT Total:	88,150.00	88,150.00	0.00	0.00	88,150.00	0.00 %
Department: 920 - TRANSFER OUT Total:	88,150.00	88,150.00	0.00	0.00	88,150.00	0.00 %
Department: 990 - CONTINGENCY						
RptCategory: 90 - OTHER						
740-990-910000 CONTINGENCY FUNDS	400,000.00	400,000.00	0.00	0.00	400,000.00	0.00 %
RptCategory: 90 - OTHER Total:	400,000.00	400,000.00	0.00	0.00	400,000.00	0.00 %
Department: 990 - CONTINGENCY Total:	400,000.00	400,000.00	0.00	0.00	400,000.00	0.00 %
Expense Total:	3,385,932.00	3,385,932.00	71,311.78	396,306.95	2,989,625.05	11.70 %
Fund: 740 - WATER FUND Surplus (Deficit):	0.00	0.00	110,159.82	173,158.93	173,158.93	0.00 %

Budget Report

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 750 - STORM WATER FUND							
Revenue							
Department: 000 - UNDESIGNATED / NON DEPARTMENTAL							
RptType: 3000 - BEG FUND BAL.							
750-000-309999	BEGINNING FUND BALANCE	30,390.00	30,390.00	0.00	0.00	-30,390.00	0.00 %
	RptType: 3000 - BEG FUND BAL. Total:	30,390.00	30,390.00	0.00	0.00	-30,390.00	0.00 %
RptType: 3140 - CHARGES FOR SERVICES							
750-000-314060	STORM REVENUE	552,080.00	552,080.00	57,156.77	175,188.15	-376,891.85	31.73 %
	RptType: 3140 - CHARGES FOR SERVICES Total:	552,080.00	552,080.00	57,156.77	175,188.15	-376,891.85	31.73 %
RptType: 3141 - SDC							
750-000-314110	STORMWATER SDC'S	0.00	0.00	2,881.00	2,881.00	2,881.00	0.00 %
	RptType: 3141 - SDC Total:	0.00	0.00	2,881.00	2,881.00	2,881.00	0.00 %
	Department: 000 - UNDESIGNATED / NON DEPARTMENTAL Total:	582,470.00	582,470.00	60,037.77	178,069.15	-404,400.85	30.57 %
	Revenue Total:	582,470.00	582,470.00	60,037.77	178,069.15	-404,400.85	30.57 %
Expense							
Department: 705 - PUBLIC WORKS DIRECTOR							
RptCategory: 40 - PERSONNEL SERVICES							
750-705-431500	ACCOUNTING CLERK	15,750.00	15,750.00	1,202.75	3,608.25	12,141.75	22.91 %
750-705-437049	PUBLIC WORKS DIRECTOR	22,380.00	22,380.00	1,797.80	5,393.40	16,986.60	24.10 %
750-705-437050	PUBLIC WORKS SUPERVISOR	26,200.00	26,200.00	2,388.86	6,870.03	19,329.97	26.22 %
750-705-437055	PW ADMIN ASSISTANT	8,000.00	8,000.00	751.71	2,443.47	5,556.53	30.54 %
750-705-437070	UTILITY WORKER, JOURNEY	65,000.00	65,000.00	3,931.00	12,256.60	52,743.40	18.86 %
750-705-439011	SEASONAL HELP	25,000.00	25,000.00	0.00	0.00	25,000.00	0.00 %
750-705-450100	OVERTIME	7,000.00	7,000.00	64.87	148.26	6,851.74	2.12 %
750-705-450500	CAREER RECOGNITION PAY	500.00	500.00	36.08	108.24	391.76	21.65 %
750-705-470000	ASSOCIATED PAYROLL COSTS	100,000.00	100,000.00	5,118.89	15,394.18	84,605.82	15.39 %
	RptCategory: 40 - PERSONNEL SERVICES Total:	269,830.00	269,830.00	15,291.96	46,222.43	223,607.57	17.13 %
RptCategory: 50 - MATERIAL AND SERVICES							
750-705-500110	CONTRACTUAL & PROFESSIONAL SER...	20,000.00	20,000.00	456.71	3,585.46	16,414.54	17.93 %
750-705-520130	OPERATIONS, MAINTENANCE & REPA...	30,000.00	30,000.00	3,256.80	9,232.45	20,767.55	30.77 %
750-705-520320	FLEET FUEL, MAINTENANCE & REPAIR	50,000.00	50,000.00	269.61	1,580.04	48,419.96	3.16 %
750-705-520400	OFFICE SUPPLIES & EQUIPMENT	1,300.00	1,300.00	83.37	299.29	1,000.71	23.02 %
750-705-520430	UTILITY BILLS & POSTAGE	5,000.00	5,000.00	616.15	2,058.68	2,941.32	41.17 %
750-705-540220	TRAVEL, CONFERENCES & TRAINING	2,700.00	2,700.00	427.31	876.22	1,823.78	32.45 %
750-705-540300	SMALL TOOLS, EQUIPMENT & SAFETY...	17,000.00	17,000.00	1,124.50	4,334.61	12,665.39	25.50 %
750-705-540400	DUMPING, HAULING, GARBAGE	19,000.00	19,000.00	265.00	315.00	18,685.00	1.66 %
750-705-560100	UTILITIES	1,000.00	1,000.00	0.00	103.15	896.85	10.32 %
	RptCategory: 50 - MATERIAL AND SERVICES Total:	146,000.00	146,000.00	6,499.45	22,384.90	123,615.10	15.33 %
RptCategory: 60 - CAPITAL OUTLAY							
750-705-676050	SYSTEM IMPROVEMENTS & PROJECTS	38,000.00	38,000.00	0.00	0.00	38,000.00	0.00 %
	RptCategory: 60 - CAPITAL OUTLAY Total:	38,000.00	38,000.00	0.00	0.00	38,000.00	0.00 %
	Department: 705 - PUBLIC WORKS DIRECTOR Total:	453,830.00	453,830.00	21,791.41	68,607.33	385,222.67	15.12 %
Department: 920 - TRANSFER OUT							
RptCategory: 89 - TRANSFERS OUT							
750-920-899100	TRANSFER OUT TO GENERAL FUND	70,350.00	70,350.00	0.00	0.00	70,350.00	0.00 %
750-920-899205	TRANSFER OUT TO ROAD & STREET F...	37,500.00	37,500.00	0.00	0.00	37,500.00	0.00 %
	RptCategory: 89 - TRANSFERS OUT Total:	107,850.00	107,850.00	0.00	0.00	107,850.00	0.00 %
	Department: 920 - TRANSFER OUT Total:	107,850.00	107,850.00	0.00	0.00	107,850.00	0.00 %

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	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Department: 990 - CONTINGENCY						
RptCategory: 90 - OTHER						
750-990-910000 CONTINGENCY FUNDS	20,790.00	20,790.00	0.00	0.00	20,790.00	0.00 %
RptCategory: 90 - OTHER Total:	20,790.00	20,790.00	0.00	0.00	20,790.00	0.00 %
Department: 990 - CONTINGENCY Total:	20,790.00	20,790.00	0.00	0.00	20,790.00	0.00 %
Expense Total:	582,470.00	582,470.00	21,791.41	68,607.33	513,862.67	11.78 %
Fund: 750 - STORM WATER FUND Surplus (Deficit):	0.00	0.00	38,246.36	109,461.82	109,461.82	0.00 %

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 801 - MUNICIPAL COURT TRUST FUND							
Revenue							
Department: 000 - UNDESIGNATED / NON DEPARTMENTAL							
RptType: 3000 - BEG FUND BAL.							
801-000-309999	BEGINNING FUND BALANCE	8,000.00	8,000.00	0.00	0.00	-8,000.00	0.00 %
	RptType: 3000 - BEG FUND BAL. Total:	8,000.00	8,000.00	0.00	0.00	-8,000.00	0.00 %
RptType: 3260 - FINES AND FORFEITURES							
801-000-326020	CITY OF GLADSTONE FINES/FEES	362,000.00	362,000.00	31,845.29	106,270.18	-255,729.82	29.36 %
801-000-326030	CLACKAMAS COUNTY FINES/FEES	12,000.00	12,000.00	980.27	3,485.22	-8,514.78	29.04 %
801-000-326040	STATE OF OREGON FINES/FEES	35,000.00	35,000.00	4,735.88	15,918.72	-19,081.28	45.48 %
801-000-326050	RESTITUTION	3,000.00	3,000.00	100.00	100.00	-2,900.00	3.33 %
801-000-326060	BOND	20,000.00	20,000.00	-862.10	616.71	-19,383.29	3.08 %
	RptType: 3260 - FINES AND FORFEITURES Total:	432,000.00	432,000.00	36,799.34	126,390.83	-305,609.17	29.26 %
RptType: 3600 - MISCELLANEOUS							
801-000-360000	ALL OTHER COURT FEES	0.00	0.00	363.50	403.28	403.28	0.00 %
	RptType: 3600 - MISCELLANEOUS Total:	0.00	0.00	363.50	403.28	403.28	0.00 %
	Department: 000 - UNDESIGNATED / NON DEPARTMENTAL Total:	440,000.00	440,000.00	37,162.84	126,794.11	-313,205.89	28.82 %
	Revenue Total:	440,000.00	440,000.00	37,162.84	126,794.11	-313,205.89	28.82 %
Expense							
Department: 220 - COURT							
RptCategory: 50 - MATERIAL AND SERVICES							
801-220-500500	CITY OF GLADSTONE FINES & FEES	356,400.00	356,400.00	40,006.58	115,127.85	241,272.15	32.30 %
801-220-500510	CLACKAMAS COUNTY FINES & FEES	20,600.00	20,600.00	1,332.58	4,144.87	16,455.13	20.12 %
801-220-500520	STATE OF OREGON FINES & FEES	40,000.00	40,000.00	5,897.49	17,963.20	22,036.80	44.91 %
801-220-500530	RESTITUTION	3,000.00	3,000.00	100.00	100.00	2,900.00	3.33 %
801-220-500540	BOND - COURT	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00 %
801-220-500550	ALL OTHER FEES & FINES	0.00	0.00	19.89	132.23	-132.23	0.00 %
	RptCategory: 50 - MATERIAL AND SERVICES Total:	440,000.00	440,000.00	47,356.54	137,468.15	302,531.85	31.24 %
	Department: 220 - COURT Total:	440,000.00	440,000.00	47,356.54	137,468.15	302,531.85	31.24 %
	Expense Total:	440,000.00	440,000.00	47,356.54	137,468.15	302,531.85	31.24 %
	Fund: 801 - MUNICIPAL COURT TRUST FUND Surplus (Deficit):	0.00	0.00	-10,193.70	-10,674.04	-10,674.04	0.00 %
	Report Surplus (Deficit):	5,075,000.00	0.00	-140,109.14	5,941,536.46	5,941,536.46	0.00 %

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
100 - GENERAL FUND	0.00	0.00	-259,523.50	-1,170,349.20	-1,170,349.20
205 - ROAD AND STREET FUND	0.00	0.00	46,300.53	120,682.57	120,682.57
228 - POLICE LEVY FUND	0.00	0.00	-47,471.44	-145,590.47	-145,590.47
229 - FIRE LEVY FUND	0.00	0.00	-7,996.52	-64,714.68	-64,714.68
306 - LIBRARY CAPITAL FUND	0.00	0.00	0.00	0.00	0.00
307 - CIVIC BUILDINGS CAPITAL FUN	4,640,000.00	0.00	-109,202.70	-233,009.29	-233,009.29
390 - URBAN RENEWAL FUND	435,000.00	0.00	25,730.00	6,854,780.99	6,854,780.99
730 - SEWER FUND	0.00	0.00	73,842.01	307,789.83	307,789.83
740 - WATER FUND	0.00	0.00	110,159.82	173,158.93	173,158.93
750 - STORM WATER FUND	0.00	0.00	38,246.36	109,461.82	109,461.82
801 - MUNICIPAL COURT TRUST FUN	0.00	0.00	-10,193.70	-10,674.04	-10,674.04
Report Surplus (Deficit):	5,075,000.00	0.00	-140,109.14	5,941,536.46	5,941,536.46

CHECK REGISTER FOR SEPTEMBER 2018

Check Date	Check No.	Vendor		Line Item Description
09/10/2018	85913	Northwest Natural Gas	144.45	Utilities - All Depts
09/10/2018	85914	Portland General Electric	6,602.15	Utilities - All Depts
09/10/2018	85915	Verizon Wireless	2,705.69	Cell Phones/Data Lines - PD/FD/SC/PW/Admin
09/10/2018	85916	Accurate Electric of Oregon I	469.68	Street Light Repair - PW
09/10/2018	85917	Action Fire & Safety	99.95	Equipment - FD
09/10/2018	85918	Aloha Produce Inc.	55.98	Produce - SC
09/10/2018	85919	Aramark	55.46	Mats/Coveralls - PW
09/10/2018	85920	Backflow Management Inc	24.00	Letters Mailed - PW
09/10/2018	85921	Bateman Senior Meals	694.15	Frozen Meals/Bevs/Supplies - PW
09/10/2018	85922	BridgePay Network Solutions, LLC	85.40	UB Online Payment Processing Fees - PW
09/10/2018	85923	Cash and Carry Smart Foodsrv	245.50	Rec Program Supplies - PW
09/10/2018	85924	Cintas First Aid Lockbox	40.30	First Aid Supplies - PD
09/10/2018	85925	Clackamas County Finance Department	29,362.53	Dispatch Fees/Planning Fees - FD/PD/Admin
09/10/2018	85926	Clackamas Fire District #1	2,438.30	IGA Fleet - Labor - FD
09/10/2018	85927	Clark's Lawn & Garden Equip	92.15	Supplies - FD
09/10/2018	85928	Comcast	130.32	Internet/Voice - PW
09/10/2018	85929	Curtis, L. N. Co.	91.83	Mic Repair - PD
09/10/2018	85930	FCS Group	2,168.75	Professional Fees TSDC Study- PW
09/10/2018	85931	General Tree Service	950.00	Weed Control - PW
09/10/2018	85932	Gold Wrench	264.20	Vehicle Maintenance - PD
09/10/2018	85933	Hamiltons Appliance	1,038.00	Range/Mic Hood - FD
09/10/2018	85934	Harden Psychological Associates, P.C.	48.00	CPI Testing Supplies - FD
09/10/2018	85935	Legacy Laboratory Service	225.00	Drug Testing - FD
09/10/2018	85936	Lundquist Legal, LLC	3,000.00	Prosecutor Services - CT
09/10/2018	85937	Maxwell Rentals	1,000.00	Apartment Rental - FD
09/10/2018	85938	Michael Madler	262.68	Reissue Paycheck - FD
09/10/2018	85939	Municipal Emergency Svcs	476.92	Armor Plates PD
09/10/2018	85940	Petty Cash for benefit of	77.10	Rec Program Supplies - PW
09/10/2018	85941	Portland Road & Driveway Co., Inc.	75.00	Dump Fees - PW
09/10/2018	85942	San Diego Police Equipment Co. Inc.	1,958.20	Ammunition - PD
09/10/2018	85943	Schumaker & Bernstein	250.00	Indigent Defense - CT
09/10/2018	85944	Shred-it USA LLC	115.16	Shredding Service - PD
09/10/2018	85945	Sierra Springs	112.65	Drinking Water - PD
09/10/2018	85946	Solutions Yes	38.25	Copier Usage - PD
09/10/2018	85947	Stein Oil Co. Inc.	2,296.15	Gasoline - FD/PD
09/10/2018	85948	Steve Graves Sr.	355.85	Rodeo Expense Reimbursement - PW
09/10/2018	85949	Tri Cities Service District	103,892.58	Sewer Billing - PW
09/10/2018	85950	Tyler Technologies, Inc.	1,000.00	Conversion Fees - Admin
09/10/2018	85951	Val Codino Consulting	500.00	Consulting Fee - FD
09/10/2018	EFT	US Bank P-Card Pmt	36,798.89	P-Card Expenses - All Depts
09/13/2018	85952	BMS Technologies	1,848.08	Utility Bill Printing/Mailing - PW
09/13/2018	85953	Clackamas 800 Radio Group	17,002.00	Annual Systems Operation Cost - PD
09/13/2018	85954	Clackamas County Business Alliance	500.00	Membership - Neace - Admin
09/13/2018	85955	Commstructure Consulting LLC	1,438.75	Construction Contract Administration - Admin
09/13/2018	85956	Fastenal	45.86	Parts - PW
09/13/2018	85957	Galls, LLC	59.99	Uniforms - PD
09/13/2018	85958	Gold Wrench	103.70	Vehicle Maintenance - PD
09/13/2018	85959	Home Depot	43.94	Station Supplies - FD
09/13/2018	85960	Houston, Marc R	1,065.00	Physician Advisor - FD
09/13/2018	85961	Jal Duncan Photography	30.00	Portraits - FD
09/13/2018	85962	Jill Tate	300.00	Transcription - Admin
09/13/2018	85963	Milwaukie, City of	309.96	ROW Fee Review Analysis - Admin
09/13/2018	85964	Oak Lodge Water Services	85,909.13	Water Purchases/Sewer Billing - PW
09/13/2018	85965	One Call Concepts Inc	101.85	Utility Notifications - PW
09/13/2018	85966	Oregon, State of	40.00	Notary Fee - CT
09/13/2018	85967	Pamplin Media Group	2,169.00	Newsletter/Festival Flyer Printing - Admin
09/13/2018	85968	Pitney Bowes Global Financial Svcs.	483.60	Postage Machine Lease - All Depts
09/13/2018	85969	Portland General Electric	5,310.20	Street Light Electricity - PW

CHECK REGISTER FOR SEPTEMBER 2018

Check Date	Check No.	Vendor		Line Item Description
09/13/2018	85970	SeaWestern	1,702.83	Helmets - FD
09/13/2018	85971	Sisul Engineering	2,190.00	Professional Services - PW
09/13/2018	85972	Smith-Wagar Brucker Consulting Inc.	9,927.50	Financial Services - Admin
09/13/2018	85973	Solutions Yes	23.92	Copier Usage - PD
09/13/2018	85974	Stein Oil Co. Inc.	2,718.08	Gasoline - PD/PW
09/13/2018	85975	Sturm Elevator Inc	1,530.00	Elevator Repair/Certification - PW
09/13/2018	85976	Sun Life Financial	116.36	Life Insurance - FD
09/13/2018	85977	TransUnion Risk and Alternative	25.00	Data Research - PD
09/13/2018	85978	United States Postal Service	976.25	Newsletter Postage - Admin
09/13/2018	85979	Watts Heating & Cooling	9,510.27	Repairs - SC/LIB
09/14/2018	85980	Advanced Public Safety	6,831.72	Software Annual Maintenance - PD
09/14/2018	85981	Canon Financial Services	728.84	Copier Lease/Usage - Admin
09/14/2018	85982	Void	-	N/A
09/14/2018	85983	L.N. Curtis	1,501.50	Equipment - FD
09/21/2018	85984	Allstream	1,214.20	Land Lines - Admin/PW/SC
09/21/2018	85985	Aramark	27.73	Mats/Coveralls - PW
09/21/2018	85986	AXON Enterprise, Inc.	2,220.00	Taser Assurance Annual Payment - PD
09/21/2018	85987	Baker & Taylor Inc	4,594.47	New Books - LIB
09/21/2018	85988	Canon Financial Services, Inc.	729.75	Copier Lease/Usage - Admin
09/21/2018	85989	Central City Concern	465.00	Civil Hold Admissions - PD
09/21/2018	85990	CIS Trust	39,380.59	Worker's Comp Ins - Qtrly - Admin
09/21/2018	85991	City of Oregon City	994.00	GIS Technical Services - PW
09/21/2018	85992	Clackamas County Finance Department	2,930.12	Signal Maint/Ammo/Telecom - PW/PD/Admin
09/21/2018	85993	Comcast	31.68	Cable Service - PD
09/21/2018	85994	David M. Corey	420.00	Post Offer Evaluation - FD
09/21/2018	85995	Gary's Auto Care & Tire Pros	52.50	Tram Maintenance - SC
09/21/2018	85996	Hands of Dawn	120.00	Emp Benefit Fair - Admin
09/21/2018	85997	Happy Rock Landscaping LLC	345.00	Landscape Maintenance - SC
09/21/2018	85998	K & D Services	2,548.00	Traffic Management - PW
09/21/2018	85999	Keith's Sporting Goods Inc	1,000.00	Ammo - PD
09/21/2018	86000	Midwest Tape	1,369.31	Non-Print Items - LIB
09/21/2018	86001	Mr. Belvedere's Janitorial	2,155.00	Janitorial Service - PD/PW/SC/LIB/Admin
09/21/2018	86002	Northwest Safety Clean	36.00	Uniform Maintenance - FD
09/21/2018	86003	Office Depot	517.99	Office Supplies - PD/CT/Admin
09/21/2018	86004	Pacific Office Automation	671.91	Copier Lease - LIB
09/21/2018	86005	Shiels Oblatz Johnsen	2,720.00	Project Mgmt - Admin
09/21/2018	86006	Sierra Springs	144.03	Drinking Water - PD/Admin
09/21/2018	86007	Supplyworks	295.26	Restroom Supplies - SC
09/21/2018	86008	US Bank Equipment Finance	224.46	Copier Lease - PD
09/26/2018	86009 - 86012	Payroll Checks	3,211.26	Payroll Checks - PW/FD
09/26/2018	86013	Axa Equi-Vest	6,270.00	Voluntary Payroll Deferred Comp
09/26/2018	86014	Axa EVLICO	141.00	Non-PERS Retirement Pmt
09/26/2018	86015	Axa RIA	2,122.07	Non-PERS Retirement Pmt
09/26/2018	86016	CIS Trust	68,892.82	Monthly Health Insurance
09/26/2018	86017	Clackamas Community Federal Credit Union	1,033.20	GPA Union Dues
09/26/2018	86018	Clackamas County Benevolent Foundation	25.00	Voluntary Employee Contributions
09/26/2018	86019	Gladstone Fire Department	675.00	Fire Members House Dues
09/26/2018	86020	Oregon AFSCME Council #75	1,192.38	AFSCME Union Dues
09/27/2018	86021	Adventist Health	945.00	Physicals - FD
09/27/2018	86022	Airgas USA LLC	40.50	Cylinder Testing - FD
09/27/2018	86023	Aloha Produce Inc.	27.99	Produce - SC
09/27/2018	86024	Canon Financial Services, Inc.	152.54	Copier Usage - FD
09/27/2018	86025	Code Publishing Inc.	184.50	Municipal Code Web Update - Admin
09/27/2018	86026	Comcast	118.35	Cable Service/Maintenance - FD
09/27/2018	86027	Comcast Business	257.94	Internet/Voice - PW
09/27/2018	86028	Dujea	84.00	Uniform Maintenance - FD
09/27/2018	86029	Edginton Properties	375.00	Circuit Ct. Parking Space - PD
09/27/2018	86030	Gladstone Municipal Court	1,205.48	Reimburse Ct. Bank Fees - Admin

CHECK REGISTER FOR SEPTEMBER 2018

Check Date	Check No.	Vendor		Line Item Description
09/27/2018	86031	Jack Rawlings	58.95	Cleaning Supplies - FD
09/27/2018	86032	Life-Assist Inc	2,366.33	First Responder Supplies - FD
09/27/2018	86033	Metereaders	2,117.92	Metereading - PW
09/27/2018	86034	National Hose Testing	3,449.50	Hose/Ladder Testing - FD
09/27/2018	86035	Overhead Door of Portland	576.00	Door Repair - FD
09/27/2018	86036	Pacific Office Automation Inc	78.94	Copier Lease/Usage - SC
09/27/2018	86037	Pioneer Rental	2,318.00	Excavator Rental - PW
09/27/2018	86038	Randy Hopperstad	20.00	Reimburse Laundry Fees - FD
09/27/2018	86039	Rose City Stamp, Inc.	39.15	Notary Supplies - CT
09/27/2018	86040	SeaWestern	1,273.60	Hose/Equipment - FD
09/27/2018	86041	Supplyworks	30.33	Office Supplies - SC
09/27/2018	86042	UL LLC	995.00	Truck Inspection Fees - FD
09/28/2018	86043 - 86048	UB Refund Checks	241.31	Utility Bill Refunds - PW
		Total Checks	<u>\$ 520,510.61</u>	
 Urban Renewal Checks				
09/25/2018	5497	OR Govt. Ethics Commision	38.01	FY 19 Ethics Assessment - Admin
		Total Urban Renewal Checks	<u>\$ 38.01</u>	
		Total Issued in September 2018	<u>\$ 520,548.62</u>	

ATTORNEY CHARGES

Attorneys:	July, 2018	Aug, 2018	Sept, 2018	Oct, 2018	Nov, 2018	Dec, 2018	Totals
City Charter	\$ -						\$ -
Elections	292.50	64.50					357.00
Transient Lodging Tax	-	-					-
General	247.50	22.50					270.00
Civic Center Project	225.00	-					225.00
Meeting Attendance	-	-					-
Governance/City Council	450.00	517.50					967.50
Meeting Attendance	802.00	1,005.80					1,807.80
Intergovernmental	90.00	774.00					864.00
Land Use/ Community Development	765.00	882.50					1,647.50
Meeting Attendance	667.00	-					667.00
Parks & Recreation	-	-					-
Personnel/Labor	-	-					-
AFSCME	-	-					-
City Administration	-	-					-
Public Records & Meetings	-	45.00					45.00
Public Safety	-	838.50					838.50
Public Works	157.50	562.50					720.00
Real Property Transactions	-	-					-
Risk Management/Litigation	1,195.79	397.10					1,592.89
Urban Renewal	-	-					-
Total	\$ 4,892.29	\$ 5,109.90	\$ -	\$ -	\$ -	\$ -	\$ 10,002.19

Attorneys:	Jan, 2019	Feb, 2019	Mar, 2019	Apr, 2019	May, 2019	June, 2019	Totals for Year
City Charter							\$ -
Elections							357.00
Transient Lodging Tax							-
General							270.00
Civic Center Project							225.00
Meeting Attendance							-
Governance/City Council							967.50
Meeting Attendance							1,807.80
Intergovernmental							864.00
Land Use/ Community Development							1,647.50
Meeting Attendance							667.00
Parks & Recreation							-
Personnel/Labor							-
AFSCME							-
City Administration							-
Public Records & Meetings							45.00
Public Safety							838.50
Public Works							720.00
Real Property Transactions							-
Risk Management/Litigation							1,592.89
Urban Renewal							-
Total	\$ -	\$ 10,002.19					



GLADSTONE PUBLIC WORKS Staff Report for the Month of

October, 2018

PUBLIC WORKS

Report Date: October 31, 2018
To : Jacque M. Betz, City Administrator
Copy : Mayor and City Council
From : Jim Whynot, Public Works Director

October presented multiple challenges to the Public Works Water Division. We required several road closures in order to enable us to make water line repairs. Cason Lane was closed for two days to repair a leak, photo right. This project took quite a bit longer to deal with once we got underground. Once again we found two meters connected to one split service, and the mainline was tapped over six feet away from the 90 degree spot. There was no way to locate these plastic service lines prior to digging it up. This again underscores having sufficient Public Works staff to perform inspections when contractors make these installations.



Immediately following the Cason Lane repairs, Hereford Street needed to be closed in order to allow us to repair a water leak on that street, photo left. The old line was galvanized pipe and had rusted through, with seven prior repairs. It was well past time to retire that line, which was laid shallow and installed on rock. We installed the new line at the appropriate depth and imbedded it in gravel, which is a proper installation.



We made repairs to two water lines on Crownview Drive. Once again, when we got underground, we were met with some unexpected circumstances. Instead of tapping into the logical mainline that ran in front of both houses, both of these services were tapped from a water main that went perpendicular to the nearest available main. We abandoned both of those original service lines, one of which was over 100 feet long, and installed the two homes with proper service lines of only about one foot each, from the mainline running parallel directly in front of their homes. Because we were not expecting to find this perplexing installation underground, we were forced to dig up the homeowner's driveway. Fortunately, with our capable staff, we are now able to make much of these concrete repairs in-house, at a fraction of the cost of a contractor. Additionally, we can make the concrete repairs during the project, and not have to wait on a contractor's availability.





We made repairs to a water line leak on Clarendon. (Photos above) In this case, once again, the service line was tapped to an unexpected main. In this case, since we have a modern DIP 24" water main running down that section of Clarendon, we were able to connect the service line to that main. Our long-term plan is to abandon the old six inch asbestos concrete (AC) line that runs down Clarendon and establish all new service connections to the DIP (Ductile iron pipe.)



We also had a leak on High Street that required digging up the street to make repairs. Again, this service line was originally imbedded improperly, over boulders. We dug it up, replaced the line and bedded it properly in gravel. It should now give good service for the foreseeable future.

Our Sewer Division was busy overseeing CCTV'ing multiple sanitary sewer lines.

Our Stormwater Division continued cleaning storm lines with the Vactor truck. We anticipate the City's investment in this piece of equipment will help to reduce rainwater flooding and standing water in the City, as it is able to vacuum out the storm lines to keep them clean and flowing at design capacity. Photo below shows a metal pipe in a catch basin that we pulled back during cleaning:



Ongoing development within the City keeps us busy with inspections. Photo right shows a stormwater quality manhole that we required to be installed off site for Gladstone Terrace subdivision. This pollution control manhole will not only capture stormwater runoff from the Gladstone Terrace subdivision, but also stormwater from several blocks of existing streets.



Leaf pickup is in full swing.

The street sweeper has been operating daily, to clean up the streets and prepare them for the rainy season, protecting our stormwater pipes from debris infiltration. We have prepared our NPDES Annual Report for DEQ for FY 2018. During FY 2016-2017, the City expended over \$43,000 in consulting fees for our stormwater permit. However, with our capable staff, Public Works is now able to perform these reports in-house, thereby saving tens of thousands of dollars in consulting fees.

Our Stormwater staff is part of a task force to design Clackamas County Water Environmental Services stormwater design standards. To that end, Justin Poyser, Utilities Supervisor attended a joint meeting with the co-permittees as well as the development committee to discuss WES's new stormwater quality design standards.



Our Streets Division have been making use of any remaining sunny days to complete as much hot patching of road imperfections and utility cuts throughout the city as the weather will allow.



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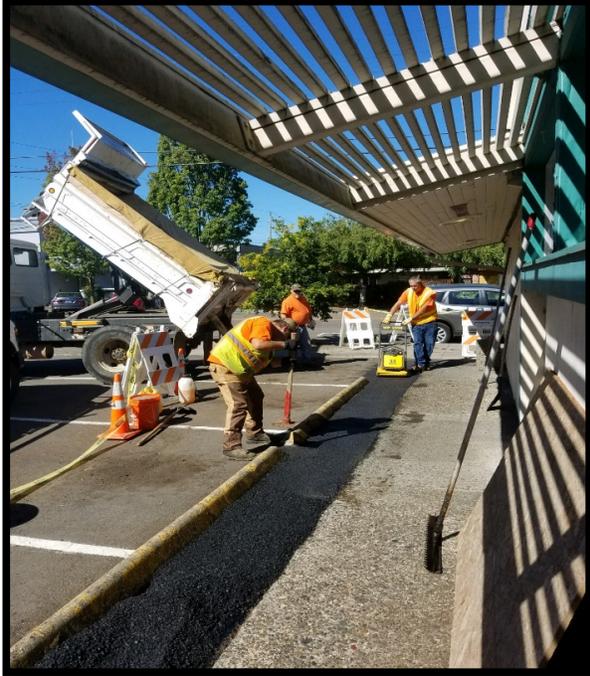


Facilities has been very busy overseeing the re-roofing of the Senior Center. Unfortunately, we experienced two days of rain deluge. The first rainstorm came on Friday, October 26th, during a time when the roof was not yet completely sealed or protected. The contractor underestimated the lack of slope on some sections of the roof, resulted in some water leaks into the building. We are working with the contractor to resolve the issues.

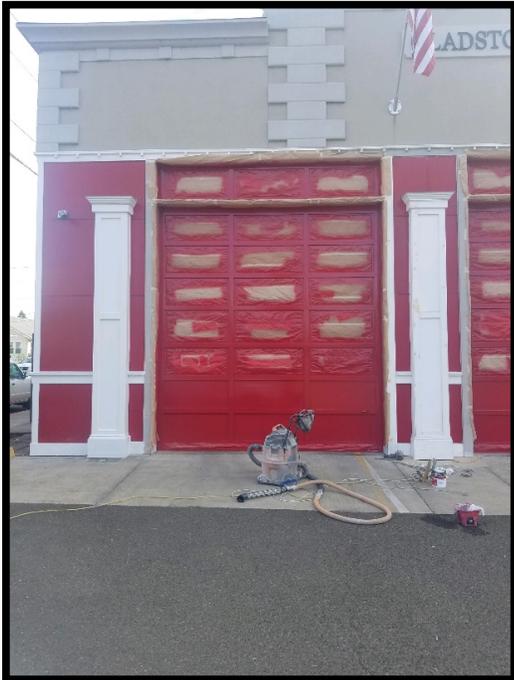


Additionally, City Hall sprung another water leak. This is the second recent leak in that building. Public Works is spending the minimum expenses required to keep that building limping along long enough to get the staff into the new Civic Center, but we were forced to replace the entire water service. All money spent on the building at this point is money down the drain, but the condition of the building requires continual maintenance and expenses just to get by.





We continue to perform repairs and maintenance on the Library, another building that we are only putting just the sufficient resources into to maintain health and safety standards, as the Library will be rebuilt in the not too distant future once it is transferred to Clackamas County. This is another example of money down the drain in unrecoverable costs to maintain a building that has outlived its life. Most recently we patched and repaved the sidewalk because it did not meet our standards for sidewalk safety. You can see from photo below the elevated rise exceeds one half inch.



Our Fire Department has been freshened up with a new coat of red paint.

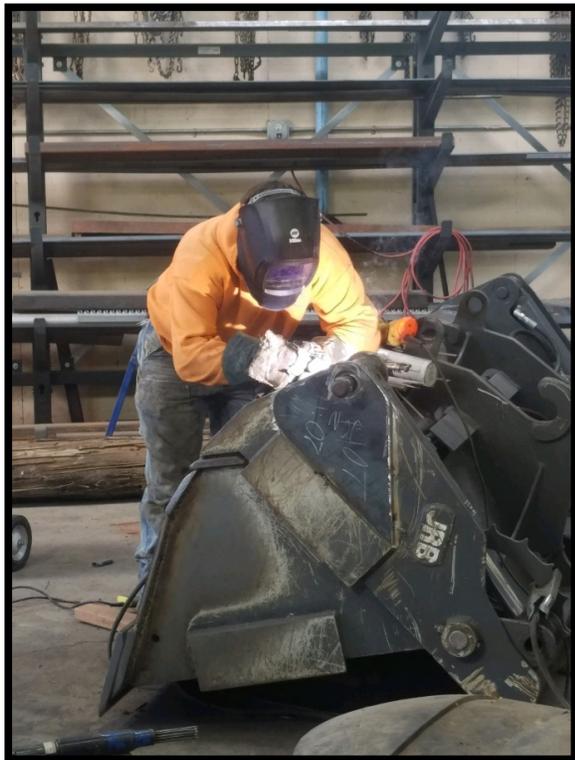
Other miscellaneous repairs and maintenance to all city facilities have been ongoing.

Parks Division has been busy with ongoing maintenance and repairs, trash, trimming, graffiti, vandalism, mowing, etc. In addition to neighborhood leaf pick-up, we are also collecting leaves from our parks, as photos below display. The parks require constant maintenance during autumn due to slick leaves creating slip and traffic hazards and kills the grass if left in place .



We are in the midst of the sediment analysis associated at Meldrum Bar boat launch area in preparation for dredging. Photo right shows sampling vessel on October 29th. Results of the sediment analysis will determine how we proceed on removing the material washed into the boat launch basin. This is the first step in a long process to dredge the basin, and

finally replace the boarding dock.



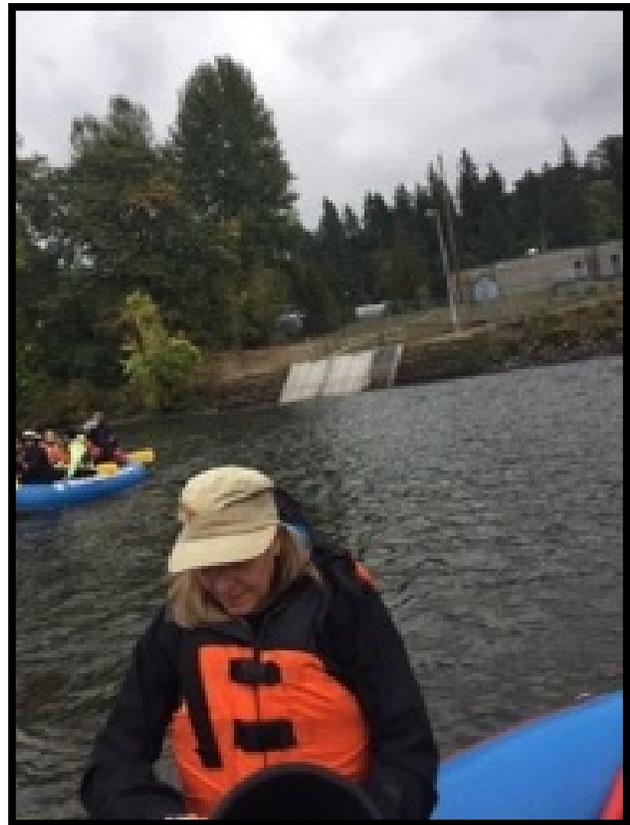
With our competent crew, we are able to perform much of our own equipment maintenance in-house. Left, Steven Graves, Jr. is welding a reinforcement to our wheel loader bucket.

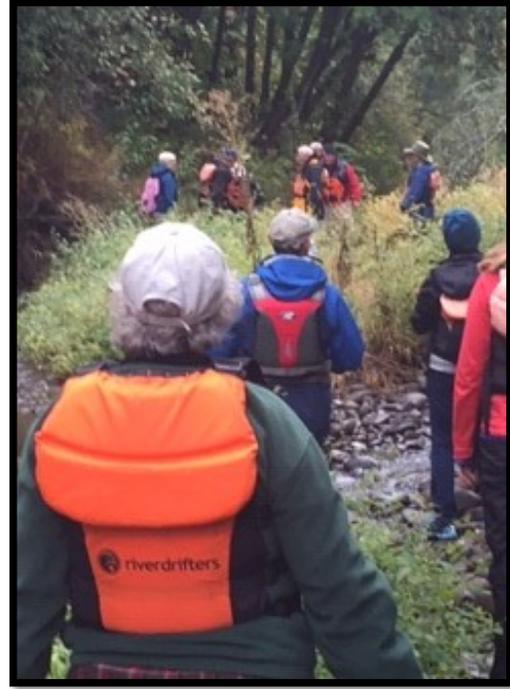
Each October the Clackamas River Water Providers host a tour of the Clackamas Watershed for elected officials from CRWP member agencies and interested citizens in the CRWP service area. The purpose of this tour is to connect citizens and policy makers with direct experience in our watershed (our source of drinking water), and to introduce them to some of the CRWP partners and stakeholders.



This year, Gladstone residents participating in the watershed tour included from left, David Kelly, Gladstone Resident; Harvey Barnes, Gladstone resident; Matt Tracy, Gladstone City Councilor; and Marna Barnes, Gladstone Public Works Department.

Right: Kim Swan, CRWP, discusses the North Clackamas County Water Commission (NCCWC) intake plant shown in background. This plant is owned by the City of Gladstone, Oak Lodge Water Services, and Sunrise Water Authority, and is the source of our drinking water.





Photos above: Participants toured several watershed restoration projects along Clackamas River tributaries. These restoration projects will help ensure the Clackamas River continues to provide clean drinking water to our region.

Public Works Quote for October:

Leadership is the capacity to translate vision into reality.
... Warren Bennis



Gladstone Police Department Memorandum

TO: City Administrator Jacque Betz
FROM: Chief Jeff Jolley
Date: November 5, 2018
SUBJECT: GPD Monthly Report – October 2018

Crime & Patrol



- 9/28 – 2 vehicles stuck on the bar at high tide, had to be towed/craned off.
- 10/5 – Theft of liquor from Hollywood Liquor store. 3 suspects took item and left, no further information at this time.
- 10/9 – 2 Male GHS students made threats to shoot fellow classmates at school homecoming activities, even sending a “Snapchat” video to potential victims. Both suspects tracked down by SRO and GPD and lodged at juvenile detention.
- 10/10 – GHS Robotics Club trailer stolen.
- 10/11 – Known gang member violently assaulted his uncle on 82nd Drive. The uncle was seriously injured and hospitalized. Our K9, Nanuk was able to locate the crime scene for processing in the middle of the night. Suspect arrested by U.S. Marshals.
- 10/12 – Juvenile driver cited for reckless driving after crashing into stop sign in Medrum Bar Park.
- 10/13 – Death Investigation involving elderly female on Alli Ct. No foul play suspected.
- 10/19 – On going dispute at Gladstone Mobile Home Park between 2 units. No arrests made.
- 10/20 – Happy Early Halloween! Large amount of pumpkins smashed in the Ridgeway / Oatfield area.
- 10/28 – Vehicle collided with the propane tank at Texaco and the driver fled the scene. Owner of the vehicle was the passenger and claimed she met the driver at the bar and was unknown to her.
- 10/29 – Male arrested for driving while suspended and felon in possession of a restricted weapon.

Monthly Totals

- CALLS 1185
- TRAFFIC STOPS 227
- ARRESTS 38
- TICKETS 92
- K9 Deployments 4

Code Enforcement

CSO STATS:

- ABANDONED VEH 1
- ANIMAL COMPPLAINT 3
- PUBLIC ASSISTS 2
- CIVIL COMPLAINT 2
- CRIMINAL MISCHIEF 1
- FOLLOW UPS 4
- FRAUDS 2
- HARASSMENT 1
- JUVENILE PROBLEM 1
- ORDINANCE CALL 22
- PARKING COMPLAINTS 15
- PREMISE CHECK 1
- PROPERTY CALLS 4
- SUSP CIRUCMSTANCES 1
- STOLEN VEHICLE 1
- TRAFFIC CRASHES 4
- THEFTS 4
- TRESPASS 1

CSO spent a week in CIT training. CSO taking on more “land use” assignments, he investigated underground oil tank dispute at a residence.

Community Relations

- 10/3 – GPD officers held “Coffee with a Cop” event at the Oak Grove Starbucks.



<

Starbucks

Open House >



- 10/17 – GPD/GFD Open House was well attended and the support very much appreciated.

- 10/31 – Halloween Celebration on Portland Ave. was very well attended and great community fun!



Personnel

- 10/1 – Diego Blanco, new officer, began his pre-academy training at GPD.
- 10/5 – Cameron Butler graduated from DPSST. He is beginning his 4 month field training process.

-



-
- Week of 10/8 – 3 GPD officers attending Crisis Intervention Training (CIT) to learn techniques to interact with persons experiencing a mental health crisis. We continue to work toward our goal of all our officers having this training.

Upcoming Events

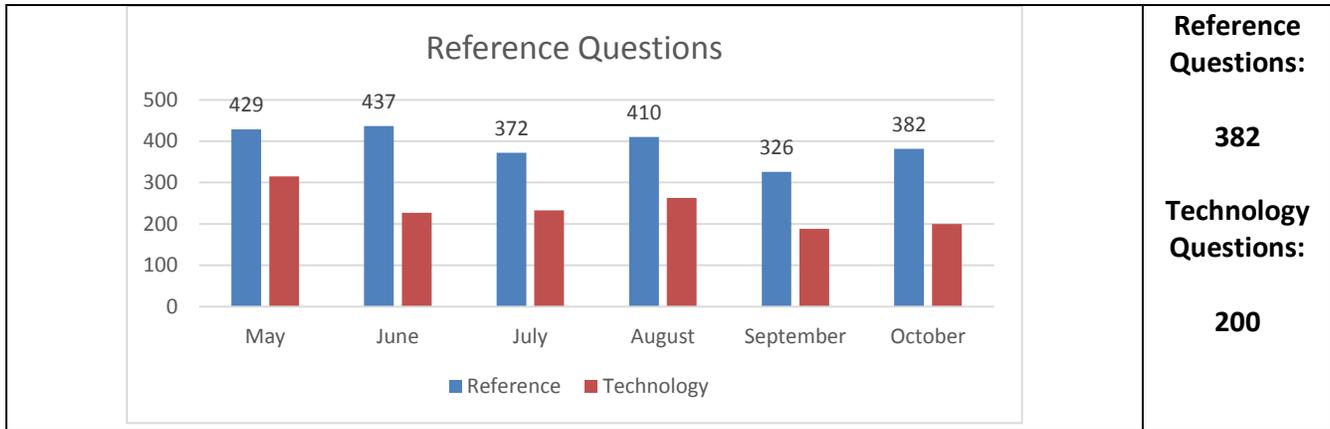
11/30 – Oregon Police Officer Association Awards – Officer Lee Gilliam will receive the Medal of Valor for his intervention during a domestic assault which saved the mother from her adult son. Officer Jim Macfarlane will receive the Medal of Honor for his involvement in a dangerous shooting in Florence.

CORE VALUE – NOVEMBER

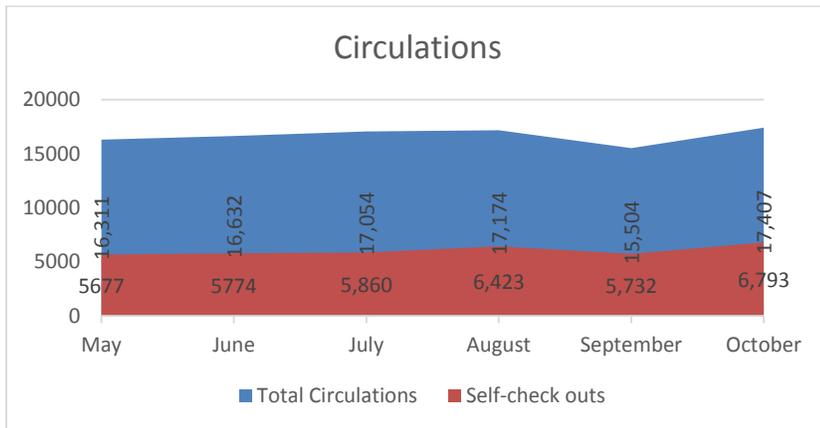
HONESTY

GLADSTONE PUBLIC LIBRARY DIRECTOR'S REPORT October 2018

Library Statistics: October 1-31, 2018



New Library Cards	Registered Borrowers	Items Owned	Total Circulations	Self-check outs	Holds Placed	Internet Sessions
65	5,183	45,145	17,407	6,793	4,501	985



Social Media:

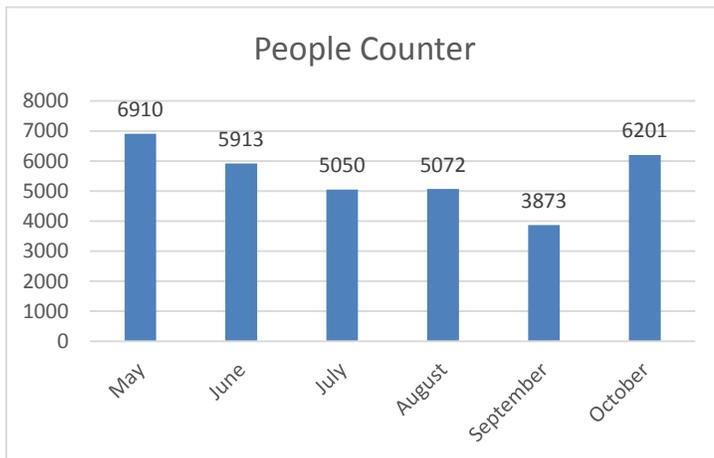
- Facebook Likes: 592
- Twitter followers: 179
- Instagram followers: 694

Volunteer hours: 150.55

People Counter: 6,201

Updates:

- The drop in borrowers this month is due to the annual purge of inactive patrons.
- Over 60 children and parents attended the Harvest Festival in October. The costume contest was a big hit!
- The Library Foundation gave away over 400 books to children at their Trick or Treat event on Halloween.
- We are once again an official Come Write In location for NaNoWriMo (National Novel Writing Month) and we will have weekly writing events for participants to join during the month of November.





Gladstone Senior Center

Monthly Report

October 2018

Report Date: October 31, 2018

To: City Administrator, Jacque Betz

From: Senior Center Manager, Colin Black

October started off great. Gladstone Community School classes continued as planned and it was business as usual. With the PW Department taking lead, the SC Roof Replacement project started with the award of the contract to Titan Roofing. Work began on the roof the first week of October and continues today.

Through our partners at Clackamas County Social Services, the Living Well with Chronic Conditions started its 6-week program on October 16; it's a full class with more than 15 attending. We also started a new Chair Yoga class have been surprised with the success of the program as it is full almost each time. As we have entered Fall, clients are excited to have hot soup added back to the salad bar. Additionally, we recently started a Cribbage group, meeting on Thursdays, it's been a real hit so far!

On October 25, the SC experienced some issues resulting from the rain. Our kitchen, main dining hall, computer room, lobby, pool room, and front desk suffered water damage from the rain coming through the ceiling. The damage is minimal in all areas except for the kitchen. Currently the kitchen is out of commission as there is extensive damage. Our insurance company CIS, the PW Dept., and other parties (including the roofing contractor Titan and ServPro) are working to resolve this issue, so we can reopen. As of this report, there is no estimated date on when we will reopen. We are not able to provide any hot meals to our congregate or home-bound clients. We are however able to provide frozen meals to our home-bound clients. As this issue continues, CA Betz and SC Mgr. Black will continue to update you as we progress. If there are any questions or concerns, please feel free to contact SC Mgr. Black at any time. We would like to thank PW Supervisor Steve Graves and Facilities staff Scott Johnson for prioritizing this issue and assisting with work.

During the month of October, your Senior Center staff:

- Provided 500 meals, 75 one-way rides, and saw over 750 people through the front doors for programs and services.
- SC Manager Black attended a quarterly contractor meeting with our Clackamas County partners.
- SC staff participated in the 2019 menu planning conference call.

- Continue to work on simplifying and improving our operations through cost reduction efforts.
- Held the last meeting of the year for the GEMS (Gladstone Emergency Management Support) group.
- With the generous assistance of a patron, we were able to provide Halloween themed materials such as stuffed pumpkin pillows and more to our home-bound clients.
- The Senior Center also received a bequest of \$2,250.00 from a home-bound meal client who recently passed. This client was one of our long-term clients and we were very sad to hear of his passing. Though not a person of great wealth, he still made sure that he was able to give us something so that we can continue provide to at-risk, home-bound clients residing in Gladstone.

As always, your Senior Center staff look forward to working with you in making Gladstone even better.

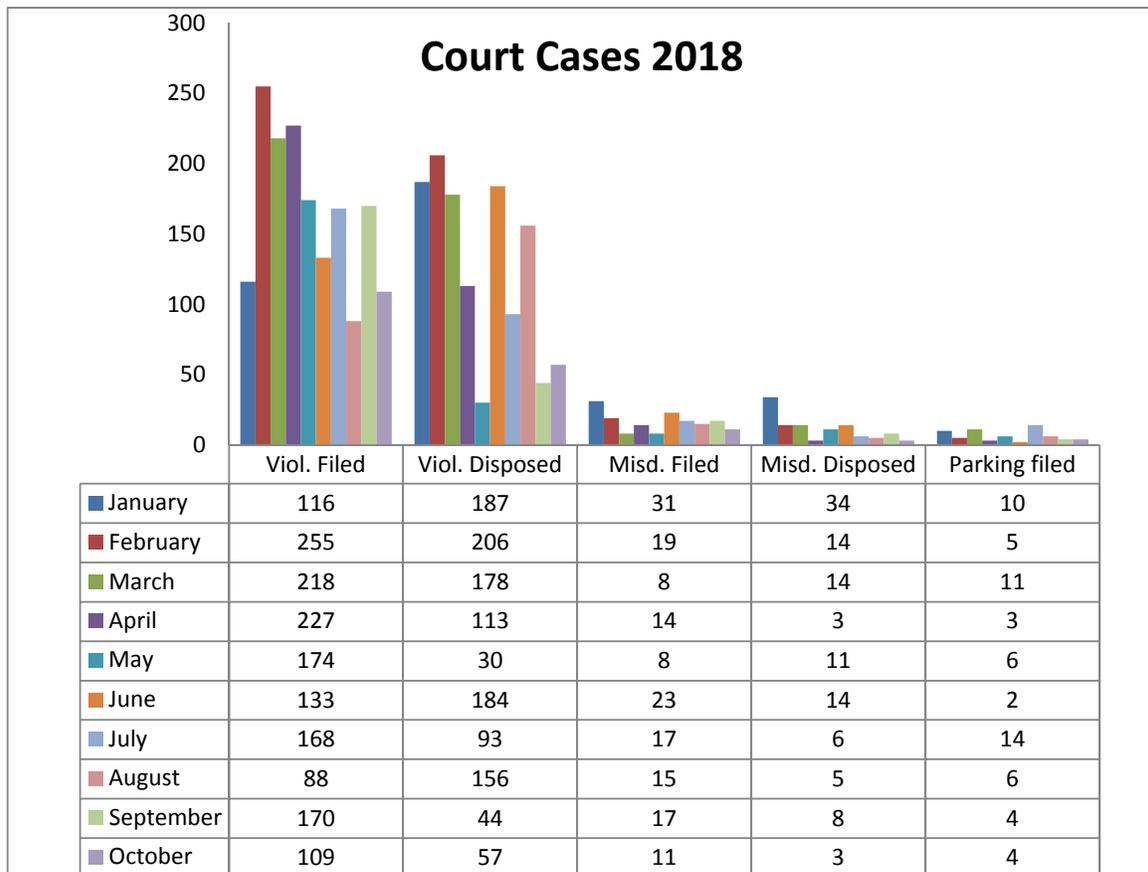
Respectfully,

Colin Black

Senior Center Manager

Social Media Coordinator

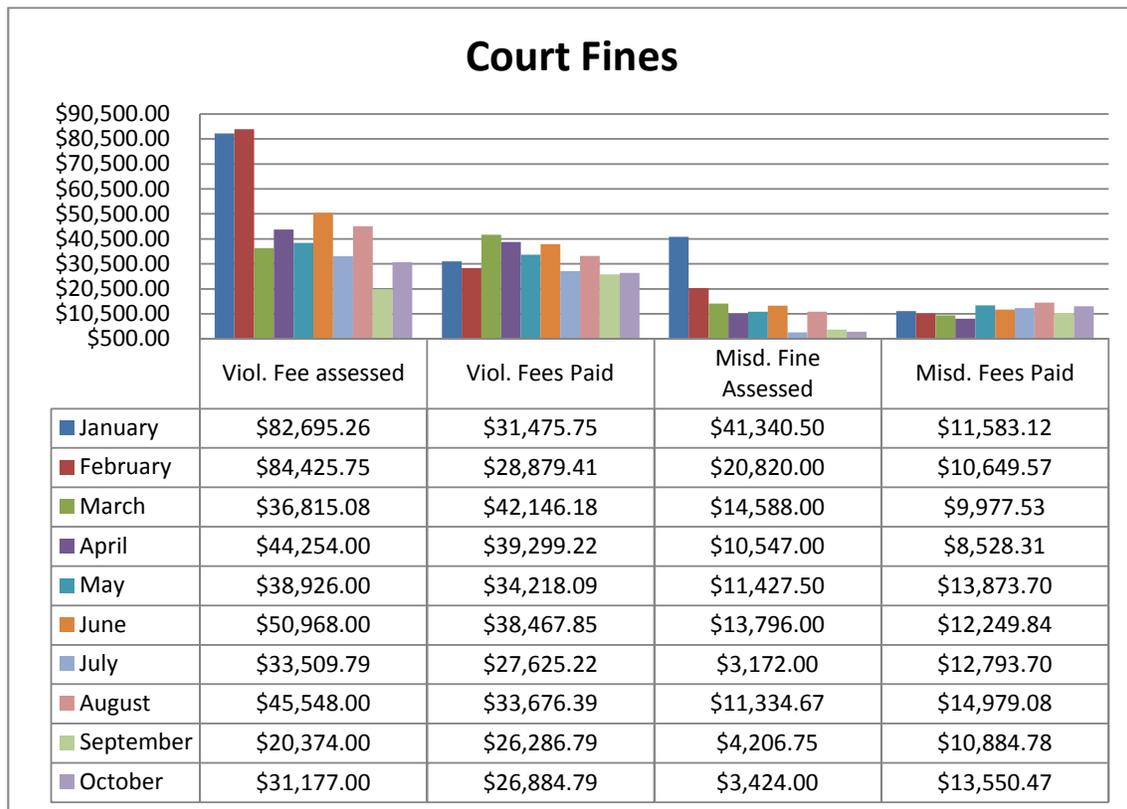
Gladstone Municipal Court October 2018



General Information for September 2018

- 109 violations filed
- 57 violations closed
- 11 misdemeanors filed
- 11 violations were dismissed through the fixit program
- 27 warrants were issued
- 138 cases were set up on a payment agreement
- 20 cases were sent to collections
- 0 Jury trial was held
- \$31,177.00 violation fees assessed
- \$26,884.79 violation fees paid
- \$3,424.00 misdemeanor fees assessed
- \$13,550.47 misdemeanor fees paid
- \$7,099.72 received from Western Collections Bureau
- 44 overdue letters were mailed
- 67 violations had the ODL sanctioned
- \$23,113.24 was collected with the amnesty program.

Gladstone Municipal Court October 2018



Gladstone Fire Department Monthly Report: October 2018

Report Date: November 5, 2018
To: City Administrator Jacque Betz
Cc: City Council
From: Interim Fire Chief Jeff Smith

Fall is here and Gladstone Fire is busy focusing on completing a number of projects, hiring new paid-on-call part-time employees, and supporting those in need throughout our community.

This month's call volume was up from last month, 125 calls for the month, and it was very busy with events and projects.

With the cold, wet weather, the threat of wildfires has diminished. Gladstone did not deploy this year to any wildland fires.

We are still evaluating SCBA (Air Packs) to be purchased through our FEMA AFG Grant award. We will be making our decision on which vender (SCOTT or MSA) by the end of November. Our personnel have been very impressed by the upgrades and changes that have taken place in air pack technology compared to our current 15 year old equipment.



Gladstone Fire is hiring – we are currently going through a second round of recruitment for entry-level paid on call firefighter candidates. The first round of 10 applicants resulted in only 2 that are going through the final assessment process. We will start the next academy when we have at least 4 recruits.

Fire and Police Open House

On Wednesday the 17th Gladstone Public Safety teamed up for an City sponsored open house and the community came. It was a great success; we served over 200 hot dogs, gave out fire and police public information material and hundreds of kids and their parents enjoyed fire engine rides. The line for rides on the fire engine stretched from Portland Ave. down the sidewalk on Exeter St. and was constant for the whole event. Special thanks to the crews that detailed the station and to the crew that served at the event; FF Atkeson, Captain Brost, FF Buchanan, Assistant Chief Funk, Deputy Chief Hopperstad,

Engineer Martinez, Captain Newton, PFF Person, Lieutenant Schafer, Engineer Smith, Engineer Sotin, Captain Stempel, PFF Sturzenegger, FF Tracy, Captain Vroman, and FF. Great job to everyone!



Halloween Pub Ed Event

Gladstone Fire has hosted this open house public education event for many years. The past few years, the event has grown to having multiple city departments and local businesses participate. This year was the biggest yet, with over 1000 kids and their parents enjoying the event. Special thanks to our fire personnel that made it a success: FF Atkeson, Captain Brost, Assistant Chief Funk, Deputy Chief Hopperstad, FF Krieger, Captain Newton, PFF Person, Engineer Smith, PFF Stay, and Captain Vroman.



No October 26th another FEMA AFG Grant application was due and of course we submitted one. This year we applied for some personal protective equipment (PPE) in Turn-out Gear, Gear Washer/Extractor for cleaning contaminated gear to replace our over 20 year old washer and a Gear Drying Station.



Gladstone Fire responded to 125 calls in October. We report response times and compare with the Standards of Cover document for all emergency (lights and siren) calls in the City of Gladstone utilizing the adopted “80% fractile” standard, meaning we do something in a certain amount of time - or faster - 80% of the time during a given time period.

September Code-3 EMS Response Data (59 calls)

Turnout Time: 80% fractile of 1:16 (adopted standard is 1:30) Response Time: 80% fractile of 4:21 (adopted standard is 5:30)

September Code-3 Fire & Vehicle Accident Response Data (12 calls) Turnout Time: 80% fractile of 2:13 (adopted standard is 2:00) Response Time: 80% fractile of 5:38 (standard is 6:00)

- **Turnout Time** – The time interval between when units are notified of the incident and when the apparatus leave the station.
- **Travel Time** – The amount of time the responding unit actually spends travelling to the incident.
- **Response Time** – Response Time equals the combination of **Turnout Time** and **Travel Time**.

From Assistant Chief Mike Funk

Business Inspections and development proposal reviews:

- Inspected F.I.R.E.S building on Portland Ave. Minor corrections needed before final occupancy issued from Clackamas County building.
- Met with new owner of 6460 Glen Echo property Hillside Christian Fellowship. The vacant church was viewed and assessed for code requirements to use the building as a warming center this Winter prior to being used for church services in the next year.
- GFD worked several code 99 calls in the month of October. While it has taken time for some responders to recover, I am proud to observe GFD members watch out for one another providing support and follow up to dept. members as needed.
- Order fire prevention supplies for Halloween Open House event.
- Attend online CJIS training -tested and certified to enter Police department restricted areas.

From Deputy Chief Randy Hopperstad

Logistics: Conducted a turn out audit of all useable turn out gear that we have in stock to assist Chief Smith in writing an AFG Grant. Attended the MSA SCBA vendor presentation on their SCBA's. Met with Day wireless technician to "read" our radios and enter them in a system that allows for over the air updates. Provided logistic support for our open house that was held at the station on October 17, 2018. We served over 200 hot dogs to the public and provided fire engine rides for the little ones. This month was the "Bump Tested" for our air monitors and all checked out fine. Crews are doing a great job.

From Captain Tighe Vroman

The month of October was my first full month as the Training and EMS Officer, and as a forty hour a week employee. Throughout my emergency services career, I have been a shift employee working in an emergency response capacity. This has been a bit of an adjustment, but a good one, and I am enjoying my new role here at Gladstone Fire. It has also been a busy month full of projects, accomplishments, community events, training and emergency response.

I participated in both community events that Gladstone Fire was involved in this month. The first was our Open House, where I spent the evening giving tours of our fire apparatus to members of our community and a number of enthusiastic children. The second was Halloween, where I spent the evening handing out treats and fire safety information to a large group of trick-or-treaters.

I responded on a number of emergency alarms throughout the month. Often times I made up the third crew member, which allowed us to get the Engine or Truck out the door very quickly and helped us to meet our Standard of Cover turnout and emergency response times. Also, while covering for one of our Shift Captains to attend MAT training, FF Lehrbach and I were first in on a cardiac arrest medical call. We had a ten second turnout time and our total response time from the time of dispatch to time on scene was two minutes and twenty seconds.

Training:

October has been a busy month in the world of the Training Department. I have spent the majority of my training responsibilities this month planning the Fire Department fire and EMS training schedule for the remainder of 2018, reviewing personnel training records, setting up our Target Solutions online training website and record management system, and learning the specifics of the Training Officer position from former Training Officer and current Fire Chief Jeff Smith.

2018 and 2019 Training Schedule-

As I mentioned, the training schedule for fire and EMS training for the rest of 2018 has been completed and posted on the department calendar. The schedule for training was only being completed and posted month by month recently due to the transition of Jeff Smith from Training Battalion Chief to Interim Fire Chief, and ensuring our Shift Captain position was filled before my move from A-Shift to days in the Training Division. It is good to have a long term training plan that is posted and accessible for both management and our general membership. This allows our personnel to know what our training schedule is so our members know what to expect and can plan accordingly. Also, it helps the Fire Department to stay on track regarding training goals and helps hold the Training Division

accountable. The training calendar for 2018 is complete and visible to our membership on the Department calendar, and I hope to have the 2019 training calendar completed and posted within the next month as well. We have certain training benchmarks we are required to complete to remain compliant with State and Federal standards, but I am open to any and all training that will make Gladstone Fire a better and stronger organization for both our members and the citizens we serve. Please talk with me if you have any training needs, requests, or would like to see something incorporated into next year's training plan.

Acquired Structure Training Opportunities (Non-destructive/Destructive/Live Burn)- Gladstone Fire currently has the use of two houses within our city for training purposes. We have the house on W. Arlington St., which we are currently using for non-destructive training, and a house on Columbia Ave., which will be used for destructive and live fire training over the next two months. The house on W. Arlington has been staged with furniture and has already been used for a number of drills and training evolutions. We will continue using this location for non-destructive drills and scenarios during the next few months. We are planning to use the Columbia Ave. location for destructive training during the month of November and then live fire training in December. More information for destructive and live fire training at the Columbia Ave. location will be sent out via department email over the next week or so. Also, the W. Arlington location is open for company drills or other skills practice as needed. Please arrange the use of the house through one of the Shift Captains or myself.

Other training related items of note for the month of October:

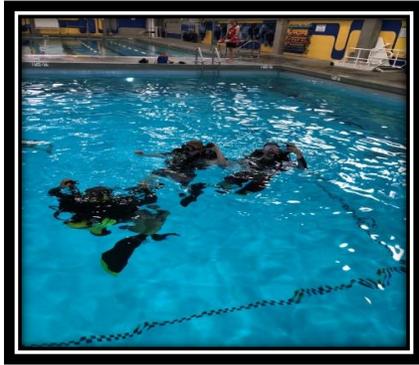
- Our computer based training program called Target Solutions, which is replacing Centrelearn, is almost up and running. I have spent a considerable amount of time this past month working with our account manager to get our account set up and ready to use. It is also a training records management system and an access point for our members to track their training and continuing education hours.
- I attended a week long instructor course to become certified as a Blue Card Incident Commander Instructor. The class was held at Concordia University and allows Gladstone Fire to maintain its status as a Command Training Center. Our previous Blue Card Instructor was Chief O'Connor, so we had a period of time after his departure where we did not have an instructor qualified trainer at Gladstone Fire for the Blue Card program.

My training goals for next month include:

- Completing our training record audits and the fire recertification process for DPSST in order to keep our personnel certified at their respective certification levels.
- Begin auditing EMS continuing education hours for all our state certified EMS personnel. We will then be able to address any training deficiencies so that we are ready to meet the recertification requirement in June of 2019.
- Complete the 2019 training schedule.
- Prepare the live fire training plans and documents necessary to perform a training burn for our personnel.

From Captain Kirk Stempel

Tech Rescue: This month the dive team did some training at PCC Sylvania. Topics included search patterns, putting a victim in a body bag, and new diver orientation. Lt. Schafer and Lt. Cerda were the leads on training and we were able to introduce a couple of our guys into the world of diving under close supervision of a dive instructor and assistant instructor.



I am looking to send a couple of guys through diver training soon along with hosting swift water rescue training class. We have written in a place holder every Saturday as Tech Rescue Training day. I have asked all my leads to try and come up with drills on those days, so please keep an eye out for opportunities. As a reminder, everyone is invited to these drills!

PIO: Continued work on the website. I am still trying to get everyone’s pictures so that I can get them on the website, so if you do not have your picture done, please make an appointment with Jal Duncan. Slowly getting the fire departments Instagram site up and running so stay tuned for that. Working on doing a PSA for winter time fire safety.

Other items of interest: On October 10th, we were able to instruct 130 Gladstone High School Seniors “Hands Only CPR” and with this valuable training it will allow for a citizen to perform a lifesaving skill. The month of October was a busy month for B Shift running medical calls and on October 18th we actually had a residential fire that we responded to. We were dispatched down in the Milwaukie area and Lt. Schafer, FF Anderson, PFF Sturzenegger, and I were assigned RIT and then asked to assist with patient care. The crew did a fantastic job! On October 17th, we hosted an open house for the police and fire departments. This day fell on a B shift and the crew of Lt. Shafer, FF Anderson and I plus others that were here enjoyed an evening of meeting people.



From Captain Richard Newton

This month we had some great training. GFD has acquired a house that we are able to train in. On October 18, 2018 GFD attended MAT training (Multi Agency Training) where we went over cardiac arrest and new updates in the EMS protocols.

Projects:

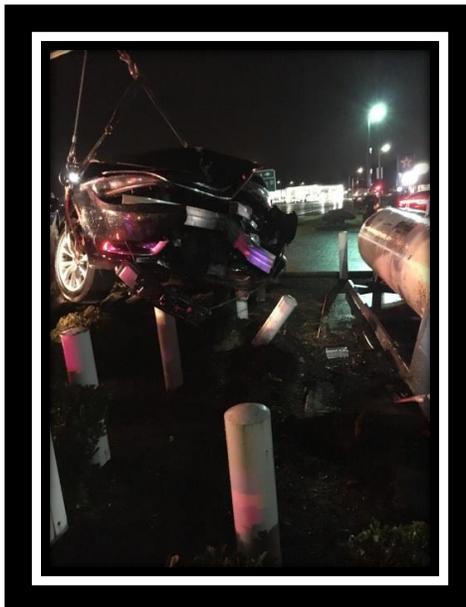
The Pre- Incident planning is going very well as of right now there are 341 plans in FLP. We are still working with CCOM and there are still some of the Pre-incident plans that may have the wrong building name. We are not the only department having problem with this. If you haven't played with the FLP program you should and if you don't feel comfortable with it please see your Captain or get with me. Everybody in the department needs to know how to operate the program.

I have also been working on the department's apparatus replacement plan with chief Hopperstad.

Calls:

There has been several cardiac arrest calls this month and the department has done an outstanding job. We may have not gotten the results that we wanted but we have given our best.

On October 28, 2018 at 0014 Gladstone Fire responded on a single car MVA. T392 arrived to find the car that had taken out the propane tank at the Texico gas station on Mcloughlin Blvd.



From Captain Pat Brost

A-shift was a good month of training and learning for all involved. We did some training at the W. Arlington house, and attended MAT High Performance CPR training. Operationally, we responded to 41 emergency calls and participated in two public education events. One of those was teaching CPR at Gladstone High School, which has been a wonderfully successful event each year. The second was hosting our annual Halloween party, as part of a larger city event. Hundreds of families graced our driveway as we gave them educational material and candy. This was a hugely successful event for the City of Gladstone and the Gladstone Fire Department. A/O Atkeson did a great job carving pumpkins to decorate the station.

At 01:11 October 17, 2018 A-shift responded mutual aid to a residential fire on Jennings Rd. Upon arrival, the entire front of the building was involved, including several cars and a boat in the driveway. The crew was myself, A/O Atkeson, PFF Person, and PFF Sturzenegger. The crew did well protecting delta side exposures, as well as doing some fire suppression and overhaul in the garage and of multiple vehicles in the driveway.



City of Gladstone Monthly Report | OCTOBER 2018

PUBLIC CONTACTS/PLANNING ACTIONS

CUSTOMER CONTACT/Planning Actions	March	April	May	June	July	August	September	October	YEAR TOTALS
Customer Service Counter Contacts	9	5	11	9	5	6	10	8	75
Customer phone contacts	45	40	70	55	30	65	37	41	443
Building Permits Issued	1	6	6	2	1	1	2	2	26
Pre-application conferences	0	0	0	0	0	2	0	3	6
Administrative Decisions	0	0	0	0	1	0	0	0	1

PLANNING COMMISSION ACTIONS/DECISIONS

- Z0244-18 NUISANCE CODE UPDATE ZONING TEXT CHANGES; RECCOMENTADION OF APPROVAL TO THE CITY COUNCIL

CITY COUNCIL ACTIONS/DECISIONS

- NONE

PRE-APPLICATION CONFERENCES

- CHILDREN'S COURSE CLUBHOUSE PROJECT; 19825 RIVER RD
- GLADSTONE 1ST BAPTIST SCHOOL PROJECT; 6125 CALDWELL RD
- GLADSTONE CITY HALL PROJECT

BUILDING PERMITS

OCTOBER

Date	Address	Building Permit #	Description
10/30/2018	545 Columbia	B0579518	Demolish Carport
10/30/2018	545 Columbia	B0579418	Demolish SFR

FUTURE ITEMS/PROPERTY UPDATES

Location	Topic	Person who Contacted Planning Staff
Citywide	Nuisance Code Updates for City Council	N/A
1055 Risley Avenue	Design Review and associated environmental overlay land use approvals for new office building and site renovation of existing apartment complex	N/A

City of Gladstone Staff Report

Report Date : November 7, 2018
Meeting Date : November 13, 2018
To : City Council
From : Jacque M. Betz, City Administrator

AGENDA ITEM:

Approve the Oregon Public Works Emergency Response Cooperative Assistance Agreement.

Proposal:

The Oregon Public Works Emergency Response Cooperative Assistance Agreement is up for renewal. Attached is a letter from the Department of Transportation stating our prior agreement expired 9/30/2018.

The mutual aid agreement provides the following benefits:

- 1) Enables public works agencies to support each other during an emergency
- 2) Provides the mechanism for immediate response to the requesting agency when the responding agency determines it can provide the needed resources and expertise.
- 3) Sets up the documentation needed to seek maximum reimbursement possible for federal agencies.

Options:

- The City can choose not to sign the new agreement.

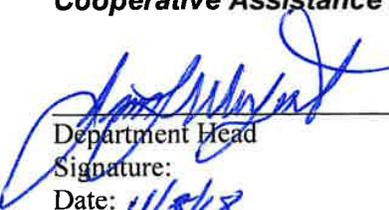
Cost Impact:

- There is no fiscal impact to signing this agreement.

Recommended Staff Action:

Staff recommends Council approval by making the following motion:

"I make a motion to approve the Oregon Public Works Emergency Response Cooperative Assistance Agreement."



Department Head
Signature:
Date: 11/8/18



City Administrator
Signature:
Date:



Oregon

Kate Brown, Governor

Department of Transportation
Maintenance & Operations Branch
455 Airport Rd. SE, Bldg K
Salem, OR 97301
Phone: (503) 986-7915
Fax: (503) 986-3055

October 30, 2018

City of ~~Cove~~ Gladstone
Public Works, ~~Scott Tabor~~ Jim Whynot
525 Portland Ave
Gladstone, OR 97027

Dear Mr. Tabor:

The Oregon Public Works Emergency Response Cooperative Assistance Agreement is up for renewal. As stated on Page 5, the Agreement shall remain in effect for five years after the date a party executes the Agreement. Your agency's commitment to the agreement expires 9/30/2018.

The mutual aid agreement:

- Enables public works agencies to support each other during an emergency.
- Provides the mechanism for immediate response to the Requesting Agency when the Responding Agency determines it can provide the needed resources and expertise.
- Sets up the documentation needed to seek maximum reimbursement possible from federal agencies.

Public works agencies in Oregon may sign the agreement or cancel their participation as they wish. The Oregon Department of Transportation (ODOT) maintains the list of all parties to the agreement and sends an updated list to all agencies whenever an agency is added to or removed from the list. Any agency may cancel its participation by giving written notice. The list of current members and guidelines on the ODOT Maintenance and Operations Branch web page at

<http://www.oregon.gov/ODOT/HWY/OOM/ERP/pwma.shtml>

To renew your agency's participation in the agreement, send the completed signature page to:

Greg Ek-Collins
ODOT Maintenance and Operations Branch
455 Airport Road, SE Bldg. K
Salem, OR 97301
Fax: (503) 986-3055

If you have any questions about the agreement, please call Greg Ek-Collins, ODOT Statewide Emergency Operations Manager, at (503) 986-3020.

Sincerely,

Luci Moore
State Maintenance Engineer

OREGON PUBLIC WORKS EMERGENCY RESPONSE
COOPERATIVE ASSISTANCE AGREEMENT

THIS AGREEMENT is between the government agencies (local, county, or state) that have executed the Agreement, as indicated by the signatures at the end of this document.

WITNESSETH:

WHEREAS, parties to this agreement are responsible for the construction and maintenance of public facilities such as street, road, highway, sewer, water, and related systems during routine and emergency conditions; and

WHEREAS, each of the parties owns and maintains equipment, and employs personnel who are trained to provide service in the construction and maintenance of street, road, highway, sewer, water, and related systems and other support;

WHEREAS, in the event of a major emergency or disaster as defined in ORS 40 1.025 (5), the parties who have executed this Agreement may need assistance to provide supplemental personnel, equipment, or other support; and

WHEREAS, the parties have the necessary personnel and equipment to provide such services in the event of an emergency; and

WHEREAS, it is necessary and desirable that this Agreement be executed for the exchange of mutual assistance, with the intent to supplement not supplant agency personnel;

WHEREAS, an Agreement would help provide documentation needed to seek the maximum reimbursement possible from appropriate federal agencies during emergencies;

WHEREAS, ORS Chapter 402.010 provides for Cooperative Assistance Agreement among public and private agencies for reciprocal emergency aid and resources; and

WHEREAS, ORS Chapter 190 provides for intergovernmental agreements and the apportionment among the parties of the responsibility for providing funds to pay for expenses incurred in the performance of the agreed upon functions or activities;

NOW THEREFORE, the parties agree as follows:

1. Request

If confronted with an emergency situation requiring personnel, equipment or material not available to it, the requesting party (Requestor) may request assistance from any of the other parties who have executed this Agreement.

2. Response

Upon receipt of such request, the party receiving the request (Responder) shall immediately take the following action:

- A. Determine whether it has the personnel, equipment, or material available to respond to the request.
- B. Determine what available personnel and equipment should be dispatched and/or what material should be supplied.
- C. Dispatch available and appropriate personnel and equipment to the location designated by the Requestor.
- D. Provide appropriate access to the available material.
- E. Advise the Requestor immediately in the event all or some of the requested personnel, equipment, or material is not available.

NOTE: It is understood that the integrity of dedicated funds needs to be protected. Therefore, agencies funded with road funds are limited to providing services for road activities, sewer funds are limited to providing services for sewer activities and so on.

3. Incident Commander

The Incident Commander of the emergency shall be designated by the Requestor, and shall be in overall command of the operations under whom the personnel and equipment of the Responder shall serve. The personnel and equipment of the Responder shall be under the immediate control of a supervisor of the Responder. If the Incident Commander specifically requests a supervisor of the Responder to assume command, the Incident Commander shall not, by relinquishing command, relieve the Requestor of responsibility for the incident.

4. Documentation

Documentation of hours worked, and equipment or materials used or provided will be maintained on a shift by shift basis by the Responder, and provided to the Requestor as needed.

5. Release of Personnel and Equipment

All personnel, equipment, and unused material provided under this Agreement shall be returned to the Responder upon release by the Requestor, or on demand by the Responder.

6. Compensation

It is hereby understood that the Responder will be reimbursed (e.g. labor, equipment, materials and other related expenses as applicable, including loss or damage to equipment) at its adopted usual and customary rates. Compensation may include:

- A. Compensation for workers at the Responder's current pay structure, including call back, overtime, and benefits.
- B. Compensation for equipment at Responder's established rental rate.
- C. Compensation for materials, at Responder's cost. Materials may be replaced at Requestor's discretion in lieu of cash payment upon approval by the Responder for such replacement.
- D. Without prejudice to a Responder's right to indemnification under Section 7.A. herein, compensation for damages to equipment occurring during the emergency incident shall be paid by the Requestor, subject to the following limitations:
 - 1) Maximum liability shall not **exceed** the cost of repair or cost of replacement, whichever is less.
 - 2) No compensation will be paid for equipment damage or loss attributable to natural disasters or acts of God not related to the emergency incident.
 - 3) To the extent of any payment under this section, Requestor will have the right of subrogation for all claims against parties other than parties to this agreement who may be responsible in whole or in part for damage to the equipment.

- 4) Requestor shall not be liable for damage caused by the neglect of the Responder's operators.

Within 30 days after presentation of bills by Responder entitled to compensation under this section, Requestor will either pay or make mutually acceptable arrangements for payment.

7. Indemnification

This provision applies to all parties only when a Requestor requests and a Responder provides personnel, equipment, or material under the terms of this Agreement. A Responder's act of withdrawing personnel, equipment, or material provided is not considered a party's activity under this Agreement for purposes of this provision.

To the extent permitted by Article XI of the Oregon Constitution and by the Oregon Tort Claims Act, each party shall indemnify, within the limits of the Tort Claims Act, the other parties against liability for damage to life or property arising from the indemnifying party's own activities under this Agreement, provided that a party will not be required to indemnify another party for any such liability arising out of the wrongful acts of employees or agents of that other party.

8. Workers Compensation Withholdings and Employer Liability

Each party shall remain fully responsible as employer for all taxes, assessments, fees, premiums, wages, withholdings, workers compensation and other direct and indirect compensation, benefits, and related obligations with respect to its own employees. Likewise, each party shall insure, self-insure, or both, its own employees as required by Oregon Revised Statutes.

9. Pre-Incident Plans

The parties may develop pre-incident plans for the type and locations of problem areas where emergency assistance may be needed, the types of personnel and equipment to be dispatched, and the training to be conducted to ensure efficient operations. Such plans shall take into consideration the proper protection by the Responder of its own geographical area.

10. The Agreement

- A. It is understood that all parties may not execute this Agreement at the same time. It is the intention of the parties that any governmental entity in the State of Oregon may enter into this Agreement and that all parties who execute this Agreement will be

considered to be equal parties to the Agreement. The individual parties to this Agreement may be "Requestor" or "Responder's" as referred to in Section 1. and 2. above, to all others who have entered this Agreement.

- B. The Oregon Department of Transportation (ODOT) Maintenance and Operations Branch shall maintain the master copy of this Agreement, including a list of all those governmental entities that have executed this Cooperative Assistance Agreement. ODOT will make the list of participants available to any entity that has signed the Agreement. Whenever an entity executes the agreement, ODOT shall notify all others who have executed the Agreement of the new participant. Except as specifically provided in this paragraph, ODOT has no obligations to give notice nor does it have any other or additional obligations than any other party.
- C. This Agreement shall be effective upon approval by two or more parties and shall remain in effect as to a specific party for five years after the date that party executes this Agreement unless sooner terminated as provided in this paragraph. Any party may terminate its participation in this Agreement prior to expiration as follows:
 - 1) Written notice of intent to terminate this Agreement must be given to all other parties on the master list of parties at least 30 days prior to termination date. This notice shall automatically terminate the Agreement as to the terminating party on the date set out in the notice unless rescinded by that party in writing prior to that date.
 - 2) Termination will not affect a party's obligations for payment arising prior to the termination of this Agreement.

11. Non-exclusive

This Agreement is not intended to be exclusive among the parties. Any party may enter into separate cooperative assistance or mutual aid agreements with any other entity. No such separate Agreement shall terminate any responsibility under this Agreement.

12. Parties to This Agreement

Participants in this Agreement are indicated on the following pages, one party per page.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement for Public Works Cooperative Assistance to be executed by duly authorized representatives as of the date of their signatures.

STATE OF OREGON
DEPARTMENT OF TRANSPORTATION



April 27, 2016

Luci Moore
Statewide Maintenance Engineer

Date

IN WITNESS WHEREOF, the parties hereto have caused this Agreement for Public Works Cooperative Assistance to be executed by duly authorized representatives as of the date of their signatures.

City of Gladstone
Agency

Clackamas County
County, Oregon

Jim Whynot
Authorized Representative

11/11/18
Date

Designated Primary Contact:		
<u>Office:</u>	<u>Contact:</u>	<u>Phone Number:</u>
<u>503-656-7957</u>	<u>Jim Whynot</u>	<u>503-656-7957</u>
Emergency 24 Hour Phone Number:		Fax Number:
<u>503-656-7957</u>		_____
E-mail address (if available):		
<u>whynot@ci.gladstone.or.us</u>		



REGULAR AGENDA

City of Gladstone Staff Report

Report Date : November 7, 2018
Meeting Date : November 13, 2018
To : City Council
From : Melissa Ahrens, Senior Planner

AGENDA ITEM:

Ordinance 1482 – Amending Title 17 of the Gladstone Municipal Code (GMC) – Temporary Structures. Proposed Legislative Text Amendment, file Z0244-18.

History/Background:

This draft proposal no longer resembles the original draft. The initial draft of the membrane structures ordinance was drafted to address a very specific complaint related to tarp garages, or structures where the roof and walls were composed of some sort of cloth type material which quickly fall into a state of disrepair and are unsightly. The current draft has evolved to cover much more than that.

At the May 15th 2018 Planning Commission Meeting, the Gladstone Police Department Community Service Officers presented nuisance Municipal Code change proposals that were developed based on community feedback originating in 2016. Only some of the identified nuisance issues were appropriate to be addressed in the zoning title of the Municipal Code. Specifically, setbacks for temporary structures such as membrane structures in the front yard areas of private properties were identified as a nuisance within the City. City police department staff explained that often these temporary structures ended up permanently occupying the designated front yard areas of properties and were used to store accumulated personal objects, trash and junk, which led to other associated nuisance issues. Based off of the discussion at this City Council meeting, City Planning staff refined the proposed text amendments to Chapter 17.06 (Definitions) and section 17.44.020 (Building Siting and Design; General Standards) to address setbacks for temporary structures, as well as to Section 17.98.010 (Enforcement Measures) to streamline general enforcement procedures for Title 17 violations. The refined draft Code changes were then presented to the Planning Commission at the June 19th 2018 Planning Commission meeting, where the Planning Commission made some additional suggested edits and then recommended that the Draft text amendments be approved by the City Council. Specifically the following clarifications regarding the suggested Code updates were discussed at the June Planning Commission meeting:

- The suggested definition of membrane structures does not include greenhouses or weatherproofing of a vehicle, boat, or other individual item, etc
- Temporary structures for current activities such as lemonade stands, mechanical repairs, shade covers for gardening etc. can be stored anywhere on a property temporarily for up to 10 days
- Membrane structures would need to meet the required accessory structure setback currently in the Zoning code

The Planning Commission recommended that the City Council weigh in on the definition of temporary structures and whether or not it should include all temporary structures or just ‘membrane structures’. Additionally, the Planning Commission recommended that the City Council address time limits on the

placement of temporary structures. Subsequently, an updated draft code amendment was presented to the City Council at the August 28, 2018 meeting. After a brief presentation by City Planning Staff and a discussion by City Council members, the Council voted to in favor of the proposed code text amendments, with modifications to the proposed new definition to address all temporary structures and not just membrane structures. The proposed text amendments, with the City Council's recommended modifications, went before the Planning Commission on October 16th, where they formally recommended approval of the proposed changes, with the following modifications:

- Addition of a 5ft. setback reduction for temporary structure located on corner lots
- Increase in the amount of time 'current activities' can occur
- Modifications to the enforcement section to specify that the fine amount is applied per offense

Proposal:

Gladstone Municipal Code (GMC) Zoning Title text amendments to include changes to GMC Chapters 17.06 (Definitions), 17.10.050(6), 17.12.050(7), and 17.14.050(7) (Residential Zoning districts R.5, R7.2 and MR), and 17.98.010 (Enforcement Measures). Proposed amendments will allow membrane and other temporary structures within the City, however, Zoning Title text changes are proposed to ensure that temporary structures meet setback requirements of the applicable zoning district and other building and siting criteria if they are to be used on a property for longer than 15 days. Other text changes are proposed to streamline the City process for enforcing Title 17 of the GMC. **Proposed text changes would be applicable citywide.**

Proposed Zoning Text Change Adoption Standards:

Chapter 17.94 and 17.68 of Title 17 of the Gladstone Municipal Code. **The Planning Commission has made a recommendation only on this item; final action will be taken by the City Council**

SUMMARY OF PROPOSED ZONING CODE TEXT CHANGES

The proposed Municipal Code Title 17 zoning text changes would continue to allow membrane structures and other temporary structures within the City. However, zoning text changes are proposed to ensure that temporary structures meet the same setback requirements as permanent structures within the applicable zoning districts, with certain exceptions built in for current activities that include placement of a temporary structure in a front yard setback for no longer than 15 days. The requirements would also apply to existing membrane structures, so code enforcement could require the removal/relocation of pre-existing membrane structures that do not meet the new code requirements.

Additionally, based on feedback with the City Police Department/Code Enforcement officer, text amendments to the existing Title 17.98 Enforcement measures chapter are proposed to improve the enforcement efficiency of Title 17 land use/zoning violations within the City. The proposed amendments would make Title 17 violation procedures more consistent with enforcement procedures for all other City Municipal Code violations and improve Code congruity.

All the proposed text changes have been previously approved in draft form by the Planning Commission and City Council at public meetings in 2018. Required public notice was provided via newspaper notification published on 9/26/18 and 10/31/2018. Required notice was also provided to the Department of Land Conservation and Development (DLCD) and Metro.

The proposed changes are now before the City Council for final adoption.

A. ZONING TEXT AMENDMENT CONSISTENCY FINDINGS

1. The proposed text amendments are legislative. Chapter 17.68 of the ZDO establishes procedural requirements for legislative amendments, which have been or are being followed in this case. However, the ZDO contains no specific review criteria that must be applied when considering an amendment to the text of the ZDO or the Plan. The Planning Commission's role is to arrive at a recommendation to forward to the City Council. The Council will make final decision.
2. Chapter 10 of the Comprehensive Plan, Plan Evaluation and Update, contains procedural standards for plan amendments, and requires the Plan and ZDO be consistent with changing conditions. The process followed for Z0244-18 is compliant with these standards. Specifically, notice was mailed to the Department of Land Conservation and Development pursuant to ORS 197.610 and advertised public hearings are scheduled before the Planning Commission and the City Council to consider the proposed amendments. The proposed zoning amendments would not require any Comprehensive Plan amendments to ensure consistency and, as proposed, the text amendments are consistent with all components of the Comprehensive Plan, thereby complying with the requirement that the ZDO be consistent with the Plan. The Statewide Planning Goals and Guidelines and the Urban Growth Management Functional Plan are addressed below.

3. Statewide Planning Goals and Guidelines

- a. Goal 1. Citizen Involvement. The text amendment does not propose to change the structure of the county's citizen involvement program. Notice of the Planning Commission and City Council hearings was published in the newspaper as required by code.
- b. Goal 2. Land Use Planning. Not applicable because the text amendment does not propose to change the City's land use planning process. The City will continue to have a comprehensive land use plan and implementing regulations that are consistent with the plan. No exceptions from the Goals are required.
- c. Goal 3. Agricultural Lands. Not applicable because Gladstone is within the Urban Growth Boundary and is an urban built out City.
- d. Goal 4. Forest Lands. Not applicable because Gladstone is within the Urban Growth Boundary and is an urban built out City.
- e. Goal 5. Open Spaces, Scenic and Historic Areas, and Natural Resources. Not applicable because the text amendment does not propose to change the City's Plan or implementing regulations regarding Open Spaces, Scenic and Historic Areas, and Natural Resources.
- f. Goal 6. Air, Water and Land Resources Quality. Not applicable because the text amendment does not propose to change the City's Plan or implementing regulations regarding Air, Water and Land Resources Quality.
- g. Goal 7. Areas Subject to Natural Disasters and Hazards. Not applicable because the text amendment does not propose to change the City's Plan or implementing regulations regarding natural disasters and hazards.

- h. Goal 8. Recreational Needs. Not applicable because the text amendment does not propose to change the City's Plan or implementing regulations regarding recreational needs.
- i. Goal 9. Economy of the State. Not applicable because the text amendment does not propose to change the City's Plan or implementing regulations regarding the economy of the state.
- j. Goal 10. Housing. Not applicable because the text amendment does not propose to change the City's Plan or implementing regulations regarding housing.
- k. Goal 11. Public Facilities and Services. Not applicable because the text amendment does not propose to change the City's Plan or implementing regulations regarding public facilities and services.
- l. Goal 12. Transportation. Not applicable because the text amendment does not propose to change the City's Plan or implementing regulations regarding transportation.
- m. Goal 13. Energy Conservation. Not applicable because the text amendment does not propose to change the City's Plan or implementing regulations regarding energy conservation.
- n. Goal 14. Urbanization. Not applicable because the text amendment does not propose to change the City's Plan or implementing regulations regarding urbanization.
- o. Goal 15. Willamette River Greenway. Not applicable because the text amendment does not propose to change the City's Plan or implementing regulations regarding the Willamette River Greenway.

The Department of Land Conservation and Development (DLCD) was notified of this proposal, but no response has been received.

4. Urban Growth Management Functional Plan

- a. Title 1. Requirements for Housing and Employment Accommodation. Not applicable because the proposed text amendment would not decrease the amount of land zoned for residential or commercial/industrial use, affect design type boundaries, alter permitted densities or prohibit accessory dwelling units.
- c. Title 3. Water Quality and Flood Management. Not applicable because the proposed text amendment would not change the City's Plan or implementing regulations regarding Water Quality and Flood Management.
- d. Title 4. Industrial and Other Employment Areas. Not applicable because the proposed text amendment would not change the City's Plan or implementing regulations concerning designation of industrial and other employment areas, minimum lot sizes in these areas, or permitted uses in these areas.
- f. Title 6. Central City, Regional Centers, Town Centers and Station Communities. Not applicable.
- g. Title 7. Housing Choice. Not applicable because the proposed text amendment would not change the City's Plan or implementing regulations concerning housing choice.

- h. Title 8. Compliance Procedures. Not applicable. This Title is administrative and relates to Metro’s process for ensuring local governments comply with the Functional Plan.
- j. Title 10. Functional Plan Definitions. Not applicable. This Title contains definitions only.
- l. Title 11. Planning for New Urban Areas. Not applicable because the proposed text amendment would not change the City’s Plan or implementing regulations concerning planning for new urban areas.
- m. Title 12. Protection of Residential Neighborhoods. Not applicable because the proposed text amendment would not change the City’s Plan or implementing regulations concerning residential density, designation of neighborhood centers or access to parks and schools.
- n. Title 13. Nature in Neighborhoods. Not applicable because the proposed text amendment would not change the City’s Plan or implementing regulations concerning residential density, designation of neighborhood centers or access to parks and schools..

Metro was notified of this proposal via email and no response has been received.

Options:

- The City could decide not to approve the recommended Ordinance 1482 – Amending Title 17 of the Gladstone Municipal Code (GMC) – Temporary Structures.
- The City could choose to approve the recommended Ordinance 1482 – Amending Title 17 of the Gladstone Municipal Code (GMC) – Temporary Structures.

Cost Impact: None

Recommended Staff Action:

Staff recommends Council adopt the Planning Commission’s recommendation of approval for file Z0244-18 by making the following motion:

“I make a motion to approve the Planning Commission’s recommendation of approval for file Z0244-18 including approving Ordinance 1482 – Amending Text Amendments to Title 17 of the Gladstone Municipal Code regarding Temporary Structures.

 Department Head
 Signature:
 Date:



 City Administrator
 Signature:
 Date:

ORDINANCE NO. 1482
CITY OF GLADSTONE, OREGON

An Ordinance Amending Chapter 17 of the Gladstone Municipal Code Pertaining to Temporary Structures, and Reaffirming all Remaining Provisions of the Gladstone Municipal Code.

The City of Gladstone ordains as follows:

SECTION 1. Chapter 17.06, Definitions, of the Gladstone Municipal Code (GMC) is amended as shown in underline as follows:

17.06.537 Temporary Structures.

An area covered by a plastic, tarp, fabric, or metal membrane that is either attached to a rigid framework, natural feature or some other structure that is used for storage. It does not include greenhouses or weather proofing of a vehicle, boat, or other individual item by tarp or other type of covering as long as the covering is attached directly to and covers only the particular item.

SECTION 2 All remaining provisions of Chapter 17.06 of the Gladstone Municipal Code are reaffirmed in their entirety.

SECTION 3. Chapter 17.44.020, Building Siting and Design; General Standards, of the Gladstone Municipal Code is amended as shown in underline as follows:

(9) Temporary Structures. All temporary structures:

(a) Shall be located behind the front building line of the primary structure and shall meet the setback requirements for accessory structures of the underlying zoning district. On corner lots the streetside setback can be reduced to 5 ft.

(b) Exceptions to these standards may be made by the planning department for temporary storage of materials as long as the temporary structure is removed within fifteen days, is not erected for more than thirty days in one calendar year and is not seen as a nuisance to the city. Any temporary structures for current activities, such as lemonade stands, gardening, temporary mechanical repair, temporary storage, and other similar activities, would be subject to this same provision.

(c) This section shall apply to all temporary structures in place before, on, or after the effective date of this section.

(d) Any temporary structure will be secured per manufacturer's instructions for proper anchoring.

SECTION 4 All remaining provisions of Chapter 17.44 of the Gladstone Municipal Code are reaffirmed in their entirety.

SECTION 5. Chapter 17.98.010 of the Gladstone Municipal Code is amended as shown in underline as follows:

17.98.010 Enforcement measures.

- (1) The city may take action it deems necessary to enforce the provisions of this title, including the institution of injunction, mandamus, abatement citing to Municipal Court or similar proceedings to prevent, enjoining temporarily or permanently abate, or remove the unlawful location, construction maintenance, repair, alteration or use.
- (2) Violation of any provision of Title 17 of this code or condition of approval shall be punished by a fine not to exceed five hundred dollars (\$500), per offense. The daily fine shall be determined based on the nature, extent, and duration of the violation pursuant to Chapter 1.08 of the GMC. In addition, the City Attorney, upon the request of the City Administrator, shall institute any necessary civil proceedings to enforce compliance with the terms of this section.
- (3) Each violation of a separate provision of this title shall constitute a separate offense and each day that violation of this title is committed or permitted to continue shall constitute a separate offense. The City Police Chief has the discretion to determine that Violations of Title 17 are civil infractions and are subject to Chapter 1.08 of the GMC.
- (4) Whenever the City Administrator has determined, based on substantial evidence, that real property has been developed in violation of this Title, the City Administrator, in conjunction with the City Police Chief, may cause a violation notification letter to be mailed by regular and certified mail to the owner of the real property at issue, describing the real property, identifying the nature of the violation, naming the owners thereof, and stating that the violator shall provide evidence that the violation has been eliminated within business 30 days of the date of the violation notification letter. A daily fine will be assessed starting on the 31st day from the date of the violation notification letter unless:
 - (a) A response from the violator received by the City within 30 business days of the date of the violation notification letter provides ample evidence that the violation has been eliminated;
 - (b) A site visit by the City Police Chief demonstrates that the violation has been eliminated; or
 - (c) The City Administrator, in conjunction with the City Police Chief, determine that

there are no public health and safety issues resulting from the violation and there are extenuating circumstances that justify providing the violator additional time, in excess of 30 business days from the date of the violation letter, to abate the violation. The amount of additional time to be provided to the violator shall be determined in the City Administrator's sole discretion.

(5) When there is a violation of conditions attached to any land use permit approved pursuant to this Title, the City Administrator may initiate a public hearing before the Planning Commission for revocation of the land use approval, pursuant to section 17.94.100 of the GMC.

SECTION 6 All remaining provisions of Chapter 17.98 of the Gladstone Municipal Code are reaffirmed in their entirety.

This Ordinance adopted by the Common Council of the City of Gladstone City Council and approved by the Mayor this _____ day of _____, 2018.

ATTEST:

Tamara Stempel, Mayor

Tami Bannick, City Recorder

DRAFT

GLADSTONE PLANNING COMMISSION MEETING MINUTES of October 16, 2018

Meeting was called to order at approximately 6:30 P.M.

ROLL CALL:

Commissioner Natalie Smith, Commissioner Malachi de AElfweald, Commissioner Les Poole, Commissioner Libby Wentz, Commissioner Patrick Smith, Chairman Randy Rowlette

ABSENT:

Commissioner Andriel Langston

STAFF:

Tami Bannick, City Recorder; Melissa Ahrens, Planning Director; Code Enforcement Officer Sean Boyle

CONSENT AGENDA:

1. Approval of July 17, 2018 Meeting Minutes

2. Monthly Planning Report – September 2018

Commissioner de AElfweald made a motion to approve the Consent Agenda. Motion was seconded by Commissioner Natalie Smith. Motion passed unanimously.

Chair Rowlette said anyone can request a copy of the reports – they want everyone to understand what they're doing and why. Ms. Ahrens said they track the number of public calls they get, building permits, upcoming issues, etc. There has been a drop-off in the number because the construction season is slowing down. They will be kicking off the housing grant code audit – the City applied for a grant from DLCDC for an audit of the code to look at opportunities to improve/streamline it to allow for more housing development and residential development in the City. She explained that on the monopole upgrade they are only replacing/upgrading technology infrastructure on the pole – they are not increasing the height or the leased space on the ground. Commissioner Natalie Smith asked what the digging at Car Planets was for – Ms. Ahrens said they haven't been following up with the City about their submittal of a design review to retroactively approve/reconfigure their landscaping coverage amounts so it has been on her to-do list to look into that.

REGULAR AGENDA:

3. Public Hearing: File Z0244-18, Proposed Gladstone Municipal Code (GMC) Zoning Code Text Amendments to include changes to GMC Chapters 17.06 (Definitions), Proposed amendments will allow membrane and other temporary structures within the City, however, Zoning Title text changes are proposed to ensure that temporary structures meet the setback requirements of the applicable zoning district and other building and siting criteria if they are to be used on a property for longer than 10 days. Other text changes are proposed to streamline the City process for enforcing Title 17 of the GMC. Proposed text changes would be applicable citywide:

Chair Rowlette opened the public hearing and went over the procedures/rules for legislative hearings. He said that ex parte contact is not a concern in a legislative hearing because decision makers are seeking all the input they can get on issues in order to make reasonable decisions on the proposed

amendments. They will make a recommendation to the City Council on their findings and the Council will make a decision. Chair Rowlette asked if any member wished to disqualify themselves for any personal or financial interest in this matter – none did.

Ms. Ahrens gave some history on the proposed amendments. The changes would apply citywide to residential zoning districts only. She went over what the setbacks are – the proposed amendments would require that temporary structures meet the same setbacks as structures in the existing residential zoning districts. There would be no setback restrictions on temporary structures for current activities (no more than 10 days). There are text changes to the enforcement section of the existing zoning code that would streamline the process so it is consistent with the rest of the municipal code. They have not received any formal written or emailed comments since the public notices were provided in September.

Applicant Testimony:

Officer Boyle wanted to clarify that this all came from a town hall meeting approximately two years ago. The Police Department is supportive of the proposal but they are open to modifications. Most of the complaints they receive are regarding membrane structures in the front of residences. They have a “fix a ticket” option where if the violation is taken care of before the court date then there is just a \$25 fee. There was discussion regarding greenhouses/exemptions. Ms. Ahrens said that since greenhouses are not defined as temporary structures the setbacks would not apply to them.

Public Testimony:

Bill Osburn said that some public officials say that the more laws we have the higher our property values will be and that is not true. He said perhaps we should look at reducing taxes in Gladstone. He said he has yet to see overwhelming public support for this and other recent changes. He said at the 2016 town hall meeting there were 91 questions asked and three of them had to do with more ordinances on code compliance. There were more questions related to reducing property/utility taxes. He said that mandating the removal of structures from in front of homes does not improve the neighborhood, nor does covering the same vehicles with mismatched tarps. Tarps promote mold/mildew/green growth, get tattered quickly and will not protect people’s investments as well. He said there are already laws against storing garbage and junk under these membrane structures so that will not help this issue. He pointed out that this is the exception and not the norm. He said most of these structures are to protect people’s investments and covered storage is difficult and expensive. He said these laws are discriminatory in nature because they aren’t enforced against everyone – just those who have neighbors who are upset with their choices. He feels some people will use this as a weapon. He feels we need enforcement of current laws. He said this would limit farmers’ markets to 10 days. He feels this targets poorer people who can’t afford to build a nice garage. He said the fine is potentially \$500/day until the owner complies with any code changes. He feels that we have enough laws already if we enforce them. The only thing he supports would be a modification saying these membrane structures need to be properly anchored to the ground for safety reasons.

Clair Coy said they recently updated their home, including installing an RV pad which involved moving their preexisting fence line and losing approximately 400 sq. ft. of backyard. Giving up some backyard was one sacrifice they could make in order to maintain great visibility at the corner and keeping the parking of their RV aesthetically appealing. They are going to be putting up a metal structure to protect the RV from the elements – they cannot afford off-site storage. The structure would sit approximately 70 feet from the front street side of Glen Echo, however, they would not be meeting the side setback on the Dickerson side. Dickerson is not a through street. They would be parking where their backyard used to be. She has been working on a petition that would help aid Gladstone in being able to keep the current codes for temporary structures – she has approximately 70 signatures. She is certain that the people of Gladstone would be okay with some code changes after

talking with many of them, but many have concerns about not being able to be part of the decision. Therefore, if the codes are changed the people of Gladstone just want to be able to vote or to have a say on how it is written. She asked if it was possible to send these changes to the people for voting. Many people said they have not heard anything about these proposed changes. She shared some photos of tarps draped over RV's, properly protected RV's, and the changes made to her home. She feels that everyone should be afforded the option to protect their assets. She wants to ask for consideration of leeway for temporary structures, garages, carports, and accessory buildings at restricted corner lots when it comes to setbacks and building requirements on a case-by-case basis.

Chair Rowlette said there was a lot of discussion about temporary structures and what all they include. The City Council discussed that after the Planning Commission did, and they've had five public hearings on this so he is sorry if anyone missed them but they were well advertised.

Applicant Rebuttal:

Officer Boyle said that the feedback that they had been receiving was mostly regarding the temporary fabric structures, not metal structures. He said there was more than just the one town hall meeting where they obtained input from citizens. The direction from City Council came after that meeting. He said there were a larger number of complaints in years past, but as of late it's been periodic, perhaps 1 - 3/year.

Mr. Osburn said the frames are identical on membrane versus tension metal structures. He said he hasn't heard anyone speak in support of these changes. He said we need to find a more effective method to deliver these messages/information because the public is usually unaware of what's going on. Officer Boyle said that more often than not they are not the same structures when you're talking about tarps versus metal sheeting – most of the tarp tent-like structures are plastic PVC pipe. There was discussion regarding how the structures are anchored.

Commissioner Poole made a motion to close the public hearing. Motion was seconded by Commissioner Natalie Smith. Motion passed unanimously.

Discussion:

Commissioner Poole said the original concern was identified as a fabric/membrane structure and it was only recently that metal structures were added. He believes the metal structures are a completely different issue. He is a strong advocate for the 20 foot setback out front because he believes the view from the street does have an impact on property value. He feels there should be flexibility when it comes to side yards and the 20 feet from a street on a side street. He said this deals with residential areas – so a farmers' market downtown would not be effected. He feels we are overkilling on some things, but that we do need to do something.

Commissioner de AElfweald said there were two things driving this – aesthetics and safety. He said that regardless of what they do regarding aesthetics there are some aspects on the safety side that can be addressed. He feels that things like making sure that things are installed properly and safely are worthwhile for a code enforcement type issue and aesthetics are less worthwhile. There was discussion regarding the requirements for obtaining a building permit. Commissioner Wentz said that just because no one has come forward in support of this doesn't mean there aren't people out there who do. She realizes it's easier for most people to call Code Enforcement with an issue than contacting their neighbors directly.

Commissioner Patrick Smith said that the town hall meeting focus group that he was in identified code enforcement issues/problems with aesthetics in the neighborhood as the number one concern of citizens. He said that according to a certified financial planner the largest single asset most people

have is their home. A number of realtors have told him that a “shaggy” house in a neighborhood is going to cost you money when you go to sell your home. He feels we need to consider the property values of our fellow citizens as well as the personal rights of property owners – it has to be balanced out.

Commissioner Natalie Smith said it’s important that we all get along and that we are all able to be happy about our environment. Codes and ordinances are a tool in which we can uphold certain standards for everyone. The reasoning that came from the work session with the City Council was that for houses that didn’t have a garage it would have to comply with the same setbacks as a permanent fixture, as well as safety issues. She has issues with the side setbacks. Ms. Ahrens said there are clear vision standards that are already in the code that would apply to corner lots. There was further discussion regarding different scenarios/options/setbacks/accessory dwelling units. It was agreed that a side setback of 5 feet would make more sense than the 20 feet on a corner lot. There was further discussion regarding a variance for Ms. Coy’s situation.

Commissioner Patrick Smith made a motion to reopen the public hearing. Motion was seconded by Commissioner de AElfweald. Motion passed unanimously.

There was further discussion regarding Ms. Coy’s situation.

Mr. Osburn said that PVC structures are probably homemade and the anchoring systems are usually stakes or weights. He wants to make sure that everyone understands that these are temporary structures.

Commissioner Natalie Smith made a motion to close the public hearing. Motion was seconded by Commissioner Poole. Motion passed unanimously.

Discussion:

Commissioner Natalie Smith feels they need to find a resolution to the side setback issue and that they are not ready to vote on this. Chair Rowlette thinks this needs to be sent back to City Council because they need to look at the side setback issue and perhaps the idea of membrane structures being the flexible tarps as opposed to metal and maybe there needs to be two separate parts in the code. Officer Boyle feels there are two issues that need to be addressed – 1) what’s going to constitute a membrane structure or, 2) what are the setbacks going to be. Commissioner Natalie Smith feels there needs to be more definition to the metal structures. Commissioner Poole agreed. Commissioner Patrick Smith feels that in terms of aesthetics the metal structures don’t fall into the same category as membrane structures. There was discussion regarding requiring permits to put up metal structures. There was discussion regarding the 20 days/year limit for temporary structures. It was agreed to change the limit to 15 days at a time with a limit of 30 days/year total. Commissioner de AElfweald feels that the language on Page 10, #2 & #3 needs to be clear that the fine not to exceed is per offense. Everyone agreed to that. There was discussion regarding the definitions of different structures. Commissioner de AElfweald wants to know whether “attached” would qualify for something that is anchored. It was agreed to change 9 (a) to: Temporary structures shall be located behind the front building line of the primary structure and shall meet the setback requirements for accessory structures of the underlining zoning district. On corner lots the street side setback can be reduced to 5 feet. Commissioner de AElfweald said we need to add a section that says that variances can be done. Ms. Ahrens said she doesn’t see anything in the current code that would require it to be in a specific zoning section.

The following modifications were suggested: Under “temporary structures”, which would be placed into the discreet residential zoning districts, under “A” – Shall be located behind the front building

line of the primary structure and shall meet the setback requirements for accessory structures of the underlying zoning district. On corner lots the street side setback can be reduced to 5 feet. Under "B" it would say: Exceptions to these standards may be made by the Planning Department for temporary storage of materials as long as the temporary structure is removed within 15 days, is not erected for more than 30 days in one calendar year, and is not seen as a nuisance to the City. On page 10 of the agenda, under #2 of Section 17.98.010, Enforcement Measures – the language would be changed to read: Violation of any provision of Title 17 of this code or condition of approval shall be punished by a fine not to exceed \$500 per offense.

Commissioner Natalie Smith made a motion that we recommend these changes to the Gladstone City Council. Motion was seconded by Commissioner Wentz. Ms. Bannick took a roll call vote: Commissioner Natalie Smith – yes. Commissioner de AElfweald – no. Commissioner Poole – yes. Commissioner Wentz – yes. Commissioner Patrick Smith – yes. Chair Rowlette – yes. Motion passed (5 -1) (Commissioner de AElfweald with a no vote).

There was further discussion regarding Ms. Coy's property/structure/setbacks. Officer Boyle said that if these changes are approved a variance would be required.

BUSINESS FROM THE AUDIENCE:

Robert Clark said in 1993 the Planning Commission voted to give a portion of Bellevue Avenue to his parents, who owned the properties he showed on paper. The street was vacated and given to them. They have the property listed on their property. He believes the owner that was offered it back in 1993 did not accept it, has not put it on his tax lot, and is not paying taxes on it. He would like the City to consider, if that's the case, if they would give them the other 30 feet that they gave his neighbor. This would allow him enough room to make three 50 foot plus lots. The information was given to Ms. Ahrens. She said this is more of a tax question. She will look into it.

BUSINESS FROM THE COMMISSIONERS:

Commissioner Natalie Smith:

She noticed that there is more work being done on the home on Gloucester.

Chair Rowlette:

He wanted to poll the Commissioners to see what they think about some training. There was discussion. He asked Ms. Ahrens about the Olson Wetlands. She said she has never been contacted by Mr. Cutting and she hasn't seen a pre-application request. She said there is a project at River Glenn apartments – they are doing a large scale renovation to improve the livability of the property. Since they are within a water quality resource area overlay they are required to do a wetland delineation of the off-site Olson Wetland and that is with State Lands right now. The package should come before the Planning Commission in November.

ADJOURN:

Meeting adjourned at approximately 8:52 P.M.

Minutes approved by the Planning Commission this _____ day of _____, 2018.

Randy Rowlette, Chair

My name is Clair Coy. My husband John and I have raised our family here since they were born. Now, 16, 19, and 20. 2 in college and 1 left in high school. We bought our first home here in Gladstone in 2003 and still live in it.

This summer was spent doing much needed updates to the exterior on our 50's ranch. We did siding, windows, garage doors, and gutters. The final part of the project was a RV pad for our new RV. This involved moving our pre-existing fence line in line with our home and losing 400 sq ft of back yard in the process. We did this to accommodate being able to park our RV back far enough on property that it would be not only be behind the front line of the home, but also behind rear line of home.

Unfortunately, we are on a restricted corner lot, however giving up some back yard was one sacrifice we could make in order to maintain great visibility at the corner and also keeping the parking of the trailer aesthetically appealing, as it is very "tucked away" on the property when you look from the front.

We are going to put up a metal structure to protect our new RV from the elements. We cannot afford expensive offside covered storage, as I did call around and it was 350-500 per month. Our structure would be the metal roof and supporting legs and would sit back on the property approximately 70 feet from the front "street side" of Glen Echo and the intersection of Glen Echo and Dickerson. However, we would not be meeting the set back on street side of Dickerson. By the way, Dickerson is not a through street. It is a dead end and accessed only by the few local residents, therefore it isn't a traditional corner lot with high traffic. We would be parking where our back yard used to be and although we did consider putting the building up in our back yard, we knew this would look way less tacky and are trying hard to make sure it is something people want to look at, which is why we laid 25 yards of gravel and are putting a cover up that matches the house.

I have also spent the last few weeks on a petition that would help aid Gladstone in being able to keep the current codes for temporary structures. I have about 70 signatures and I know others are collecting them as well. I am certain that the people of Gladstone would be okay with some code changes after talking to many of them, but one thing that I did hear a lot was that they had concerns about not being able to be a part of the decision. Therefore, if codes are changed, the people of Gladstone just want to be able to vote or

to have a say on how it is written. Is it possible to send these changes to the people for voting? So many people claimed they had not heard anything about these proposed changes, which is concerning because there needs to be awareness. I don't know how the signatures on the petition are going to help my case or if it even does but I was willing to spend this time to help my town out because I love Gladstone and it has been very nice getting out and meeting everyone.

I heard from one elderly woman who is on Social Security only and cannot afford to fix her truck as it has a leak, so she has to have it parked under one of these temporary structures or it will be raining inside her truck. I heard from another man who lives in a very old home in Gladstone and there are many just like his that do not have garages, so he needs the "structure" to park under as well. I also spoke to a couple who has been protecting their RV from the elements right as it sits for the last 20 years.

These are some of the real life situations that I heard just by just getting out and asking the community what they thought, which is what the people of Gladstone would like the Council to do before moving this this topic on to finalization. Everyone was very welcoming and appreciative of me coming to talk to them.

I have included some photos. The first two are of an RV with tarps strapped all around and they are hanging to the ground because there is no secure way to strap a tarp to an RV and have it stay. You will see in the next photo that the same RV is rotting on one side due to not being protected properly. Here is where the people's concerns came into play. The proposed structure changes would still allow tarps and as far as cleaning up our town, the tarps staying would not be doing that. I have attached a couple more pictures with tarps draped over RV's. Not only do the tarps look bad, they trap water and become moldy when the unit is not allowed to breath as it should. The final photos are of our home so you can see what we have done. There is also one in there that was from inside the old back yard looking out so you can see more what it looked like before we moved the fence in.

I just want to properly protect my asset and keep it from the elements and from rotting. I have attached photos of properly protected RV's around town. The ones pictured are the metal ones but there are plenty of nice looking fabric ones out there as well. Living

near some pretty major state parks and water bodies here in Oregon, there are actually many more RV's being protected than you would think and everyone should be afforded the option to protect their assets.

It seems there is some gray area as to whether I am building a structure or a carport but whatever type it falls under, I purchased the building 8 weeks ago and have been on a wait list for it to be installed early November. The way that our home is positioned on our lot, the only possible place to build an accessory building, temporary structure, carport, or garage is either in the front yard or in the new found "side yard" that we obtained by moving our pre-existing fence line in.

I would like to ask the planning commission and council for a consideration of leeway for temporary structures, garages, carports, and accessory buildings at restricted corner lots when it comes to setbacks and building requirements on a case by case basis, of course. These requirements are much more restricted at corner lots than regular lots however, not all corner lot situations are the same and should be looked at, individually.

Thankyou for your time and consideration.

A handwritten signature in black ink that reads "Clair Coy". The signature is written in a cursive style with a long, sweeping underline that extends to the right.

Clair Coy

503-679-6644

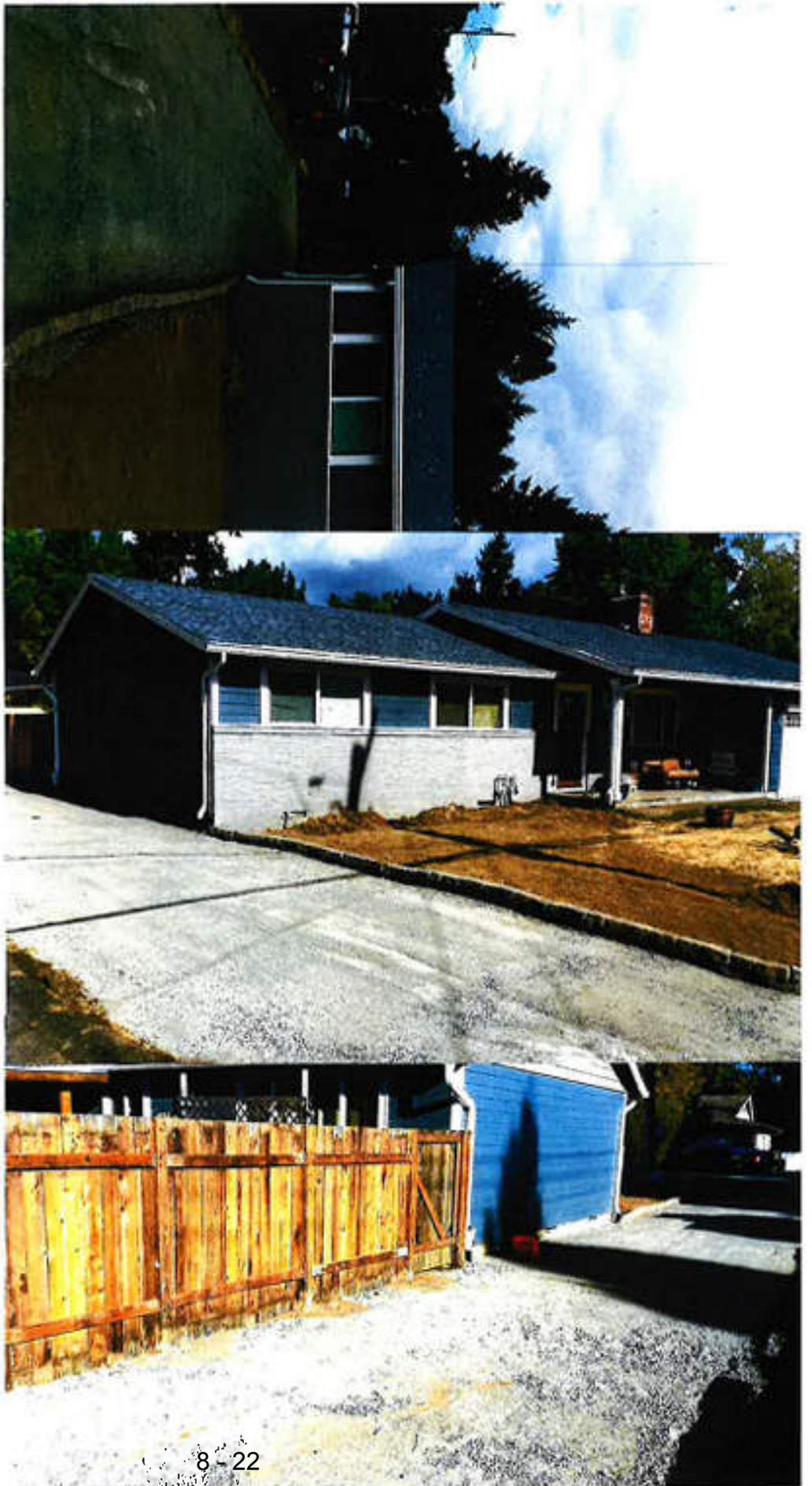
















Laws don't increase property values

While some of the elected officials would have you believe the more laws we have the better our property values will be, that simply is not true. When I researched what increase our home values a mountain of unnecessary laws was not on the top ten list. I didn't see it on the list at all. Property values are based on a number of issues. Obviously if a whole neighborhood is run down and trashed it will negatively affect property values. High taxes will denture people from buying in certain areas, it almost did my family. Perhaps we should look into reducing taxes in Gladstone.

Overwhelming community support

While it's been said that there's overwhelming community support for this along with other recent changes, I've yet to see it. I have seen opposition to most. The 2016 town hall is cited as the place where this overwhelming support for more laws originated. I was that at that meeting. I also went through the 91 questions asked by residents there. I believe it was two or three questions leaning towards more ordinances. There were more questions about reducing property and utility taxes. I'm sure our local governmental people will be working on that request real soon.

Mandating the removal of structures from in front of the home does not improve the neighborhood. Covering the same vehicles with mismatched tarps will not improve the view either. Tarps get tattered quickly and will not protect people's investments as good. They promote mold, mildew, and that nasty green growth and are more of an eyesore than a nice membrane structure.

We keep hearing about how people are storing garbage and other junk under these membrane structures. There are already laws against that so this will not help that issue. I would also point out that this is the exception not the norm. I have also heard the argument that some of these are tattered and run down, again the exception. Most of these structures go to protect people's investments. RV's, boats, cars, and other items. We think of the rain most when we picture Oregon weather but the sun is the biggest destroyer of expensive vehicles. After cracking the sealant the rain then sneaks in and can damage the inside of people's investments. Finding covered storage is difficult and expensive, even uncovered storage starts out around 100 dollars a month.

These laws are also discriminatory in nature because they aren't enforced against everyone, just those who have neighbors who are upset with their choices. How many neighbors will use this as a weapon to wield against "those people." I have been on the receiving end of this type of action, if I hadn't I would probably have never met any of you.

While I have been here speaking out against most of these unnecessary and intrusive laws, the complaints that have driven the laws still remain. What we need is enforcement of current laws and stop taking property owners rights away as we try to turn our whole little city into a big HOA while making it more and more inhospitable for most of the current residents.

Thank you

Bill Osburn

City of Gladstone Staff Report

Report Date : November 7, 2018
Meeting Date : November 13, 2018
To : City Council
From : Jacque M. Betz, City Administrator

AGENDA ITEM:

Approve a resolution amending Exhibit "A" to Resolution No. 1092 by revising the *Solid Waste Rate Structure Schedule*.

History/Background:

On September 13th and 27, 2016 the City council approved Ordinance No. 1469, an ordinance pertaining to the exclusive franchise for Gladstone disposal Company adding a five percent (5%) right of way use fee. In reviewing franchise agreements with waste haulers and other entities at that time, Gladstone was one of the only other cities in the region that did not receive adequate compensation for solid waste provider's use of the Right of Way (ROW).

In 2016, it was not a solid waste rate increase request by Gladstone Disposal, but rather a rate adjustment to comply with the Council's adopted Ordinance 1469. This ordinance compensates Gladstone equitably with other cities in the region. To offset the 5% increase the council discussed the option of lowering residential rates while increasing the commercial rate. In addition, the Council also approved Resolution No. 1092, which amended the Exhibit "A" of the revised rate schedule, which went into effect on January 1, 2017.

Proposal:

In September of 2018, the City's Franchise, Gladstone Disposal Company, Inc. submitted a rate adjustment proposal with rationale for the rate increase (Attachment 1).

Attachment 2 is a summary of comparative rates in Clackamas County.

Gladstone Disposal also submitted information relating to the Franchisee's costs and revenues, including the costs of performing the service, rates charged in other cities for similar service, local wage scales and benefit costs, cost of disposal fees, additional costs resulting from recycling. Because 63% of the increase is due to the change in recycling markets, information regarding the causes of disruption is also included in your packet.

Options:

- The City could decide not to approve the rate adjustment
- The City could choose to approve a modified rate adjustment

Cost Impact:

Attachment 3 is the summary of proposed rate adjustment impacts.

Recommended Staff Action:

Staff recommends Council approval by making the following motion:

“I make a motion to approve Resolution 1147 amending Exhibit “A” to Resolution No. 1092 by revising the *Solid Waste Rate Structure Schedule*.

Department Head
Signature:
Date:



City Administrator
Signature:
Date:

ATTACHMENT "1"

Gladstone Disposal Company
P. O. Box 1838
Oregon City, OR 97045
503.656.9426
fax: 503.656.0320
www.gladstonedisposalco.com



GLADSTONE
DISPOSAL
Company, Inc.

November 2, 2018

Ms Jacque Betz, City Administrator
City of Gladstone
525 Portland Avenue
Gladstone, OR 97027

Re: Gladstone Disposal Company
Rate Adjustment

Dear Ms Betz,

We are honored to have provided solid waste services to the City of Gladstone for many years and look forward to providing services in the years ahead. Our service goal has been and will continue to be, to provide the highest level and efficient collection service available in the industry. We have automated lift collection vehicles and provide trash, recycling and yard debris residential collection; trash and recycling commercial collection; and drop box service.

Clackamas County reviews the financial results of each franchisee in the County. They contract with an outside consulting group specializing in solid waste financial analysis to perform an analysis of the data submitted. Expenses are adjusted to eliminate costs that are allowed for tax purposes, but not allowed for determining collection fees. The County's policy is to measure the health of the solid waste collection system within a range of 8-12% return on revenues. For 2017 the county collection system was within the range although in September of 2017 China stopped buying recycled material from the United States (Attachment A). This caused a complete change in the world market pricing. As such County staff requested a substantial unprecedented increase (\$2.80 on a 35gal cart). This is a quote from the staff report.

"The immediate effect on the County's collection system has been an increase in processing costs beginning in September 2017, reaching 375-400% above the cost reflected in our current fees. Costs are expected to remain at this level for the time being. Typically cost increases are gradual enough to absorb them in each review of the prior 12 months of the costs. These recent costs are unanticipated and rose quickly. Although our collection companies have limited ability to 'shop' for the best processing price, MRFs have increased costs across the board or restricted access, to varying degrees. Thus, collectors face a large gap between their costs and existing revenue from fees."

At this time we are requesting a rate adjustment. The recycling change represents 63% of the rate adjustment. Since our last rate adjustment in 2013, solid waste disposal has increased by \$4.12/ton

with the solid waste change representing 24% of the rate adjustment. Inflation coverage represents the remaining 13% of the adjustment.

We are providing a comparison of the rates in the surrounding County cities and Urban County inside the Urban Growth Boundary.

Thank you for your consideration of this rate adjustment.

Very Truly Yours,

Gladstone Disposal Company



Recycling Market Changes Cause Disruptions in Oregon

By Peter Spendelow, Waste Reduction Specialist, and Julie Miller, Materials Management Communications Specialist, Oregon Department of Environmental Quality

For several years, Oregon and the rest of the world have relied on China to take much of the recyclable paper and plastics generated by residents and businesses. In 2016, more than one-quarter of all paper collected for recycling in the United States was exported to China. In January 2018, that changed when the Chinese government banned the import of certain plastic and paper grades and set stringent quality standards on what they would accept. Suddenly, processors had to slow down their sort lines, in an effort to reduce contamination, so they could sell their material to other manufacturers. This left piles of material with nowhere to go. While China's ban had worldwide effects, Oregon was hit especially hard and has attracted worldwide media attention as one of the first states to feel the brunt of the import restrictions.

Why Has This Happened?

For years, Oregon's recycling has gotten dirtier, a term the industry calls "contamination." Contamination happens when things enter the recycling stream that don't belong there, such as plastic bags or dirty food containers. These contaminants can ruin clean materials around them, and can often slip

through the mechanical sorting at processing facilities. As a result, they end up baled in materials that are sold to manufacturers, creating extra expense for the manufacturers, or damaging the products they produce.

In the past, most of Oregon's recycled paper stayed local, using a regional paper mill that only accepted high quality paper. Due to increasing contamination and the decline in newsprint production and newspaper circulation, Oregon's newsprint mills closed down in 2015. Until now, Chinese markets had a large appetite for recyclables, and were willing to buy contaminated paper from Oregon and the rest of the world. The costs to transport recyclables to China was also very low. With so many ships reaching our shores to unload goods, it was cheap to transport our recyclable materials to China on freight ships that would have otherwise returned to China empty.

Although China's paper mills and plastics recyclers were willing to accept contaminated material, the mismanagement of those contaminants and the perception that China was becoming the world's dumping ground led the Chinese government to: restrict the garbage entering their country; improve their environment; and help build China's internal

“ From September 2017 through June 2018, nearly 11,500 tons of recyclable materials collected in Oregon have been disposed because either the collector could not find a recycler willing and able to accept that material, or the cost of recycling that material was so high that it no longer met Oregon’s legal definition of ‘recyclable material.’ ”



recycling infrastructure. The result was a series of actions, collectively called “National Sword,” culminating in the import restrictions and bans in January 2018. The ban cut off all post-consumer plastics and placed a contamination standard at 0.5 percent. United States contamination levels in paper bales often exceeded 10 percent, and even with enhanced efforts, it is difficult for commingled recycling processing facilities to produce bales with less than 2 percent contamination. This sent shock waves through the system, and by October 2017, the Department of Environmental Quality (DEQ) was convening recycling stakeholder meetings with local governments, processors, haulers and other industry partners to discuss how to address these current challenges and work toward long-term solutions.

What’s the Impact?

China’s importation restrictions and bans have created substantial challenges to Oregon’s recycling systems, and communities across the state have responded differently. In some cases, cities have changed the material they collect, dropping materials that are more difficult to recycle, such as plastic tubs, pails, drink boxes and shredded paper. Many cities have had to increase garbage rates to cover the lost revenue and increased expenses incurred by their recycling collector. Recycling companies “used to get paid” by selling off recyclable materials, said Peter Spindelov, a policy analyst for the Department of Environmental Quality in Oregon. “Now they’re paying to have someone take it away.”

In some instances, materials collected for recycling have been disposed of in a landfill when recyclers have been unable to

find markets for their materials or the cost of recycling those materials was prohibitively expensive. From September 2017 through June 2018, nearly 11,500 tons of recyclable materials collected in Oregon have been disposed because either the collector could not find a recycler willing and able to accept that material, or the cost of recycling that material was so high that it no longer met Oregon’s legal definition of “recyclable material.” This disposal tonnage is approximately 4 percent of the total commingled recycling collected during this time in Oregon, and less than 2 percent of all material recycled.

What is Oregon Doing?

In May, the DEQ launched a recycling steering committee to shift the conversation from short-term solutions to longer-term changes needed to strengthen Oregon’s recycling systems and to implement Oregon’s 2050 Vision for Materials Management in Oregon. The committee is comprised of 13 industry, local government and non-profit representatives. To identify what Oregon’s recycling systems should look like in the future, the group is researching how to identify materials for recycling, markets for those materials, processing technologies, structures and policy changes.

The current disruptions have also been a wake-up call for residents to reduce the amount of trash in what they place in recycling bins, and a reminder to focus on reduce and reuse prior to recycling.

More information about recycling market changes and DEQ’s response can be found on the agency’s recycling webpage at www.oregon.gov/deq/recycling.



Kristan Mitchell
Executive Director,
Oregon Refuse and
Recycling Association

Recycling Markets 101: What You Need to Know

Kristan Mitchell, executive director of the Oregon Refuse and Recycling Association, recently talked with *Local Focus* about the national impacts of China's decision to stop purchasing recycled materials from other countries, and why cities throughout Oregon will see major implications.

LF: Why has the Chinese market been so important for Oregon recyclables?

Mitchell: One of the misconceptions is that it's a U.S. or Oregon issue, but it's really a worldwide challenge. Until recently, China handled about 60 percent of the world's recyclables. When China changed its contamination standards, it effectively shut its doors to the entire world's market. The West Coast felt the impact more quickly, because up to 80 percent of West Coast recyclables went to China.

How did we get here? As China developed into a manufacturing powerhouse, producing 30 percent of the world's goods, it needed recyclable material to use as feedstock, and the supply and demand created a really efficient loop. China would send products to us, and then we could send recycling back in those empty shipping containers. Based on the need for material—China doesn't have domestic resources like forests or petroleum, nor did it have recycling collection and processing infrastructure—it was more willing to accept greater contamination in the recyclables than what was allowable in the remaining U.S. domestic markets. Now, finding markets to replace the Chinese market has been difficult and more expensive, too.

LF: Are there other markets available and, if so, what challenges exist to access those markets?

Mitchell: Other markets exist, but they cannot fill the hole created by the loss of China. Markets in Vietnam, Indonesia and India combined cannot offer the same capacity. They lack the shipping lanes and deep ports, and they don't have the same level of manufacturing coming here, so we don't have the same efficiency of routing.

Oregon processors have found markets, and that's important to remember—very little of what is collected for recycling is being thrown away. They are finding markets for some of the materials, but they are paying a lot more to deliver the materials to these markets. That's a huge concern for local government recycling collection programs because they have to make hard choices—increasing rates paid by their citizens for programs or modifying what is being collected, or both.

LF: What are some of the biggest changes you've seen at the local government level since China's ban went into effect?

Mitchell: It depends on where you are. Recycling is a global activity, but recycling and collection programs are very locally driven. In parts of Southern Oregon we've seen the biggest changes, and programs that have really shrunk in what they are accepting at the curb. Maybe they only take cardboard, newspaper, aluminum and tin cans, things like that, because they would have to pay more money to process other materials, and they aren't ready to take that step. They have chosen to accept materials they know can be marketed, and it's a mix that allows for efficient identification of contaminants.

We see a different response outside of the Portland region and different views of what programs should look like. In the Willamette Valley, Eugene, Salem and other communities have adopted a more limited acceptable recycling list and are working with the processors to define what products they can work with. In the Portland area, we have seen the fewest program changes, but consistent rate increases to cover the additional costs. That's a value that citizens are willing to pay for and local officials are willing to find ways to fund the programs.

LF: This has been a big wake-up call for many Oregonians. What are some of the most important messages the public should be aware of?

Mitchell: Pay attention to what goes in your recycling. One of the messages you hear is "recycle right." Make sure it's clean, make sure it's dry and make sure it's a product that is accepted. Many well-intentioned people think, "Oh, this is okay to recycle because it's got the three chasing arrows on it. I'll just recycle it." What they end up doing is making really expensive garbage because the processors have to pull that contamination out and that affects their ability to find a market for the good stuff.

Also, recycling is the last “R,” not the first one. You can be thoughtful about your consumption, “Reuse” the things you can, and “Reduce” the waste you create in the first place.

LF: It seems that many local governments have made adjustments to their programs to respond to this new reality in recycling.

Now that we have made it through the initial months of crisis adaptation, what do you think are the most important issues for local governments to be thinking about in the coming year?

Mitchell: We all share responsibility for these programs, and local governments have been great partners in this difficult time. I think cities should be thinking about what they want their programs to look like in the long run and what the acceptable markets are for them. We’re all working with the DEQ to talk about these issues and find an “Oregon solution.” I think we all need to be aware that changes will continue in the coming year. Recycling isn’t free and it never was. There are costs for recycling programs, and those costs are likely going to increase as we try to find different models for programs.

“ Cities should be thinking about what they want their programs to look like in the long run and what the acceptable markets are for them. ”

LF: The definition of “recycling” in Oregon statute is an economic one. Can you explain why this matters in terms of how the state and local governments are responding to the new recycling reality?

Mitchell: As defined by state law, a material is recyclable if it can be collected and sold for recycling at a net cost equal to or less than the cost of collection and disposal of the same material. This is the economic test, and it is important because it is the first

step that local government programs take when they assess their recycling collection programs. The market has changed so much that something that once was recyclable no longer is because it costs more to recycle it now than to throw it out.

State law requires programs to go through the economic test first, but if recycling fails the test it doesn’t mean the material has to be thrown away. It just means the law allows the material to be thrown away. At that point, it becomes a political test. Some jurisdictions will continue to pay higher costs to continue recycling collection programs because that’s what their citizens want; others will choose to change their programs to control costs. ■



Local Governments Adapt to New Realities in Recycling

By Melody Finnemore

China's decision to ban a variety of recyclable materials from being imported into its market has forced city leaders across Oregon to make some tough decisions about how to handle what is now a much narrower market for what materials can be recycled locally, the number of processors available to accept those materials, and the cost of processing them.

Several city officials recently spoke with *Local Focus* about their strategies for balancing these new realities with their respective community's attitudes toward recycling and responses to rising rates.

Ashland Increases Rates to Preserve Recycling Program with Franchise Partner

The city of Ashland has a franchise agreement with Recology, an integrated resource recovery company based in San Francisco. Jamie Rosenthal, waste zero specialist with Recology Ashland, said the impacts of China's ban on Ashland's recycling program include: a complete loss of revenue from depressed commodity prices; the addition of new costs to maintain recycling operations; higher processing costs for recyclers; and concerns from the community about the future of recycling.

"These impacts have influenced the decision to redirect our recyclable material to a new Recology-owned sort facility in Northern California," she said.

Last November, Recology presented the emerging situation in China and its potential impacts to the Ashland City Council. In December, city and Recology staff presented a draft resolution to establish a recycling surcharge to be applied to all Recology customer accounts. The surcharge addressed increased costs associated with maintaining recycling operations to ensure that recycled materials in Ashland were reaching recycling commodities markets in lieu of being disposed of at the regional landfill.

The city council unanimously approved the resolution, agreeing that a commitment to recycling aligned with Ashland's core values and policies, Rosenthal said.



The Ashland Recycling Center is an important part of the city's recycling program.

"As the market continues to change, I foresee further education and focus on reducing contamination in our community. None of us have a crystal ball, but we have a reasonable expectation that the market for recyclable material will eventually stabilize," she said. "We continue to remind our customers to double-check our list of what we are able to take and limit 'wishful recycling,' the act of putting something into a cart, simply hoping it can be recycled, but not really knowing for sure."

Eugene Launches Education Campaign, Public Outreach

Michael Wisth, Eugene's waste prevention and green building program manager, said his city works closely with Lane County, though the county acted first in making changes to the recycled materials it accepts and banned several varieties of plastics.

"Our haulers weren't having the same issues with the processor so we were able to accept plastics for a few months longer," he said.

However, being located farther from processors raises the cost and that eventually caught up with the city, forcing it to begin limiting the plastics it accepts last spring. Now, the city of Eugene only accepts plastic water bottles.

It can't go in the cart, so where should it go?

Contamination at the curb? What's the big deal? **Recycling works best when done properly.** Let's all do our part to keep the recycle stream free of contamination to ensure an efficient recycling system. Check out this list of common contaminants below and how to dispose of them appropriately.

Contaminant							
Why not at the curb?							
Paper can be recycled only so many times. Paper fiber gets shorter each time it's recycled; by the time it becomes towel or tissue, the fiber is short, making the end of life phase in the recycling process.	Lined with plastic. Nearly impossible to separate the plastic from the paper fiber for recycling.	Clog machinery at sorting facility. Therefore it needs to be collected separately.	No market for this low grade plastic (all clamshells regardless of the # on bottom). End of life phase.	Breaks into tiny pieces when compacted in recycle truck. No local recycling facility; uneconomical to transport.	No markets currently exist for amber-colored plastic recycling program.	Clothing and fabric are not part of the curbside recycling program.	Food residue inside containers contaminates commingled recycling (e.g. yogurt spilling onto paper) and leads to mold and germs. Always-tinted or wipe-out containers so no food will spill onto other recyclable materials in the cart.
Where should it go?							
Put in your home compost system or in your trash cart.	Place in your trash cart.	Take to Recycle Center at 220 Water Street or to participating retail store.	Place in your trash cart.	Place in your trash cart.	Either place in your trash cart or ask your pharmacy if they refill bottles.	See the Jackson County Re-Directory (https://jacksoncountyor.org/Departments/Solid-Waste/ReDirectory).	Rinse and to remove food residue before recycling.

For more information on recycling in Ashland and Talent please go to Recology.com, call 541-482-1471 or email jrosenthal@recology.com

Are you a wishful recycler?
Do you put items in your bin that you are unsure of but hope they may be?

You're a good person, but you're a wishful recycler. Wishful recycling can get an entire load of recycling rejected at the Material Recovery Facility, due to high contamination rates. Yes, that can happen!

There is no recycling fairy at the end of the line. Wishful Recycling = Contamination.

Recycle Smarter, Not More. When in doubt, keep it out.

Please call (541) 482-1471, go to RecologyAshland.com or email jrosenthal@recology.com for further information about what goes in your recycling cart.

The Ashland City Council's commitment to recycling includes education and outreach, including these ads that ran in the local newspaper.

"We did that not only because that was what the market would allow but also because we felt like that was the easiest messaging for the public," Wisth said, adding the city received some backlash from people who were caught off guard by the change.

"We also had people who were concerned and wanted to know how they can make things better and what role they can play as individuals," he said.

The outreach and education campaign also gave the city a chance to expose "massive misconceptions" about the materials that can be recycled, and reiterate which materials should not be included in recycling containers.

"The bright side of this recycling crisis is the opportunities to create educational materials to correct longstanding misconceptions about recycling in the first place," Wisth said.

He noted that the city of Eugene continues to monitor the market for recyclable materials, though it seems to have stabilized since China made its announcement about the ban.

"I feel that we're pretty well set for the future and I don't see us making many more changes," Wisth said. "Again, this is pretty unprecedented and you never really know what's going to happen, but we feel like we're pretty well positioned to handle any other changes in the market."

Grants Pass Among Several Communities to Receive Disposal Concurrence

As recycling processors began struggling to find markets for mixed paper and plastics, the Oregon Department of Environmental Quality (DEQ) worked with representatives from the recycling industry and local governments to develop a short-term solution to the backup of materials in the collec-

tion and processing system. The measure, called a disposal concurrence, allows communities to send materials to a landfill after all options to find markets for the materials have been exhausted.

Grants Pass is among the communities that received a disposal concurrence from the DEQ, and Public Works Director Jason Canady said the step was taken as both of its franchises were losing money on the materials.

"We didn't keep it a secret but we didn't overly advertise it. The paper picked up on it and did a couple of stories but we didn't really hear much about it, which was kind of surprising," he said.

On October 1, the city will roll out its revamped recycling program, in which its curbside collection will include only milk jugs, newspapers and newspaper inserts, corrugated cardboard, and tin and aluminum cans.

"We have had to increase our rates to cover our additional cost, and the sole goal in taking those items is to reduce the contamination to ensure we can take our product to market again," Canady said. "What I personally would like to see in the U.S. is more places to take our products to market or stricter laws on packaging so we don't generate so much waste."

Milton-Freewater Takes on Recycling Program Itself After Partnership Ends

For nearly 30 years, Milton-Freewater contracted with Horizon Project Inc., a local nonprofit that provides jobs for people with disabilities, to process its recyclable materials. When the organization announced last December that it needed to end the partnership because it was no longer financially sustainable,

(continued on page 36)

ADAPTING TO RECYCLING REALITIES



Milton-Freewater's public works department has taken on the city's recycling program, which includes two depot stations where residents can bring their materials.

city leaders were alarmed, said City Manager Linda Hall. "We had a few panicky moments of breathing into a paper bag so we didn't hyperventilate because we also own a landfill that is permitted under specific conditions with the DEQ, one of which is having a recycling program," she said. "When Horizon Project announced it was quitting, I literally begged them to keep operating at a loss for a few months while the city figured out what to do."

Hall tasked her public works department with exploring possible solutions. When it became apparent that no other

entities were willing to accept the city's recyclables, city leaders determined that they would oversee the program themselves.

"No other cities are doing this. Everything around us is going into the landfill, but that just seemed like the wrong thing to do," she said.

The city cannot afford curbside pickup for its recycling, so it created two depot stations where residents can bring their materials and then city crews take them to a processor as they fill up.



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RECYCLE RIGHT
MIXED RECYCLING

Paper & Cardboard
Junk Mail
Greeting Cards (no foil or glitter)
Magazines
Newspaper
Phone Books
Paperback Books
Paper Bags

Papel y Cartón
Correo no Deseado (sin aluminio o glitter)
Revistas
Periódicos
Libros telefónicos
Libros de tapa blanda
Bolsas de papel

Metal Metal
Steel/iron cans
Latas de acero (estano)

Plastics Plásticos
Jugs
Jarras
Gallines

TRASH IT

These materials are non-recyclable contaminants. When in doubt, toss it out, si tienes duda, a la basura.

Shredded Paper
Papel triturado

Plastic Cups
Vasos de Plástico

Plastic Jars
Frascos de plástico

Plastic Tub
Contenedores de plástico

Clamshells & Take Out Trays
No canastas de plástico o contenedores de comida para llevar

Scrap Metal
Chatarrias de metal

Egg Cartons
Cartones de huevos

Aerosol Cans
Latas de aerosol

Aluminum Foil
Papel de Aluminio

MAJOR RECYCLING CHANGES
EFFECTING YOUR CART

We love to recycle in Marion County, but we've been putting the wrong things into our recycling rollcarts in hopes that they'll be recycled. This can slow or break sorting machinery and contaminate good materials. It's also one of the reasons China—the biggest buyer of recycled materials worldwide—has recently placed tougher restrictions on what they'll accept.

The companies that sort our recycling, like Garten Services, have had to slow down their processes to remove non-recyclable items and materials are piling up as they search for other markets to sell to. Some recycling companies have asked permission to temporarily dispose of recyclables that they can't sell. This has been granted for a few materials for a limited time.

This is how you can help. The following items can no longer be recycled and must be placed in the trash: egg cartons; plastic jars; clamshells/take out trays; cups; tubs (like yogurt or cottage cheese containers); caps; lids; pump bottles; aerosol cans; scrap metal. And when in doubt, toss it out.

Don't stop recycling; but please only recycle items on the approved recycling list above! We work closely with recycling processors to create an accurate list based on what can be sorted and sold.

For more information about what's in and what's out, visit mcRecycles.net

Pro Tip!
Clip and post next to your in-home recycling

The city of Salem's primary goal is to educate people about what materials can be recycled and which cannot.

"We did have to spend about \$85,000 to get set up to do so and we had to hire an additional staff member to run the program," Hall said, adding a recent review of the program's financials make it clear the city will not profit from it.

"I'm hoping we can break even. We're down to only one material we can get any money for and that's cardboard and that's a penny a pound," she said. "It's one of those situations where doing the right thing isn't always the most profitable, but we're committed to trying it, at least for the interim."

Salem Focuses Efforts on Informing Public About High Cost of Contamination

Salem's recycling is handled by Marion County, which earlier this year implemented a stricter collection program and enforced it by monitoring the materials residents put in their bins. Ryan Zink, Salem's franchise administrator, said the primary goal has been to educate people about what materials can be recycled and which cannot.

"The big issue is contamination and there were things going into our commingle carts that never should have gone in there in the first place. We tried to simplify what should go in and what shouldn't go in," he said.

Zink said the city received mixed reactions during public testimony, and it continues to work with haulers to streamline the materials that can be recycled and minimize the impact on local residents.

"It's something we've worked with them to try to message and communicate," he said.

In addition, Salem is reevaluating a rate increase that would take effect Jan. 1, 2019, to address the new market realities of recycling.

Ms. Finnemore is a Portland-area freelance writer. Contact her at precisionpdx@comcast.net.

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Gladstone Disposal Company
Proposed Rates
Effective as of January 1, 2019

Proposed rates

Residential

20gal	Weekly	23.35
35gal	Weekly	28.80
65gal	Weekly	39.15
95gal	Weekly	42.35
35gal	Monthly	14.00
35gal	Will call	11.50
20gal	Will call	8.15
Bag	Will call	7.50
Extra 35gal equivalent or less		7.00

Yard Debris extra		3.10
Yard Debris yearly		66.00
Recycling Only		4.50

Residential Central billing

20gal	Weekly	21.75
35gal	Weekly	27.20
65gal	Weekly	37.55
95gal	Weekly	40.75

Commercial

35gal	Weekly	28.80
65gal	Weekly	39.15
95gal	Weekly	42.35

Gladstone Disposal Company
Proposed Rates
Effective as of January 1, 2019

Proposed rates

Pickup's per week		1	2	3	4	5
Container size						
1-1/2yd		147.48	279.96	412.44	544.92	677.40
	ea add'l	128.31	256.62	384.92	513.23	641.54
	Will Call	65.27				
	Extra Pick-Up	44.37				
2yd		182.73	350.46	518.19	685.92	853.65
	ea add'l	158.98	317.95	476.93	635.90	794.88
	Will Call/temporary	76.90				
	Extra Pick-Up	53.18				
3yd		248.68	482.36	716.04	949.72	1,183.40
	ea add'l	216.35	432.70	649.05	865.41	1,081.76
	Will Call/temporary	98.66				
	Extra Pick-Up	69.67				
4yd		319.67	624.34	929.01	1,233.68	1,538.35
	ea add'l	278.11	556.23	834.34	1,112.45	1,390.56
	Will Call/temporary	122.09				
	Extra Pick-Up	87.42				
5yd		391.85	768.70	1,145.55	1,522.40	1,899.25
	ea add'l	340.91	681.82	1,022.73	1,363.64	1,704.55
	Will Call/temporary	145.91				
	Extra Pick-Up	105.46				
6yd		462.21	909.42	1,356.63	1,803.84	2,251.05
	ea add'l	402.12	804.25	1,206.37	1,608.49	2,010.61
	Will Call/temporary	169.13				
	Extra Pick-Up	123.05				
8yd		576.30	1,137.60	1,698.90	2,260.20	2,821.50
	ea add'l	501.38	1,002.76	1,504.14	2,005.52	2,506.91
	Will Call	206.78				
	Extra Pick-Up	151.58				
10yd		785.44	1,555.88	2,326.32	3,096.76	3,867.20
	ea add'l	683.33	1,366.67	2,050.00	2,733.33	3,416.66
	Extra Pick-Up	275.80				

Recycling Container IF no Solid Waste container service

4.00 per YARD per Weekly yards

Uniform Drop Box Service Fees:

Effective as of January 1, 2019

Rental Charge

Occasional: \$6.80 per day after 2 working days at one site or \$68.00 per month whichever is less and only if less than one load per week is hauled.

Industrial/Commercial/Multifamily: \$55.00 per month each box

Lid Charge \$5.00 per week billed on 1st day of delivery for boxes with an attached lid.

Delivery Charge \$40.00

Incidental Service Charges: \$7.00 per 5 minute increment

Standby Time: Charged when waiting for the box to be cleared, cars to be moved, etc.

Leveling Load: If a driver has to spend time getting the load level to haul it safely.

Wash Out: \$30.00 Assessed when the customer requests the service. Also assessed when drop box is contaminated and requires cleaning before delivering to a new site.

Compactor Turn-around: \$25.00 for compactor requiring repositioning on truck to enable collection and tip.

Dry Run: \$30.00 assessed when the scheduled collection is prevented because the box is blocked or the customer is not ready.

Deadhead Round Trip: \$30.00 to be used for specialized boxes that cannot be exchanged.

Miscellaneous Services

Reinstatement Fee: \$10.00 When service is reinstated after it has been stopped for non-payment of if customer stops and starts more than twice in a calendar year.

Cart Redelivery: \$15.00 If cart picked up then service restarted within 12 months for non-payment.

ATTACHMENT "2"

SUMMARY OF COMPARATIVE RATES
 CLACKAMAS COUNTY *
 As of September 1, 2018

Service	Current Gladstone	Proposed Gladstone	Clackamas County	Proposed Oregon City	West Linn	Milwaukie	Lake Oswego
Residential							
Weekly Pickup							
20 Gal. Cart	21.15	23.35	28.65	23.03	21.56	28.40	21.20
35 Gal. Cart	26.55	28.80	32.55	28.33	25.70	32.40	30.06
65 Gal. Cart	36.75	39.15	42.05	38.15	41.15	42.05	46.77
95 Gal. Cart	39.85	42.35	49.00	41.25	45.26	49.15	49.21
Franchise Fee	5%	5%	5%	4%	5%	5%	5%
35G Fran Fee \$ Annual	1.33	1.44	1.63	1.13	1.29	1.62	1.50
35 Gal W/O fee	25.22	27.36	30.92	27.20	24.42	30.78	28.56

* The included cities are nearby and inside the Metro's Urban Growth Boundary

ATTACHMENT "3"

Gladstone Disposal Company
Summary of Proposed Rate Adjustments
To Be Effective as of January 1, 2019

		Current Rates	Change	Proposed Rate
Residential Carts				
20gal	Weekly	21.15	2.20	23.35
35gal	Weekly	26.55	2.25	28.80
65gal	Weekly	36.75	2.40	39.15
95gal	Weekly	39.85	2.50	42.35
35gal	Monthly	12.30	1.70	14.00
35gal	Will call	11.05	0.45	11.50
Yard Debris	yearly	63.60	2.40	66.00
Recycling Only		-		4.50
Residential Carts Central billing				
20gal	Weekly	19.55	2.20	21.75
35gal	Weekly	24.95	2.25	27.20
65gal	Weekly	35.15	2.40	37.55
95gal	Weekly	38.25	2.50	40.75
Commercial Carts				
35gal	Weekly	26.55	2.25	28.80
65gal	Weekly	36.75	2.40	39.15
95gal	Weekly	39.85	2.50	42.35
Commercial Containers				
1 1/2 yard	Weekly	137.73	9.75	147.48
2 yard	Weekly	169.73	13.00	182.73
3 yard	Weekly	229.18	19.50	248.68
4 yard	Weekly	293.67	26.00	319.67
5 yard	Weekly	359.35	32.50	391.85
6 yard	Weekly	423.21	39.00	462.21
8 yard	Weekly	524.30	52.00	576.30
10 yard	Weekly	720.44	65.00	785.44
Drop Box Haul Rate				
10 yard	Scheduled Service	110.00	5.00	115.00
20 yard	Scheduled Service	110.00	5.00	115.00
30 yard	Scheduled Service	130.00	5.00	135.00
40 yard	Scheduled Service	150.00	5.00	155.00
10 yard	<4 Haul/site	150.00	-	150.00
20 yard	<4 Haul/site	150.00	-	150.00
30 yard	<4 Haul/site	170.00	-	170.00
40 yard	<4 Haul/site	190.00	-	190.00
10-15 yard	Compactor	133.00	2.00	135.00
20 yard	Compactor	133.00	2.00	135.00
30 yard	Compactor	153.00	2.00	155.00
40 yard	Compactor	173.00	2.00	175.00

RESOLUTION NO. 1147

CITY OF GLADSTONE, OREGON

*A Resolution amending Exhibit "A" to resolution No. 1092
by revising the Solid Waste Rate Schedule*

WHEREAS, The City of Gladstone is requesting rate adjustments in the Solid Waste Rate Schedule to reflect the adoption of Ordinance 1469,

WHEREAS, On September 13 and 27, 2016 the City Council approved Ordinance 1469 to amend the current exclusive franchise for Gladstone Disposal Company to collect a 5% fee based on gross revenue,

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Gladstone, a municipal corporation of the State of Oregon, that Resolution No. 1092 is amended by substituting the attached Exhibit "A" in lieu of Exhibit "A" now in place reflecting the rate schedule for Gladstone Disposal Company, Inc., within the City of Gladstone, and

BE IT FURTHER RESOLVED that this revised rate schedule will take effect on the 1st day of January, 2019.

This Resolution is effective November 13, 2018.

This Resolution adopted by the Gladstone City Council and approved by the Mayor this 13th day of November, 2018.

ATTEST:

Tamara Stempel, Mayor

Tami Bannick, City Recorder

RESOLUTION 1147 - EXHIBIT "A"

Gladstone Disposal Company
Proposed Rates
Effective as of January 1, 2019

Proposed rates

Residential

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35gal	Weekly	28.80
65gal	Weekly	39.15
95gal	Weekly	42.35
35gal	Monthly	14.00
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Yard Debris	yearly	66.00
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Effective as of January 1, 2019

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City of Gladstone Staff Report

Report Date: November 7, 2018
Meeting Date: November 13, 2018
To: City Council
From: Nancy McDonald, Interim Human Resources Director

AGENDA ITEM

Directing Modifications to the City Administrator's Employment Contract based on the positive results of the City Council's Evaluation of the City Administrator's job performance.

History/Background

On October 9, 2018, the City Council adopted by Resolution 1149 the results of the City Council's evaluation of the job performance of the City Administrator.

The Interim Human Resources Director will provide the City Council with an analysis of the compensation packages provided to City Administrator's/City Managers of six cities identified as market comparable to Gladstone. Those cities are: Canby, Fairview, Happy Valley, Milwaukie, Oregon City and West Linn. Also, to be provided is a copy of the City Administrator's current Employment Agreement.

Proposal

Modification of the terms and conditions of the current Employment Agreement of the City Administrator.

Cost Impact

Direct cost is currently unknown and will be based on the extent of the modifications the Council directs the Interim Human Resources Director to prepare to the Employment Agreement between the City and the City Administrator. Formal action on the Employment Agreement will be presented at the November 27, 2018 Council Meeting.

Recommended Staff Action

Council approval and adoption of Resolution 1150, A Resolution Directing Modifications to the City Administrator's Employment Contract with Exhibit "A" (from Resolution 1149), both of which are attached.


Department Head
Signature


Date

City Administrator
Signature

Date

RESOLUTION 1150

***A RESOLUTION DIRECTING MODIFICATIONS TO THE CITY ADMINISTRATOR'S
EMPLOYMENT CONTRACT***

WHEREAS, the Gladstone City Council wished to evaluate the job performance of the City Administrator.

WHEREAS, Council believed it was necessary and appropriate for a comprehensive review and evaluation of the City Administrator to include, beyond the Administrator's memorandum to the Council, input from the Administrator's direct reports concerning their perceptions of their performance.

WHEREAS, Exhibit "A" (from Resolution 1149) which is attached to this Resolution is the final compilation evaluation form reviewed and discussed among the City Council during the executive session preceding the October 9, 2018 City Council meeting.

NOW THEREFORE BASED ON THE FOREGOING, the City of Gladstone hereby resolves as follows:

Section 1. Exhibit "A", attached is the tabulated and compiled document representing the City Council's evaluation of the City Administrator's Job Performance from October 10, 2017 to September 30, 2018.

Section 2. The overall positive rating of the City Administrator's performance has initiated a change to the employment agreement between the City of Gladstone and the City Administrator. The City Council has authorized the Interim Human Resources Director to make modifications to the original employment agreement and prepare the document for approval at the November 27, 2018 Council meeting; the contract modifications will be retroactive to October 10, 2018.

Duly passed by the City Council this _____th day of _____, 2018.

ATTEST:

Tamara Stempel, Mayor

Tami Bannick, City Recorder

RESOLUTION 1150

EXHIBIT "A"

**CITY COUNCIL – COMPILATION UPDATED 10/09/2018, 1:00 PM
CITY OF GLADSTONE
CITY ADMINISTRATOR PERFORMANCE EVALUATION
PER AUTHORITY OF RESOLUTION 1145**

INSTRUCTIONS

- Review the City Administrator's work performance for the entire period under review October 11, 2017 to present; refrain from basing the evaluation solely on recent events or isolated incidents.
- Disregard your general impressions concentrating instead on each factor, one at a time.
- Evaluate based on standards you expect to be met for the position giving due consideration for the length of time the Administrator has held the position.
- Check the number which most accurately reflects the level of performance for the factor being appraised using the rating scale described below. If you did not have an opportunity to observe a factor during the evaluation period, indicate so in the N/O column next to the factor.

RATING SCALE DEFINITIONS (1-5)

Unsatisfactory (1)

The employee's work performance is inadequate and definitely inferior to the standards of performance required for the job. Performance at this level cannot be allowed to continue.

Developing (2)

The employee's work performance does not consistently meet the standards for the position. Serious effort is needed to improve performance.

Meets Job Standards (3)

The employee's work performance consistently meets the standards of the position.

Exceeds Job Standards (4)

The employee's work performance is frequently or consistently above the level of a satisfactory employee, but it has not achieved an overall level of outstanding performance.

Outstanding (5)

The employee's work performance is consistently excellent when compared to the standards of the job.

N/O

No Opinion.

I. PERFORMANCE EVALUATION AND ACHIEVEMENTS

A. City Council Relationships

1. Effectively implements policies and programs approved by City Council. 1 2 3 4 5 N/O
2. Reporting to City Council is timely, clear, concise and thorough. 1 2 3 4 5 N/O
3. Accepts direction/instructions in a positive manner. 1 2 3 4 5 N/O
4. Effectively aids City Council in establishing long range goals. 1 2 3 4 5 N/O
5. Keeps City Council informed of current plans and activities of administration and new developments in technology, legislation, governmental practices and regulations, etc. 1 2 3 4 5 N/O
6. Provides City Council with clear reports of anticipated issues that could come before the City Council. 1 2 3 4 5 N/O
7. Assists City Council in resolving problems at the administrative level to avoid unnecessary Council action. 1 2 3 4 5 N/O
8. Council agenda packet preparation is thorough and timely. 1 2 3 4 5 N/O
9. Participates in City Council discussions and makes recommendations where appropriate, but allows Council to make policy decisions. 1 2 3 4 5 N/O

Comments:

CA Betz has shown an ability to work with a City Council that sometimes cannot work with itself.

Jacque keeps the Council well-informed, utilizing staff and outside experts where appropriate, and performs her role as chief policy advisor very well. I appreciate her weekly reports and the monthly reports from staff which are shared in monthly Council packets.

Overall I find Jacque to be very communicative and on point with regard to issues affecting the city. I appreciate the updates and follow up on items of a sensitive nature.

Jacque keeps the Council up to date.

Unless it's on her to do (wish) list, she is extremely slow in following up on action asked by the Council.

Feels confident with some of the Councilors, trust relationships to continue to be built.

I believe there is a lot of manipulation and feel the Council is being "managed".

B. Community/Public Relations

1. Represents City with positive outlook and image. 1 2 3 4 5 N/O
2. Is courteous to the public at all times. 1 2 3 4 5 N/O
3. Seeks to use criticism of self or City in positive ways. 1 2 3 4 5 N/O
4. Maintains effective relations with media representatives. 1 2 3 4 5 N/O
5. Available and visible to citizens. 1 2 3 4 5 N/O
6. Open to suggestions from the public concerning improvements in services. 1 2 3 4 5 N/O
7. Resolves citizen complaints consistent with Council policy in a timely manner. 1 2 3 4 5 N/O
8. Open and honest with citizens. 1 2 3 4 5 N/O
9. Development of community correspondence and events to inform and involve the public. 1 2 3 4 5 N/O

Comments:

In a community where the public can be confrontational and difficult to deal with, Jacque is respectful and open to everyone she encounters, encouraging the kind of positive public engagement we seek. She has done an excellent job preparing and leading community Open House and Town Hall events. Her professionalism is admirable.

Jacque has to maneuver in what is at times a very sensitive environment. Over the past couple of years, I have observed her interactions with the public and I have to give high marks to her for her patience and decorum. I have also queried the public regarding her responses to her concerns and have received good reviews on her demeanor, thoughtfulness and helpfulness to the citizens of Gladstone.

Claims to be & promote transparency but doesn't. Examples: changes to nuisance's ordinances were taken off the website several times while still being considered by the Planning Commission and City Council. Very little or no meeting notice was given to the public regarding nuisances ordinances.

Feedback has been positive from outside pertaining to her relationships with Community.

A huge improvement over past City Administrators.

C. Effective Leadership of Staff

1. Responsible for the overall management and supervision of all City departments. Empowers Department Directors to make decisions within their own department, yet maintains general control of administrative operations. 1 2 3 4 5 N/O
2. Instills confidence and initiative in staff and emphasizes support rather than restrictive controls for their programs. 1 2 3 4 5 N/O
3. Provides clear expectations and assignments, with deadlines, for Department Directors and holds them accountable. 1 2 3 4 5 N/O
4. Has developed a friendly and informal relationship with the workforce as a whole, yet maintains the prestige and dignity of the City Administrator office. 1 2 3 4 5 N/O
5. Recruits and retains competent personnel for City positions. 1 2 3 4 5 N/O
6. Provides an overall environment that encourages good employee morale, lessens employee turnover, and creates employee satisfaction in the workplace. 1 2 3 4 5 N/O

Comments:

Though Council can be difficult to work with on some personnel issues, CA Betz continues to be a positive force for City staff to rely on and have confidence in.

Evaluations from staff members reinforce my impressions that Jacque is a caring, supportive, collaborative, no-nonsense manager/supervisor of city staff, respectful of their individual responsibilities yet effective as supervisor of all. She has brought in very capable interim staff to fill vacancies in a way that will allow the city to assess permanent staffing needs.

The political climate in Gladstone can be acerbic. Jacque has done a fantastic job keeping staff on track and assisting with rumor control. I don't envy Jacque's position and know that City Directors and staff may feel uneasy about the political climate. Through it all, I have found Jacque to be a consummate professional and in my discussion with staff and some Directors, I believe they feel confident in Jacques leadership ability.

Jacque's leadership methods appear to be above standards to a majority of the staff.

Gets into the "weeds".

Used current Interim Human Resources Director to conduct evaluation.

I was unaware she had hired her friends into key positions.

D. Fiscal Management

- 1. Prepares and proposes, in a timely manner, a balanced, understandable and realistic budget based on City Council goals. 1 2 3 4 5 N/O
- 2. Budget is well documented and organized to assist City Council with policy decisions. 1 2 3 4 5 N/O
- 3. Seeks efficiency, economy and effectiveness in all programs. 1 2 3 4 5 N/O
- 4. Controls expenditures in accordance with the approved budget. 1 2 3 4 5 N/O
- 5. Keeps City Council informed about revenues and expenditures, actual and projected. 1 2 3 4 5 N/O
- 6. Makes sound decisions that consider cost/benefit. 1 2 3 4 5 N/O
- 7. Shows innovation in reducing expenses. 1 2 3 4 5 N/O

Comments:

CA Betz has done a great job working with a budget that she did not create. She kept the Council informed of all issues and corrections that went on during a budget reorganization period in early 2018. All of her monetary decisions are made within the constraints of the budget and sound fiscal management.

Jacque inherited a bit of a budget compliance mess yet managed (with help and support of well-chosen experts and staff) to resolve problems and restore confidence of City Council and community. I look forward to working with her on the upcoming biennial budget and know that she is already compiling important information that will be essential to that task.

Jacque has had the unenviable job of identifying serious concerns with our budget and with the financial management of our city. Instead of ignoring the issue or maintaining status quo, Jacque had to make personnel changes and bring the issue to light for the Council and the citizens of Gladstone. Undoubtedly, this was a very uncomfortable situation and Jacque handled it very well. By being proactive and facing these issues head on, Jacque may have saved the city from additional grief and certainly assisted in protecting our financial interests. Again this is good leadership.

Jacque does a great job regarding fiscal management activities.

Resisted letting Council access to financial records.

There have been some large embarrassing financial mistakes made.

E. Professionalism

- 1. Controls emotions effectively in difficult situations. 1 2 3 4 5 N/O
- 2. Is creative in developing practical solutions to problems faced in the course of work. 1 2 3 4 5 N/O
- 3. Is flexible in accepting and adjusting to change. 1 2 3 4 5 N/O
- 4. Demonstrates personal honesty and frankness in day-to-day relationships. 1 2 3 4 5 N/O
- 5. Seeks to improve own skills and knowledge. 1 2 3 4 5 N/O
- 6. Completes work in acceptable time periods. 1 2 3 4 5 N/O
- 7. Anticipates problems and develops effective approaches for solving them. 1 2 3 4 5 N/O
- 8. Invests sufficient efforts toward being diligent and thorough in the discharge of duties. 1 2 3 4 5 N/O
- 9. Composure, attitude and personal presentation fitting for an individual in the top executive position. 1 2 3 4 5 N/O

Comments:

Always composed, ready to listen and not be judgmental in any verbal or written responses.

I am most impressed by Jacque's professionalism and her commitment to ICMA certification and continuing education. She works many more hours than she should, and I hope we can support her life/work balance as we resolve and get past some of the more challenging issues that the city has faced.

Gladstone with all of its challenges can be a frustrating city at times (politically speaking). Jacque has endured much of this challenge and although she has been a trooper throughout, on occasion she may allow some of the additional stress show through. I have found her very capable of being able to dust off the negative and drive on. That is one thing about Jacque-she will continue to drive forward no matter the situation.

Jacque always works in a professional manner.

Water billing error.

F. Communication

- 1. Written communications are clear, concise and accurate. 1 2 3 4 5 N/O
- 2. Oral communications are clear, concise and expressed effectively. 1 2 3 4 5 N/O
- 3. Keeps all City Councilors informed about important issues. 1 2 3 4 5 N/O
- 4. Presents relevant and timely information to boards, commissions, civic groups and the general public. 1 2 3 4 5 N/O

Comments:

Jacque understands the importance of clear communications to staff, Council, and public, and has been proactive and creative in keeping everyone informed.

Appreciate the weekly updates.

I believe she targets Council Members; has released information selectively, and has misrepresented issues purposefully.

G. Decision Making

- 1. Attempts to obtain all available facts prior to making a decision. 1 2 3 4 5 N/O
- 2. Is objective in decision making. 1 2 3 4 5 N/O
- 3. Considers possible alternatives and their consequences before making a decision. 1 2 3 4 5 N/O
- 4. Ability to reach timely decisions and initiate action, without being compulsive. 1 2 3 4 5 N/O
- 5. Uses common sense, tact and diplomacy. 1 2 3 4 5 N/O
- 6. Notifies all affected parties prior to implementing decisions. 1 2 3 4 5 N/O

Comments:

We always know where Jacque is coming from on matters of policy, and she respects the full range of viewpoints represented on the City Council while guiding us toward well-considered decisions.

I have found Jacque to be very frank about topics and though we may disagree, I always feel we have a mutual agree to disagree relationship, which in the end is very respectful toward each other. I appreciate Jacque's candor and most often I feel she is looking for a solution that is equitable.

Picks sides as to decision making.

Jacque keeps the City Council informed.

H. Intergovernmental/Business Relationships

- 1. Represents City to intergovernmental bodies. 1 2 3 4 5 N/O
- 2. Effectively communicates with local, regional, state, and federal government agencies. 1 2 3 4 5 N/O
- 3. Financial resources (e.g. cost sharing, grants, etc.) from other organizations are pursued. 1 2 3 4 5 N/O
- 4. Contributes to good government through participation in local, regional, and state committees and organizations. 1 2 3 4 5 N/O
- 5. Lobbies effectively with legislators and state agencies regarding City programs and projects. 1 2 3 4 5 N/O

Comments:

As others have noted, Jacque (along with Mayor Stempel) has helped to put Gladstone on the map and has worked effectively with regional leaders, particularly with regard to the County library settlement.

For the most part, Jacque has good to great reviews among local representatives and administrative staff.

Has mended fences with several of our neighbors.

Huge improvement over past administrators.

II. What have been the finest accomplishments of the City Administrator this past year?

City staff are who will continue to keep Gladstone moving forward. CA Betz continues to work to keep and hire the best staff for this City. This is made difficult by the constraints of the City budget. Oh yeah, we are building a new Civic Building!!!

Jacque arrived in Gladstone under a bit of a cloud, yet managed to prove herself quickly and won the support of staff, city officials, and the community. Her immeasurable role in reaching a successful settlement to the library litigation will stand out as an important achievement.

In my estimation, one of Jacques greatest accomplishments is to kick-start and monitor the Civic Center project. She has accomplished this by keeping her head down and driving forward regardless of political bickering and infighting amongst the Council. Along with this important project, Jacque has had to maneuver around additional challenges to the city and has attempted to do so with grace. This has no doubt been challenging.

Jacque has done a great job keeping the Civic Center development activities going in a positive manner.

Continued meeting with the school district.

Moving forward with City Hall, Police Station and Library.

I believe she has taken on a lot of projects, puts up with treatment that should never have been allowed, a severely dysfunctional system, and high turnover with an attitude and commitment that is commendable.

III. What areas need the most improvement? Why? What constructive, positive ideas can you offer the City Administrator to improve these areas?

Jacque is so good at what she does that we cannot afford to lose her, so we need to be sure to provide the kind of support and encouragement that will help her maintain a healthy life/work balance. I hope that final resolution of staff vacancy issues will enable this to happen.

I'm not sure I can offer any guidance other than to encourage Jacque to ignore the din of the city's politics and keep driving forward. I appreciate Jacque's patience and her ability to lead even when others are making it difficult to do so. I think Jacque is valuable to the community and I look forward to continue to work with her in the future.

Keeping a focus on budget activities for the City in general, while keeping a close focus on the Civic Center engineering, administrative and building costs.

Put the citizens of Gladstone first. Seems self-preservation comes first.

Less control of staff, trust relationship is important.

Trust is lacking in the City and Council, due to the circumstances which is what has happened this last year. This is out of Jacque's control and she has tried to develop trust factor. Until the tides turn, trust is going to be a long building.

I believe there is a level of micro-management that should be addressed. A certain amount of manipulation is expected, however, it should never get to the level of people leaving and targeted attacks.

IV. SUMMARY RATING

55 TOTAL QUESTIONS @ MAXIMUM 5 POINTS EACH = TOTAL POSSIBLE POINTS - 275

	QUESTIONS ANSWERED	QUESTIONS (N/O) UNANSWERED	POINTS RECEIVED	
Rater 1. __86%	53	2	228	out of 265
Rater 2. __97.7%	53	2	259	out of 265
Rater 3. __83.6%	55		230	out of 275
Rater 4. __70.5%	55		194	out of 275
Rater 5. __26.2%	55		72	out of 275
Rater 6. __82.5%	55		227	out of 275
Rater 7. __63%	54	1	170	out of 270

Overall Performance Rating calculated by averaging total factor rating: 72.79%

Unsatisfactory (1) 20% - 39.6%

The employee's work performance is inadequate and definitely inferior to the standards of performance required for the job. Performance at this level cannot be allowed to continue.

Developing (2) 40% - 59.6%

The employee's work performance does not consistently meet the standards for the position. Serious effort is needed to improve performance.

Meets Job Standards (3) 60% - 79.6%

The employee's work performance consistently meets the standards of the position.

Exceeds Job Standards (4) 80% - 99.6%

The employee's work performance is frequently or consistently above the level of a satisfactory employee, but it has not achieved an overall level of outstanding performance.

Outstanding (5) 100%

The employee's work performance is consistently excellent when compared to the standards of the job.

V. FUTURE GOALS AND OBJECTIVES

Specific goals and objective to be achieved in the next evaluation period:

Build City Hall/Police Station.

Build Library.

Continue to hire and keep the best people possible.

Keeping the budget on track.

Keeping the Civic Center activities moving forward.

Get the sewer and water projects off the ground.

Moving forward with the building of our City Hall, Police Station and Library.

General Comment: I believe it was inappropriate for the Council to receive the results from staff prior to our review.

This evaluation, a copy of which will be placed in the City Administrator's personnel file, was reviewed and discussed between the City Council and the City Administrator on 10/9/2018.

CITY COUNCIL (signatures)

CONCURRENCE

Mike Hill
Mayor
COUNCILOR

YES / NO

[Signature]
Council President

YES / NO

[Signature]
Councilor

YES / NO

Neal Revere
Councilor

YES / NO

Patricia McMillan
Councilor

YES / NO

[Signature]
Councilor

YES / NO

CITY ADMINISTRATOR (signature)
Jacqueline M. St...

10-09-2018
Date

City of Gladstone Staff Report

Report Date : November 7, 2018
Meeting Date : November 13, 2018
To : City Council
From : Jacque M. Betz, City Administrator

AGENDA ITEM:

Willamette Falls Locks update and funding request.

Proposal:

The Willamette Falls Locks were closed to all river traffic in 2011. SB 256 adopted by the Oregon Legislature and signed by Governor Brown in 2017, established the Willamette Falls Locks Commission to oversee an effort to repair and reopen the Locks. The Commission comprises public and private sector members plus non-voting members of the Oregon House and Senate, and is tasked with identifying a locks governance and finance plan and negotiating with the USACE to implement the plan.

Attached to the staff report is a letter from West Linn Mayor Axelrod, providing a detailed update on the project. The letter is also asking for the City of Gladstone to financially contribute \$2,500 in years 2018 and 2019 (Exhibit A).

Options:

- The City could choose not to contribute \$2,500 in 2018 and 2019
- The City could choose to contribute a lesser amount in each year
- The City could choose to contribute in 2018 but not 2019

Cost Impact:

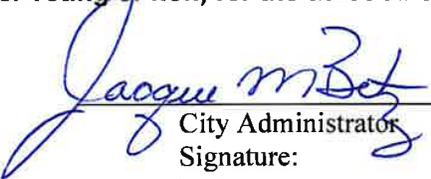
If the Council wants to contribute financially for both years, the City Administrator recommends the funds be allocated from the Business Development/Community Promotions line item.

Recommended Staff Action:

Staff recommends Council approval by making the following motion:

"I make a motion to approve that the City of Gladstone financially contributes \$2,500 in years 2018 and 2019 to the Willamette Falls Locks project. Additionally, the City of Gladstone requests representation (either voting or non) for the duration of the project.

Department Head
Signature:
Date:



City Administrator
Signature:
Date:



City of West Linn

Mayor Tammy Stempel
City of Gladstone
525 Portland Avenue
Gladstone, OR 97027

October 8, 2018

Dear Mayor Stempel (Tammy),

We've previously discussed Gladstone's potential financial support for the background effort to arrange the repair and reopening of the Willamette Falls Locks with the U.S. Army Corps of Engineers (USACE). This letter provides a brief progress report on this work and asks formally whether Gladstone can participate financially with other select cities in this effort.

As you know, the Willamette Falls Locks were closed to all river traffic in 2011. SB 256, adopted unanimously by the Oregon Legislature and signed by Governor Brown in 2017, established the Willamette Falls Locks Commission to oversee an effort to repair and reopen the Locks. The Commission comprises public and private sector members plus non-voting members of the Oregon House and Senate, and is tasked with identifying a Locks governance and finance plan and negotiating with the USACE to implement the plan.

The Locks Commission has been meeting throughout 2018 and is moving forward on the governance and finance discussions. We will be introducing bills in the 2019 Legislative Session addressing needed capital repairs and facilitating potential governance structures.

We have also worked hard to identify potential benefits of a functional Locks and have found a variety of ways that Gladstone will benefit through a recent economic study by ECONorthwest, including:

- **Tourism.** Businesses up and down the river are very interested in taking advantage of a reopened Locks to develop new tourist and adventure packages. Additionally, residents and businesses located above the Locks could use the river to connect to Gladstone's tourist amenities and downtown. Imagine the potential of a direct river trail from the Pacific Ocean to Salem and beyond, with Gladstone near the center.
- **Environment.** Businesses, including aggregate suppliers, are interested in using river barges rather than diesel trucks, reducing traffic and environmental impacts in our region (e.g., one barge of aggregate is equivalent to 40 truckloads). ECONorthwest's economic study found the potential for reduction of 11,000 to 32,000 metric tons of CO₂ over 30 years, with reductions in particulate emissions and NO_x as well.
- **Seismic resiliency.** A reopened Locks would provide a critical route for goods and services and vital infrastructure reconstruction support in the event of a Cascadia earthquake, benefitting Gladstone and the entire region.

To realize all these benefits, the State of Oregon, local government partners and the private sector have put together two years of financing for the Commission's technical work necessary to reach our goal. As shown in the attached budget, two-year costs are estimated at approximately \$1,162,000 including:

- Technical engineering and economic studies to understand the immediate and long-term infrastructure needs of the Locks and the potential benefits of keeping them open;

- Public outreach and engagement;
- State and Federal advocacy; and
- Commission staff support.

Many partners have already committed funds for this effort, including:

- \$400,000 from the State of Oregon through a 2016-2017 appropriation;
- \$104,510 from businesses, economic development interests, river users and Clackamas County tourism;
- \$120,000 from Clackamas County; and
- \$120,000 from Metro.

The funding plan also requires \$120,000 from Willamette River cities that would most directly benefit economically from a reopened Locks. The cities of West Linn, Lake Oswego, Oregon City, Canby and Wilsonville have contributed a combined \$75,000. To ensure we can complete all needed work I am hoping that the remaining Willamette River cities of Portland, Milwaukie, Gladstone and Newberg can contribute to the effort as well.

West Linn, with a population of 25,695, will be providing \$15,000 per year in 2018 and 2019 in addition to a significant commitment of staff time. Our proposal is for Gladstone to contribute \$2,500 per year. A full list of proposed city shares is attached for your information.

If it would help, I would be pleased to discuss this with you at any time or attend an upcoming Gladstone City Council meeting or work session to discuss this project and its importance and address any comments or questions you may have.

You can reach me directly at raxelrod@westlinnoregon.gov / (503) 312-8464 or your staff can contact John Williams, West Linn's Deputy City Manager, at jwilliams@westlinnoregon.gov / (503) 742-6063.

I look forward to hearing from you.

Sincerely,



Russell B. Axelrod
Mayor and Chair of Willamette Falls Locks Commission,
City of West Linn

Attachments:

Willamette Falls Locks Commission draft budget for 2017-2018
Proposal for city cost sharing

A	B	C	D	E	F	G	H	
1								
2	Willamette Falls Locks Commission Budget							
3								
4	Full Budget as of 1/26/2018							
5			2017	2018	2-Year Total			
6	Overall Project Management/Budgeting/Commission interface		\$114,900	\$121,000	\$235,900			
7	Governance		\$25,500		\$25,500			
8	Funding		\$25,500		\$25,500			
9	Engineering		\$50,000		\$50,000			
10	Public Outreach		\$30,000	\$30,000	\$60,000			
11	State Advocacy, Commission interface		\$73,100	\$78,000	\$151,100			
12	Federal Advocacy		\$60,000	\$60,000	\$120,000			
13	Other studies and issues as required*		\$5,000		\$5,000			
14	Agency Organization Structure & Capabilities			\$50,000	\$50,000			
15	Other studies and issues as required			\$15,000	\$15,000			
16	Commission Report			\$30,000	\$30,000			
17	Contingency		\$29,000	\$39,000	\$68,000			
18	Expenses		\$4,500	\$9,500	\$14,000			
19	Travel/Lodging		\$7,500	\$7,500	\$15,000			
20								
21	Oregon Solutions facilitation*		\$70,000	\$70,000	\$140,000			
22	DOJ Legal Support*		\$50,000		\$50,000			
23	Economic Benefit Study**		\$100,000		\$100,000			
24	PNWA dues		\$3,680	\$3,770	\$7,450			
25	EXPENSE TOTAL		\$648,680	\$513,770	\$1,162,450			
26								
27	State Funding:							
28	FY 16-17 Appropriation		\$500,000		\$500,000			
29	FY 17-19 SB 256 - Oregon Solutions funding*		\$70,000	\$70,000	\$140,000			
30	FY 17-19 SB 256 - DOJ funding*		\$50,000	\$0	\$50,000			
31	Subtotal - State Funding		\$620,000	\$70,000	\$690,000		58%	
32	Non-State Funding:							
33	Tourism		\$100,000		\$100,000			
34	River Users***			\$43,645	\$43,645			
35	Local Agencies:							
36		Metro	\$60,000	\$60,000	\$120,000			
37		Clackamas County	\$60,000	\$60,000	\$120,000			
38	Cities: West Linn, Lake Oswego, Wilsonville, Canby, Oregon City have committed a total of \$37,5000/year (add'l city revenues needed).		\$60,000	\$60,000	\$120,000			
39	Subtotal - Non-State Funding		\$280,000	\$223,645	\$503,645		42%	
40	REVENUE TOTAL		\$900,000	\$293,645	\$1,193,645			
41	Project Contingency				\$31,195			
42	*Directly appropriated to Oregon Solutions		\$120,000	\$70,000	\$190,000			
43	**Directly contracted thru Clackamas County		\$100,000		\$100,000			
44	***Note: Revenues from the marine industry: \$60,000 in contributions reduced to reflect costs incurred thru WFHF.							
45								
46								
47								
48								

October 2018

Willamette Falls Locks Commission

Proposed cost sharing plan for Willamette River cities' share of work – 2017 and 2018

GOAL = \$60,000 per year

City	Annual Contribution	Population
Portland	\$15,000	632,309
Milwaukie	\$2,500	20,830
Lake Oswego	\$6,000	38,496
Gladstone	\$2,500	11,986
Oregon City*	\$7,000	35,831
West Linn*	\$15,000	26,593
Canby	\$2,500	17,271
Wilsonville*	\$7,000	22,729
Newberg	\$2,500	22,780
	<hr/>	
	\$60,000	

* Cities with seat on Willamette Falls Locks Commission per SB 256

Cities in green have confirmed financial participation