

**GLADSTONE CITY COUNCIL MEETING
CITY HALL COUNCIL CHAMBERS
May 14, 2019 – 6:30 PM**

6:00 p.m.

PRESENTATION: Swearing in of New Police Chief, John Schmerber and Fire Chief, Richard “Rick” Huffman
– Judge Linda Belooof

6:30 p.m.

CALL TO ORDER
ROLL CALL
FLAG SALUTE

AGENDA ADDITIONS OR CORRECTIONS

CONSENT AGENDA:

1. Approval of April 9, 2019 Regular and April 30, 2019 Special Meeting Minutes
2. Approval of March Bank Balances
3. Budget Report for Period ending 03-31-2019
4. Approval of March Check Register
5. Legal Costs on Projects
6. Department Head Monthly Reports for April 2019
7. Intergovernmental Agreement (IGA) for the Lending of Fire Agency Personnel within Clackamas County when Personnel are Unable to Get to their Normal Reporting Location

CORRESPONDENCE – none

REGULAR AGENDA:

8. **ORDINANCE 1497 – ADDING NEW CHAPTER 5.55 TO THE GLADSTONE MUNICIPAL CODE (GMC), TITLED BUSINESS FOOD WASTE REQUIREMENTS** – ROW Reba Crocker, Clackamas County and Metro
Consider approving Ordinance 1497 – adding new Chapter 5.55 to the Gladstone Municipal Code, titled Business Food Waste Requirements

BUSINESS CARRIED FORWARD

1. Tri-City Good Neighbor Agreement Joint Work Session Briefing by Public Works Director Jim Whynot

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.

BUSINESS FROM THE COUNCIL - Council Monthly Activity Reports

ADJOURN

Upcoming Meeting Dates:

- May 21, 2019 – Tri Cities Good Neighbor Program with Oregon City and Water Environment Services, 6:30 p.m., Water Environment Services (WES)
- May 23, 2019 – City Council/Planning Commission Meeting, 6:30 p.m., City Hall Council Chambers



CONSENT AGENDA

GLADSTONE CITY COUNCIL MEETING MINUTES of April 9, 2019

Meeting was called to order at 6:30 PM.

ROLL CALL:

Mayor Tammy Stempel, Councilor Ripley, Councilor Neace, Councilor Tracy, Councilor Reisner, Councilor Todd, Councilor Mersereau

ABSENT:

None

STAFF:

Jacque Betz, City Administrator; Tami Bannick, City Recorder; Jim Whynot, Public Works Director; Chad Jacobs, City Attorney

AGENDA ADDITIONS OR CORRECTIONS:

Ms. Betz added a staff report (Item 9a) to appoint John Schmerber as the new Gladstone Police Chief and an addition under "Business Carried Forward" – a discussion regarding a complaint pertaining to the parks rules that the City Council received a week ago.

PRESENTATION – METRO FOOD SCRAP POLICY:

Reba Crocker, Right of Way Contract Coordinator, introduced Eban Polk, the Sustainability & Solid Waste Program Supervisor from Clackamas County. Ms. Crocker explained that this policy is mandated by Metro and must be adopted by the City Council before July 31st. There are approximately 25-30 businesses in Gladstone that will be effected by this policy. She will be coming back to the Council on May 14th with the actual code to adopt into the Gladstone Municipal Code. Mr. Polk said this policy will require businesses that generate enough food waste to collect that waste for separate processing so it does not go to the landfill. They have a goal at the state level to recover 25% of wasted food by 2020. Having a separation requirement could open doors to helping restaurants and grocery stores reduce their food waste and donate more edible food. He went over the outreach that was done with the business community. He went over the phases of the program and businesses/groups that would be effected. He went over the administrative rules and implementation. There was discussion regarding "bundling" services with the garbage haulers – the goal is to provide everyone with the opportunity for all the services (solid waste/trash, recycling, and food bins) and having that at one rate. Gladstone currently has an agreement with Clackamas County for technical assistance and some businesses are already participating in this program. There was discussion regarding the costs of the program and how that might affect businesses.

CONSENT AGENDA:

1. Approval of March 12, 2019 Regular Meeting Minutes
2. Approval of February Bank Balances
3. Budget Report for Period ending 2-28-2019
4. Approval of February Check Register
5. Legal Costs on Projects
6. Department Head Monthly Reports for March 2019
7. Resolution 1157 – Adopt the Mutual Agreement Order between the City of Gladstone and Oregon Department of Environmental Quality (DEQ)
8. Resolution 1158 – Amending Use of Right of Way (ROW) Funds to include Street, Sewer, Storm and Water

Councilor Reisner asked to pull item #8.

Councilor Reisner made a motion to approve the Consent Agenda items 1 - 7. Motion was seconded by Councilor Ripley. Motion passed unanimously.

Councilor Reisner said he agreed with adding water/sewer/storm water. He asked how much money is involved with the increase in administrative funding from 1.7% to 2% and why we need to increase it by .3%. Mr. Whynot said that the 1.7% wasn't quite covering the costs of billing/collecting. In the last biennium budget they estimated approximately \$400,000, so that would be \$8,000 (at 2%).

Councilor Reisner made a motion to approve Item #8 on the Consent Agenda. Motion was seconded by Councilor Todd. Motion passed unanimously.

CORRESPONDENCE:

None.

Mayor Stempel said a few words about the role of the City Council. She feels it is important for everyone to understand their limitations: they represent the citizens of Gladstone and not their own personal agendas and beliefs. There have been many times when a decision being made doesn't align with what they would like personally, but after hearing the citizens' desires they have sometimes gone a different direction. That doesn't mean that their beliefs have changed; just that they listened and acted accordingly. There are laws and rules they have to use as the basis of their decisions. They do not have the luxury of randomly making decisions, but instead have to be consistent and take the path that is defensible. They appreciate everyone's time in participating in this process. Her goal is to keep the meeting respectful and engaging and she hopes everyone will help her do that.

REGULAR AGENDA

9a: STAFF REPORT – APPOINTMENT OF NEW POLICE CHIEF:

Ms. Betz went over the staff report. Back in February the City did an extensive interview process on four candidates for the position of Police Chief. A Council executive session was held on March 4th and two candidates were selected for an interview with the Council during an executive session on March 12th. The Council's consensus was to move John Schmerber through the employment process. A formal background investigation was conducted by Steve Swenson. In his report he stated: "Without reservation I have full confidence that John will make an exceptionally well qualified Chief for Gladstone P.D. You made a very good choice and will reap benefits of the substantial investment that Hillsboro put into him for the past twenty years". Mr. Schmerber went through a full psychological exam on April 3rd. The doctor also recommended Mr. Schmerber without any reservation. The final element of the employment process was a criminal and credit history check – the results indicated no issues in either regard. Ms. Betz is publically asking the Council to appoint John Schmerber to be the Gladstone Police Chief. He will tentatively begin employment in mid-May.

Councilor Neace made a motion to accept the appointment of John Schmerber as Chief of Police. Motion was seconded by Councilor Mersereau. Motion passed unanimously.

9. COMMUNITY FESTIVAL APPLICATION:

Bob Everett, representing both the Gladstone/Oak Lodge Rotary Club and the Gladstone Community Festival, said there aren't many changes from last year's festival. They are planning on having a Pickle Ball tournament during all three days of the festival. The beer garden will be there as well as entertainment and different activities. He always appreciates the City's support – everyone is courteous and cooperative. There was discussion regarding using the economic development fund for any expenditures outside of "in kind" costs.

Councilor Neace made a motion to approve the Gladstone Community Festival application. Motion was seconded by Councilor Tracy. Motion passed unanimously.

10. ORDINANCE 1496 – AMENDING GLADSTONE MUNICIPAL CODE (GMC) CHAPTER 9.60 – CAMPING PROHIBITED IN CERTAIN PLACES, SECTION 9.60.030 – VIOLATION PENALTY TO CLASS “B” VIOLATION:

Ms. Betz said this is the second reading of this ordinance. This was approved at the March 12th meeting, however, there was a dissenting vote, which requires a second reading. Mr. Jacobs gave the second reading of the ordinance.

Councilor Tracy made a motion to amend Gladstone Municipal Code Section 9.60.030, Penalty Section, changing violations of Chapter 9.60 to a Class “B” violation. Motion was seconded by Councilor Todd. Ms. Bannick took a roll call vote: Councilor Ripley – yes. Councilor Neace – yes. Councilor Tracy – yes. Councilor Reisner – yes. Councilor Todd – yes. Councilor Mersereau – yes. Mayor Stempel – yes. Motion passed unanimously.

11. RESOLUTION 1156 – UPDATE ON PUBLIC CONTRACTING RULES:

Ms. Betz said that staff is very pleased that this is coming before the Council tonight. Mr. Jacobs went over the highlights of the proposed changes. The State law permits the City to enact its own public contracting code, which the City has done. This updates the code in some significant ways. The first focuses on something called “QBS” (Quality Based Selection); a process that the State enacted to require us to use a certain process to hire certain professionals in construction type contracts. They have been following the State’s model code, but have found a cleaner and more direct process that they can use to implement the QBS. Most of the changes relate to the implementation of the QBS at the local level. The second area is looking at the cost of services – the City has not updated its contracting rules since 2005, so they are proposing changing the process in which they award contracts for personal services to increase the dollar value from \$25,000 to \$50,000 for when a formal bidding process is required. The last aspect is personal services contracts – changing the threshold so it conforms to State law. This is about the process the City uses for awarding contracts – it doesn’t change the authority for who actually signs off on the contracts. Councilor Reisner said he is not comfortable raising the dollar amounts. Mr. Parsons said the dollar amounts effect what process is used (direct award, intermediate process, or a formal process) – the approval authority is not changing. Ms. Betz said staff feels that this would give some internal relief so they can streamline some projects to keep moving forward.

Councilor Tracy made a motion to approve Resolution 1156, a Resolution adopting updated public contracting rules and repealing Resolution 902. Motion was seconded by Councilor Neace. Motion passed unanimously.

12. REPORT FROM GLADSTONE SCHOOL DISTRICT BOARD – Kristin Eaton:

Ms. Eaton said they have a lot going on in the schools. Last month they had “Everybody Reads Day” at John Wetten Elementary. Gladstone schools are continuing to experience declining resident enrollment. They have a large number of administrative transfer requests for incoming kindergarten kids. For the first time in at least twelve years the Governor’s budget came in only slightly short of what they needed for a “hold harmless budget” for the State. The Joint Chairs came back and suggested a much lower budget. This has caused some active lobbying of the legislature to try to come up with more money for students.

They just had their Gladstone Education Foundation dinner/auction – their focus was the dental clinic that’s going in the Gladstone Center for Children & Families. They have gotten a sizable grant from Care Oregon to put in three dental chairs (to serve two children and one adult at one time).

This year there has been a lot of focus on the social and emotional health of students. As mental health services are declining behavioral issues in the classroom are escalating. Gladstone is becoming a state and national leader in building resilience in students with high “ACE’s” (Adverse Childhood

Experiences) scores – kids who are having problems with regulation of their self-control as a result of social and emotional traumas.

Their annual budget committee meeting is coming up on May 1st. There will be a joint meeting with the City Council on April 24th.

BUSINESS CARRIED FORWARD:

1. Public Records Request for Attorney Bills:

Ms. Betz said they received the public records request, acknowledged it, and provided a copy of the requestor's memo that was prepared when this was last discussed in September of 2018 when the Council had decided to release the invoices and keep them in a binder in the City Recorder's office. Mr. Jacobs gave some background information on this issue. He said this request is for bills from a period between December of 2016 and June of 2018 - the existing policy covers bills from September of 2018 forward. If the Council wants to allow individual access to bills from December of 2016 to June of 2018 they can be added to the binder and they can amend the policy to do that. The State Courts have determined that the bills are attorney-client privileged. There was discussion regarding the costs involved, what the request is asking for, etc. Mr. Parsons said that if the bills are made accessible to the Council that may remedy this request. It was agreed to release the bills requested and add them to the binder.

2. Letter of Appreciation to the Oregon City Pioneer Center:

Ms. Betz said that Colin Black, Senior Center Manager, would like each of the Councilors to sign the letter. He will then attend a City Council meeting in Oregon City and present it to them. The Pioneer Center was instrumental in helping us out with continuity in providing meals to our homebound clients while Gladstone's Senior Center was going through the construction process.

3. Complaint regarding Parks Rules:

Ms. Betz said there was a complaint from Bill Osburn regarding the Park Rules. Mr. Parsons said that from a legal perspective there is no obligation on behalf of the City to respond to these kinds of complaints – there is no legal requirement. He recommends talking with the new Police Chief and have him work with the attorneys regarding constitutional concerns (clarifying language/repercussions/etc.) and then come back to the Council with some sort of recommendation. Councilor Reisner suggested including the Parks Board also. Ms. Betz will follow up with Mr. Osburn.

4. Fire Chief Hiring Process:

Ms. Betz said this is moving along beautifully. The next phase will be April 23rd. She may need to ask for a special meeting in order to expedite the appointment of the new Chief - she is tentatively looking at April 29th or 30th.

BUSINESS FROM THE AUDIENCE:

None.

BUSINESS FROM THE COUNCIL:

Councilor Todd:

She wanted to remind everyone that they are looking for nominations for Grand Marshal for the parade this year. It is open to anyone who lives or works in Gladstone that has been a volunteer, leader, etc. There is additional information on the Community Festival's website (gladstonecommunityfestival.org). The deadline for nominations is June 15th.

Councilor Reisner:

He said that Item #11 brought up thoughts regarding personnel contracts, etc. He said staff has been working on some RFQ's in regard to an attorney and engineer. They were holding off until they hired the Police and Fire Chiefs. Ms. Betz said she hasn't had the time to work on this and won't be able to until this summer – she only has a part time Human Resources person. Councilor Reisner asked about the timeline on staffing decisions/recommendations. Ms. Betz said at the budget committee meeting they had a proposal to increase part time to full time but the budget will not sustain that. On the list of positions to hire is an Executive Assistant for the Police Department, Utility Billing, and they will be hiring for Nancy's replacement before the end of this year, and she will be talking with Ms. Brucker at the end of May regarding her future employment desires.

He said there will be an Easter Egg Hunt and pancake breakfast at the High School on April 20th.

Councilor Tracy:

He wanted to commend all of the departments for putting together thorough staff reports. He is very impressed and appreciative in regard to how the Police Department handles extremely difficult challenges. He said there are challenges coming up with the water rates. He doesn't know how Jim Whynot deals with some of the issues that Public Works has been facing.

Councilor Neace:

She is on the steering committee for the homeless and they had a meeting last month – she had the opportunity to tour the Oregon City Courts. She was very impressed with the way they handle things and the way they go through the homeless courts as opposed to the regular courts. She would like Gladstone to look at some partnerships of what we can do to make some improvements to help our City.

She encouraged everyone to attend the Kiwanis spaghetti dinner on May 18th at the Gladstone Senior Center from 5:00 – 8:00 P.M.

Mayor Stempel:

She said yesterday was the tour of the lower Clackamas River with the Water Tourism/Recreation Studio – they highlighted High Rocks. They have some amazing ideas such as a whitewater park. They are focusing on the Clackamas River and trying to get funds to connect the communities with the river. Energy Kayak is going to host an after school kayak program for kids on the lower Clackamas River and the Willamette. There will be some Olympic kayakers teaching the classes.

Food Pantry – donations of food are down significantly regionally. She encouraged everyone to donate. There will be an Arbor Day event on April 27th at the Gladstone Nature Park.

ADJOURN:

Meeting was adjourned at 8:12 P.M.

Approved by the Mayor this _____ day of _____, 2019.

ATTEST:

Tamara Stempel, Mayor

Tami Bannick, City Recorder

GLADSTONE CITY COUNCIL SPECIAL MEETING MINUTES of April 30, 2019

Meeting was called to order at 5:30 PM.

ROLL CALL:

Mayor Tammy Stempel, Councilor Ripley, Councilor Tracy, Councilor Todd, Councilor Mersereau

ABSENT:

Councilor Neace, Councilor Reisner

STAFF:

Jacque Betz, City Administrator; Haley Kratz, Office Assistant

APPOINTMENT OF NEW FIRE CHIEF:

Ms. Betz introduced Richard “Rick” Huffman. Ms. Betz went over the staff report. The City did an extensive interview process in February on four candidates for the Fire Chief position. An executive session was held on March 25th with the top two candidates and the preferred candidate was Richard Huffman. A formal background investigation was conducted by Steve Swenson and it resulted with his recommendation without reservation that Mr. Huffman continue in the hiring process. There was also a full psychological examination done and the doctor also recommended Mr. Huffman without any reservation. The next element in the process was a criminal and credit history check, which was performed by LGPI – there were no issues there. Mr. Huffman also completed an NFPA medical examination, which he passed. Staff is now asking the Council to appoint Mr. Huffman to serve as the new Gladstone Fire Chief.

Councilor Tracy made a motion to appoint Rick Huffman as the new Fire Chief. Motion was seconded by Councilor Todd. Motion passed unanimously.

Ms. Betz said that the swearing in ceremonies for the Fire Chief and Police Chief will be on May 14th. There will be a change of command ceremony on May 20th.

ADJOURN:

Meeting was adjourned at 5:35 P.M.

Approved by the Mayor this _____ day of _____, 2019.

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	\$ 7,204,869.17	\$ 10,330,272.64	\$ 11,266,768.65
LGIP - Urban Renewal Agency #4650	7,380,826.41	13,903,020.95	13,952,945.55	13,984,160.68	14,683,565.34	14,913,618.25
Checking Accounts:						
General Fund ¹⁾	3,115,967.05	401,118.15	204,109.12	151,905.74	203,864.34	192,957.71
Urban Renewal ¹⁾	3,816,920.33	316,927.81	316,930.41	128,849.61	128,850.66	128,784.25
Municipal Court	40,851.67	49,238.16	39,792.55	42,755.85	66,055.10	26,525.09
Totals	\$ 22,389,657.50	\$ 21,747,595.94	\$ 21,843,968.26	\$ 21,512,541.05	\$ 25,412,608.08	\$ 26,528,653.95
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	\$ 11,761,585.63	\$ 11,319,906.13	\$ 11,626,408.91			
LGIP - Urban Renewal Agency #4650	14,805,716.70	14,842,907.79	14,904,772.31			
Checking Accounts:						
General Fund	88,817.11	327,460.30	196,466.72			
Urban Renewal	28,785.64	18,635.78	18,635.78			
Municipal Court	76,770.35	34,435.90	37,109.75			
Totals	\$ 26,761,675.43	\$ 26,543,345.90	\$ 26,783,393.47	\$ -	\$ -	\$ -



		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	116,519.74	4,047,511.65	173,193.65	104.47 %
100-000-310050	PRIOR YEAR TAXES	110,000.00	110,000.00	4,478.85	29,009.33	-80,990.67	26.37 %
100-000-311030	LIBRARY DISTRICT REVENUE	740,778.00	740,778.00	0.00	728,898.00	-11,880.00	98.40 %
100-000-314045	TRANSIENT LODGING TAX	2,000.00	2,000.00	9,224.30	110,869.12	108,869.12	5,543.46 %
	RptType: 3100 - LOCAL TAXES Total:	4,727,096.00	4,727,096.00	130,222.89	4,916,288.10	189,192.10	104.00 %
RptType: 3110 - STATE SHARED TAXES							
100-000-310170	STATE REVENUE SHARING	0.00	0.00	35,179.09	98,430.67	98,430.67	0.00 %
100-000-311010	ALCOHOL TAX REVENUE	206,000.00	206,000.00	12,000.47	136,008.88	-69,991.12	66.02 %
100-000-311015	MARIJUANA TAX	0.00	0.00	20,194.33	49,453.72	49,453.72	0.00 %
100-000-311020	CIGARETTE TAX REVENUE	14,000.00	14,000.00	0.00	7,419.75	-6,580.25	53.00 %
	RptType: 3110 - STATE SHARED TAXES Total:	220,000.00	220,000.00	67,373.89	291,313.02	71,313.02	132.42 %
RptType: 3120 - RIGHT OF WAY FEES							
100-000-312010	GLADSTONE DISPOSAL FRANCHISE FEE	100,000.00	100,000.00	0.00	53,850.63	-46,149.37	53.85 %
100-000-312025	PGE FRANCHISE FEES	300,000.00	300,000.00	399,529.06	399,529.06	99,529.06	133.18 %
100-000-312030	NW NATURAL GAS FRANCHISE FEE	78,000.00	78,000.00	0.00	39,892.26	-38,107.74	51.14 %
100-000-312035	CENTURY LINK FRANCHISE FEE	25,000.00	25,000.00	11,988.71	11,988.71	-13,011.29	47.95 %
100-000-312040	COMCAST CABLE TV FRANCHISE FE	165,000.00	165,000.00	0.00	75,529.71	-89,470.29	45.78 %
100-000-312050	RIGHT OF WAY FEES-TELECOM	225,000.00	225,000.00	172.38	4,453.07	-220,546.93	1.98 %
100-000-312055	RIGHT OF WAY - OTHER	0.00	0.00	4,775.09	39,598.71	39,598.71	0.00 %
100-000-312060	ROW LICENSE & APP. FEES	0.00	0.00	2,250.00	2,850.00	2,850.00	0.00 %
	RptType: 3120 - RIGHT OF WAY FEES Total:	893,000.00	893,000.00	418,715.24	627,692.15	-265,307.85	70.29 %
RptType: 3130 - LICENSES AND PERMITS							
100-000-313010	BUSINESS LICENSE FEES	125,000.00	125,000.00	12,075.00	79,270.00	-45,730.00	63.42 %
100-000-313015	LIQUOR LICENSE RENEWALS	1,000.00	1,000.00	280.00	840.00	-160.00	84.00 %
100-000-313020	ALARM PERMITS	3,500.00	3,500.00	700.00	4,775.00	1,275.00	136.43 %
	RptType: 3130 - LICENSES AND PERMITS Total:	129,500.00	129,500.00	13,055.00	84,885.00	-44,615.00	65.55 %
RptType: 3140 - CHARGES FOR SERVICES							
100-000-314010	RECREATION FEES	3,000.00	3,000.00	0.00	798.16	-2,201.84	26.61 %
100-000-314015	SENIOR CENTER BUILDING RENTAL FE...	3,500.00	3,500.00	20.00	3,591.75	91.75	102.62 %
100-000-314020	PLANNING APPLICATION FEES	30,000.00	30,000.00	0.00	16,737.75	-13,262.25	55.79 %
100-000-314025	SOCIAL SERVICES CONTRACT	32,000.00	32,000.00	1,845.40	21,744.91	-10,255.09	67.95 %
100-000-314030	LIEN SEARCH FEES	4,200.00	4,200.00	600.00	4,770.00	570.00	113.57 %
100-000-314040	ALL OTHER LIBRARY RECEIPTS	25,000.00	25,000.00	1,383.12	11,760.29	-13,239.71	47.04 %
	RptType: 3140 - CHARGES FOR SERVICES Total:	97,700.00	97,700.00	3,848.52	59,402.86	-38,297.14	60.80 %
RptType: 3141 - SDC							
100-000-314110	PARK SDC FEES	0.00	0.00	7,477.00	34,365.00	34,365.00	0.00 %
	RptType: 3141 - SDC Total:	0.00	0.00	7,477.00	34,365.00	34,365.00	0.00 %
RptType: 3150 - GRANTS							
100-000-315040	FIRE GRANTS	257,020.00	257,020.00	0.00	146,234.54	-110,785.46	56.90 %
100-000-315050	READY TO READ/STATE AID LIBRARY	3,000.00	3,000.00	0.00	2,944.00	-56.00	98.13 %
100-000-315055	MARINE BOARD MAINTENANCE GRA...	5,400.00	5,400.00	0.00	0.00	-5,400.00	0.00 %
	RptType: 3150 - GRANTS Total:	265,420.00	265,420.00	0.00	149,178.54	-116,241.46	56.20 %

Budget Report

For Fiscal: 2018-2019 Period Ending: 03/31/2019

		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	33,968.98	301,276.86	-55,123.14	84.53 %
RptType: 3260 - FINES AND FORFEITURES Total:		356,400.00	356,400.00	33,968.98	301,276.86	-55,123.14	84.53 %
RptType: 3301 - INTEREST							
100-000-330100	INTEREST	65,000.00	65,000.00	25,360.52	168,595.69	103,595.69	259.38 %
RptType: 3301 - INTEREST Total:		65,000.00	65,000.00	25,360.52	168,595.69	103,595.69	259.38 %
RptType: 3600 - MISCELLANEOUS							
100-000-360000	ALL OTHER GF RECEIPTS	122,000.00	122,000.00	599.67	40,655.69	-81,344.31	33.32 %
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	1,822.25	4,893.25	-1,106.75	81.55 %
100-000-361041	LIBRARY FOUNDATION - FUNDED PR...	5,000.00	5,000.00	0.00	11,500.00	6,500.00	230.00 %
100-000-362210	SENIOR CENTER BEQUESTS	0.00	0.00	0.00	11,661.15	11,661.15	0.00 %
100-000-362212	TRAM TRIPS	2,000.00	2,000.00	443.41	5,750.38	3,750.38	287.52 %
100-000-362213	MEAL CHARGES	5,000.00	5,000.00	700.00	9,885.84	4,885.84	197.72 %
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	3,565.33	84,346.31	-76,653.69	52.39 %
RptType: 3700 - OTHER							
100-000-371000	SALE OF SURPLUS EQUIP/PROPERTY	15,000.00	15,000.00	24.29	159,784.23	144,784.23	1,065.23 %
RptType: 3700 - OTHER Total:		15,000.00	15,000.00	24.29	159,784.23	144,784.23	1,065.23 %
Department: 000 - UNDESIGNATED / NON DEPARTMENTAL Total:		10,200,116.00	13,200,116.00	703,611.66	9,877,127.76	-3,322,988.24	74.83 %
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	45,000.00	-250.00	99.45 %
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	45,000.00	-152,640.00	22.77 %
Department: 910 - TRANSFER IN Total:		152,390.00	197,640.00	0.00	45,000.00	-152,640.00	22.77 %
Revenue Total:		10,352,506.00	13,397,756.00	703,611.66	9,922,127.76	-3,475,628.24	74.06 %
Expense							
Department: 121 - ADMIN							
RptCategory: 40 - PERSONNEL SERVICES							
100-121-431010	CITY ADMINISTRATOR	142,000.00	142,000.00	11,265.00	98,854.20	43,145.80	69.62 %
100-121-431020	CITY RECORDER	109,500.00	109,500.00	15,484.00	102,819.00	6,681.00	93.90 %
100-121-431070	OFFICE ASSISTANT	82,895.00	82,895.00	4,588.24	40,695.61	42,199.39	49.09 %
100-121-431500	ACCOUNTING CLERK	121,200.00	121,200.00	6,327.71	61,470.92	59,729.08	50.72 %
100-121-450100	OVERTIME	1,000.00	1,000.00	208.00	208.00	792.00	20.80 %
100-121-450500	CAREER RECOGNITION PAY	3,200.00	3,200.00	125.36	1,384.96	1,815.04	43.28 %
100-121-470000	ASSOCIATED PAYROLL COSTS	267,200.00	267,200.00	15,769.76	137,266.53	129,933.47	51.37 %
RptCategory: 40 - PERSONNEL SERVICES Total:		726,995.00	726,995.00	53,768.07	442,699.22	284,295.78	60.89 %
RptCategory: 50 - MATERIAL AND SERVICES							
100-121-500110	CONTRACTUAL & PROFESSIONAL SER...	247,107.00	247,107.00	30,863.75	141,461.17	105,645.83	57.25 %
100-121-500120	MUNICIPAL AUDIT CONTRACT	40,000.00	40,000.00	0.00	29,350.00	10,650.00	73.38 %
100-121-500130	LEGAL FEES	188,000.00	188,000.00	6,228.96	47,874.08	140,125.92	25.46 %
100-121-500210	COMPUTER/TECHNOLOGY SERVICES	66,000.00	66,000.00	170.71	27,753.17	38,246.83	42.05 %
100-121-500490	COUNCIL ACTIVITIES	10,000.00	10,000.00	302.01	5,702.76	4,297.24	57.03 %
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	3,838.37	66,794.58	-1,794.58	102.76 %
100-121-510020	COMM PROMOTIONS/BUSINESS DEV	232,000.00	232,000.00	5,491.45	15,291.45	216,708.55	6.59 %

		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	380.84	3,398.73	1,101.27	75.53 %
100-121-520310	MAINTENANCE, REPAIR & OPERATION	0.00	0.00	0.00	562.50	-562.50	0.00 %
100-121-520320	FLEET FUEL, MAINTENANCE & REPAIR	1,500.00	1,500.00	0.00	25.93	1,474.07	1.73 %
100-121-520400	OFFICE SUPPLIES & EQUIPMENT	27,255.00	27,255.00	2,096.74	14,713.73	12,541.27	53.99 %
100-121-520450	CITY NEWSLETTER	33,600.00	33,600.00	4,097.70	25,450.05	8,149.95	75.74 %
100-121-530000	FIRE & LIABILITY INSURANCE	160,000.00	160,000.00	0.00	157,036.40	2,963.60	98.15 %
100-121-530200	EMERGENCY MANAGEMENT	25,750.00	25,750.00	-11.92	244.58	25,505.42	0.95 %
100-121-540110	EMPLOYEE APPRECIATION	1,700.00	1,700.00	0.00	485.18	1,214.82	28.54 %
100-121-540120	PERSONNEL RECRUITMENT	17,700.00	17,700.00	5,136.26	9,582.53	8,117.47	54.14 %
100-121-540200	DUES & MEMBERSHIPS	12,500.00	12,500.00	0.00	10,554.68	1,945.32	84.44 %
100-121-540220	TRAVEL, CONFERENCES & TRAINING	12,700.00	12,700.00	5.00	3,028.74	9,671.26	23.85 %
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	184.50	4,664.49	10,335.51	31.10 %
100-121-560120	TELEPHONES	14,000.00	14,000.00	889.72	7,622.41	6,377.59	54.45 %
RptCategory: 50 - MATERIAL AND SERVICES Total:		1,178,062.00	1,178,062.00	59,674.09	571,597.16	606,464.84	48.52 %
Department: 121 - ADMIN Total:		1,905,057.00	1,905,057.00	113,442.16	1,014,296.38	890,760.62	53.24 %
Department: 124 - FACILITIES							
RptCategory: 40 - PERSONNEL SERVICES							
100-124-437050	PUBLIC WORKS SUPERVISOR	7,800.00	7,800.00	877.50	6,352.07	1,447.93	81.44 %
100-124-437070	UTILITY WORKER, JOURNEY	33,000.00	33,000.00	2,096.40	18,305.60	14,694.40	55.47 %
100-124-439011	SEASONAL HELP	8,500.00	8,500.00	0.00	4,758.53	3,741.47	55.98 %
100-124-450100	OVERTIME	1,000.00	1,000.00	4.25	495.51	504.49	49.55 %
100-124-470000	ASSOCIATED PAYROLL COSTS	1,450.00	1,450.00	1,192.01	10,689.72	-9,239.72	737.22 %
RptCategory: 40 - PERSONNEL SERVICES Total:		51,750.00	51,750.00	4,170.16	40,601.43	11,148.57	78.46 %
RptCategory: 50 - MATERIAL AND SERVICES							
100-124-500110	CONTRACTUAL & PROFESSIONAL SER...	47,000.00	47,000.00	2,669.24	26,109.38	20,890.62	55.55 %
100-124-520130	OPERATIONS, MAINTENANCE & REPA...	29,000.00	29,000.00	1,481.07	33,029.31	-4,029.31	113.89 %
100-124-520322	GENERATOR FUEL	1,600.00	1,600.00	0.00	134.74	1,465.26	8.42 %
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	249.46	939.40	6,460.60	12.69 %
100-124-560100	UTILITIES	52,500.00	52,500.00	6,235.23	54,659.21	-2,159.21	104.11 %
RptCategory: 50 - MATERIAL AND SERVICES Total:		138,500.00	138,500.00	10,635.00	114,872.04	23,627.96	82.94 %
RptCategory: 60 - CAPITAL OUTLAY							
100-124-641010	BUILDING REPAIR	0.00	0.00	-47,317.04	-11,689.40	11,689.40	0.00 %
RptCategory: 60 - CAPITAL OUTLAY Total:		0.00	0.00	-47,317.04	-11,689.40	11,689.40	0.00 %
Department: 124 - FACILITIES Total:		190,250.00	190,250.00	-32,511.88	143,784.07	46,465.93	75.58 %
Department: 220 - COURT							
RptCategory: 40 - PERSONNEL SERVICES							
100-220-432020	MUNICIPAL COURT CLERK	61,000.00	61,000.00	4,955.33	44,597.97	16,402.03	73.11 %
100-220-432035	ASSISTANT COURT CLERK	22,600.00	22,600.00	3,411.76	36,211.91	-13,611.91	160.23 %
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	4,015.05	38,999.91	18,000.09	68.42 %
RptCategory: 40 - PERSONNEL SERVICES Total:		141,980.00	141,980.00	12,382.14	119,809.79	22,170.21	84.38 %
RptCategory: 50 - MATERIAL AND SERVICES							
100-220-500110	CONTRACTUAL & PROFESSIONAL SER...	1,000.00	1,000.00	120.00	620.00	380.00	62.00 %
100-220-500132	PROSECUTING ATTORNEY	45,500.00	45,500.00	3,000.00	24,000.00	21,500.00	52.75 %
100-220-500134	ATTORNEYS FOR INDIGENT CLIENTS	31,550.00	31,550.00	0.00	15,875.00	15,675.00	50.32 %
100-220-500136	MUNICIPAL COURT JUDGE	41,000.00	41,000.00	3,000.00	28,092.00	12,908.00	68.52 %
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	153.02	846.98	15.30 %
100-220-500282	COURTROOM SECURITY	8,000.00	8,000.00	570.00	4,560.00	3,440.00	57.00 %
100-220-520120	BANK CHARGES	6,000.00	6,000.00	1,395.39	3,607.09	2,392.91	60.12 %
100-220-520400	OFFICE SUPPLIES & EQUIPMENT	11,000.00	11,000.00	967.78	6,463.85	4,536.15	58.76 %
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	0.00	1,426.02	2,573.98	35.65 %
RptCategory: 50 - MATERIAL AND SERVICES Total:		153,919.00	153,919.00	9,053.17	84,796.98	69,122.02	55.09 %
Department: 220 - COURT Total:		295,899.00	295,899.00	21,435.31	204,606.77	91,292.23	69.15 %
Department: 240 - POLICE							
RptCategory: 40 - PERSONNEL SERVICES							
100-240-432110	POLICE CHIEF	101,880.00	101,880.00	9,829.00	91,161.59	10,718.41	89.48 %
100-240-432130	POLICE LIEUTENANT	96,425.00	96,425.00	8,490.00	73,858.11	22,566.89	76.60 %
100-240-432140	POLICE DETECTIVE	144,125.00	144,125.00	6,097.08	54,955.56	89,169.44	38.13 %
100-240-432160	POLICE OFFICER	598,850.00	598,850.00	46,722.24	404,471.65	194,378.35	67.54 %
100-240-432170	POLICE SERGEANT	222,137.00	222,137.00	19,341.19	168,741.14	53,395.86	75.96 %
100-240-432182	PROPERTY ROOM TECHNICIAN	28,000.00	28,000.00	2,150.72	19,142.63	8,857.37	68.37 %
100-240-432185	POLICE RECORDS CLERK	47,700.00	47,700.00	3,963.00	35,667.00	12,033.00	74.77 %
100-240-432190	POLICE RESERVES	7,000.00	7,000.00	0.00	563.17	6,436.83	8.05 %
100-240-450100	OVERTIME	100,000.00	100,000.00	4,596.31	77,868.23	22,131.77	77.87 %
100-240-450200	HOLIDAY PAY	10,000.00	10,000.00	0.00	8,742.00	1,258.00	87.42 %
100-240-450300	PROFICIENCY PAY	50,000.00	50,000.00	2,355.27	20,942.63	29,057.37	41.89 %
100-240-450500	CAREER RECOGNITION PAY	8,000.00	8,000.00	195.23	1,202.36	6,797.64	15.03 %
100-240-470000	ASSOCIATED PAYROLL COSTS	1,005,000.00	1,005,000.00	48,101.82	447,159.36	557,840.64	44.49 %
100-240-470040	LIFE & DISABILITY INSURANCE	0.00	0.00	0.00	131.60	-131.60	0.00 %
RptCategory: 40 - PERSONNEL SERVICES Total:		2,419,117.00	2,419,117.00	151,841.86	1,404,607.03	1,014,509.97	58.06 %
RptCategory: 50 - MATERIAL AND SERVICES							
100-240-500110	CONTRACTUAL & PROFESSIONAL SER...	40,000.00	40,000.00	738.89	18,712.82	21,287.18	46.78 %
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	420.65	34,176.05	55,823.95	37.97 %
100-240-520112	FIREARMS/AMMUNITION	20,000.00	20,000.00	172.00	11,321.17	8,678.83	56.61 %
100-240-520310	MAINTENANCE, REPAIR & OPERATION	15,000.00	15,000.00	127.15	1,408.77	13,591.23	9.39 %
100-240-520320	FLEET FUEL, MAINTENANCE & REPAIR	75,000.00	75,000.00	4,954.90	42,550.92	32,449.08	56.73 %
100-240-520340	RADIO MAINTENANCE REPLACEMENT	22,000.00	22,000.00	0.00	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	4,206.43	13,176.19	-4,176.19	146.40 %
100-240-530101	POLICE RESERVE LIFE INSURANCE	0.00	0.00	0.67	2.78	-2.78	0.00 %
100-240-540110	EMPLOYEE APPRECIATION	6,500.00	6,500.00	0.00	557.23	5,942.77	8.57 %
100-240-540200	DUES & MEMBERSHIPS	35,000.00	35,000.00	646.68	11,441.29	23,558.71	32.69 %
100-240-540301	UNIFORMS AND SAFETY EQUIPMENT	24,000.00	24,000.00	1,748.97	14,981.94	9,018.06	62.42 %
100-240-542000	PUBLICATIONS & SUBSCRIPTIONS	19,500.00	19,500.00	80.50	2,318.00	17,182.00	11.89 %
100-240-560110	CELL PHONES, PAGERS, RADIOS	16,500.00	16,500.00	1,725.19	15,609.46	890.54	94.60 %
RptCategory: 50 - MATERIAL AND SERVICES Total:		388,300.00	388,300.00	14,822.03	190,108.12	198,191.88	48.96 %
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	-35,200.15	62,961.93	88,038.07	41.70 %
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	-35,200.15	63,751.93	134,048.07	32.23 %
Department: 240 - POLICE Total:		3,005,217.00	3,005,217.00	131,463.74	1,658,467.08	1,346,749.92	55.19 %
Department: 250 - FIRE							
RptCategory: 40 - PERSONNEL SERVICES							
100-250-432210	FIRE CHIEF	104,672.00	104,672.00	8,565.00	73,746.73	30,925.27	70.46 %
100-250-432220	FIRE MARSHAL	82,930.00	82,930.00	7,409.00	67,619.99	15,310.01	81.54 %
100-250-432240	FIRE CAPTAIN	172,000.00	172,000.00	18,102.16	148,050.19	23,949.81	86.08 %
100-250-432290	ON-CALL FIREFIGHTERS	280,000.00	280,000.00	20,129.32	185,346.76	94,653.24	66.20 %
100-250-450100	OVERTIME	13,000.00	13,000.00	1,743.68	19,896.20	-6,896.20	153.05 %
100-250-470000	ASSOCIATED PAYROLL COSTS	244,000.00	244,000.00	24,424.91	223,722.20	20,277.80	91.69 %
100-250-470040	LIFE & DISABILITY INSURANCE	7,000.00	7,000.00	16.08	3,030.17	3,969.83	43.29 %
RptCategory: 40 - PERSONNEL SERVICES Total:		903,602.00	903,602.00	80,390.15	721,412.24	182,189.76	79.84 %
RptCategory: 50 - MATERIAL AND SERVICES							
100-250-500110	CONTRACTUAL & PROFESSIONAL SER...	0.00	0.00	0.00	34.00	-34.00	0.00 %

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
100-250-500150	MEDICAL DIRECTOR CONTRACT	17,000.00	17,000.00	995.00	9,025.00	7,975.00	53.09 %
100-250-500210	COMPUTER/TECHNOLOGY SERVICES	13,500.00	13,500.00	0.00	6,509.65	6,990.35	48.22 %
100-250-500498	SHARE COST CCOM DISPATCH	87,300.00	87,300.00	7,000.08	63,000.72	24,299.28	72.17 %
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	2,031.05	9,968.95	16.93 %
100-250-520124	FIRST RESPONDER SUPPLIES	29,000.00	29,000.00	1,173.41	18,607.74	10,392.26	64.16 %
100-250-520126	SCBA & TURNOUT MAINTENANCE	15,500.00	15,500.00	0.00	6,952.27	8,547.73	44.85 %
100-250-520200	BLDG MAINTENANCE & SUPPLIES	47,000.00	47,000.00	1,281.09	26,645.59	20,354.41	56.69 %
100-250-520310	MAINTENANCE, REPAIR & OPERATION	0.00	0.00	0.00	56.50	-56.50	0.00 %
100-250-520320	FLEET FUEL, MAINTENANCE & REPAIR	63,000.00	63,000.00	4,652.23	42,332.62	20,667.38	67.19 %
100-250-520400	OFFICE SUPPLIES & EQUIPMENT	4,700.00	4,700.00	163.51	4,857.09	-157.09	103.34 %
100-250-540130	PHYSICAL EXAMINATIONS	17,000.00	17,000.00	80.00	6,822.74	10,177.26	40.13 %
100-250-540200	DUES & MEMBERSHIPS	13,500.00	13,500.00	230.50	2,990.50	10,509.50	22.15 %
100-250-540222	TECH RESCUE TRAINING	12,250.00	12,250.00	1,238.31	2,768.52	9,481.48	22.60 %
100-250-540224	EMS TRAINING & RECERTIFICATION	12,500.00	12,500.00	20.00	3,008.83	9,491.17	24.07 %
100-250-540225	FIREFIGHTER TRAINING	64,000.00	64,000.00	755.00	17,397.06	46,602.94	27.18 %
100-250-540301	UNIFORMS AND SAFETY EQUIPMENT	18,500.00	18,500.00	2,593.04	9,559.65	8,940.35	51.67 %
100-250-560110	CELL PHONES, PAGERS, RADIOS	51,000.00	51,000.00	772.54	6,021.79	44,978.21	11.81 %
RptCategory: 50 - MATERIAL AND SERVICES Total:		527,750.00	527,750.00	20,954.71	228,621.32	299,128.68	43.32 %
RptCategory: 60 - CAPITAL OUTLAY							
100-250-661010	ROUTINE EQUIP REPLACEMENT	45,300.00	45,300.00	13,010.93	23,483.21	21,816.79	51.84 %
100-250-661012	TURN-OUTS & SCBA RESERVE	271,000.00	271,000.00	0.00	8,149.20	262,850.80	3.01 %
100-250-661014	DIVE RESCUE EQUIPMENT	16,000.00	16,000.00	422.23	7,062.06	8,937.94	44.14 %
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	0.00	22,197.00	70,803.00	23.87 %
RptCategory: 60 - CAPITAL OUTLAY Total:		843,967.00	843,967.00	13,433.16	60,891.47	783,075.53	7.21 %
Department: 250 - FIRE Total:		2,275,319.00	2,275,319.00	114,778.02	1,010,925.03	1,264,393.97	44.43 %
Department: 526 - PARKS							
RptCategory: 40 - PERSONNEL SERVICES							
100-526-437049	PUBLIC WORKS DIRECTOR	21,400.00	21,400.00	1,980.60	16,817.80	4,582.20	78.59 %
100-526-437050	PUBLIC WORKS SUPERVISOR	32,200.00	32,200.00	3,948.74	28,584.29	3,615.71	88.77 %
100-526-437055	PW ADMIN ASSISTANT	3,000.00	3,000.00	1,040.37	7,592.14	-4,592.14	253.07 %
100-526-437070	UTILITY WORKER, JOURNEY	82,000.00	82,000.00	7,140.39	65,992.21	16,007.79	80.48 %
100-526-439011	SEASONAL HELP	11,000.00	11,000.00	0.00	21,943.64	-10,943.64	199.49 %
100-526-450100	OVERTIME	1,300.00	1,300.00	47.90	1,658.51	-358.51	127.58 %
100-526-450500	CAREER RECOGNITION PAY	1,690.00	1,690.00	152.63	1,432.61	257.39	84.77 %
100-526-470000	ASSOCIATED PAYROLL COSTS	90,000.00	90,000.00	7,862.35	73,228.65	16,771.35	81.37 %
RptCategory: 40 - PERSONNEL SERVICES Total:		242,590.00	242,590.00	22,172.98	217,249.85	25,340.15	89.55 %
RptCategory: 50 - MATERIAL AND SERVICES							
100-526-500110	CONTRACTUAL & PROFESSIONAL SER...	20,000.00	20,000.00	1,310.50	5,846.03	14,153.97	29.23 %
100-526-520130	OPERATIONS, MAINTENANCE & REPA...	18,000.00	18,000.00	2,066.89	45,038.50	-27,038.50	250.21 %
100-526-520132	HAZARDOUS TREE REMOVAL	29,000.00	29,000.00	0.00	8,543.00	20,457.00	29.46 %
100-526-520134	SPRAY PARK OPS & MAINTENANCE	0.00	0.00	0.00	267.00	-267.00	0.00 %
100-526-520320	FLEET FUEL, MAINTENANCE & REPAIR	30,000.00	30,000.00	1,608.98	11,892.98	18,107.02	39.64 %
100-526-520400	OFFICE SUPPLIES & EQUIPMENT	2,000.00	2,000.00	187.00	2,100.10	-100.10	105.01 %
100-526-540220	TRAVEL, CONFERENCES & TRAINING	3,000.00	3,000.00	3.80	346.90	2,653.10	11.56 %
100-526-540300	SMALL TOOLS, EQUIPMENT & SAFETY...	20,000.00	20,000.00	480.69	2,734.05	17,265.95	13.67 %
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	2,060.61	20,789.56	4,210.44	83.16 %
RptCategory: 50 - MATERIAL AND SERVICES Total:		152,000.00	152,000.00	7,718.47	97,558.12	54,441.88	64.18 %
RptCategory: 60 - CAPITAL OUTLAY							
100-526-660100	EQUIPMENT REPLACEMENT RESERVES	115,200.00	115,200.00	0.00	4,199.00	111,001.00	3.64 %
100-526-676050	SYSTEM IMPROVEMENTS & PROJECTS	124,000.00	124,000.00	4,920.00	4,920.00	119,080.00	3.97 %
RptCategory: 60 - CAPITAL OUTLAY Total:		239,200.00	239,200.00	4,920.00	9,119.00	230,081.00	3.81 %
Department: 526 - PARKS Total:		633,790.00	633,790.00	34,811.45	323,926.97	309,863.03	51.11 %

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
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	0.00	12,141.53	1,858.47	86.73 %
100-527-470000	ASSOCIATED PAYROLL COSTS	5,300.00	5,300.00	0.00	2,308.41	2,991.59	43.55 %
	RptCategory: 40 - PERSONNEL SERVICES Total:	29,300.00	29,300.00	0.00	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	23,606.00	-106.00	100.45 %
100-527-510062	SUMMER PROGRAMS	2,700.00	2,700.00	346.30	1,462.72	1,237.28	54.17 %
100-527-510064	SPECIAL EVENTS	850.00	850.00	153.11	321.28	528.72	37.80 %
100-527-520136	MAINTENANCE & SUPPLIES	700.00	700.00	77.96	448.91	251.09	64.13 %
	RptCategory: 50 - MATERIAL AND SERVICES Total:	27,750.00	27,750.00	577.37	25,838.91	1,911.09	93.11 %
	Department: 527 - RECREATION Total:	57,050.00	57,050.00	577.37	42,422.51	14,627.49	74.36 %
Department: 528 - SENIOR CENTER							
RptCategory: 40 - PERSONNEL SERVICES							
100-528-435210	SENIOR CENTER MANAGER	74,000.00	74,000.00	6,798.40	54,021.30	19,978.70	73.00 %
100-528-435240	TRAM DRIVER	33,500.00	33,500.00	1,935.89	21,866.48	11,633.52	65.27 %
100-528-435250	NUTRITION CATERER	32,000.00	32,000.00	2,031.18	20,552.51	11,447.49	64.23 %
100-528-435280	CENTER ASSISTANT	42,000.00	42,000.00	3,539.22	30,828.53	11,171.47	73.40 %
100-528-435295	BUILDING MONITOR	7,000.00	7,000.00	0.00	1,294.90	5,705.10	18.50 %
100-528-450500	CAREER RECOGNITION PAY	1,500.00	1,500.00	117.64	1,089.88	410.12	72.66 %
100-528-470000	ASSOCIATED PAYROLL COSTS	82,500.00	82,500.00	4,074.12	50,774.40	31,725.60	61.54 %
	RptCategory: 40 - PERSONNEL SERVICES Total:	272,500.00	272,500.00	18,496.45	180,428.00	92,072.00	66.21 %
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	418.75	7,817.43	5,182.57	60.13 %
100-528-520140	TRAM EXPENSES	6,480.00	6,480.00	440.25	4,071.56	2,408.44	62.83 %
100-528-520190	MISCELLANEOUS EQUIPMENT	2,700.00	2,700.00	0.00	252.39	2,447.61	9.35 %
100-528-520200	BLDG MAINTENANCE & SUPPLIES	3,600.00	3,600.00	11.75	2,132.15	1,467.85	59.23 %
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	1,465.62	3,165.90	3,334.10	48.71 %
100-528-540200	DUES & MEMBERSHIPS	2,400.00	2,400.00	80.50	561.11	1,838.89	23.38 %
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	279.64	2,512.12	987.88	71.77 %
	RptCategory: 50 - MATERIAL AND SERVICES Total:	48,205.00	48,205.00	2,696.51	20,648.64	27,556.36	42.84 %
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	21,192.96	201,076.64	270,587.36	42.63 %
Department: 529 - LIBRARY							
RptCategory: 40 - PERSONNEL SERVICES							
100-529-435320	LIBRARY ASSISTANT II	470,000.00	470,000.00	20,735.49	200,391.31	269,608.69	42.64 %
100-529-435392	ON CALL LIB ASSISTANT	35,900.00	35,900.00	2,905.08	25,167.04	10,732.96	70.10 %
100-529-450500	CAREER RECOGNITION PAY	3,925.00	3,925.00	138.32	1,174.48	2,750.52	29.92 %
100-529-470000	ASSOCIATED PAYROLL COSTS	126,500.00	126,500.00	10,836.56	105,392.64	21,107.36	83.31 %
	RptCategory: 40 - PERSONNEL SERVICES Total:	636,325.00	636,325.00	34,615.45	332,125.47	304,199.53	52.19 %
RptCategory: 50 - MATERIAL AND SERVICES							
100-529-500110	CONTRACTUAL & PROFESSIONAL SER...	74,310.00	74,310.00	0.00	31,916.00	42,394.00	42.95 %
100-529-500210	COMPUTER/TECHNOLOGY SERVICES	20,000.00	20,000.00	0.00	18,312.46	1,687.54	91.56 %
100-529-510081	NEW BOOKS	115,000.00	115,000.00	7,293.42	52,393.93	62,606.07	45.56 %
100-529-510082	ADULT/CHILDREN'S PROGRAMS	11,000.00	11,000.00	809.26	2,300.04	8,699.96	20.91 %
100-529-510084	READY TO READ GRANT	3,300.00	3,300.00	0.00	3,002.69	297.31	90.99 %
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	352.27	4,142.54	2,657.46	60.92 %

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
100-529-530100	RENTALS AND LEASES	12,000.00	12,000.00	671.91	5,522.77	6,477.23	46.02 %
100-529-540200	DUES & MEMBERSHIPS	6,000.00	6,000.00	480.00	480.00	5,520.00	8.00 %
100-529-542000	PUBLICATIONS & SUBSCRIPTIONS	4,100.00	4,100.00	124.50	3,460.00	640.00	84.39 %
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	9,731.36	121,530.43	139,229.57	46.61 %
Department: 529 - LIBRARY Total:		897,085.00	897,085.00	44,346.81	453,655.90	443,429.10	50.57 %
Department: 600 - DEBT SERVICE							
RptCategory: 70 - DEBT SERVICE							
100-600-730040	DEBT SERVICE - INTEREST	0.00	45,250.00	0.00	45,000.00	250.00	99.45 %
RptCategory: 70 - DEBT SERVICE Total:		0.00	45,250.00	0.00	45,000.00	250.00	99.45 %
Department: 600 - DEBT SERVICE Total:		0.00	45,250.00	0.00	45,000.00	250.00	99.45 %
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	449,535.94	8,098,161.35	5,299,594.65	60.44 %
Fund: 100 - GENERAL FUND Surplus (Deficit):		0.00	0.00	254,075.72	1,823,966.41	1,823,966.41	0.00 %

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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: 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	65,804.73	670,530.02	-79,469.98	89.40 %
	RptType: 3110 - STATE SHARED TAXES Total:	750,000.00	750,000.00	65,804.73	670,530.02	-79,469.98	89.40 %
RptType: 3141 - SDC							
205-000-314075	TRANSPORTATION SDC'S	10,000.00	10,000.00	3,536.00	41,880.97	31,880.97	418.81 %
	RptType: 3141 - SDC Total:	10,000.00	10,000.00	3,536.00	41,880.97	31,880.97	418.81 %
RptType: 3600 - MISCELLANEOUS							
205-000-360000	ALL OTHER ROAD/STREET RECEIPTS	30,000.00	30,000.00	1,410.00	16,103.02	-13,896.98	53.68 %
	RptType: 3600 - MISCELLANEOUS Total:	30,000.00	30,000.00	1,410.00	16,103.02	-13,896.98	53.68 %
	Department: 000 - UNDESIGNATED / NON DEPARTMENTAL Total:	2,597,000.00	2,597,000.00	70,750.73	728,514.01	-1,868,485.99	28.05 %
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	70,750.73	728,514.01	-2,312,935.99	23.95 %
Expense							
Department: 305 - ROAD AND STREET							
RptCategory: 40 - PERSONNEL SERVICES							
205-305-437049	PUBLIC WORKS DIRECTOR	21,500.00	21,500.00	1,980.60	16,817.80	4,682.20	78.22 %
205-305-437050	PUBLIC WORKS SUPERVISOR	35,050.00	35,050.00	3,948.73	28,584.28	6,465.72	81.55 %
205-305-437055	PW ADMIN ASSISTANT	5,150.00	5,150.00	1,040.37	7,592.14	-2,442.14	147.42 %
205-305-437070	UTILITY WORKER, JOURNEY	115,000.00	115,000.00	8,975.00	83,321.61	31,678.39	72.45 %
205-305-439011	SEASONAL HELP	30,000.00	30,000.00	0.00	5,130.00	24,870.00	17.10 %
205-305-450100	OVERTIME	6,000.00	6,000.00	0.00	1,966.42	4,033.58	32.77 %
205-305-450500	CAREER RECOGNITION PAY	610.00	610.00	50.44	477.48	132.52	78.28 %
205-305-470000	ASSOCIATED PAYROLL COSTS	92,000.00	92,000.00	9,703.05	87,239.45	4,760.55	94.83 %
	RptCategory: 40 - PERSONNEL SERVICES Total:	305,310.00	305,310.00	25,698.19	231,129.18	74,180.82	75.70 %
RptCategory: 50 - MATERIAL AND SERVICES							
205-305-500110	CONTRACTUAL & PROFESSIONAL SER...	60,000.00	60,000.00	1,661.09	14,002.57	45,997.43	23.34 %
205-305-520130	OPERATIONS, MAINTENANCE & REPA...	485,000.00	485,000.00	260.00	74,012.98	410,987.02	15.26 %
205-305-520172	STREET LIGHT MAINTENANCE	78,000.00	78,000.00	6,016.88	53,759.11	24,240.89	68.92 %
205-305-520176	TRAFFIC SIGNAL MAINTENANCE	41,000.00	41,000.00	258.86	261.37	40,738.63	0.64 %
205-305-520178	STREET SIGN MAINTENANCE	35,000.00	35,000.00	507.25	13,617.34	21,382.66	38.91 %
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	2,883.88	15,006.32	69,993.68	17.65 %
205-305-520400	OFFICE SUPPLIES & EQUIPMENT	2,700.00	2,700.00	187.00	1,220.57	1,479.43	45.21 %
205-305-540220	TRAVEL, CONFERENCES & TRAINING	4,800.00	4,800.00	28.78	371.88	4,428.12	7.75 %
205-305-540300	SMALL TOOLS, EQUIPMENT & SAFETY...	39,000.00	39,000.00	480.54	4,258.71	34,741.29	10.92 %
205-305-540400	DUMPING, HAULING, GARBAGE	32,000.00	32,000.00	25.00	300.00	31,700.00	0.94 %
205-305-560100	UTILITIES	2,000.00	2,000.00	53.95	417.75	1,582.25	20.89 %
	RptCategory: 50 - MATERIAL AND SERVICES Total:	884,500.00	884,500.00	12,363.23	177,228.60	707,271.40	20.04 %
RptCategory: 60 - CAPITAL OUTLAY							
205-305-660100	EQUIPMENT REPLACEMENT RESERVES	425,000.00	425,000.00	0.00	4,199.00	420,801.00	0.99 %
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 %

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
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	4,199.00	1,581,336.00	0.26 %
	Department: 305 - ROAD AND STREET Total:	2,775,345.00	2,775,345.00	38,061.42	412,556.78	2,362,788.22	14.87 %
	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	38,061.42	412,556.78	2,628,893.22	13.56 %
	Fund: 205 - ROAD AND STREET FUND Surplus (Deficit):	0.00	0.00	32,689.31	315,957.23	315,957.23	0.00 %

Budget Report

For Fiscal: 2018-2019 Period Ending: 03/31/2019

		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	16,449.02	571,384.71	-66,440.29	89.58 %
228-000-310050	PRIOR YEAR TAXES	30,000.00	30,000.00	632.28	4,095.23	-25,904.77	13.65 %
	RptType: 3100 - LOCAL TAXES Total:	667,825.00	667,825.00	17,081.30	575,479.94	-92,345.06	86.17 %
RptType: 3301 - INTEREST							
228-000-330100	INTEREST	4,000.00	4,000.00	813.03	4,568.82	568.82	114.22 %
	RptType: 3301 - INTEREST Total:	4,000.00	4,000.00	813.03	4,568.82	568.82	114.22 %
	Department: 000 - UNDESIGNATED / NON DEPARTMENTAL Total:	1,116,165.00	1,116,165.00	17,894.33	580,048.76	-536,116.24	51.97 %
	Revenue Total:	1,116,165.00	1,116,165.00	17,894.33	580,048.76	-536,116.24	51.97 %
Expense							
Department: 245 - POLICE LEVY							
RptCategory: 40 - PERSONNEL SERVICES							
228-245-432160	POLICE OFFICER	129,000.00	129,000.00	5,960.67	55,669.60	73,330.40	43.15 %
228-245-432165	SCHOOL RESOURCE OFFICER	64,000.00	64,000.00	5,912.55	53,597.22	10,402.78	83.75 %
228-245-432180	MUNICIPAL ORDINANCE SPECIALIST	47,000.00	47,000.00	4,684.00	43,480.16	3,519.84	92.51 %
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	0.00	18,810.84	41,189.16	31.35 %
228-245-450100	OVERTIME	26,800.00	26,800.00	962.43	19,884.47	6,915.53	74.20 %
228-245-450200	HOLIDAY PAY	3,200.00	3,200.00	0.00	747.22	2,452.78	23.35 %
228-245-450300	PROFICIENCY PAY	16,875.00	16,875.00	752.71	7,462.74	9,412.26	44.22 %
228-245-450500	CAREER RECOGNITION PAY	600.00	600.00	117.10	1,131.58	-531.58	188.60 %
228-245-450600	UNIFORM ALLOWANCE	3,000.00	3,000.00	250.00	1,625.00	1,375.00	54.17 %
228-245-470000	ASSOCIATED PAYROLL COSTS	311,000.00	311,000.00	12,311.98	118,641.92	192,358.08	38.15 %
	RptCategory: 40 - PERSONNEL SERVICES Total:	671,475.00	671,475.00	30,951.44	321,050.75	350,424.25	47.81 %
RptCategory: 50 - MATERIAL AND SERVICES							
228-245-500498	SHARE COST CCOM DISPATCH	132,000.00	132,000.00	11,009.08	99,081.72	32,918.28	75.06 %
228-245-510032	SRO EXPENSES	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
228-245-510040	K-9 EXPENSES	0.00	0.00	-100.00	94.67	-94.67	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	10,909.08	99,176.39	37,823.61	72.39 %
	Department: 245 - POLICE LEVY Total:	808,475.00	808,475.00	41,860.52	420,227.14	388,247.86	51.98 %
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	41,860.52	420,227.14	695,937.86	37.65 %
	Fund: 228 - POLICE LEVY FUND Surplus (Deficit):	0.00	0.00	-23,966.19	159,821.62	159,821.62	0.00 %

Budget Report

For Fiscal: 2018-2019 Period Ending: 03/31/2019

	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	7,501.09	260,563.15	-13,956.85 94.92 %
229-000-310050	PRIOR YEAR TAXES	7,000.00	7,000.00	288.33	1,867.50	-5,132.50 26.68 %
	RptType: 3100 - LOCAL TAXES Total:	281,520.00	281,520.00	7,789.42	262,430.65	-19,089.35 93.22 %
RptType: 3301 - INTEREST						
229-000-330100	INTEREST	4,500.00	4,500.00	1,281.30	8,951.65	4,451.65 198.93 %
	RptType: 3301 - INTEREST Total:	4,500.00	4,500.00	1,281.30	8,951.65	4,451.65 198.93 %
	Department: 000 - UNDESIGNATED / NON DEPARTMENTAL Total:	698,820.00	698,820.00	9,070.72	271,382.30	-427,437.70 38.83 %
	Revenue Total:	698,820.00	698,820.00	9,070.72	271,382.30	-427,437.70 38.83 %
Expense						
Department: 255 - FIRE LEVY						
RptCategory: 40 - PERSONNEL SERVICES						
229-255-432230	TRAINING CAPTAIN	84,720.00	84,720.00	6,034.00	62,344.53	22,375.47 73.59 %
229-255-439010	PART TIME	50,000.00	50,000.00	1,724.80	15,559.80	34,440.20 31.12 %
229-255-439011	SEASONAL HELP	10,000.00	10,000.00	0.00	10,190.78	-190.78 101.91 %
229-255-470000	ASSOCIATED PAYROLL COSTS	73,000.00	73,000.00	4,952.37	45,808.27	27,191.73 62.75 %
	RptCategory: 40 - PERSONNEL SERVICES Total:	217,720.00	217,720.00	12,711.17	133,903.38	83,816.62 61.50 %
RptCategory: 50 - MATERIAL AND SERVICES						
229-255-500110	CONTRACTUAL & PROFESSIONAL SER...	3,600.00	3,600.00	500.00	4,095.54	-495.54 113.77 %
229-255-520365	EQUIPMENT TESTING & SERVICE	15,200.00	15,200.00	0.00	4,791.00	10,409.00 31.52 %
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	500.00	8,886.54	29,913.46 22.90 %
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	20,877.60	20,122.40 50.92 %
	RptCategory: 60 - CAPITAL OUTLAY Total:	419,000.00	419,000.00	0.00	20,877.60	398,122.40 4.98 %
	Department: 255 - FIRE LEVY Total:	675,520.00	675,520.00	13,211.17	163,667.52	511,852.48 24.23 %
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	13,211.17	163,667.52	535,152.48 23.42 %
	Fund: 229 - FIRE LEVY FUND Surplus (Deficit):	0.00	0.00	-4,140.45	107,714.78	107,714.78 0.00 %

Budget Report

For Fiscal: 2018-2019 Period Ending: 03/31/2019

	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: 03/31/2019

		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 %
RptType: 3160 - DEBT SERVICE PROCEEDS							
307-000-316000	DEBT SERVICE PROCEEDS	5,200,000.00	0.00	0.00	0.00	0.00	0.00 %
	RptType: 3160 - DEBT SERVICE PROCEEDS Total:	5,200,000.00	0.00	0.00	0.00	0.00	0.00 %
	Department: 000 - UNDESIGNATED / NON DEPARTMENTAL Total:	5,200,000.00	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	347,044.03	-12,901,555.97	2.62 %
	RptType: 3990 - TRANSFERS IN Total:	4,640,000.00	13,248,600.00	0.00	347,044.03	-12,901,555.97	2.62 %
	Department: 910 - TRANSFER IN Total:	4,640,000.00	13,248,600.00	0.00	347,044.03	-12,901,555.97	2.62 %
	Revenue Total:	9,840,000.00	13,286,258.00	0.00	347,044.03	-12,939,213.97	2.61 %
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	13,378.10	31,338.10	149,708.90	17.31 %
307-307-620325	OTHER PROF. SERVICES	0.00	10,000.00	0.00	97.50	9,902.50	0.98 %
307-307-620330	PROJECT LEGAL COSTS	0.00	11,561.00	224.46	3,340.71	8,220.29	28.90 %
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	13,602.56	34,776.31	194,273.69	15.18 %
RptCategory: 60 - CAPITAL OUTLAY							
307-307-620100	CONSTRUCTION - PHASE 1	0.00	395,222.00	13,710.00	383,304.50	11,917.50	96.98 %
307-307-620110	CONSTRUCTION - PHASE 2	0.00	11,548,428.00	201,700.00	201,700.00	11,346,728.00	1.75 %
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	-2,500.00	777,500.00	-0.32 %
	RptCategory: 60 - CAPITAL OUTLAY Total:	0.00	12,779,608.00	215,410.00	582,504.50	12,197,103.50	4.56 %
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	229,012.56	750,087.40	12,536,170.60	5.65 %
	Expense Total:	0.00	13,286,258.00	229,012.56	750,087.40	12,536,170.60	5.65 %
	Fund: 307 - CIVIC BUILDINGS CAPITAL FUND (NEW) Surplus (Deficit):	9,840,000.00	0.00	-229,012.56	-403,043.37	-403,043.37	0.00 %

Budget Report

For Fiscal: 2018-2019 Period Ending: 03/31/2019

	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	26,051.92	904,963.37	178,963.37 124.65 %
390-000-310050	PRIOR YEAR TAXES	26,000.00	26,000.00	987.10	6,414.46	-19,585.54 24.67 %
	RptType: 3100 - LOCAL TAXES Total:	752,000.00	752,000.00	27,039.02	911,377.83	159,377.83 121.19 %
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	34,825.50	256,359.62	236,359.62 1,281.80 %
	RptType: 3301 - INTEREST Total:	20,000.00	20,000.00	34,825.50	256,359.62	236,359.62 1,281.80 %
	Department: 000 - UNDESIGNATED / NON DEPARTMENTAL Total:	8,163,000.00	11,963,000.00	61,864.52	4,967,737.45	-6,995,262.55 41.53 %
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	61,864.52	7,967,737.45	-6,995,262.55 53.25 %
Expense						
Department: 410 - URBAN RENEWAL						
RptCategory: 50 - MATERIAL AND SERVICES						
390-410-500110	CONTRACTUAL & PROFESSIONAL SER...	59,000.00	100.00	60.58	166.14	-66.14 166.14 %
390-410-500120	MUNICIPAL AUDIT CONTRACT	10,000.00	10,000.00	0.00	10,150.00	-150.00 101.50 %
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	60.58	10,316.14	14,783.86 41.10 %
RptCategory: 70 - DEBT SERVICE						
390-410-730040	DEBT SERVICE - INTEREST	0.00	57,126.00	0.00	57,124.74	1.26 100.00 %
	RptCategory: 70 - DEBT SERVICE Total:	0.00	57,126.00	0.00	57,124.74	1.26 100.00 %
RptCategory: 89 - TRANSFERS OUT						
390-410-899100	TRANSFER OUT TO GENERAL FUND	0.00	45,250.00	0.00	45,000.00	250.00 99.45 %
	RptCategory: 89 - TRANSFERS OUT Total:	0.00	45,250.00	0.00	45,000.00	250.00 99.45 %
	Department: 410 - URBAN RENEWAL Total:	84,000.00	127,476.00	60.58	112,440.88	15,035.12 88.21 %
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	347,044.03	12,901,555.97 2.62 %
	RptCategory: 89 - TRANSFERS OUT Total:	4,820,000.00	13,248,600.00	0.00	347,044.03	12,901,555.97 2.62 %
	Department: 920 - TRANSFER OUT Total:	4,820,000.00	13,248,600.00	0.00	347,044.03	12,901,555.97 2.62 %
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	60.58	459,484.91	14,503,515.09 3.07 %
	Fund: 390 - URBAN RENEWAL FUND Surplus (Deficit):	435,000.00	0.00	61,803.94	7,508,252.54	7,508,252.54 0.00 %

Budget Report

For Fiscal: 2018-2019 Period Ending: 03/31/2019

		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	50,885.91	454,844.05	-83,155.95	84.54 %
730-000-314055	TRI-CITY SERVICE DISTRICT	1,695,000.00	1,695,000.00	146,477.63	1,343,869.61	-351,130.39	79.28 %
730-000-314080	CONNECTION FEES	25,000.00	25,000.00	3,490.00	12,199.00	-12,801.00	48.80 %
	RptType: 3140 - CHARGES FOR SERVICES Total:	2,258,000.00	2,258,000.00	200,853.54	1,810,912.66	-447,087.34	80.20 %
RptType: 3141 - SDC							
730-000-314110	SEWER SDC'S (13%)	5,000.00	5,000.00	5,380.00	24,748.09	19,748.09	494.96 %
	RptType: 3141 - SDC Total:	5,000.00	5,000.00	5,380.00	24,748.09	19,748.09	494.96 %
RptType: 3600 - MISCELLANEOUS							
730-000-360000	ALL OTHER SEWER RECEIPTS	10,000.00	10,000.00	100.00	985.00	-9,015.00	9.85 %
	RptType: 3600 - MISCELLANEOUS Total:	10,000.00	10,000.00	100.00	985.00	-9,015.00	9.85 %
	Department: 000 - UNDESIGNATED / NON DEPARTMENTAL Total:	4,284,995.00	4,284,995.00	206,333.54	1,836,645.75	-2,448,349.25	42.86 %
	Revenue Total:	4,284,995.00	4,284,995.00	206,333.54	1,836,645.75	-2,448,349.25	42.86 %
Expense							
Department: 703 - SEWER							
RptCategory: 40 - PERSONNEL SERVICES							
730-703-431500	ACCOUNTING CLERK	13,900.00	13,900.00	884.72	12,135.69	1,764.31	87.31 %
730-703-437049	PUBLIC WORKS DIRECTOR	21,500.00	21,500.00	1,980.60	16,817.80	4,682.20	78.22 %
730-703-437050	PUBLIC WORKS SUPERVISOR	30,000.00	30,000.00	3,392.15	21,852.60	8,147.40	72.84 %
730-703-437055	PW ADMIN ASSISTANT	7,500.00	7,500.00	1,040.37	7,592.14	-92.14	101.23 %
730-703-437070	UTILITY WORKER, JOURNEY	84,000.00	84,000.00	5,170.35	61,626.18	22,373.82	73.36 %
730-703-439011	SEASONAL HELP	15,000.00	15,000.00	0.00	5,400.00	9,600.00	36.00 %
730-703-450100	OVERTIME	5,200.00	5,200.00	341.99	2,461.32	2,738.68	47.33 %
730-703-450500	CAREER RECOGNITION PAY	3,500.00	3,500.00	160.28	1,754.96	1,745.04	50.14 %
730-703-470000	ASSOCIATED PAYROLL COSTS	125,000.00	125,000.00	6,189.49	57,804.76	67,195.24	46.24 %
	RptCategory: 40 - PERSONNEL SERVICES Total:	305,600.00	305,600.00	19,159.95	187,445.45	118,154.55	61.34 %
RptCategory: 50 - MATERIAL AND SERVICES							
730-703-500110	CONTRACTUAL & PROFESSIONAL SER...	33,000.00	33,000.00	7,008.23	20,136.43	12,863.57	61.02 %
730-703-500452	SDC PASS THROUGH TO TCSD	20,625.00	20,625.00	6,980.00	12,564.00	8,061.00	60.92 %
730-703-500456	OAK LODGE SANITARY DISTRICT	520,000.00	520,000.00	0.00	336,943.79	183,056.21	64.80 %
730-703-500458	TRI-CITY SERVICE DISTRICT	1,160,000.00	1,160,000.00	192,485.38	901,054.15	258,945.85	77.68 %
730-703-520130	OPERATIONS, MAINTENANCE & REPA...	65,000.00	65,000.00	120.00	25,158.34	39,841.66	38.71 %
730-703-520320	FLEET FUEL, MAINTENANCE & REPAIR	85,000.00	85,000.00	1,335.63	10,074.79	74,925.21	11.85 %
730-703-520400	OFFICE SUPPLIES & EQUIPMENT	3,500.00	3,500.00	532.14	2,847.86	652.14	81.37 %
730-703-520430	UTILITY BILLS & POSTAGE	8,000.00	8,000.00	576.20	5,748.83	2,251.17	71.86 %
730-703-540200	DUES & MEMBERSHIPS	0.00	0.00	86.25	86.25	-86.25	0.00 %
730-703-540220	TRAVEL, CONFERENCES & TRAINING	6,000.00	6,000.00	3.80	464.92	5,535.08	7.75 %
730-703-540300	SMALL TOOLS, EQUIPMENT & SAFETY...	16,500.00	16,500.00	480.69	14,120.19	2,379.81	85.58 %
730-703-540400	DUMPING, HAULING, GARBAGE	20,000.00	20,000.00	25.00	75.00	19,925.00	0.38 %
730-703-560100	UTILITIES	2,500.00	2,500.00	116.86	895.35	1,604.65	35.81 %
	RptCategory: 50 - MATERIAL AND SERVICES Total:	1,940,125.00	1,940,125.00	209,750.18	1,330,169.90	609,955.10	68.56 %
RptCategory: 60 - CAPITAL OUTLAY							
730-703-660100	EQUIPMENT REPLACEMENT RESERVES	679,000.00	679,000.00	0.00	4,199.00	674,801.00	0.62 %
730-703-676050	SYSTEM IMPROVEMENTS & PROJECTS	818,000.00	818,000.00	0.00	22,448.61	795,551.39	2.74 %
730-703-678090	RESERVE FROM SDC'S	0.00	0.00	0.00	15,000.00	-15,000.00	0.00 %
	RptCategory: 60 - CAPITAL OUTLAY Total:	1,497,000.00	1,497,000.00	0.00	41,647.61	1,455,352.39	2.78 %
	Department: 703 - SEWER Total:	3,742,725.00	3,742,725.00	228,910.13	1,559,262.96	2,183,462.04	41.66 %

Budget Report

For Fiscal: 2018-2019 Period Ending: 03/31/2019

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
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 %
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	228,910.13	1,559,262.96	2,725,732.04 36.39 %
	Fund: 730 - SEWER FUND Surplus (Deficit):	0.00	0.00	-22,576.59	277,382.79	277,382.79 0.00 %

Budget Report

For Fiscal: 2018-2019 Period Ending: 03/31/2019

		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	126,652.89	1,344,463.45	-28,536.55	97.92 %
740-000-314080	WATER SERVICE CONNECTIONS	12,000.00	12,000.00	350.00	5,940.00	-6,060.00	49.50 %
	RptType: 3140 - CHARGES FOR SERVICES Total:	1,385,000.00	1,385,000.00	127,002.89	1,350,403.45	-34,596.55	97.50 %
RptType: 3141 - SDC							
740-000-314110	WATER SDC'S (87%)	20,000.00	20,000.00	7,488.12	34,969.28	14,969.28	174.85 %
	RptType: 3141 - SDC Total:	20,000.00	20,000.00	7,488.12	34,969.28	14,969.28	174.85 %
RptType: 3600 - MISCELLANEOUS							
740-000-360000	ALL OTHER WATER RECEIPTS	37,500.00	37,500.00	0.00	-319.09	-37,819.09	0.85 %
	RptType: 3600 - MISCELLANEOUS Total:	37,500.00	37,500.00	0.00	-319.09	-37,819.09	0.85 %
	Department: 000 - UNDESIGNATED / NON DEPARTMENTAL Total:	3,385,932.00	3,385,932.00	134,491.01	1,385,053.64	-2,000,878.36	40.91 %
	Revenue Total:	3,385,932.00	3,385,932.00	134,491.01	1,385,053.64	-2,000,878.36	40.91 %
Expense							
Department: 704 - WATER							
RptCategory: 40 - PERSONNEL SERVICES							
740-704-431500	ACCOUNTING CLERK	18,500.00	18,500.00	1,061.65	14,562.81	3,937.19	78.72 %
740-704-437049	PUBLIC WORKS DIRECTOR	23,000.00	23,000.00	1,980.60	16,817.80	6,182.20	73.12 %
740-704-437050	PUBLIC WORKS SUPERVISOR	36,000.00	36,000.00	3,649.82	22,618.67	13,381.33	62.83 %
740-704-437055	PW ADMIN ASSISTANT	8,000.00	8,000.00	1,040.37	7,592.14	407.86	94.90 %
740-704-437070	UTILITY WORKER, JOURNEY	155,000.00	155,000.00	9,445.11	94,926.42	60,073.58	61.24 %
740-704-439011	SEASONAL HELP	25,000.00	25,000.00	0.00	6,165.00	18,835.00	24.66 %
740-704-450100	OVERTIME	10,000.00	10,000.00	671.35	5,276.51	4,723.49	52.77 %
740-704-450500	CAREER RECOGNITION PAY	2,500.00	2,500.00	146.49	1,621.51	878.49	64.86 %
740-704-470000	ASSOCIATED PAYROLL COSTS	175,000.00	175,000.00	9,039.02	76,648.68	98,351.32	43.80 %
	RptCategory: 40 - PERSONNEL SERVICES Total:	453,000.00	453,000.00	27,034.41	246,229.54	206,770.46	54.36 %
RptCategory: 50 - MATERIAL AND SERVICES							
740-704-500110	CONTRACTUAL & PROFESSIONAL SER...	60,000.00	60,000.00	5,613.75	32,375.00	27,625.00	53.96 %
740-704-500240	METER READING CONTRACT	35,000.00	35,000.00	2,130.32	19,102.20	15,897.80	54.58 %
740-704-500425	WHOLESALE WATER	560,000.00	560,000.00	1,068.78	264,333.73	295,666.27	47.20 %
740-704-520120	BANK CHARGES	13,000.00	13,000.00	5,776.01	27,767.44	-14,767.44	213.60 %
740-704-520130	OPERATIONS, MAINTENANCE & REPA...	145,000.00	145,000.00	7,204.02	68,760.37	76,239.63	47.42 %
740-704-520162	LABORATORY WATER TESTS	15,000.00	15,000.00	2,725.00	3,481.00	11,519.00	23.21 %
740-704-520165	FIRE HYDRANT MAINTENANCE & REP...	18,000.00	18,000.00	0.00	707.88	17,292.12	3.93 %
740-704-520300	EQUIPMENT MAINTENANCE AND SU...	0.00	0.00	0.00	522.00	-522.00	0.00 %
740-704-520310	MAINTENANCE, REPAIR & OPERATION	0.00	0.00	0.00	-353.10	353.10	0.00 %
740-704-520320	FLEET FUEL, MAINTENANCE & REPAIR	97,000.00	97,000.00	1,434.08	9,037.67	87,962.33	9.32 %
740-704-520400	OFFICE SUPPLIES & EQUIPMENT	2,000.00	2,000.00	242.81	1,581.38	418.62	79.07 %
740-704-520430	UTILITY BILLS & POSTAGE	5,500.00	5,500.00	576.20	5,748.84	-248.84	104.52 %
740-704-540200	DUES & MEMBERSHIPS	0.00	0.00	86.25	431.25	-431.25	0.00 %
740-704-540220	TRAVEL, CONFERENCES & TRAINING	3,600.00	3,600.00	3.80	2,176.10	1,423.90	60.45 %
740-704-540300	SMALL TOOLS, EQUIPMENT & SAFETY...	15,000.00	15,000.00	668.22	10,065.79	4,934.21	67.11 %
740-704-540400	DUMPING, HAULING, GARBAGE	15,000.00	15,000.00	675.00	3,044.01	11,955.99	20.29 %
740-704-560100	UTILITIES	18,000.00	18,000.00	1,551.78	14,432.06	3,567.94	80.18 %
	RptCategory: 50 - MATERIAL AND SERVICES Total:	1,002,100.00	1,002,100.00	29,756.02	463,213.62	538,886.38	46.22 %
RptCategory: 60 - CAPITAL OUTLAY							
740-704-660100	EQUIPMENT REPLACEMENT RESERVES	0.00	0.00	0.00	4,199.00	-4,199.00	0.00 %
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	4,199.00	1,260,801.00	0.33 %

Budget Report

For Fiscal: 2018-2019 Period Ending: 03/31/2019

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
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 %
740-704-730040	2005 BONDED DEBT/INTEREST	24,682.00	24,682.00	0.00	24,680.70	1.30	99.99 %
	RptCategory: 70 - DEBT SERVICE Total:	177,682.00	177,682.00	0.00	177,680.70	1.30	100.00 %
	Department: 704 - WATER Total:	2,897,782.00	2,897,782.00	56,790.43	891,322.86	2,006,459.14	30.76 %
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	56,790.43	891,322.86	2,494,609.14	26.32 %
	Fund: 740 - WATER FUND Surplus (Deficit):	0.00	0.00	77,700.58	493,730.78	493,730.78	0.00 %

Budget Report

For Fiscal: 2018-2019 Period Ending: 03/31/2019

		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	57,456.55	520,042.69	-32,037.31	94.20 %
	RptType: 3140 - CHARGES FOR SERVICES Total:	552,080.00	552,080.00	57,456.55	520,042.69	-32,037.31	94.20 %
RptType: 3141 - SDC							
750-000-314110	STORMWATER SDC'S	0.00	0.00	2,881.00	8,643.00	8,643.00	0.00 %
	RptType: 3141 - SDC Total:	0.00	0.00	2,881.00	8,643.00	8,643.00	0.00 %
	Department: 000 - UNDESIGNATED / NON DEPARTMENTAL Total:	582,470.00	582,470.00	60,337.55	528,685.69	-53,784.31	90.77 %
	Revenue Total:	582,470.00	582,470.00	60,337.55	528,685.69	-53,784.31	90.77 %
Expense							
Department: 705 - PUBLIC WORKS DIRECTOR							
RptCategory: 40 - PERSONNEL SERVICES							
750-705-431500	ACCOUNTING CLERK	15,750.00	15,750.00	884.70	12,135.65	3,614.35	77.05 %
750-705-437049	PUBLIC WORKS DIRECTOR	22,380.00	22,380.00	1,980.60	16,817.80	5,562.20	75.15 %
750-705-437050	PUBLIC WORKS SUPERVISOR	26,200.00	26,200.00	3,211.76	21,519.18	4,680.82	82.13 %
750-705-437055	PW ADMIN ASSISTANT	8,000.00	8,000.00	1,040.41	7,592.23	407.77	94.90 %
750-705-437070	UTILITY WORKER, JOURNEY	65,000.00	65,000.00	3,817.60	34,767.73	30,232.27	53.49 %
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	134.65	1,091.45	5,908.55	15.59 %
750-705-450500	CAREER RECOGNITION PAY	500.00	500.00	0.00	312.53	187.47	62.51 %
750-705-470000	ASSOCIATED PAYROLL COSTS	100,000.00	100,000.00	5,202.46	45,904.12	54,095.88	45.90 %
	RptCategory: 40 - PERSONNEL SERVICES Total:	269,830.00	269,830.00	16,272.18	140,140.69	129,689.31	51.94 %
RptCategory: 50 - MATERIAL AND SERVICES							
750-705-500110	CONTRACTUAL & PROFESSIONAL SER...	20,000.00	20,000.00	4,677.86	18,835.99	1,164.01	94.18 %
750-705-520130	OPERATIONS, MAINTENANCE & REPA...	30,000.00	30,000.00	20.00	16,515.39	13,484.61	55.05 %
750-705-520320	FLEET FUEL, MAINTENANCE & REPAIR	50,000.00	50,000.00	1,335.62	8,607.41	41,392.59	17.21 %
750-705-520400	OFFICE SUPPLIES & EQUIPMENT	1,300.00	1,300.00	267.58	1,606.11	-306.11	123.55 %
750-705-520430	UTILITY BILLS & POSTAGE	5,000.00	5,000.00	576.38	5,750.57	-750.57	115.01 %
750-705-540220	TRAVEL, CONFERENCES & TRAINING	2,700.00	2,700.00	3.80	892.18	1,807.82	33.04 %
750-705-540300	SMALL TOOLS, EQUIPMENT & SAFETY...	17,000.00	17,000.00	480.53	8,921.57	8,078.43	52.48 %
750-705-540400	DUMPING, HAULING, GARBAGE	19,000.00	19,000.00	25.00	702.50	18,297.50	3.70 %
750-705-560100	UTILITIES	1,000.00	1,000.00	53.95	417.75	582.25	41.78 %
	RptCategory: 50 - MATERIAL AND SERVICES Total:	146,000.00	146,000.00	7,440.72	62,249.47	83,750.53	42.64 %
RptCategory: 60 - CAPITAL OUTLAY							
750-705-660100	EQUIPMENT REPLACEMENT RESERVES	0.00	0.00	0.00	4,199.00	-4,199.00	0.00 %
750-705-676050	SYSTEM IMPROVEMENTS & PROJECTS	38,000.00	38,000.00	0.00	4,391.00	33,609.00	11.56 %
	RptCategory: 60 - CAPITAL OUTLAY Total:	38,000.00	38,000.00	0.00	8,590.00	29,410.00	22.61 %
	Department: 705 - PUBLIC WORKS DIRECTOR Total:	453,830.00	453,830.00	23,712.90	210,980.16	242,849.84	46.49 %
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 %

Budget Report

For Fiscal: 2018-2019 Period Ending: 03/31/2019

	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	23,712.90	210,980.16	371,489.84	36.22 %
Fund: 750 - STORM WATER FUND Surplus (Deficit):	0.00	0.00	36,624.65	317,705.53	317,705.53	0.00 %

Budget Report

For Fiscal: 2018-2019 Period Ending: 03/31/2019

		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	24,731.25	279,433.60	-82,566.40	77.19 %
801-000-326030	CLACKAMAS COUNTY FINES/FEES	12,000.00	12,000.00	894.24	10,008.57	-1,991.43	83.40 %
801-000-326040	STATE OF OREGON FINES/FEES	35,000.00	35,000.00	4,093.53	43,883.67	8,883.67	125.38 %
801-000-326050	RESTITUTION	3,000.00	3,000.00	0.00	0.00	-3,000.00	0.00 %
801-000-326060	BOND	20,000.00	20,000.00	7,786.12	7,077.83	-12,922.17	35.39 %
	RptType: 3260 - FINES AND FORFEITURES Total:	432,000.00	432,000.00	37,505.14	340,403.67	-91,596.33	78.80 %
RptType: 3600 - MISCELLANEOUS							
801-000-360000	ALL OTHER COURT FEES	0.00	0.00	0.00	653.92	653.92	0.00 %
	RptType: 3600 - MISCELLANEOUS Total:	0.00	0.00	0.00	653.92	653.92	0.00 %
	Department: 000 - UNDESIGNATED / NON DEPARTMENTAL Total:	440,000.00	440,000.00	37,505.14	341,057.59	-98,942.41	77.51 %
	Revenue Total:	440,000.00	440,000.00	37,505.14	341,057.59	-98,942.41	77.51 %
Expense							
Department: 220 - COURT							
RptCategory: 50 - MATERIAL AND SERVICES							
801-220-500500	CITY OF GLADSTONE FINES & FEES	356,400.00	356,400.00	28,937.43	295,419.31	60,980.69	82.89 %
801-220-500510	CLACKAMAS COUNTY FINES & FEES	20,600.00	20,600.00	963.15	10,754.25	9,845.75	52.21 %
801-220-500520	STATE OF OREGON FINES & FEES	40,000.00	40,000.00	4,537.65	46,570.50	-6,570.50	116.43 %
801-220-500530	RESTITUTION	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00 %
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	37.26	732.37	-732.37	0.00 %
	RptCategory: 50 - MATERIAL AND SERVICES Total:	440,000.00	440,000.00	34,475.49	353,476.43	86,523.57	80.34 %
	Department: 220 - COURT Total:	440,000.00	440,000.00	34,475.49	353,476.43	86,523.57	80.34 %
	Expense Total:	440,000.00	440,000.00	34,475.49	353,476.43	86,523.57	80.34 %
	Fund: 801 - MUNICIPAL COURT TRUST FUND Surplus (Deficit):	0.00	0.00	3,029.65	-12,418.84	-12,418.84	0.00 %
	Report Surplus (Deficit):	10,275,000.00	0.00	186,228.06	10,589,069.47	10,589,069.47	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	254,075.72	1,823,966.41	1,823,966.41
205 - ROAD AND STREET FUND	0.00	0.00	32,689.31	315,957.23	315,957.23
228 - POLICE LEVY FUND	0.00	0.00	-23,966.19	159,821.62	159,821.62
229 - FIRE LEVY FUND	0.00	0.00	-4,140.45	107,714.78	107,714.78
306 - LIBRARY CAPITAL FUND	0.00	0.00	0.00	0.00	0.00
307 - CIVIC BUILDINGS CAPITAL FUN	9,840,000.00	0.00	-229,012.56	-403,043.37	-403,043.37
390 - URBAN RENEWAL FUND	435,000.00	0.00	61,803.94	7,508,252.54	7,508,252.54
730 - SEWER FUND	0.00	0.00	-22,576.59	277,382.79	277,382.79
740 - WATER FUND	0.00	0.00	77,700.58	493,730.78	493,730.78
750 - STORM WATER FUND	0.00	0.00	36,624.65	317,705.53	317,705.53
801 - MUNICIPAL COURT TRUST FUN	0.00	0.00	3,029.65	-12,418.84	-12,418.84
Report Surplus (Deficit):	10,275,000.00	0.00	186,228.06	10,589,069.47	10,589,069.47

CHECK REGISTER FOR MARCH 2019

Check Date	Check No.	Vendor	Amount	Line Item Description
03/01/2019	86762	United States Postal Service	1,024.80	Newsletter Postage - Admin
03/01/2019	86763	Axa Equi-Vest	6,745.00	Voluntary Payroll Deferred Comp
03/01/2019	86764	Axa EVLICO	106.00	Non-PERS Retirement Pmt
03/01/2019	86765	Axa RIA	1,321.35	Non-PERS Retirement Pmt
03/01/2019	86766	CIS Trust	65,820.48	Monthly Health Insurance
03/01/2019	86767	Clackamas Community Federal Credit Unic	1,102.55	GPA Union Dues
03/01/2019	86768	Gladstone Fire Department	675.00	Fire Members House Dues
03/01/2019	86769	Oregon AFSCME Council #75	1,013.74	AFSCME Union Dues
03/05/2019	86770	Aramark	55.46	Mats/Coveralls - PW
03/05/2019	86771	Bud's Towing Inc	370.00	Vehicle Towing - PD
03/05/2019	86772	City Wide Tree Service Inc.	3,538.00	Hazardous Tree Removal - PW
03/05/2019	86773	Comcast	165.02	Internet/Voice - PD
03/05/2019	86774	Comcast Business	269.73	Internet/Voice - PW
03/05/2019	86775	Galls, LLC	673.45	Uniforms - FD/PD
03/05/2019	86776	Gold Wrench	2,106.75	Vehicle Maintenance - PD
03/05/2019	86777	MorganCPS Group	4,093.75	Council Retreat Facilitation - Admin
03/05/2019	86778	Net Transcripts, Inc.	104.00	Transcription - PD
03/05/2019	86779	Oregon DMV	11.85	Driving Records - Admin
03/05/2019	86780	Pacific Office Automation Inc	166.31	Copier Lease/Usage - PW/CT
03/05/2019	86781	Satcom Global	42.75	Satellite Phone Service - PD
03/05/2019	86782	Sign Guy	1,195.00	Vehicle Graphics - PD
03/05/2019	86783	Sisul Engineering	4,297.50	Engineering Services - PW
03/05/2019	86784	Stein Oil Co. Inc.	2,937.73	Gasoline - PD/FD/PW/SC
03/05/2019	86785	Wastequip Manufacturing Company LLC	4,975.00	Flatbed - PW
03/07/2019	86786	Accurate Electric of Oregon I	1,610.59	Repairs - SC/PW
03/07/2019	86787	Action Fire & Safety	25.00	Parts - FD
03/07/2019	86788	Airgas USA LLC	92.72	Oxygen Cylinders - FD
03/07/2019	86789	Allstream	1,220.90	Phone Lines - Admin/SC/PW
03/07/2019	86790	Batteries Plus	161.36	Batteries - FD
03/07/2019	86791	Belooof & Haines	3,000.00	Municipal Court Judge - CT
03/07/2019	86792	City of Milwaukie	2,180.00	ROW Management - Admin
03/07/2019	86793	Clackamas Auto Parts Inc	20.55	Parts - FD
03/07/2019	86794	Clackamas County Finance Department	6,787.95	Planning Services - Admin
03/07/2019	86795	Clark's Lawn & Garden Equip	6.60	Parts - FD
03/07/2019	86796	Curtis, L. N. Co.	200.00	Adapters - FD
03/07/2019	86797	Elite Window Tinting, LLC	100.00	Vehicle Window Tinting - PD
03/07/2019	86798	Heidi Schmaltz	100.00	Interpreting Service - CT
03/07/2019	86799	Houston, Marc R	1,920.00	Physician Advisor/Training - FD
03/07/2019	86800	John Southgate LLC	1,200.00	Professional Services - Admin
03/07/2019	86801	Johnson Controls	3,197.00	Fire Extinguisher Maintenance - PW
03/07/2019	86802	Lundquist Legal, LLC	3,000.00	Prosecutor Services - CT
03/07/2019	86803	MercuryPDX, LLC	518.00	Meal Delivery - SC
03/07/2019	86804	Meterreaders	2,130.32	Metereading - PW
03/07/2019	86805	Mr. Belvedere's Janitorial	2,155.00	Janitorial Service - Admin/PW/LIB/SC
03/07/2019	86806	North Clackamas County	61,823.29	Wholesale Water Purchases - PW
03/07/2019	86807	Northwest Natural Gas	1,412.05	Natural Gas Usage - PW
03/07/2019	86808	Office Depot	447.75	Office Supplies - Admin/LIB/PD
03/07/2019	86809	Oregon Accreditation Alliance	1,155.00	Annual Accreditation Fee - PD
03/07/2019	86810	Oregon Patrol Service	570.00	Courtroom Security - CT
03/07/2019	86811	Pacific Fence & Wire Co.	3,249.00	Fencing Materials/Installation - PW
03/07/2019	86812	Paramount Pest Control Inc	205.00	Pest Control - PW
03/07/2019	86813	Pioneer Center	192.53	Home Bound Meal Delivery - SC
03/07/2019	86814	Pitney Bowes	1,784.27	Postage - All Depts
03/07/2019	86815	Portland General Electric	7,488.09	Electric Usage - All Depts
03/07/2019	86816	Portland Road & Driveway Co., Inc.	105.00	Dump Fees - PW
03/07/2019	86817	RH Media Services LLC	5,200.00	IT Service - Admin
03/07/2019	86818	Robert C Johnson	140.00	Landscape Maintenance - PW

CHECK REGISTER FOR MARCH 2019

Check Date	Check No.	Vendor	Amount	Line Item Description
03/07/2019	86819	Ruben Medina LLC	750.00	Indigent Defense - CT
03/07/2019	86820	S & T Truck Repair, Inc.	921.67	Truck Repair - PW
03/07/2019	86821	Schumaker & Bernstein	250.00	Indigent Defense - CT
03/07/2019	86822	SeaWestern	825.00	Compressor Service Work - FD
03/07/2019	86823	Secure Pacific Corporation	269.75	Annual Testing - PW
03/07/2019	86824	Sierra Springs	61.21	Drinking Water - Admin
03/07/2019	86825	Smart Foodservice	37.36	Recruitment Event Supplies - Admin
03/07/2019	86826	Jill Tate	330.00	Transcription - Admin
03/07/2019	86827	Two Girls Catering	1,000.00	Recruitment Event Supplies - Admin
03/07/2019	86828	Verizon Wireless	2,980.92	Cell Phone Costs - All Depts
03/07/2019	86829	Water Environment Services	2,000.00	WES Governance Assistance Fee - PW
03/07/2019	86830	Watts Heating & Cooling	629.60	Repairs - SC/LIB
03/07/2019	86831	Wilsonville Lock & Security	103.00	Service Call - PW
03/08/2019	ACH	US Bank P-Card Payment	29,190.11	P-Card Purchases - All Depts
03/08/2019	86832 - 86838	UB Refunds	212.46	UB Refunds - PW
03/14/2019	86839	A Aawesome Locksmith	110.00	Service Call - PD
03/14/2019	86840	Alexin Analytical Laboratories	198.00	Drinking Water Tests - PW
03/14/2019	86841	Aramark	71.82	Mats/Coveralls - PW
03/14/2019	86842	Backflow Management Inc	30.00	Letters Mailed - WP
03/14/2019	86843	Barney & Worth, Inc.	2,891.45	Professional Fees - Strategic Plan - Admin
03/14/2019	86844	Bateman Senior Meals	499.15	Frozen Meals - SC
03/14/2019	86845	BMS Technologies	1,728.78	Utility Billing/Mailing - PW
03/14/2019	86846	BridgePay Network Solutions, LLC	100.20	Online UB Payment Fees - PW
03/14/2019	86847	Brown & Caldwell	669.75	Professional Fees NPDES - PW
03/14/2019	86848	Cintas First Aid Lockbox	383.00	First Aid Supplies - SC/PW/Admin
03/14/2019	86849	CIS Trust	39,380.59	Worker's Comp Quarterly Pmt - Admin
03/14/2019	86850	City of Happy Valley	40.00	Clackamas Cities Dinner/Stempel
03/14/2019	86851	Clackamas County Finance Department	18,580.02	Ammo Draw/Planning/Dispatch - PD/FD/Admin
03/14/2019	86852	Clackamas District Fire Defense Board	100.00	Annual Dues - FD
03/14/2019	86853	Clackamas ESD	450.00	Annual Network Internet Access - Admin
03/14/2019	86854	Clackamas Fire District #1	2,438.30	IGA Fleet Labor - FD
03/14/2019	86855	Consolidated Supply Co.	10.60	Tool Restocking Fee - PW
03/14/2019	86856	Cummins Northwest	3,430.23	Generator Maintenance/Repairs - PW
03/14/2019	86857	Curtis, L. N. Co.	63.99	Uniforms - PD
03/14/2019	86858	Factory Wheel Outlet, Inc.	400.00	Durango Wheel Refinishing - PD
03/14/2019	86859	Firecom	280.00	Wireless Headset/Transmitter - FD
03/14/2019	86860	Gladstone High School	500.00	Sr. Grad Party Donation - Admin
03/14/2019	86861	Home Depot	17.94	Cleaning Supplies - FD
03/14/2019	86862	Hughes Fire Equipment	199.50	Parts - FD
03/14/2019	86863	Lake Oswego Police Department	300.00	EVOG Training - PD
03/14/2019	86864	Life-Assist Inc	1,106.38	First Responder Supplies - FD
03/14/2019	86865	NW Assoc Fire Trainers	150.00	NW Assn Fire Trainers Dues - FD
03/14/2019	86866	Oak Lodge Water Services	1,457.99	Water Purchases - PW
03/14/2019	86867	One Call Concepts Inc	72.45	Utility Notifications - PW
03/14/2019	86868	Oregon City Sporting Goods	112.00	Park Staff Supplies - Rec
03/14/2019	86869	Oregon DMV	6.40	Record Inquiries - PD
03/14/2019	86870	Pacific Office Automation Inc	30.15	Copier Usage - SC
03/14/2019	86871	Pamplin Media Group	1,823.00	Newsletter Printing - Admin
03/14/2019	86872	Pitney Bowes Global Financial Svcs.	483.60	Postage Meter Lease - All Depts
03/14/2019	86873	Pollardwater	267.36	Utility Marking Supplies - PW
03/14/2019	86874	Portland General Electric	5,401.69	Street Light Electricity - PW
03/14/2019	86875	Satcom Global	42.75	Satellite Phone Service - PD
03/14/2019	86876	SeaWestern	70.60	Tools - FD
03/14/2019	86877	Shred-it USA LLC	122.53	Shredding Service - PD
03/14/2019	86878	Sierra Springs	109.75	Drinking Water - PD
03/14/2019	86879	Smith-Wagar Brucker Consulting Inc.	14,217.50	Financial Services - Admin
03/14/2019	86880	Solutions Yes	14.12	Copier Usage - PD

CHECK REGISTER FOR MARCH 2019

Check Date	Check No.	Vendor	Amount	Line Item Description
03/14/2019	86881	State of Oregon	197.12	Elevator Permit Renewal - PW
03/14/2019	86882	State of Oregon	89.60	Air Tank Permit Renewal - PW
03/14/2019	86883	Stein Oil Co. Inc.	1,854.07	Gasoline - PD/FD
03/14/2019	86884	Three E Company Evironmental	575.00	Environmental Data Access - All Depts
03/14/2019	86885	TransUnion Risk and Alternative	50.00	Data Research - PD
03/14/2019	86886	United States Postal Service	225.00	Bulk Mailing Permit - Admin
03/14/2019	86887	Val Codino Consulting	500.00	Consulting Fee - FD
03/21/2019	86888	Allstream	1,239.14	Land Lines - PD/FD/LIB/Admin
03/21/2019	86889	American Medical Response	200.00	Blood Draws - PD
03/21/2019	86890	Backflow Management Inc	3,865.00	Water sampling/Lab Fees - PW
03/21/2019	86891	Baker & Taylor Inc	2,211.00	New Books - LIB
03/21/2019	86892	Barney & Worth, Inc.	6,824.01	Professional Fees - Rate Project - PW
03/21/2019	86893	Canon Financial Services, Inc.	857.15	Copier Lease/Usage - Admin
03/21/2019	86894	Central City Concern	310.00	Civil Holds - PD
03/21/2019	86895	Cintas First Aid Lockbox	53.55	First Aid Supplies - PD
03/21/2019	86896	Comcast	147.40	Internet/Voice - PD
03/21/2019	86897	Comcast Business	269.73	Internet/Voice - PW
03/21/2019	86898	Curtis, L. N. Co.	1,500.00	Armor & Carriers/PD
03/21/2019	86899	Edginton Properties	375.00	Court Quarterly Parking Spot - PD
03/21/2019	86900	Extreme Products	244.96	Uniforms/Equipment - PD
03/21/2019	86901	Galls, LLC	62.99	Uniforms - FD
03/21/2019	86902	Gold Wrench	2,664.95	Vehicle Maintenance - PD
03/21/2019	86903	Heidi Bishop	250.00	Programs - Quilting Class - LIB
03/21/2019	86904	Life-Assist Inc	218.21	First Responder Supplies - FD
03/21/2019	86905	Lighthouse Uniform Co.	2,404.20	Uniforms - FD
03/21/2019	86906	MercuryPDX, LLC	814.00	Meal Delivery - SC
03/21/2019	86907	Meterreaders	2,130.32	Metereading - PW
03/21/2019	86908	Midwest Tape	2,439.60	Non-Print Items
03/21/2019	86909	Mr. Belvedere's Janitorial	2,155.00	Janitorial Service - Admin/PW/LIB/SC
03/21/2019	86910	Oak Lodge Water Services	84,262.05	Sewer Billing - PW
03/21/2019	86911	Pacific Office Automation Inc	54.44	Copier Lease - SC
03/21/2019	86912	Providence Health & Services	190.00	Driver Exams - Admin
03/21/2019	86913	Rusaw & Company LLC	50.00	Business License Refund - Admin
03/21/2019	86914	Rusaw Bookkeeping LLC	50.00	Business License Refund - Admin
03/21/2019	86915	Sisul Engineering	8,760.00	Engineering Services - PW
03/21/2019	86916	US Bank Equipment Finance	224.46	Copier Lease - PD
02/08/2019	86917	United States Postal Service	1,024.80	Newsletter Postage - Admin
03/27/2019	86918 - 86921	Payroll Checks	6,538.47	Payroll Checks
03/27/2019	86922 - 86925	UB Refunds	125.64	UB Refunds - PW
03/28/2019	86926	Axa Equi-Vest	6,745.00	Voluntary Payroll Deferred Comp
03/28/2019	86927	Axa EVLICO	106.00	Non-PERS Retirement Pmt
03/28/2019	86928	Axa RIA	1,278.67	Non-PERS Retirement Pmt
03/28/2019	86929	CIS Trust	64,199.67	Monthly Health Insurance
03/28/2019	86930	Clackamas Community Federal Credit Unio	1,102.55	GPA Union Dues
03/28/2019	86931	Gladstone Fire Department	700.00	Fire Members House Dues
03/28/2019	86932	Oregon AFSCME Council #75	1,013.84	AFSCME Union Dues
03/29/2019	86933	Accurate Electric of Oregon I	488.92	Lighting Maintenance - PW
03/29/2019	86934	Aramark	58.01	Mats/Coveralls - PW
03/29/2019	86935	Beery,Elsner & Hammond LLP	6,453.42	Legal Fees - Admin
03/29/2019	86936	Canon Financial Services, Inc.	154.30	Copier Lease/Usage - FD
03/29/2019	86937	Chief Supply	25.82	Nameplates - FD
03/29/2019	86938	City of Milwaukie	1,046.25	ROW Management - Admin
03/29/2019	86939	CJIS Solutions	2,880.00	CJIS Compliant Hosted Email - PD/CT
03/29/2019	86940	Clackamas County Finance Department	3,838.37	Planning Services - Admin
03/29/2019	86941	Clackamas Fire District #1	448.38	Vehicle Maintenance - FD
03/29/2019	86942	Comcast	48.15	Internet/Cable - FD
03/29/2019	86943	Curtis, L. N. Co.	249.98	Uniforms - PD

CHECK REGISTER FOR MARCH 2019

Check Date	Check No.	Vendor	Amount	Line Item Description
03/29/2019	86944	Daily Journal of Commerce	91.80	Bid Opening Annoucement - PW
03/29/2019	86945	Extreme Products	21.49	Office Supplies - PD
03/29/2019	86946	Firecom	160.00	Wireless Headset - FD
03/29/2019	86947	General Automotive Supply Co	386.64	Road Flares - PW
03/29/2019	86948	General Tree Service	720.00	Pow Wow Tree Maintenance - PW
03/29/2019	86949	Houston, Marc R	1,065.00	Physician Advisor/Training - FD
03/29/2019	86950	Life-Assist Inc	899.20	First Responder Supplies - FD
03/29/2019	86951	Maxwell Rentals	1,000.00	Apartment Rental - FD
03/29/2019	86952	Net Transcripts, Inc.	101.49	Transcription - PD
03/29/2019	86953	Northwest Project Services	4,920.00	Professional Fees -Bid Process - PW
03/29/2019	86954	Office Depot	481.29	Office Supplies - Admin/CT/PD
03/29/2019	86955	Pacific Office Automation	671.91	Copier Lease - LIB
03/29/2019	86956	Pacific Office Automation Inc	290.10	Copier Lease/Usage - PW
03/29/2019	86957	Paramount Pest Control Inc	208.00	Pest Control - PW
03/29/2019	86958	Mike Patterson Plumbing	145.00	Plumbing Repairs - PW
03/29/2019	86959	Portland Road & Driveway Co., Inc.	200.00	Dump Fees - PW
03/29/2019	86960	Robert C Johnson	140.00	Landscape Maintenance - PW
03/29/2019	86961	Shiels Obletz Johnsen	11,458.10	Civic Building Oversight - Admin
03/29/2019	86962	Sonsray Machinery LLC	2,266.96	Loader Repairs - PW
03/29/2019	86963	Stein Oil Co. Inc.	3,412.10	Gasoline - PW/FD/PD/SC
03/29/2019	86964	Sturm Elevator Inc	437.50	Elevator Repair - PW
03/29/2019	86965	Tri Cities Service District	99,089.44	Sewer Billing - PW
03/29/2019	86966	Wire Works LLC	59.90	Radio Supplies - FD

Total Checks \$ 709,201.97

Urban Renewal Checks

Total Urban Renewal Checks \$ -

Total Issued in March 2019 \$ 709,201.97

ATTORNEY CHARGES

Attorneys:	July, 2018	Aug, 2018	Sept, 2018	Oct, 2018	Nov, 2018	Dec, 2018	Totals
City Charter	\$ -	\$ -	\$ -	\$ -	\$ 112.50	\$ -	\$ 112.50
Elections	292.50	64.50	-	21.50	22.50	-	401.00
Transient Lodging Tax	-	-	-	-	-	-	-
General	247.50	22.50	663.00	-	-	886.25	1,819.25
Civic Center Project	225.00	-	-	-	1,732.50	1,136.25	3,093.75
Meeting Attendance	-	-	-	-	-	-	-
Governance/City Council	450.00	517.50	3,114.78	352.54	423.00	763.50	5,621.32
Meeting Attendance	802.00	1,005.80	1,094.50	914.50	1,575.50	795.84	6,188.14
Intergovernmental	90.00	774.00	285.50	1,098.50	112.50	-	2,360.50
Land Use/ Community Development	765.00	882.50	-	-	225.00	297.00	2,169.50
Meeting Attendance	667.00	-	-	-	-	-	667.00
Parks & Recreation	-	-	247.50	-	22.50	22.50	292.50
Personnel/Labor	-	-	-	715.50	88.00	-	803.50
AFSCME	-	-	-	-	-	-	-
City Administration	-	-	-	-	-	-	-
Public Records & Meetings	-	45.00	67.50	443.00	153.89	43.00	752.39
Public Safety	-	838.50	-	43.00	765.00	90.00	1,736.50
Public Works	157.50	562.50	-	112.50	292.50	902.20	2,027.20
Real Property Transactions	-	-	-	-	-	-	-
Risk Management/Litigation	1,195.79	397.10	4,338.47	1,884.55	1,481.32	401.00	9,698.23
Rights of Way-Telecommunications	-	-	-	-	1,096.50	635.94	1,732.44
Urban Renewal	-	-	67.50	-	-	-	67.50
Total	\$ 4,892.29	\$ 5,109.90	\$ 9,878.75	\$ 5,585.59	\$ 8,103.21	\$ 5,973.48	\$ 39,543.22

Attorneys:	Jan, 2019	Feb, 2019	Mar, 2019	Apr, 2019	May, 2019	June, 2019	Totals for Year
City Charter	\$ -	\$ -					\$ 112.50
Elections	-	-					401.00
Transient Lodging Tax	-	-					-
General	703.00	739.69					3,261.94
Civic Center Project	22.50	224.46					3,340.71
Meeting Attendance	-	-					-
Governance/City Council	810.00	222.00					6,653.32
Meeting Attendance	532.00	746.67					7,466.81
Intergovernmental	1,477.00	-					3,837.50
Land Use/ Community Development	157.50	439.70					2,766.70
Meeting Attendance	-	875.42					1,542.42
Parks & Recreation	720.00						1,012.50
Personnel/Labor	-	239.50					1,043.00
AFSCME	-	-					-
City Administration	-	-					-
Public Records & Meetings	150.50	64.50					967.39
Public Safety	-	601.00					2,337.50
Public Works	238.95	1,587.80					3,853.95
Real Property Transactions	-	-					-
Risk Management/Litigation	-	585.40					10,283.63
Rights of Way-Telecommunications	224.20	127.28					2,083.92
Urban Renewal	-						67.50
Total	\$ 5,035.65	\$ 6,453.42	\$ -	\$ -	\$ -	\$ -	\$ 51,032.29



Gladstone Senior Center

Monthly Report

April 2019

Report Date: April 29, 2019

To: City Administrator, Jacque Betz

From: Senior Center Manager, Colin Black

Yes, the rumors are true, we finally did it. The Senior Center has finally reopened for full operations! We are beyond ecstatic to be assisting our clients in-house once again. I can honestly say that our clients are just as happy to have us back as well. There are a couple of items that are being addressed by Kennedy Restoration, however none that effect operations.

Since we got back to full operations, it has been full steam ahead. Staff are currently arranging events, activities, and programs for the remainder of the year. If you have not been able to yet, I would suggest stopping by some time for a tour. Though it looks basically the same, there are some significant changes to the facility. Public Works continues to improve the appearance of our facility grounds. The exterior siding of the facility has been cleaned, the landscaping maintained, and flower beds improved; we thank them for the continued hard work!

This has been a long process to get here. The staff of the Senior Center would like to thank the City Council for their support during this time. We are moving forward!

In April, your Senior Center staff:

- SCM Black and Programs & Services Coordinator Heman attended a County Transportation meeting discussing the use of County funds for cabs.
- Programs & Services Coordinator Heman attended our quarterly contractors meeting with Clackamas County.
- We have restarted hosting the Portland Bee Club once again.
- Senior Center staff met with the new instructor for the AARP Safe Driving course. We will continue to provide a site for AARP to conduct these trainings.
- Staff continue to perform annual assessments on home-bound clients.
- SCM Black met with representative from the Arts Alliance of Clackamas County. The Senior Center is considering being an Arts Alliance site, displaying the works of local artists. We have stated that if we decide to move forward, it would be with the understanding that we prioritize and display art from seniors.
- Hosted interviews for the Executive Assistant position for the Police Department.

- SCM Black attended the 40th anniversary celebration of the Oregon City Pioneer Center. It was a wonderful event. A great opportunity to see how we might do our 40th celebration (in 2 years).

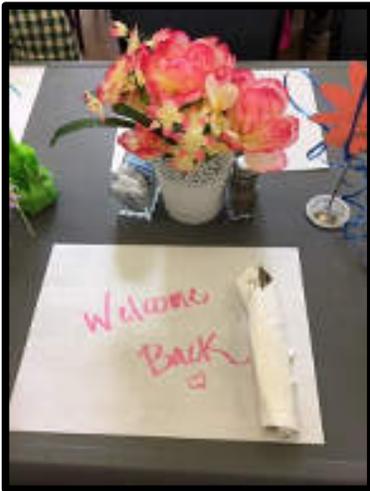
One last thing, if you are able to attend, please join us at our formal Grand Reopening Celebration on Thursday, May 16, from 11:30 am to 1:00 pm. Please RSVP if you plan to attend. Thanks!

Respectfully,

Colin Black

Senior Center Manager

Social Media Coordinator



Welcome Back placemats made by Deanna, they loved them!



Volunteers assisting with lunch once again!



Gladstone Police Department Memorandum

May 1, 2019

TO: Jacque Betz, City Administrator

FROM: Kim Yamashita, Chief of Police

SUBJECT: Monthly Report – April 2019

I would like to thank City Administrator Betz, Mayor Stempel and the council for the opportunity to work as your interim Police Chief these last five months. I wish you and the City of Gladstone nothing but the best for continued success in all your endeavors.

You should be proud of the work being done by the Gladstone Police Department. The men and women of this department work hard and give it their all. They are dedicated to their profession and the city.

Special thanks to Lt. Fryett for his weathering yet another chief and helping make both my transition as well of that of new Chief John Schmerber. He has been the constant in the sea of change and been invaluable.

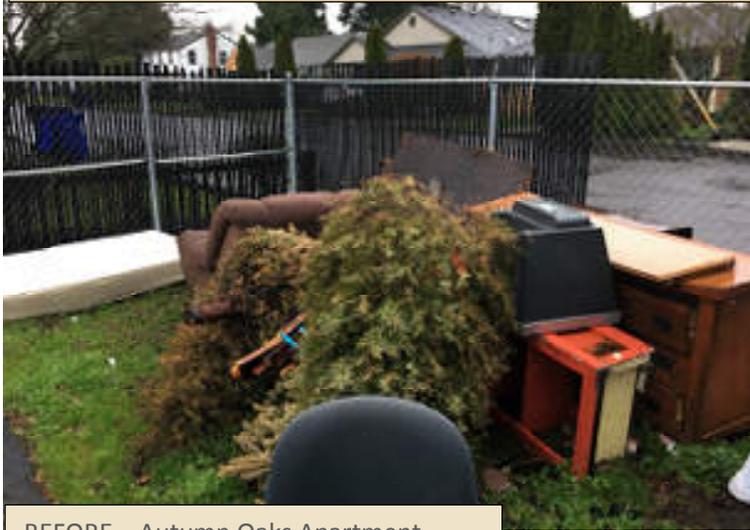
I have had an opportunity to get to know Chief Schmerber and have a respect for him. I know he will do great things for and with this city and department. Your selection of him as the Chief was wise and I appreciate being able to leave this department knowing it is in capable hands.

Thank you again for this amazing opportunity. I will cherish it.



Heading to Deputy Derosier's Funeral. Thank you gentlemen for representing

Community Services Officer Sean Boyle is out working hard!



BEFORE – Autumn Oaks Apartment



BEFORE – Autumn Oaks Apartment



AFTER

Calls and self-initiated activity addressed in April by CSO Boyle

CP190910155		PRK - PARKING COMPLAINT	19895 Mcloughlin Blvd
CP190910389	CI19-0007382	DEATH - DEATH INVESTIGATION	18225 Se Addie St
CP190910458	CCSO19-0007388	AFD - ASSIST FIRE	12825 SE CARPENTER DR
CP190920378		FOL - FOLLOW UP	497 UNION AVE
CP190920383		FOL - FOLLOW UP	495 W CLARENDON ST
CP190920430		ORD - ORDINANCE VIOL	305 E ARLINGTON STREET
CP190920452	PH19-0007479	ORD - ORDINANCE VIOL	7535 RIDGE DR
CP190920456		PRK - PARKING COMPLAINT	7515 RIDGE DR

CP190920463		ABV - ABANDON VEH	7251 LOS VERDES DR
CP190940191		ABV - ABANDON VEH	105 E GLOUCESTER ST
CP190940259		FOL - FOLLOW UP	18645 PORTLAND AVE
CP190940306		FOL - FOLLOW UP	200 W ARLINGTON ST
CP190990355	PH19-0008088	ORD - ORDINANCE VIOL	6595 PARK WAY
CP190990422		PRK - PARKING COMPLAINT	6592 PARK WAY
CP190990431	PH19-0008098	ORD - ORDINANCE VIOL	17450 VIA DEL VERDE DR
CP190990447		PRK - PARKING COMPLAINT	7490 RIDGE DR
CP190990490		HAR - HARASSMENT/THREAT	5705 Center St
CP191010113		PRK - PARKING COMPLAINT	770 E Berkeley St
CP191010151		PRK - PARKING COMPLAINT	6595 PARK WAY
CP191010251	PH19-0008245	ORD - ORDINANCE VIOL	20155 MCLOUGHLIN BLVD
CP191010307	PH19-0008253	HRI** - HIT / RUN INJURY	Portland Ave / E Hereford St
CP191010410		FOL - FOLLOW UP	495 W CLARENDON ST
CP191010509		PRK - PARKING COMPLAINT	Partridge Cir / Oakridge Dr
CP191010577		ORD - ORDINANCE VIOL	18317 OATFIELD RD
CP191020202		TESTP - TEST CALL	525 PORTLAND AVE
CP191060386		ASP - ASSIST PERSON	535 Portland Ave
CP191060388		ASP - ASSIST PERSON	535 Portland Ave
CP191120173		ANM - ANIMAL COMPLAINT	5410 Rinearson Rd
CP191120259	PH19-0009213	ABV - ABANDON VEH	115 E GLOUCESTER ST
CP191120281		FOL - FOLLOW UP	766 E BERKELEY ST
CP191120309		ABV - ABANDON VEH	17380 LUNDGREN WAY
CP191130270	PH19-0009311	ORD - ORDINANCE VIOL	6650 BUCKINGHAM DR
CP191130293		ABV - ABANDON VEH	255 E HEREFORD ST
CP191130302		ABV - ABANDON VEH	535 E HEREFORD ST
CP191130386		FOL - FOLLOW UP	150 W BERKELEY ST
CP191150299		ABV - ABANDON VEH	605 E HEREFORD ST
CP191150308		ABV - ABANDON VEH	555 E GLOUCESTER ST
CP191150311	PH19-0009483	WCK - WELFARE CHECK	19 Meldrum Bar Park Rd
CP191150381		PRK - PARKING COMPLAINT	1325 High St
CP191190217		FOL - FOLLOW UP	255 E HEREFORD ST
CP191190220		FOL - FOLLOW UP	535 E HEREFORD ST
CP191190231	PH19-0009818	ABV - ABANDON VEH	1325 HIGH ST
CP191190237	PH19-0009827	PROP - PROPERTY LST/FND	890 82nd Dr
CP191190244		PRK - PARKING COMPLAINT	460 HIGH CT
CP191190261		PRK - PARKING COMPLAINT	409 FIRST ST
CP191190265		PRK - PARKING COMPLAINT	475 FIRST ST
CP191190345		ASP - ASSIST PERSON	445 High Ct
CP191190605		CPR** - ASSIST FIRE CPR (AED)	1055 RISLEY AVE
CP191200340		FOL - FOLLOW UP	894 COLUMBIA AVE
CP191200345		FOL - FOLLOW UP	1325 HIGH ST
CP191200350		ORD - ORDINANCE VIOL	38 MELDRUM BAR PARK RD
CP191200426		FOL - FOLLOW UP	17450 VIA DEL VERDE

Easter (guess who is in the bunny suit?
Answer at the end of this report)



On your mark, get set, GO!!!!!!!!!!!!!!

Thank you Sgt. Okerman for all the photos from our Easter Egg Hunt

2019 MONTHLY CALLS SUMMARY REPORT

	JAN	FEB	MAR	APR	TOTALS
Abandoned Vehicle	11	12	7	10	40
Alarm-Audible	23	16	17	14	70
Alarm-Panic/Silent/Hold Up	3	2	4	2	11
Animal complaint	7	9	10	12	38
Agency Assist	25	29	21	25	100
Assist-Fire	10	6	5	11	32
Assist-Person	53	50	47	34	184
Assault	6	1	1	2	10
Burglary-Cold	4	1	2	2	9
Burglary-In Progress	2	0	2	0	4
Civil	30	26	20	23	99
Criminal Mischief	8	4	6	10	28
Death Investigation	1	4	4	6	15
Disturbance-Fight/Weapons	6	8	5	7	26
Domestic	24	16	25	23	88
DUII-A/I	6	5	4	7	22
Follow Up	73	88	91	74	326
Fraud-Cold	3	10	15	13	41
Harassment-Threat	22	14	12	15	63
Hazard	4	6	8	8	26
Home Visit	19	15	20	26	80
Hit & Run- Injury/Non Injury	2	3	7	6	18
Incomplete 911 Calls	12	8	18	16	54
Juvenile Issues	3	2	7	12	24
Motorist Assist	3	3	1	1	8
Missing Persons	3	2	0	2	7
Ordinance Violations	18	14	22	13	67
Parking Complaint	23	16	25	20	84
Premise Check	19	6	24	20	69
Property-Lost/Found	10	9	15	10	44
Prowler	1	2	1	1	5
Subject Stop	51	32	49	44	176
Suspicious Circumstances	10	9	9	15	43
Suspicious Persons	26	26	31	21	104
Suspicious Vehicles	14	13	12	10	49
Stolen & Recovered Vehicles	8	3	8	6	25

Stolen Vehicle-In Progress	0	1	0	1	2
Suicide Attempts	4	3	4	3	14
Suicide-Threat Of	5	8	4	16	33
Suspect Contact	6	4	5	4	19
Out with Suspect Vehicle	62	49	41	53	205
Traffic Accident-Injury	1	2	2	2	7
Traffic Accident-Non-Injury	1	13	3	6	23
Traffic Accident-Unk Injury	2	5	3	4	14
Theft-Cold	21	11	21	23	76
Theft-In Progress	1	4	2	2	9
Traffic Complaint	10	8	12	11	41
Trespass	1	6	15	11	33
Traffic Stops	300	238	254	195	987
Unwanted	7	6	7	4	24
Vice-Drugs/Prostitute	1	1	3	3	8
VRO	0	1	2	2	5
Welfare check	20	22	24	29	95
Warrant Service	11	6	6	4	27
Misc Calls	33	16	35	41	125
Number of Calls Total:	1029	874	998	935	3836

K9 ASSIST	8	4	7	3	22
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(Calls NOT through CCOM)

Thank you Cathy for the stats. If you guessed Cathy as the bunny, you win! Thanks Cathy for your willingness to help at this and all the other events.

Respectfully,

Kim E. Yamashita
Kim E. Yamashita
Chief of Police.



City of Gladstone Monthly Report | APRIL 2019

PUBLIC CONTACTS/PLANNING ACTIONS

CUSTOMER CONTACT/Planning Actions	JANUARY	FEBRUARY	MARCH	APRIL	YEAR TOTALS
Customer Service Counter Contacts	8	4	5	10	27
Customer phone contacts	48	42	35	45	170
Building Permits Issued	0	1	1	1	3
Pre-application conferences	3	1	0	1	5
Administrative Decisions	0	0	1	3	4

PLANNING COMMISSION ACTIONS/DECISIONS

- APPROVAL OF Z003Z0124-19-E-TE; EXTENSION OF PRIOR DESIGN REVIEW APPROVAL AT 740 82ND DRIVE

CITY COUNCIL LAND USE ACTIONS/DECISIONS

- NONE

PRE-APPLICATION CONFERENCES

- ZPAC0043-19; 18000 Webster Rd. Housing Facility

ADMINISTRATIVE PERMITS

- Z0117-19; Sign Permit; 485 W. Arlington
- Z0059-19; Sign permit; 20160 McLoughlin Blvd.
- Z0166-19-PLA; Property Line Adjustment, Ben Court/Franklin St.

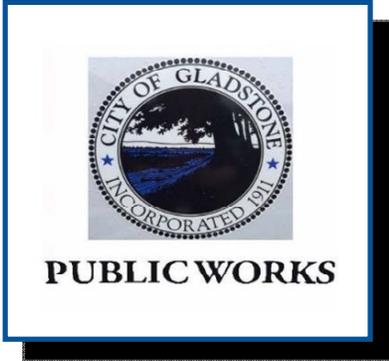
BUILDING PERMITS

APRIL

Date	Address	Building Permit #	Description
4/30	310 W. Arlington	B0206919	NEW SINGE FAMILY HOME

FUTURE ITEMS/PROPERTY UPDATES

Location	Topic	Contact
18085 se Webster Ridge Rd.	Comp Plan/Zone change; (Design Review and Conditional Use Permit to follow at a subsequent hearing) for a multi-family apartment complex development; no application submitted yet	Cascadia Planning
19120 SE McLoughlin Blvd	CarzPlanet Design Review application to modify previously approved landscaping; Application remains incomplete pending applicant submittal of landscaping plan	CarzPlanet
19505 McLoughlin	Design Review for Dick Hannah Nissan service drive area enclosure; Scheduled for May Planning Commission hearing	Scott Aldinger



GLADSTONE PUBLIC WORKS

Staff Report for the Month of April, 2019

Report Date : April 30, 2019
To : Jacque M. Betz, City Administrator
Copy : Mayor and City Council
From : Jim Whynot, Public Works Director

Water Division had another eventful month in April. We pulled an all-nighter (and not the fun kind!) on 82nd near Strawberry Lane due to a water main break under heavily traveled 82nd Ave.





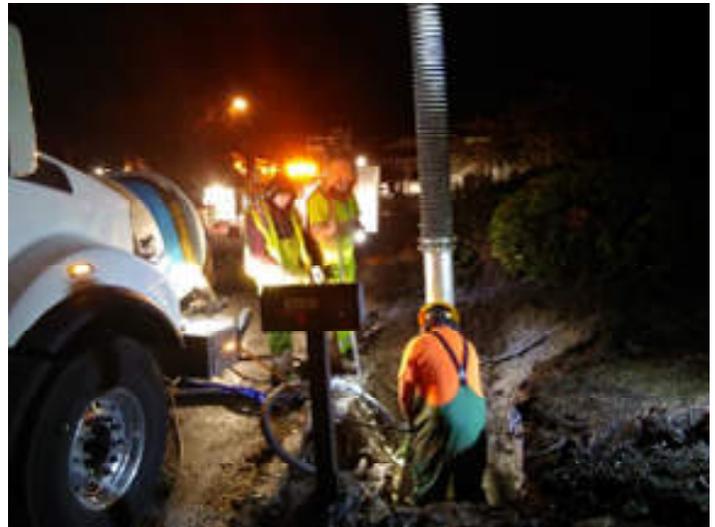
The crew was finally able to get the water line repairs completed around 5:00 am the following morning and open up all lanes of traffic on 82nd in time for the morning commute.

Right on the heels of that repair, we had another water line break on Canterbury Lane that required yet another all-nighter to repair.





As time goes on, our crumbling infrastructure continues to get worse and worse, requiring more call-outs and overtime just to keep the system operable. This is not sustainable indefinitely.



We also had a water line break in the middle of Ridge Drive, which came to our attention when multiple residents called to report water coming up out of the middle of the street.



Water Division also replaced a broken service line on Paola Court.

Picture right shows new service lines installed.





Picture left is backfilling the repair on Paola Court before finishing the street cut.

We had two more valve failures at the Webster reservoir. As you recall, we had an altitude valve fail last month causing both the Kirkwood and Webster Reservoirs to drop to critically low water levels. We had multiple alarms on Monday night, April 29th, then another fail the following night. This results in after-hour call outs. Until the City can acquire a new telemetry system, our drinking water supply remains at risk. Parts of the water system at the reservoirs are from the 1930's. Critically low water supply threatens our fire fighting ability, and could create a boil water event.

A contractor hit a water line on Timothy Way, which required repair.



Sewer Division installed a flow meter on W. Clackamas Boulevard. This will help us analyze I&I issues and flow patterns. We are on task to meet the May, 2019 deadlines required by DEQ to correct the deficiencies in our system that result in raw sewage overflows, as set out in our MOA with DEQ.



Photo above shows Steve Bargender undergoing a confined space descent into the bowels of the sewers, as Zeb Sowers and Jeff Shepherd conduct topside safety oversight, standing ready to extract Steve in the event of an emergency, by means of the rescue tri-pod. In spite of the smile on Steve Bargender's face, these descents are very dangerous due to toxic and potentially lethal gases that can render a man unconscious within seconds. Losing consciousness and drowning in the sewer is a possibility. Our confined space entries are done with strict attention to the safety guidelines. Public Works is serious business!

Stormwater Division

discovered yet two more stormwater lines that were draining into the sanitary sewer. In this case, for unknown reasons, this stormline on E. Gloucester was constructed considerably higher than the sewer line, so essentially ALL the stormwater was flowing into the sanitary sewer instead of the stormwater outflow. Within the last month we have detected and corrected several areas of I&I . With the Council's ongoing fiscal support,



Public Works is making measurable strides forward in addressing these long-standing issues that have contributed to DEQ violations arising from years of allowing raw sewage to dump into the river. Picture above shows the cap-off of the stormwater line.



Photo left is one of the dig outs on E. Gloucester. Even though we had to dig out and abandon two separate lines, we completed the project in one day. This is quick and efficient work for a project of this magnitude. Kudos to our hard working crew!



Streets Division is gearing up for a busy summer. We have a large slurry seal project in the que for early summer, and ongoing right of way inspections keep us busy.

Photo left is an example of one of many right of way inspections. In this case, the photo is a sidewalk repair prepour inspection.

Streets Division has also begun a pilot project in Sherwood Forest to bring the City's street signs up to current Manual for Uniform Traffic Control Devices (MUTCD) standards. We expect to have the entire City street signs updated within five years and bring our city up to compliance.



Parks Division has had a busy early season. The high water left quite a mess at Meldrum Bar:





In spite of a lot of debris, we were able to get the boat launch area cleaned up and open for the spring Chinook fishermen within one day after the water went down sufficiently to allow us to work:



Within just a day or two of getting the boat launch opened up for fishermen, Meldrum Bar was filled beyond capacity with boaters: Photo below shows cars parked beyond the parking spaces. Meldrum Bar was the only boat launch on this section of the river that was open and available that quickly after the floodwaters subsided.



The changing river dynamics are continuing to erode Meldrum Bar Park. Dahl Beach was closed last month due to dangerous conditions, and April's high water has started an undercutting of the asphalt at the boat launch area.



Parks Department has been working to improve the Pickleball/ Tennis courts at Max Patterson Park. Many volunteer hours were put into the Pickleball Courts by the community. Public Works improved the access to the courts for ADA purposes.

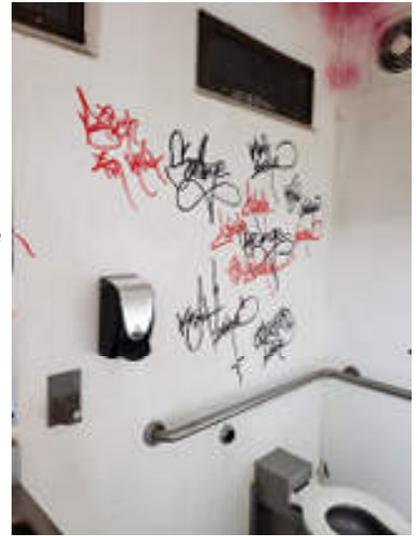


We also dug a dry well and installed area drains to eliminate standing water at the entrance. It's now a nice, clean entrance to the courts.





Dealing with continuing graffiti dips deeply into the pockets of our time and budget. These photos show just the most recent vandalism to the bathroom at Cross Park. We removed this with a solvent, but it is going to require a complete repainting, which will take a full work day to prep and paint. With our limited budget in the Parks Department, this puts a strain on Public Works' ability to attend to our other park maintenance duties. Tending to the Parks requires more and more maintenance hours than the City has allotted funding, and we continue to fall behind in the mowing and general upkeep.



As part of our grant application process for dredging the boat launch at Meldrum Bar, we solicited public input at the park to present to the Oregon State Marine Board. Of the 66 signatures in support of the grant, **only approximately ten percent listed a Gladstone address**. This clearly demonstrates that City of Gladstone citizens are bearing the full cost of a park that is used primarily by people outside our city.

PUBLIC WORKS QUOTE OF THE MONTH

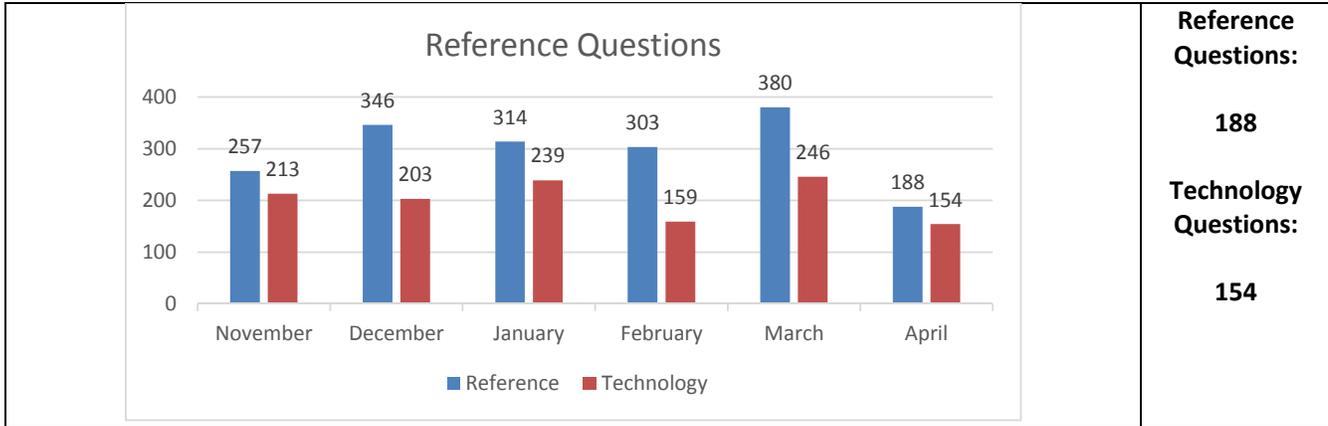
Imperfections are not inadequacies; they are reminders that we're all in this together.

... Brene' Brown, Ph.d

GLADSTONE PUBLIC LIBRARY DIRECTOR'S REPORT

April 2019

Library Statistics: April 1-30, 2019



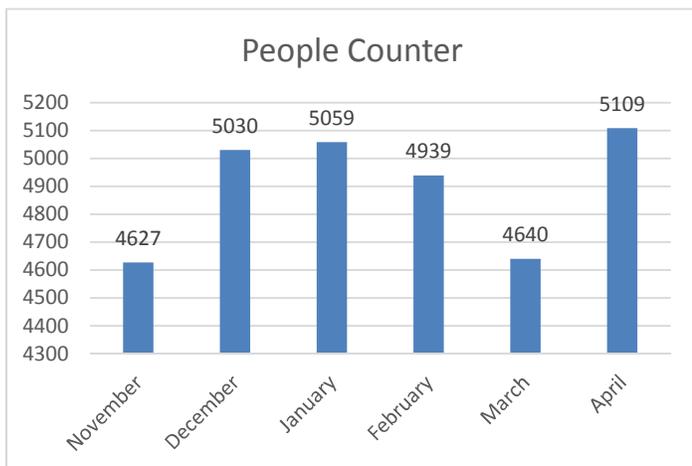
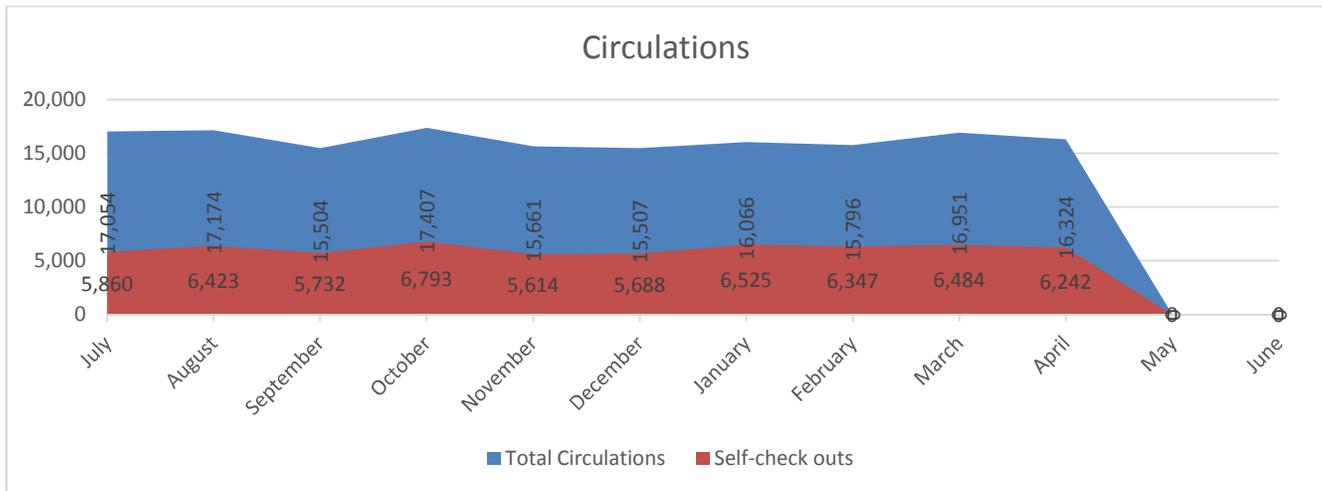
Reference Questions:

188

Technology Questions:

154

New Library Cards	Registered Borrowers	Items Owned	Total Circulations	Self-check outs	Holds Placed	Internet Sessions
43	5,453	45,504	16,324	6,242	4,130	887



Social Media:

- Facebook Likes: 643
- Twitter followers: 193
- Instagram followers: 852

Volunteer hours: 150.45

People Counter: 5109

GLADSTONE PUBLIC LIBRARY DIRECTOR'S REPORT

April 2019

Updates:

- Our online reservation system, Cultural Pass Express, launched April 1st, and our patrons have had great things to say regarding the updated service. Several have commented that it is now much easier to enjoy the local attractions that we offer passes for, since they don't have to pick up and return most of the passes. Usage of the passes in the first month with the new system was about the same as in previous months, but we expect usage to go up as we continue to get the word out about Cultural Pass Express.
- The Food for Fines promotion during National Library Week in April brought in more than 500 nonperishable food items, which went to support the Gladstone Food Pantry.
- We had several pre-school classes visit the library in April for a tour to learn about using the library and enjoy a storytime.
- Everyone had a great time at our recent Game of Thrones Trivia Night. A total of 9 participants joined for trivia, and several of our staff dressed as characters from Game of Thrones. Those who attended had a lot of fun, and we're considering doing more themed trivia events in the future.
- The regular craft classes for adults have been a huge hit with the community. Each one has had a full registration list long before the day of the class. May's class will be Wet Felting with Ammi Brooks on May 9th, and there is already a waitlist for those wanting to attend.
- We're gearing up for the Summer Reading program, which will begin June 1st. This year's theme is A Universe of Stories, and there will be some great events throughout the summer for children and teens of all ages. Youth Services librarian Heather plans on another robust round of class visits with the elementary school to get students excited for Summer Reading!

Gladstone Fire Department Monthly Report: April 2019

Report Date: May 1, 2019
To: City Administrator Jacque Betz
Cc: City Council
From: Interim Fire Chief Jeff Smith

This is my last monthly report as Interim Fire Chief for the City of Gladstone, I transfer command to Chief Rick Huffman on May 20th. I want to express my appreciation to City Administrator Betz and the City Council for their support during my nine months as your Interim Fire Chief. It has been an honor to serve the city in this capacity and finish my 25-year career with the City of Gladstone. I have seen many changes though the years at the fire department and today we have the most qualified and certified work force along with the fastest and best service for our community than ever before. I have comfort in knowing that we have a great leader in Chief Huffman to keep the department moving forward for the years to come.

Gladstone Fire responded to 149 calls in April. 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.

April Code-3 EMS Response Data (76 calls)

Turnout Time: 80% fractile of 1:18 (adopted standard is 1:30) Response Time: 80% fractile of 4:47 (adopted standard is 5:30)

April Code-3 Fire & Vehicle Accident Response Data (15 calls) Turnout Time: 80% fractile of 2:07 (adopted standard is 2:00) Response Time: 80% fractile of 5:28 (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**.

Great Job Everyone!!!!

From Assistant Chief Mike Funk:

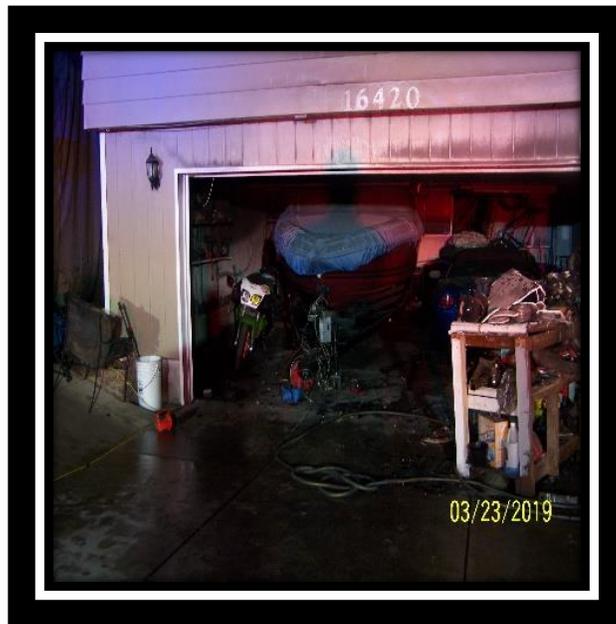
Buildings under construction-

- New construction continues at Auto Town dealership. Phase one is complete and Phase two will begin soon.
- Building will be starting soon on a new triplex at 165 E. Exeter.
- New business opened at 485 W. Arlington, Luxor Nails and Spa. One more open business in that project.
- Activity continues on Portland Ave as the PA Pizza Company works at expanding their business into the unit next door. The plan is to have inside seating for inside dining.



- 2.5-million-dollar remodel/expansion at Tonkin Hyundai dealer on McLoughlin is underway.

Fire Investigations-



- March 23rd Residential fire on 16420 Chessington Ct. Fire started in the garage on a work bench. Heat and smoke damage occurred in the entire garage area with only minimal smoke entering the living space of the home. Cause: improper disposal of smoking materials. Estimated loss \$10,000.



- April 21st Residential fire on Amonson Ct. This was a substantial fire in a 2300 square foot, 2-story home. Mother and Father were able to get their seven children out of the home safely with the clothes on their back. The fire occurred shortly after midnight with crews from Gladstone, CCFD#1, and TVF&R fire agencies. A second alarm was called about 5 minutes after arrival and the fire was not listed as under control for over 45 minutes. Cause: BBQ was in operation too close to combustibles and was not attended in the hours leading up to the fire. Damage loss is estimated to be over \$500,000 in both structure and contents. Fire is listed as accidental.
- April 23rd a near fire occurred at Rivergreens Apts.in the early morning hours. E391 assisted by E315 searched diligently for the origin of the smoke haze in the clubhouse area of the building. The investigation by the fire crews found the heating elements in the sauna had been tampered with. Management reviewed video footage and viewed the culprits on surveillance tapes. Great job for the extra effort by Gladstone crews to insist on locating the source of the haze that set off the fire alarm.

Review business for Planning Commission-

- Pre-application meeting attended with Clackamas County considering the purchase of 18000 Webster Rd. property. County is looking in to developing low cost housing for a possible 50 units in the building on that site.
- Nissan dealer is coming before planning commission in May to request approval for a small expansion.
- Reviewed plan for a four hundred sq. foot ADU planned behind a residence on Valley View.



- Reviewed the plot plan for a new home with an extended driveway on West Glen Echo. 149-foot driveway with 2200 sq. foot home planned for the lot.

Business Inspections and development proposal reviews-



- Inspected T-Mobile and Gladstone Smiles dentist, on McLoughlin between Walgreens and Black Rock coffee.



- Inspected Luxor Nails –to see if they were able to get a C of O to begin business.

Education events-



GFD Public events- Gladstone crew attended a started the City's annual Easter egg hunt. There were pictures with the Easter bunny and of course we arranged for Sparky to attend as well. Fire prevention materials in the form of bookmarks, pencils, stickers were offered to all participants.

School district-

- Reviewed and approved the plan for students to be overnight guests in the gym at WLK school.
- Working with school district on parking enforcement for school district properties.
- Reviewed and approved request from GHS athletic director to allow traveling athletes from a distant school to sleep over night in the GHS gym.
- Reviewed the shop area at GHS to provide guidance for a remodel plan for the maintenance, robotics, and wood working shops building.

Staffing events and other standby requests –



- Fire Crew was requested to attend Arbor Day event April 27th. Seven GFD members attended the event meeting and greeting the Community. Great job by those attending.

Miscellaneous:

- Substantial time spent working with new fire bridge “Elite” program. Pay module changed and a new (temporary) spreadsheet is being used to create monthly payroll. Chief Smith and Susan from Finance are working hard to get us into the Tyler system which will be much better including a detailed check stub to better explain our monthly payable events.
- Thank you to Capt. Stempel and his day crew that were able to stop by a private Birthday party. While we could not commit to attending a local B-day party, the crew was able to make a brief appearance at Jack and Harry’s third B-day party between a busy day of running calls. THANKS

Deputy Chief Randy Hopperstad:

Radio's and Pagers: On March 27 our vendor began installing radio's in most of our vehicles with the exception of the truck due to a programming problem and it will be installed as soon as we get it back. I have received our Alpha pagers from the C-800 group and I have begun to distribute them as members come available.

Repairs: Installed new tires on DO 394 during its regular service. Squad 390 had an air conditioning leak that has been repaired. Truck 392 had a problem with retracting all the way to be bedded completely and was found to be a cable adjustment that has been repaired.

Meetings: Attended the bi-monthly meeting of the Fire Investigation Team at Sandy Fire. The monthly C-800 radio group meeting was canceled due to conflicting meetings. Attended both AM and PM monthly Safety and Business meetings.

Building Maintenance: Moved our burn container from the right of way at public works to Meldrum Park to make way for utilities for the new Civic Center. Coordinated with Facilities to have power dropped to an existing pole at Meldrum for use during training while electrical work was being done at the ball fields.

Logistics: Inventoried our S.C.B.A. bottles for expiration dates and took 10 expired bottles out of service and are waiting on new bottles to be delivered.

From Captain Tighe Vroman Training:

During the month of April, my primary focus in the Training and EMS division included the execution of the Fire/EMS training scheduled for Gladstone Fire personnel, continuing the EMS recertification process with the Oregon Health Authority and finishing my Chief Officer Academy course and associated coursework. Aside from those three items, I performed my usual administrative responsibilities with training records, submitting applications to DPSST for fire certification and responding to emergency alarms. I had the opportunity to respond to a number of significant or critical calls during the month of April, including riding in with the AMR ambulance on a number of occasions for critically ill patients.

Also this month, I participated as a guest speaker about Careers in Emergency Medical Services to the health class at Gladstone High School. GHS Health Occupations teacher Jack Hollowell invited me to speak to his class about the professional responsibilities and educational requirements necessary to pursue a career as an EMT or Paramedic. We also discussed the many different job opportunities when certified as an EMT or Paramedic, particularly within the fire service, private ambulance, hospital, critical care, law enforcement or military arenas. I had a great time speaking with the students and am honored to represent Gladstone Fire in this manner.

Training:

For our first drill of the month, we continued last month's topic of vehicle accidents and extrication. Both morning and evening drill sessions were held up at Bud's Towing in Oregon City. Employees from Bud's Towing set up a mock two vehicle collision, with one vehicle on its side, for our crews to "respond" to. Crews had to perform a scene and vehicle hazard assessment, then mitigate hazards and stabilize the vehicles. After that, they performed heavy extrication on each of the two vehicles to practice skills removing portions of the vehicle to

rescue mock entrapped victims. GFD crews used saws, hydraulic cutters, spreaders and hydraulic rams to remove the doors, roof, and roll the dash of the car. These tools are commonly referred to by the layperson as the “Jaws of Life”. This is extremely valuable training that we do not get to practice often enough. I taught the morning session and AIC/Eng. Josh Miller was the lead instructor for the evening drill session. Since we had to send our crews to Oregon City to perform this training, Gladstone Fire made sure to arrange and staff E391 with a full crew to maintain the ability to respond to alarms in Gladstone immediately, which is our utmost priority! Also, a big thank you to Bud’s Towing for donating four vehicles for our crews to practice on, setting them up in a crash scenario, and letting us use their yard space to cut up the vehicles, all free of charge!



The second fire related drill of the month reviewed the deployment and reloading of our “Bulk Load” pre-connect and our 2 ½” “Stretch Bed” hose loads. The Bulk Load is a 500-foot load with both 2 ½” and 1 ¾” size hose that we use if we have a longer attack distance than our usual 200 foot cross lay pre-connect loads can handle. The Stretch Bed is 600 feet of 2 ½” hose that must be stretched into position with multiple personnel, and manually connected to the pump panel when we have large fires that require a 2 ½” attack line. We do not use these hose loads every day, but need to remain proficient in our ability to use them at a moment’s notice. The deployment of these loads require multiple firefighters and have special commands because of their long distance of deployment. Crews spent the drill honing their skills deploying and reloading both of these hose loads.

Also this month, I completed my second of two scheduled weeks of classroom education for the Chief Officer Academy. As mentioned in last month’s report, upon successfully completing the course requirements, I will receive my NFPA Fire Officer III and NFPA Fire Officer IV certifications. Our second week of class was held at the Concordia University Columbia River Campus and included classes on communication, fire service law, managing code enforcement, emergency management & response planning and leadership. All of our quizzes, tests and essays had to be completed by the end of that week of class. My only remaining project is to complete my Chief Officer Executive Portfolio which is due on Friday May 3rd.

Last, to complete the month of April, we are sending another class of water rescue swimmers to the Swiftwater Rescue Technician 1 (SRT1) training. Upon completion of this training, we will have an additional six GFD personnel trained as Swiftwater Rescue Technicians to add to our six currently trained SRT1 personnel from last year’s class. This will increase our swiftwater response capability to 12 members. This is an incredible asset to the community as Gladstone Fire has two major waterways in our response area, we are getting back into the nice weather and water recreation season and timely response can be the difference between life and death when working with cold, fast moving water.

For the month of May, we are scheduled to begin wildland firefighting refresher training, as we are quickly moving to that time of year again. Also, with the retirement of Interim Chief Smith, we need to have someone in our department credentialed as a live fire instructor. Currently, that person is Chief Smith, but I will be attending training in early May to get that certification so Gladstone Fire can continue conducting live fire training exercises in accordance with NFPA standards.

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

- The following GFD personnel attained increased levels of fire certification from the Department of Public Safety Standards and Training (DPSST).
 - FF Kayla Anderson- NFPA Instructor I
 - Eng. Tim Atkeson- NFPA Fire Fighter II, NFPA Instructor I, and NFPA Apparatus Equipped with an Aerial Device
 - Eng. Izaak Thoman- NFPA Instructor I and NFPA Apparatus Equipped with an Aerial Device
 - Eng./AIC Eric Leibner- NFPA Instructor I



Emergency Medical Services:

The current, year-to-date EMS line item expenditures through the month of April total \$41,312.43 of the \$50,000 allotted for the biennial budget. This currently leaves the EMS line item with \$8,687.57 for the rest of the 18-19 fiscal year.

EMS supplies that we purchased during the month of April included suction tubing with suction wands, air splints, replacement iGel airway devices, cold packs, EKG paper, I/O needles and a number of medications. These were all items that we have been using on medical alarms. Response crews have cared for a number of critically ill patients this month and have been using supplies on a regular basis. In the past, many of these items were only ordered a few times throughout the year. With the increased call volume over the last month, and higher patient acuity levels, we have used a number of these items on medical alarm responses. Also, we continue to respond on a higher than normal number of cardiac arrest calls for the month.

EMS training for the month focused on Left Ventricular Assist Devices (LVADs). Crews requested a refresher on this topic because we currently have a patient with an LVAD that is regularly in the Gladstone area. Crews responded to a couple LVAD related calls during the month of April.

An LVAD is essentially a battery powered, constant flow pump that is surgically grafted onto the left ventricle of the heart. The pump itself is sewn into the left ventricle and the aorta, and pumps blood for a significantly weakened or failing heart. Patients who have one of these need it to survive and are usually on a heart transplant list. The control unit and batteries are located outside of the body and are worn by the patient in a harness they have to have at all times. Patients with LVADs can be challenging for emergency responders because they have the potential to become critically ill in a very short period of time. Also, depending on the native functionality of their heart, and the brand of LVAD, they don't always have a detectable pulse or blood pressure because the pump is continuously flowing blood without strong heart beats. This is difficult for emergency responders who usually rely on numbers such as pulse rate and blood pressure to tell if their patient is hemodynamically stable or not.

Other EMS related items of note for the month of April:

- A/O-FF Zach Buchanan attended the Timberline EMS conference at Timberline Lodge from April 25th through April 27th. His registration fee and lodging were paid for by a scholarship from the East Clackamas County EMS Association. Zach received 23 hours of EMS Continuing Education from numerous prominent metro area medical professionals in all EMS CE categories, at no cost to Gladstone Fire Department. Zach is working with me to share the information he learned to improve the EMS education and response operations for our members here at GFD.
- FF Kayla Anderson completed her EMT training at Clackamas Community College. Kayla received an "A" in her EMT class and went on to pass her certification skills examination and National Registry written EMT exam of her first attempts. Kayla will now be a Nationally and State of Oregon certified Emergency Medical Technician (EMT). This is no small feat, and is the result of many weeks of study and skills practice. Congratulations, Kayla!
- Zach Buchanan is continuing his project updating the equipment and supplies carried in our Reach and Treat EMS bags. Zach has also been working on creating a third Reach and Treat EMS bag to be placed on E391, as we already have them on T392 and S390.

This will standardize the EMS equipment carried onboard our three “first response” apparatus. The Reach and Treat bags are a great option when we have to travel long distances on foot or must access a patient by technical means, such as by rope or boat.

Gladstone Fire Recruit Testing and Academy 2018-02:

Our five recruit firefighter candidates began completing their in-person psychological evaluations with Dr. Harden starting the last week in April. The last candidate in this group is scheduled to have their appointment with Dr. Harden on May 14th. As I write this report, two of the candidates have completed their screening and we have received favorable reports. This is exciting news and I am getting those two individuals scheduled for the final step in the recruitment process, which is the NFPA 1582 physical evaluation and cardiac stress test with Adventist Occupational Health.

From Captain Brost A Shift:

April was a busy month for Gladstone Fire. There were 149 calls for assistance. 50 of those were on A-shift. Good job everybody on these responses.

I was out of the office sick for the first two shifts of the month, and wanted to give a big “thank you” to the officers and AIC who covered my absences. Thanks Capt. Newton, Lt’s Cerda and Schafer, and AIC Leibner.



We were fortunate enough to be on duty for the city’s Easter Egg Hunt. It was a fun event for many, many kids and their families and friends. E391 was the duty rig and was present with 3 firefighters. Two firefighters and Sparky the Dog were on T392. Chief’s Funk and Hopperstad were also a big part of the festivities.



AMR was in town training on special rescue techniques at High Rocks, so we went down to see what they were working on and maybe exchange some information and thoughts. They were interested in the tool we use for getting equipment across a gap, such as the one at High Rocks. So, we spent an afternoon down there training with our Big Shot line shooter. This is an arborist tool used to launch slick line a significant distance to be able to move equipment around. We use this for technical water rescues. Below are AIC Leibner and Capt. Vroman setting up for another shot at it. On the right is a picture of the system AMR was using.

A-shift helped host children from the Family Stepping Stones program out of GCCF and give them a station tour on April 23rd. It is always fun interacting with young members of our community along with their teachers and families.

Notable Calls

The big story for the month of course was the 2-Alarm residential fire on April 20. This happened on C-shift, but all of the responders who answered the call and responded from home to fight this fire were A-shift members. I'm proud of each of you. Lt. Cerda, A/O Krieger, PFF Person and I responded from home and were on scene between 4 ½ and 6 ½ hours, and then spent a significant amount of time cleaning up. This call happened just after midnight, and some of us were the oncoming shift for the next day, which was a busy shift. You all did a great job showed what community-based emergency response is about. You stepped up to serve your community. Thank you.

We had some rough EMS calls this month outside of the fire. Be sure to take care of yourself and each other. Check in with one another, especially if you know someone had a hard call or two.

From Captain Kirk Stempel B Shift:

SPECIAL OPERATIONS/TECH RESCUE



On the weekend of April 12th, the dive team completed some intensive training in the Hood Canal area of Hoodport, Washington. Training areas included night diving, limited vision, deep dives and navigation. All skills were applied to the divers advanced certifications.

PIO

Continued updates and changes to the Gladstone Fire Department website. The Instagram and twitter pages continue to be very successful.

OTHER ITEMS OF INTEREST



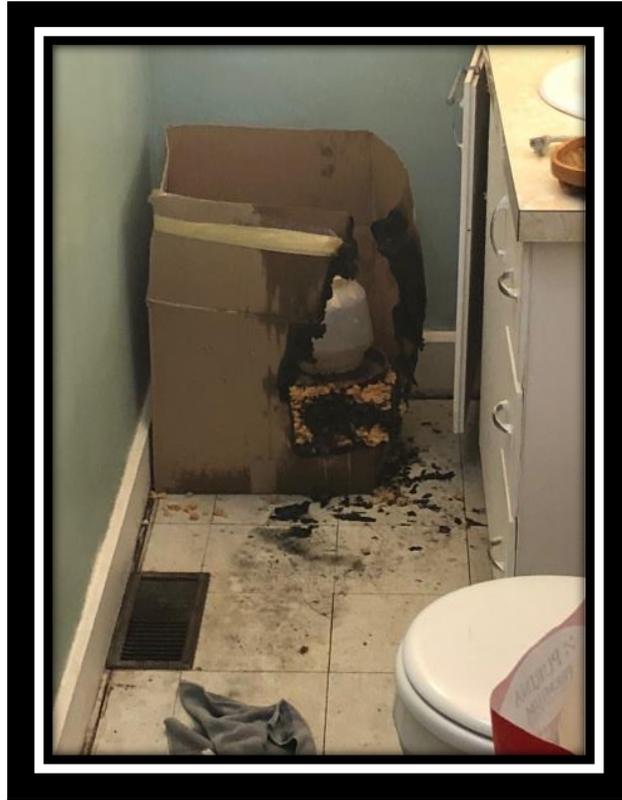
On April 6th, B Shift did a full on commercial fire drill at the Gladstone High School. This evolution allowed the truck company and the engine to work together in stretching hand lines and laddering the building. This real time scenario allowed all participants to fine tune their skills and be more confident in their abilities.



On April 9th, B Shift attended the ground breaking event for the new police station and city hall. This project is an exciting addition to our city!



On April 16th, The Gladstone Police Department, Mayor Tammy Stempel and myself scooped ice cream at the Gladstone Baskin and Robbins. This event supported the 2019 GHS Alcohol Free and Substance Free Grad Night.



On April 19th, B Shift was dispatched to a possible residential fire. On arrival, smoke was seen coming from an open door. After investigating, it was found that a heat lamp came in contact with a cardboard box had caused the cardboard to burn. Luckily, the home owner had extinguished the fire prior to our arrival. Even though there was minimal damage, we do not recommend putting yourself at risk by self-extinguishing an active fire. Instead it is best to get out and call 911, as well as ensuring all occupant have gotten out.



On April 27th, we had the opportunity to show off our apparatus and talk about what Gladstone Fire does to a wonderful group of individuals in our town hosting a birthday party. It was a great time meeting all those in attendance!

B Shift ended the month attending this year's Arbor Day celebration. There was a large turnout, and we had the opportunity to meet with a local tree climbing expert. As an annual event, we were all excited to be part of this.

From Captain Richard Newton C Shift:

C-shift went to the MAT (Multi-Agency Training) on April 4th, 2019. At MAT we went over medical treatment for a Septic patient, STEMI Data, Child Birth and went over Airway devices. Back on April 4th, 2019 Captain Vroman and myself were going through the new radios and found that some of our current radios are unable to communicate with the regional hospitals. It was discovered that when Portland went on the digital system so did all the hospitals. As of right now only a few radios are able to communicate on the digital system. There's at least one digital capable radio on every piece of apparatus now.

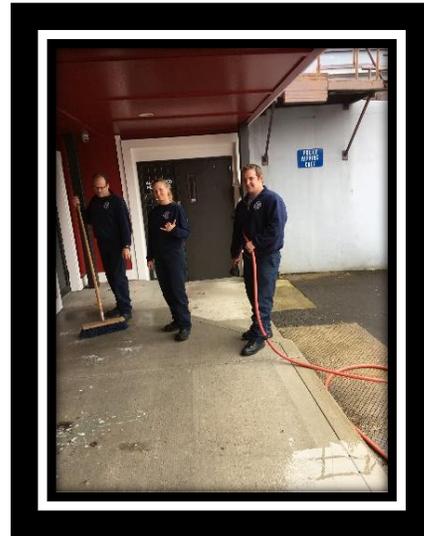
I would like to thank all Gladstone personnel that responded on the residential fire on April 20th, 2019. There was a lot of work to be done and you all did an outstanding job. There was a lot of fire on E391 arrival. There were lots of comments that Gladstone Fire did an outstanding job with how much fire there was.



On April 10th, 2019 Gladstone Fire Department (GFD) drilled on some vehicle extrication techniques.



C-shift out doing some training with the on duty crew.



C-shift doing some spring cleaning.

Call:

On April 1, 2019 Gladstone Fire responded on a 2nd alarm fire in Clackamas. E391 was dispatched on the 1st alarm.



On April 20th, 2019 at 0009 Gladstone Fire responded on a residential structure. E391 was first in and found the whole back side of the house on fire. E391 with T392 and assistance from CCFD and TVF&R brought the blaze under control in about 45 minutes.

City of Gladstone Staff Report

Report Date: April 10, 2019

To: City Administrator Jacque Betz

From: Interim Fire Chief Jeff Smith

AGENDA ITEM

IGA for the sharing of fire agency personnel within Clackamas County when personnel are unable to get to their normal reporting location during a disaster.

History/Background

The Pacific Northwest is prone to natural hazards such as earthquakes, floods, wind, snow, and ice storms. Those hazards, when they occur, may cause a loss of power and communications, significantly damage or affect transportation routes, and leave Party Agency Personnel stranded and unable to report to their normal work locations. The Fire Agency Personnel of agencies comprising the Clackamas County Fire Defense Board, when stranded by hazard impacts, may be available to assist with emergency management activities in another agency EOC, Fire Station and/or coordination of non-immediately dangerous to life or health (IDLH) activities in the field for another agency; and ORS 190.010 to 190.030 authorize units of local government in the state of Oregon to enter into written agreements with any other unit or units of local government for the performance of any of all functions and activities that any of them has the authority to provide. Once this is in place it would also serve as a process and procedure that could be reimbursable from FEMA to the city if there was a disaster declared by the Governor.

Proposal

The purpose of this Agreement is to authorize, facilitate and establish conditions and provisions for the sharing of qualified Fire Agency Personnel amongst the Parties during emergencies where transportation routes are disrupted and Fire Agency Personnel are unable to report to their normal work locations.

Options

1-Accept and sign IGA for sharing of fire personnel within Clackamas County that are unable to get to their normal reporting location during a disaster.

2-Decline and not participate.

Cost Impact

Participation in this Agreement is voluntary and no Party is obligated under this Agreement to act either as a Borrowing or Lending Agency. Each Party shall decide on a case-by-case basis, in its sole discretion, whether it can, under the circumstances, lend or borrow Fire Agency Personnel. The cost would be when the Lender invoices the Borrower for the total reasonable and actual costs of providing loaned Fire Agency Personnel, including salary or hourly wages, overtime, and benefits. In addition, the Lender may invoice the Borrower for overhead for all time beyond the first 12 hours. All costs shall be consistent with the Lender's personnel policies and/or union contracts as applicable, or other conditions of employment. The Borrower and Lender may make other arrangements for payment if mutually agreed to. A Borrower shall pay a Lender for all reasonable and actual invoiced and itemized costs associated with Emergency

Assistance provided by the Lender within sixty (60) days of receipt of the Lender's invoice. The Lender, in its sole discretion, may elect to extend the repayment deadline upon written request of the Borrower.

Recommended Staff Action

I recommend that the City of Gladstone/Gladstone Fire Department accept and sign IGA for sharing of fire personnel within Clackamas County that are unable to get to their normal reporting location during a disaster.



Department Head
Signature

4/15/2019

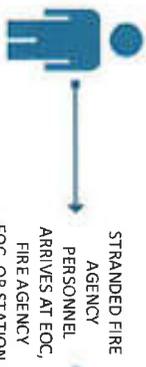
Date



City Administrator
Signature

4-18-19

Date



**FIRE DEFENSE BOARD
STRANDED WORKERS AGREEMENT
DECISION TREE AND COMMUNICATION PROCEDURE**



IF NO CONTACT WAS MADE USE PERSONNEL AT OWN RISK/LIABILITY OR DO NOT USE PERSONNEL.

IF LENDING AGENCY APPROVES YOU MAY USE THE STRANDED FIRE AGENCY WORKER.



AFTER YOU HAVE TRIED TO MAKE CONTACT WITH THE LENDING AGENCY YOU MAY SEND THE STRANDED WORKER AWAY AND DISCONTINUE TRYING TO CONTACT THE LENDING AGENCY.

COMMUNICATION PROCEDURE

Fill out the FDB Stranded Workers Personnel Administration Form.



When a Stranded Fire Agency Personnel arrives at an EOC the EOC is to email the worker's home agency as documentation of trying to reach the lending agency. First send an email the lending agency, then try contacting the lending agency using the other methods listed following the order below. If contact is unsuccessful, the procedure will be completed again at the next operational period.

1. PHONE – TRY LANDLINE, SATELLITE, AND CELL
2. WebEOC – FDB STATUS BOARD
3. AMATEUR RADIO WINLINK/DATA
4. AMATEUR RADIO VOICE
5. PUBLIC SAFETY RADIO

06-2018



CLACKAMAS DISTRICT FIRE DEFENSE BOARD

11300 SE Fuller Rd • Milwaukie OR, 97222 • 503-742-2600



May 1, 2018

RE: Clackamas District Fire Defense Board Stranded Workers Agreement

To Whom It May Concern:

On behalf of the Clackamas District Fire Defense Board (FDB) membership we write to express strong support of the Intergovernmental Agreement (IGA) for the Lending of Fire Agency Personnel within Clackamas County when Personnel Are Unable to Get to Their Normal Reporting Location, also known as the FDB Stranded Workers Agreement.

The agreement has been thoroughly vetted by members of the FDB as well as the legal counsel of the largest fire agency within Clackamas County, Clackamas Fire District #1 (CFD1). We request each fire agency within Clackamas County along with Clackamas County become party to the agreement, for the sharing of resources when it is most needed. We respectfully request no changes to this version of the agreement. All requests for changes will be reviewed in May 2019 for possible inclusion.

The Regional Disaster Preparedness Organization (RDPO) released a similar agreement for the region specific to Emergency Operations Center (EOC) staff. Below is a table showing the differences between the two agreements for those agencies which may want to be a party to both.

RDPO Stranded Workers Agreement	FDB Stranded Workers Agreement
Only for certified EOC staff that meet a level of training may be utilized. Staff that are not EOC certified cannot be utilized even though they may have skills that transfer to a position.	Can be for any Fire Agency Personnel (line, administrative, volunteer, etc.)
The RDPO maintains a list of approved EOC staff.	There is no list that must be maintained. If an agency is party to the agreement, they follow the communication plan and determine if they want to use the staff person.
The EOC Staff may only be utilized by EOC's party to the agreement.	Personnel may be utilized in an FOC, fire station, or field operations (non-IDLH only).
Agreement is for the Region – Clackamas, Clark, Columbia, Multnomah, and Washington Counties.	Agreement is only for agencies operating within the Clackamas County boundary.

Sincerely,

Larry Goff
Chief, Lake Oswego Fire Department

Fred Charlton
Chief, Clackamas Fire Dist. 1

Enclosure

**INTERGOVERNMENTAL AGREEMENT
FOR
THE LENDING OF FIRE AGENCY PERSONNEL WITHIN CLACKAMAS COUNTY
WHEN PERSONNEL ARE UNABLE TO GET TO THEIR NORMAL REPORTING
LOCATION**

This Intergovernmental Agreement (“Agreement”) is entered into, pursuant to Oregon Revised Statutes (ORS) 190.010 to 190.030, by and among county, cities, and fire districts within Clackamas County in Oregon who have signed this Agreement (herein collectively known as “Parties”).

RECITALS

WHEREAS, the Pacific Northwest is prone to natural hazards such as earthquakes, floods, wind, snow, and ice storms; and

WHEREAS, those hazards, when they occur, may cause a loss of power and communications, significantly damage or affect transportation routes, and leave Party agency Personnel stranded and unable to report to their normal work locations; and

WHEREAS, the Fire Agency Personnel of agencies comprising the Clackamas County Fire Defense Board, when stranded by hazard impacts, may be available to assist with emergency management activities in another agency EOC, Fire Station and/or coordination of non-immediately dangerous to life or health (IDLH) activities in the field for another agency; and

WHEREAS, ORS 190.010 to 190.030 authorize units of local government in the state of Oregon to enter into written agreements with any other unit or units of local government for the performance of any of all functions and activities that any of them has the authority to provide.

NOW, THEREFORE, the Parties agree as follows:

TERMS AND CONDITIONS

I. PURPOSE OF THIS AGREEMENT

The purpose of this Agreement is to authorize, facilitate and establish conditions and provisions for the sharing of qualified Fire Agency Personnel amongst the Parties during emergencies where transportation routes are disrupted and Fire Agency Personnel are unable to report to their normal work locations.

II. DEFINITIONS

- A. Borrower/Borrowing Agency means a Party agency who accepts Emergency Assistance in the form of personnel from another Party agency, pursuant to the terms of this Agreement.
- B. Emergency includes, but is not limited to, a human-caused or natural event or other circumstance, such as an earthquake, flood, wind, snow, or ice storm, which prevents Fire Agency Personnel from reporting to their normal work locations.
- C. Emergency Assistance means Fire Agency Personnel assistance offered during an Emergency and accepted by a Borrowing Agency to assist in the response, relief and/or recovery efforts.
- D. Emergency Operations Center (EOC) is the physical location at which the coordination of information and resources to support incident management (on-scene operations) activities normally takes place. In the context of this Agreement, an EOC includes support and coordination facilities such as emergency coordination centers (ECCs), department operations centers (DOCs), and fire operations centers (FOCs).
- E. Emergency Program Manager means the person appointed by a Party agency who is responsible for the organization, administration and operation of the emergency management agency within its jurisdiction.
- F. Fire Agency Personnel are qualified Party agency employees and qualified emergency service volunteers responsible for various activities occurring within an EOC, within a Fire Station, and/or in the field. Such Fire Agency Personnel assistance may include, but is not limited to: coordination of non-IDLH activities, communications, resource allocation and tracking, and information collection, analysis and dissemination. Fire Agency Personnel may be full-time, part-time, other qualified employees from the Party agency, or qualified emergency service volunteers of a Party agency.
- G. Fire Defense Board (FDB) the collaborative organization which provides a forum for the chiefs of the 14 fire agencies serving the County to coordinate fire services and policies.
- H. Lender/Lending Agency means a Party agency that provides Emergency Assistance in the form of Fire Agency Personnel to another Party agency, pursuant to the terms of this Agreement.
- I. National Incident Management System (NIMS) is a systematic, proactive approach to guide departments and agencies at all levels of government, nongovernmental organizations, and the private sector to work together

seamlessly and manage incidents involving all threats and hazards – regardless of cause, size, location, or complexity – in order to reduce loss of life, property, and harm to the environment.

- J. Qualified Emergency Service Volunteer is an unpaid qualified individual registered to work with the emergency management program of one of the Parties of this Agreement to perform emergency service activities and who has passed a background-check or criminal records check by the Lending Agency and meets minimum EOC qualifications.

III. ADMINISTRATION

Clackamas County Disaster Management will serve as the administrator of this Agreement. The administrator will maintain copies of all signed Agreements and organize meetings of the Party Emergency Program Managers to implement tasks related to the administration and implementation of this Agreement, as outlined in Section V.B.i.

IV. PARTICIPATION IN THIS AGREEMENT

- A. Participation in this Agreement is voluntary and no Party is obligated under this Agreement to act either as a Borrowing or Lending Agency. Each Party shall decide on a case-by-case basis, in its sole discretion, whether it can, under the circumstances, lend or borrow Fire Agency Personnel. No Party shall be liable to another Party, or be considered to be in breach or default under this Agreement, on account of any refusal to lend or borrow Fire Agency Personnel, or any delay in or failure to perform any discretionary duties in this Agreement, except to make payment as specified in this Agreement.
- B. All counties, cities, inter-local agencies, regional governments, and special districts within Clackamas County in Oregon, are eligible to be a Party to this Agreement. Parties to this Agreement must sign the Agreement.

V. ROLES OF PARTY EMERGENCY PROGRAM MANAGERS

- A. Each Party agrees that its Emergency Program Manager or designee will serve as its representative in any meeting to address administration and implementation of this Agreement.
- B. The Fire Defense Board and Party agency Emergency Program Managers, or designees, together, shall:
- i. Meet annually or as necessary to review and update this Agreement, develop and maintain procedures for Agreement implementation, and evaluate lessons learned from actual use of this Agreement.

- ii. Develop planning details associated with being a Borrower or Lender under the terms of this Agreement.

C. Each Party agency Emergency Program Manager, or designee, shall:

- i. Participate in any meetings convened to address administration and implementation of this Agreement.
- ii. Develop and maintain procedures necessary to implement this Agreement.
- iii. Maintain a current master copy of this Agreement, and a copy of all implementing policies, procedures, and other documentation.
- iv. Notify all Parties if their agency terminates its participation in this Agreement.

VI. FIRE AGENCY PERSONNEL

- A. Fire Agency Personnel must meet at least the minimum qualification standards established by the Party agency Emergency Program Managers and be willing to offer Emergency Assistance to another Party agency in order to participate in this program.
- B. Fire Agency Personnel are authorized to offer Emergency Assistance to other Party agencies (i.e., Borrowers) when requested to do so by a Borrowing Agency party when an Emergency prevents the Borrowing Agency's Fire Agency Personnel reporting to their normal work locations. Fire Agency Personnel will make every effort to report to their normal work locations before offering assistance to another Party agency.
- C. When reporting to a Borrowing Agency's EOC or other designated site, Fire Agency Personnel must request an assignment from a person authorized to assign and supervise personnel in that EOC or ask to be directed a person authorized to assign and supervise personnel in the Borrowing Agency's service area for field operations.
- D. The Borrowing Agency is not required to accept and assign reporting Fire Agency Personnel.
- E. Fire Agency Personnel acting under this Agreement shall remain subject to their respective employers' personnel, volunteer, and operations policies and will make appropriate efforts to advise their employers of their situation either directly or through the Borrowing Agency.

VII. NO EMPLOYMENT RELATIONSHIP

- A. Fire Agency Personnel of the Lender shall, at all times while performing Emergency Assistance or acting under the authority of this Agreement, continue to be employees or volunteers of the Lender and shall not be deemed to enter into any employment relationship with the Borrower for any purpose. Wages, hours, and other terms and conditions of employment of the Lender shall remain applicable to its Fire Agency Personnel who perform Emergency Assistance under this Agreement. Each Lender shall be solely responsible for payment of its employees' wages, any required payroll taxes and any benefits or other compensation. A Borrower shall not be responsible for paying any wages, benefits, taxes, or other compensation for any Borrowed Fire Agency Personnel under this Agreement. The costs associated with borrowed Fire Agency Personnel are subject to the reimbursement to the Lending Agency pursuant to the process outlined in Paragraph IX, Payment for Emergency Assistance. No business partnership or joint venture is established or contemplated between the Lender and Borrower Agencies in this Agreement. Borrower and Lender Agencies are merely Parties sharing authority and responsibilities pursuant to ORS 190.
- B. In no event shall a Lender or Borrower, or their officers, employees, agents, or representatives, be authorized (or represent that they are authorized) to make any representation, enter into any agreement, waive any right, or incur any obligation in the name of, on behalf of or as agent for their respective employing agencies solely by virtue of this Agreement.
- C. Fire Agency Personnel responding under this Agreement shall remain under the administrative control of their respective employers (the Lender), but will be under the temporary supervision and operational control of the Borrower. Pursuant to Section XII of this Agreement, the Lender shall not be liable for any damages, liabilities, or costs. Fire Agency Personnel may decline to perform any assigned task if they judge such task to be unsafe. If the Borrower requests Lender's Fire Agency Personnel to supervise or direct activities while offering Emergency Assistance, such request shall not relieve the Borrower of any liability or responsibility under this Agreement and shall not create any Lender liability. .

VIII. DUTIES OF BORROWING AGENCY

- A. The Borrower is responsible for making arrangements, as necessary, to provide for the safety, housing, meals, and transportation to and from job/housing sites for loaned Fire Agency Personnel. The reasonable actual costs associated with such arrangements shall be borne by the Borrowing Agency.

- B. The Borrower is responsible for ensuring Fire Agency Personnel understand the scope of their assigned duties and for training them on the procedures of the Borrowing Agency.
- C. Unless otherwise agreed to with the Lender, the Borrower shall release Fire Agency Personnel providing Emergency Assistance as soon as conditions allow the Fire Agency Personnel to return to their normal work locations. The Borrower shall notify the Lender when the Lender's Fire Agency Personnel are released.

IX. PAYMENT FOR EMERGENCY ASSISTANCE

The Parties agree to the following terms:

- A. The Lender shall invoice the Borrower for the total reasonable and actual costs of providing loaned Fire Agency Personnel, including salary or hourly wages, overtime, and benefits. In addition, the Lender may invoice the Borrower for overhead for all time beyond the first 12 hours. All costs shall be consistent with the Lender's personnel policies and/or union contracts as applicable, or other conditions of employment. The Borrower and Lender may make other arrangements for payment if mutually agreed to.
- B. A Borrower shall pay a Lender for all reasonable and actual invoiced and itemized costs associated with Emergency Assistance provided by the Lender within sixty (60) days of receipt of the Lender's invoice. The Lender, in its sole discretion, may elect to extend the repayment deadline upon written request of the Borrower.
- C. Qualified emergency service volunteers, under this Agreement, are not paid and therefore the Lending Agencies hereby agree that they shall not charge the Borrowing Agencies for any volunteer wages or compensation.

X. TERMINATION

Any Party opting to terminate its participation in this Agreement shall provide written notice to the administrator of this agreement and to the Emergency Program Managers of the other Parties. Notice of termination becomes effective upon receipt by the other Parties. Any Party terminating its participation remains liable for all obligations incurred during its period of participation, until the obligation is satisfied.

XI. RECORD KEEPING

Time sheets and/or daily logs showing hours worked by Fire Agency Personnel responding under this Agreement will be recorded on a shift-by-shift basis and shall be provided to the Borrower upon request. Under all circumstances, the Borrower remains

responsible for ensuring that the amount and quality of all documentation is adequate to enable disaster reimbursement from third parties.

XII. INDEMNIFICATION AND LIMITATION OF LIABILITY

A. **INDEMNIFICATION.** Except as provided in Paragraph B below and at all times subject to the applicable tort claims limitations in the Oregon Constitution and the Oregon Tort Claims Act to the fullest extent permitted by applicable law, the Borrower releases and shall indemnify, hold harmless and defend each Lender responding to the indemnifying Borrower's request and its officers, employees, volunteers, and agents from and against any and all claim, loss, harm, liability, damage, cost, or expense, including costs of defense, claims, judgments, or awards of damages asserted or arising directly or indirectly from, on account of, or in connection with providing requested Emergency Assistance to the Borrower, whether arising before, during or after Lending Agency's performance of the Emergency Assistance and whether suffered by any of the Parties or any other person or entity.

Subject at all times to the applicable tort claims limitations in the Oregon Constitution and the Oregon Tort Claims Act and to Section B below, the Borrower shall defend, save harmless and indemnify the Lender's Fire Agency Personnel for any claim, loss, harm, liability, damage, cost, or expense arising out of the Fire Agency Personnel's act or omission while performing emergency service activities for the Borrower. This protection is subject to additional provisions in Oregon state law, including but not limited to ORS 401.364.

B. **ACTIVITIES IN BAD FAITH OR BEYOND SCOPE.** Notwithstanding anything to the contrary in this Agreement, no Party shall be required under this Agreement to indemnify, hold harmless and defend any other Party or Fire Agency Personnel from any claim, loss, harm, liability, damage, cost, or expense caused by, related to, or resulting from the activities of any Party's officers, employees, or agents acting in bad faith or performing activities beyond the scope of the duties assigned by the Borrower or a person granted supervisory authority by the Borrower or this Agreement.

C. **LIABILITY FOR PARTICIPATION.** In the event of any liability, claim, demand, action or proceeding, or whatever kind or nature, arising from the rendering of Emergency Assistance through this Agreement, the Borrower agrees to indemnify, hold harmless, and defend, to the fullest extent of the law, each signatory to this Agreement whose only involvement in the transaction or occurrence, which is the subject of such claim, action, demand or proceeding, is the execution and approval of this Agreement.

XIII. WORKERS' COMPENSATION AND EMPLOYEE CLAIMS

A. All Lender Fire Agency Personnel made available to a Borrower shall remain the general employees of the Lender while engaging in and carrying out duties, functions, or activities pursuant to this Agreement, and each Party shall remain fully responsible as the employer for all taxes, assessments, fees, premiums, wages, withholdings, worker's compensation, and other direct and indirect compensation, benefits, and related obligations with respect to its employees. Likewise, each Party shall provide worker's compensation in compliance with statutory requirements of the state of Oregon.

XIV. NON-EXCLUSIVENESS AND OTHER AGREEMENTS

- A. This Agreement is not intended to be exclusive among the Parties. Any Party may enter into separate Emergency Assistance agreements with any other entity. No such separate agreement shall terminate any responsibility under this Agreement.
- B. Other agreements for Emergency Assistance between any Parties are unaffected by this Agreement and remain in effect until separately terminated. When another agreement exists at the time a request for Emergency Assistance is made, the Borrower and Lender should be clear about the agreement under which the request is being made and by which the assistance costs will be paid.

XV. NO PARTNERSHIP

This Agreement shall not be interpreted or construed to create an association, joint venture or partnership among the Parties or to impose any partnership obligation or liability upon any Party. Further, no Party shall be considered an agent of any other Party or otherwise have authority to bind any other Party.

XVI. NO THIRD PARTY BENEFICIARY

Nothing in this Agreement shall be construed to create any rights in or duties to any third party, nor any liability to or standard of care in reference to any third party. This Agreement shall not confer any right or remedy upon any person other than the Parties. This Agreement shall not release or discharge any obligation or liability of any third party to any Party.

XVII. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement, though other existing agreements of the Parties may take precedence over certain concepts outlined in this Agreement.

XVIII. SUCCESSORS AND ASSIGNS

This Agreement is not transferable or assignable, in whole or in part, and any Party may terminate its participation in this Agreement subject to Article X.

XIX. TORT CLAIMS

Notwithstanding anything to the contrary herein, this Agreement does not waive any tort claim protections or limitations provided under the Oregon Tort Claims Act or the Oregon Constitution or remove from any of the Parties any protection provided by applicable tort claims laws..

XX. WAIVER OF RIGHTS

Any waiver at any time by any Party of its rights with respect to a default under this Agreement, or with respect to any other matter arising in connection with this Agreement, shall not constitute or be deemed a waiver with respect to any subsequent default or other matter arising in connection with this Agreement. Any delay in asserting or enforcing any right, except those related to the statutes of limitations, shall not constitute or be deemed a waiver.

XXI. ADHERENCE TO LAW

Each Party shall comply with all federal, state, and local laws and ordinances applicable to this Agreement.

XXII. EXECUTION IN COUNTERPARTS

This Agreement may be executed in counterparts, each of which shall be an original, and all of which shall constitute but one and the same instrument.

**IGA FOR THE SHARING OF FIRE AGENCY PERSONNEL WITHIN CLACKAMAS
COUNTY WHEN PERSONNEL ARE UNABLE TO GET TO THEIR NORMAL
REPORTING LOCATION
SIGNATURE PAGE**

In Witness Whereof, the Public Entity _____ (Party) has caused this Agreement to be executed by its duly authorized representatives as of the date of their signatures below:

Signature of Officer	Date	Officer's Title
----------------------	------	-----------------

Signature of Counsel	Date	Counsel's Title
----------------------	------	-----------------

Name and title of primary Contact Representative: _____ Address: _____ _____ Phone: _____ Email: _____

Name and title of alternate Contact Representative: _____ Phone: _____ Email: _____
--

1. Mail the original signed **IGA Signature Page** (this page - actual hard copy page) to:
 Outreach and Technology Coordinator – Jamie Poole
 Clackamas County Disaster Management
 2200 Kaen Road, Oregon City, OR 97045
 E-mail: jpoole@clackamas.us
 Telephone: (503) 655-8838
2. Retain a second original signed **IGA Signature Page** for your records.

**IGA FOR THE SHARING OF FIRE AGENCY PERSONNEL WITHIN CLACKAMAS
COUNTY WHEN PERSONNEL ARE UNABLE TO GET TO THEIR NORMAL
REPORTING LOCATION
SIGNATURE PAGE**

In Witness Whereof, the Public Entity _____ (Party) has caused this Agreement to be executed by its duly authorized representatives as of the date of their signatures below:

Signature of Officer	Date	Officer's Title
----------------------	------	-----------------

Signature of Counsel	Date	Counsel's Title
----------------------	------	-----------------

Name and title of primary Contact Representative:	
Address:	
Phone:	
Email:	

Name and title of alternate Contact Representative:	
Phone:	
Email:	

1. Mail the original signed **IGA Signature Page** (this page - actual hard copy page) to:
 Outreach and Technology Coordinator – Jamie Poole
 Clackamas County Disaster Management
 2200 Kaen Road, Oregon City, OR 97045
 E-mail: jpoole@clackamas.us
 Telephone: (503) 655-8838
2. Retain a second original signed **IGA Signature Page** for your records.



Clackamas County Fire Defense Board Stranded Workers Personnel Administration Form

CHECK-IN INFORMATION			
Incident Information			
Incident Name		Operational Period	
Name		EOC position	
Start Date/Time		<input type="checkbox"/> Agency Vehicle <input type="checkbox"/> Personal Vehicle	
If you are from out of the area, where are you staying?			
Please tell us about any special accommodations you require to work in the EOC (e.g., dietary restrictions, allergies, mobility limitations, etc.).			
Signed agreement for EOC policies?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Personal Contact Information			
Phone		Cell phone	
Email			
Home Agency Information			
Home Agency			
Is the Home Agency Party to Fire Defense Board Stranded Workers Agreement?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Point of Contact			
Phone			
Email			
Address			
CHECK-OUT INFORMATION			
<input type="checkbox"/> Checked out with supervisor			
<input type="checkbox"/> Completed Demobilization checklist		<input type="checkbox"/> NA	
<input type="checkbox"/> Returned borrowed equipment		<input type="checkbox"/> NA	
<input type="checkbox"/> Time record complete and turned into documentation unit			
Comments/Notes			
Date/Time released	Date:	Time:	
Signature:			
<input type="checkbox"/> Provide a copy of this form to the stranded worker prior to departure.			

Policies Agreement

All stranded fire agency personnel, whether in a volunteer or paid position, must comply with borrowing agency policies. Please read the following and sign your acknowledgement of and willingness to abide by these requirements. If you want additional information about these policies, please ask your assigned supervisor. Personnel who violate the policies may be subject to immediate dismissal from service.

Pursuant to section VII.C of the IGA for the sharing of fire agency personnel within Clackamas County when personnel are unable to get to their normal reporting location:

Loaned employees (Stranded Fire Agency Personnel) shall remain under the administrative control of the Lender but will be under the operational control of the emergency management authorities of the Borrower. The Lender shall not be liable for the cessation or slowdown of work if the Lender's employees decline or are reluctant to perform any assigned task if said employees judge such task to be unsafe. A request for loaned employees to direct activities of others during a particular operation does not relieve the Borrower of any responsibility or create any liability on the part of the lender for decision and/or consequences of the operation.

Stranded fire agency personnel may cease or decline an assignment if deemed to be unsafe. If you feel that you are being assigned an activity outside of your ability you are to notify your assigned supervisor of your inability to complete the assignment.

Summary of Essential Policies

INDIVIDUAL AGENCIES TO DETERMINE

Sign here to confirm that you understand and will abide by these policies:

Signature _____ Date _____

FDB STRANDED WORKERS AGREEMENT COMMUNICATION PROCEDURE			
When a Stranded Fire Agency Personnel arrives at an EOC the EOC is to email the worker's home agency as documentation of trying to reach the lending agency. Then try contacting the lending agency using the other methods listed following the order below. If communication is unsuccessful all methods should be tried again after each shift change until successful.			
Email sent to:		Date/time sent:	
Attempt # _____			
Name:		Position:	
Shift:		Signature:	
<input type="checkbox"/> Successful <input type="checkbox"/> Unsuccessful	<input type="checkbox"/> Phone <input type="checkbox"/> Landline <input type="checkbox"/> Cell <input type="checkbox"/> Satellite <input type="checkbox"/> WebEOC – FDB Status Board <input type="checkbox"/> Amateur Radio Win Link/Data Frequency/Channel(s): <input type="checkbox"/> Amateur Radio Voice Frequency/Channel(s): <input type="checkbox"/> Public Safety Radio Frequency/Channel(s):	Successful Contact Notes	
		Communicated with:	
		Date:	
		Time:	
		Notes:	
Attempt # _____			
Name:		Position:	
Shift:		Signature:	
<input type="checkbox"/> Successful <input type="checkbox"/> Unsuccessful	<input type="checkbox"/> Phone <input type="checkbox"/> Landline <input type="checkbox"/> Cell <input type="checkbox"/> Satellite <input type="checkbox"/> WebEOC – FDB Status Board <input type="checkbox"/> Amateur Radio Win Link/Data Frequency/Channel(s): <input type="checkbox"/> Amateur Radio Voice Frequency/Channel(s): <input type="checkbox"/> Public Safety Radio Frequency/Channel(s):	Successful Contact Notes	
		Communicated with:	
		Date:	
		Time:	
		Notes:	
Attempt # _____			
Name:		Position:	
Shift:		Signature:	
<input type="checkbox"/> Successful <input type="checkbox"/> Unsuccessful	<input type="checkbox"/> Phone <input type="checkbox"/> Landline <input type="checkbox"/> Cell <input type="checkbox"/> Satellite <input type="checkbox"/> WebEOC – FDB Status Board <input type="checkbox"/> Amateur Radio Win Link/Data Frequency/Channel(s): <input type="checkbox"/> Amateur Radio Voice Frequency/Channel(s): <input type="checkbox"/> Public Safety Radio Frequency/Channel(s):	Successful Contact Notes	
		Communicated with:	
		Date:	
		Time:	
		Notes:	



Clackamas County Fire Defense Board Stranded Workers Agreement Response Guide

Background:

When disaster strikes your normal work location may be inaccessible because of damage to roads and bridges. However, you may be able to get to an EOC or FOC of another agency. The Fire Defense Board agencies have entered into an agreement to address this situation. The Stranded Workers Agreement (SWAG) authorizes designated Fire Department/District personnel to self-report to an accessible EOC or FOC of a participating agency. The following agencies entered into the SWAG:

- **ENTER ONCE AGENCIES HAVE SIGNED**

This arrangement can help ensure that county EOC and DOC staff can provide a valuable service, even in situations where they are unable to report to their own EOC or DOC.

Policies:

1. EOC or FOC responders must meet the minimum qualifications for working in their home EOC or FOC, or if being deployed to work in the field must meet the minimum qualifications required by law for position (i.e. paramedic). This includes the completion of required training.
2. EOC/FOC responder must be designated by their home agency as an employee who may self-report to another agency under the Clackamas County Fire Defense Board Stranded Workers Agreement.
3. EOC/FOC responders will make every effort to report to their normal work location before offering assistance to another agency.
4. When reporting to another agency's EOC/FOC, responders will report and request an assignment from a person authorized to assign and supervise personnel in that EOC/FOC.
5. The agency being offered assistance is not required to accept and assign reporting EOC/FOC or field responders.
6. EOC/FOC responders will make appropriate efforts to advise their employers of their situation through the agency being offered assistance.
7. If EOC/FOC responder is assigned field duties, they may only fill non-immediately dangerous to life or health (IDLH) positions (i.e. rehab, paramedic, running hose, etc.) and not enter into any situation that would require fitted personal protection equipment.

Action Steps:

In the event of a major incident severely impacting transportation systems –

1. Make every effort to report to your normal work location.

Key contacts:

EACH AGENCY DESIGNATE FOR EMPLOYEES

2. If you are unable to report to your work location, you may report to a participating agency's EOC or FOC that may be accessible.
 - a. First try to call the accessible fire agency to make an offer of assistance.
 - b. If you are unable to call the fire agency, you can go to the EOC, FOC or fire station and offer assistance. **DO NOT** risk your safety. **DO NOT** attempt to bypass a road block or any security measure. Make your best effort to safely access a facility.

Participating EOC and FOC Locations and Contacts: - **DEVELOP**

Clackamas County Emergency Operations Center
2200 Kaen Rd.
Oregon City, OR 97045

EOC Phone: (503) 650-3342

Clackamas County Alternate EOC

Elections Office, Ballot Counting Room
1701 S. Red Soils Ct.
Oregon City, OR 97045

Tualatin Valley Fire & Rescue Fire Operations Center
11945 SW 70th Ave
Tigard, OR 97223
FOC Phone: (503) 259-1800

3. If you are able to reach an official with the EOC/FOC/Fire Station, offer your assistance. Tell them you are responding in accordance with the Stranded Workers Agreement and present them with your agency and state identification.
4. If your offer is accepted, ask your EOC/FOC/Fire Station supervisor to notify your home agency to let them know you are working for their agency pursuant the SWAG, which includes provisions for:
 - a. Indemnification and limitation of liability
 - b. Insurance and workers compensation (responsibility of home agency)
 - c. Reimbursement
5. If your offer is not accepted, ask the EOC/FOC/Fire Station to notify your home agency to let them know you are stranded outside of your agency's response area.
6. While working in the EOC/FOC or field, follow your chain of command within that EOC/FOC or filed operation and be sure to follow the policies and procedures of the agency you are supporting.
7. Ensure that you keep track of your time worked and submit when in normal operations (or as early as possible during prolonged operations) using your normal reporting procedure.



REGULAR AGENDA

City of Gladstone Staff Report

Report Date: May 7, 2019

Meeting Date: May 14, 2019

To: Gladstone City Council

From: Jacque Betz, City Administrator, Reba Crocker, ROW Manager

AGENDA ITEM

Adoption of an Ordinance creating GMC chapter 5.55, Business Food Waste Requirements.

History/Background

On April 9, Staff and Clackamas County made a presentation to Gladstone City Council on Metro's Administrative Rule 5.10-4000 through 4085 (attached) mandating that local governments adopt business food waste requirements.

To recap the prior discussion:

Food is the largest component of our waste stream. Food is currently being sent to landfills where it decays and creates methane, a greenhouse gas more than 25 times more impactful than carbon dioxide. Landfilling food waste also forsakes opportunities to process food waste into valuable products and clean energy. For over 10 years Metro and local governments have been working towards an alternative disposal option. In July of 2018, the Metro Council adopted a business food waste requirement administrative rule. Under this administrative rule, local governments within Metro's boundaries are required to adopt an ordinance by July 31, 2019.

Metro's Authority

Metro has broad solid waste authority over solid waste planning in the region. This authority is granted by the Metro Charter, the Oregon Constitution and Oregon Statutes (ORS 268.317; ORS 459.055 & ORS 459.095) granting Metro broad authority for planning, managing and overseeing the regional solid waste system. Additionally, DEQ must approve Metro's prepared waste reduction program for the region. Notwithstanding this broad authority, it is legally questionable whether Metro can require another local government, such as the City of Gladstone, to legislatively enact an ordinance.

The City's failure to enact an ordinance, however, may result in a loss of funding. Metro's Administrative Rule 5.10-4000 creates consequences for local governments that do not comply with the directive to enact a food waste ordinance. If Gladstone does not comply with the administrative rule, the result could be a loss of funding for other programs and services [5.10-4085(4) & 5.10-4085(5)]. Most of these services are provided by Clackamas County. Clackamas County receives funding, provided by Metro to Gladstone, under other agreements, to provide solid waste services such as implementing and reporting on the regions solid waste system, providing site visits to local business and guidance to the City on solid waste reduction programs.

Additionally, temporary Access to Transfer Service payments will be paid by Metro to the hauler, to mitigate the costs of taking food scraps from the collection route to a transfer point or processor.

Public Outreach/Involvement

Since 2016, Metro staff at the direction of Metro Council, has been working on policies and performing outreach within the business community around the region. Metro's outreach included approximately 2,000 business in the region, a broad swath of businesses intended to offer opportunity for a representative reaction and input. This covered most food related businesses that may generate enough food waste to be covered by the requirement. Some small food related businesses that are not in state

databases and may not generate sufficient food waste, were not notified. Most of the responses received by Metro were supportive of this new policy. Additionally, Metro worked with Oregon Restaurant & Lodging Association, local Chambers of Commerce (8), 12 food rescue agencies and presented at many City Council meetings.

Specifically, in Gladstone 22 businesses potentially covered by the requirement were reached twice by Metro, once with a notification during policy development and again during the public comment period.

Projected Group 1 businesses: Safeway (currently collecting food scraps) and Somerset Assisted Living.

Projected Group 2 businesses: Black Rock Coffee, Happy Rock Coffee, Gladstone Living & Rehab, Somerset Assisted Living / Lodge, Roadrunner Homebake Pizza, and KB Teriyaki Grill Restaurant. Businesses that opened after Metro's outreach or were not covered include: Portland Ave Pizza, Crossroads Café & Coffee Haus, Lee's Teriyaki, and Two Girls Catering. Pizza Hut received notice but since closed. These notifications were based on estimates; they may not generate enough food waste to be in Group 2.

Other workplaces *may* generate enough food waste to be in Group 3—if they generate more than 250 lbs per week and do not take steps to reduce food waste. Those notified include Gladstone High Rocks, McDonalds, Stanley's Corner, Subway, Taco Bell, Vogies Bar. Additional businesses that *may* be in Group 3 but do not report the data needed for Metro's food waste estimates include Gaffer Pub, Gladstone Card room, Gladstone Senior Center, Masala Box, Subway (McLoughlin), and Twin Perks Espresso.

All schools in the city, which would fall into Group 3 if they generate enough food waste, also received notices: John Wetten Elementary, Grace Christian School, Rivergate Elementary School, Kraxberger Middle School, and Gladstone High School.

Other businesses that are not projected to be subject to the requirement include: Baskin Robbins, Flo's Joe, Heavenly Donuts, Menchune Murph's Hawaiian Shaved Ice, and Chris Cakes NW.

Proposal

This ordinance will apply to those business with full-service restaurants or on-site food preparation.

Current estimates are that list includes an estimated 20 to 25 business. Implementation will be phased in over a period of three years. Beginning on March 31, 2020 the first phase effects 1 to 2 businesses. Because only 1 to 2 businesses in the City may produce 1,000 or more pounds of food waste per week, they will not be required to comply with the new ordinance until the second phase. The second phase begins in March 2021 and staff estimates that 13 businesses may produce between 999 pounds and 500 pounds of food waste. The third and final phase begins on September 30, 2022 and staff estimates it may cover an additional 15 businesses, producing 250 pounds or more of food waste per week. During each phase the effected businesses would be required to separate food waste from all other solid waste.

Metro's requirement is that unless at least 5 business in the City, are in phase one a waiver is applied to those businesses. This means that it is likely that the Gladstone businesses in phase one, will not have to comply with the separation of food waste until phase two.

Implementation

Clackamas County staff will provide personal, one-on-one assistance to every food-related business in the County that is covered by the food scraps requirement. The County has an experienced team that has helped many businesses start collecting food scraps, including restaurants, grocery stores, schools, retirement communities, and food manufacturers. The team's goal is to make it easy for every business. The team will help each business identify any opportunities to reduce costs through reducing waste or right-sizing waste services. County staff will help businesses make a plan to identify their food waste. If

the businesses are required or opt to participate in collection, a business will receive free in-house containers, posters and signage, and training for staff and managers. County staff will also work directly with Gladstone Disposal to help customers get signed up and ensure necessary containers are provided.

Noteworthy

Currently, the food scrap tip fee is \$31.22 per ton less than garbage. Removing heavy food scraps from the garbage collection will decrease tonnage and may create opportunities for businesses to adjust service levels or to otherwise reduce food waste, helping to offset the costs of the service.

Although Metro’s legal authority to require a city to enact an ordinance is questionable, Metro may have the authority to withhold funding from jurisdictions that refuse to do so. Likewise, the City need not accept that Metro has authority to require it to enact an ordinance, but rather may enact the ordinance pursuant to its own policy and decision-making authority.

Options

- 1. Adopt Business Food Waste Requirements as directed by Metro.
- 2. Reject adoption - This could result in the loss of funding to implement the program and could result in the loss of other funding provided by Metro.

Cost Impact

Clackamas County and Metro staff will provide assistance to affected businesses. City staff should not see any increase in staff time or labor. Code enforcement may be called upon to assist the County with enforcement.

Recommended Staff Action

Staff recommends Council adopt the ordinance.

S/Reba Crocker
Department Head
Signature

Date

 Acting CA.

City Administrator
Signature

5/7/19
Date

ORDINANCE NO. 1497

***AN ORDINANCE ADDING CHAPTER 5.55 TO GLADSTONE MUNICIPAL CODE,
TITLED BUSINESS FOOD WASTE REQUIREMENTS***

WHEREAS, the City of Gladstone is within Metro’s jurisdiction for Solid Waste Management;
and

WHEREAS, Metro has mandated the City adopt Business Food Waste Requirements effective
July 31, 2019; and

WHEREAS, although the City does not recognize that Metro has the legal authority to require
the Council to legislatively enact the Business Food Waste Requirements, the
Council, based upon its own policy and decision-making authority, finds it is in the
public interest to adopt these requirements.

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

Section 1. The Gladstone City Council adds chapter 5.55, Business Food Waste
Requirements, to the Gladstone Municipal Code as described in Exhibit A to this
ordinance, which is attached and incorporated by reference.

Section 2. This ordinance takes effect on July 30, 2019.

Adopted by the Gladstone City Council this ____ day of _____, 2019.

ATTEST:

Tammy Stempel, Mayor

Tami Bannick, City Recorder

ORDINANCE 1497

Exhibit A

5.55 BUSINESS FOOD WASTE REQUIREMENTS

All covered businesses in the City that fall within the Metro District boundary and Clackamas County shall comply as set forth in this Chapter and regulations promulgated hereunder. A business, for the purposes of this Chapter, is a business that cooks, assembles, processes, serves, or sells food or does so as service providers for other enterprises and generates more than 250 pounds per week of food waste.

5.55.010 PURPOSE AND INTENT

1. The purpose and intent of this Chapter is to:
 - a. Source separate food waste and prevent that waste from entering the solid waste system; and
 - b. Comply with applicable provisions of Metro's Solid Waste Administrative Rules and Clackamas County's Solid Waste Management Ordinances.

5.55.020 DEFINITIONS

"Business" means organizations that cook, assemble, process, serve or sell food or do so as service providers for other enterprises.

"City staff, or Designee" means duly appointed representative of the City of Milwaukie.

"Food waste" means waste generated from the distribution, storage, preparation, cooking, handling, selling or serving of food for human consumption. Food waste includes but is not limited to excess, spoiled or unusable food and includes inedible parts commonly associated with food preparation such as pits, shells, bones, rinds, and peels. Food waste does not include liquids or large amounts of oils and meats which are collected for rendering, fuel production or other non-disposal applications, or any food fit for human consumption that has been set aside, stored properly and is accepted for donation by a charitable organization or any food collected to feed animals in compliance with applicable regulations.

"Exempt" means liquids or large amounts of oils and meats which are collected for rendering, fuel production or other non-disposal applications, or any food fit for human consumption that has been set aside, stored properly and is accepted for donation by a charitable organization and any food collected to feed animals in compliance with applicable regulations.

5.55.030 APPLICABILITY

1. This ordinance applies to all businesses.
2. Businesses subject to the business food waste requirement include without limitation: Cafeterias & buffets, Caterers, Correctional facilities, Food product manufacturing, Food service contractors, Full service restaurants, Grocery retail, Grocery wholesale, Limited service

restaurants, Specialty food markets, Warehouse clubs: and those businesses with full-service restaurants or on-site food preparation or service, Colleges & universities, Drinking places, Bars, Taverns, Elementary and secondary schools, Hospitals, Hotels, Nursing & residential care, Retirement & assisted living.

- a. Only those with full-service restaurant or on-site food preparation or services are subject to this requirement.

5.55.040 BUSINESS FOOD WASTE REQUIRMENTS

1. Businesses must collect food waste that is controlled by the business, agents, and employees. This requirement does not apply to food wastes controlled by customers or the public. At its discretion, a business may also collect food waste from customers or the public but must ensure that food wastes are free of non-food waste items. K-12 schools may also include student-generated food waste from school cafeteria meals but must ensure that food wastes are free of non-food items.
2. Businesses must have correctly-labeled and easily-identifiable receptacles for internal maintenance or work areas where food waste may be collected, stored, or both.
3. Businesses must post accurate signs where food waste is collected and stored that identify the materials that the covered business must source separate.
4. All Businesses must comply with this section by September 30, 2023;
 - a. Businesses, that are not schools, generating greater than 1,000 pounds/week must comply with this section by March 31, 2021;
 - b. Businesses, that are not schools, generating greater than 500 pounds of food waste per week must comply with this section by September 30, 2022;
5. Persons and entities that own, manage or operate premises with business tenants, that are Businesses, and that provide garbage collection service to those business tenants, shall provide food waste collection systems adequate to enable those business tenants to comply with the requirements of subsections 1, 2, 3 and 4 of this sub-section.
6. A Business may seek a temporary compliance waiver issued by Clackamas County, subject to the following conditions:
 - a. The temporary compliance waiver will not exceed twelve (12) months, and;
 - b. The business provides access to City staff, or designee for a site visit to demonstrate that the covered business cannot comply with this section, and,
 - c. City staff, or designee approves a temporary compliance waiver under this section, and;
 - d. City staff, or designee performs periodic site visits to ensure the conditions allowing a temporary compliance waiver under this section are still in place and cannot be remedied, and;

e City staff, or designee may determine a renewal of the temporary compliance waiver is warranted.

7. A business that does not comply with subsections 1-6 of the business food waste requirement:
 - a. May receive a written notice of noncompliance from the City, or designee. The notice of noncompliance will:
 1. Describe the violation, and;
 2. Provide the business an opportunity, with a deadline, to cure the violation, and;
 3. Offer assistance with compliance.
 - b. A business failing to cure a violation within the time specified in the notice of noncompliance, may receive a written citation that will:
 1. Provide an additional opportunity, with a deadline, to cure the violation;
 2. Notify the business that it may be subject to a fine.
 - c. A business that does not cure a violation within the time specified in the citation may be subject to a fine.

**Solid Waste
Administrative Rule**

AR 5.10-4000

**Administrative Rule of Metro Code Chapter 5.10
Administrative Rule Adoption Record and Findings**

**AR 5.10-4000 through 4085
Business Food Waste Requirement Administrative Rules**

These administrative rules are adopted under the authority of Metro Code Chapter 5.10, which authorizes the Chief Operating Officer (COO) to adopt and amend administrative rules. In accordance with Metro Code, the COO provided an opportunity for public comment and held a public hearing on these rules before their adoption.

The COO finds that these administrative rules are necessary to implement certain provisions of Metro Code Chapter 5.10 and hereby adopts Administrative Rules Nos. 5.10-4000 through 4085. The requirements of these administrative rules are in addition to all other requirements and provisions in Metro Code Chapter 5.10. These rules have the same force and effect as any other provision of Metro Code Chapter 5.10.

It is so ordered:



Martha Bennett
Metro Chief Operating Officer



Date

**SOLID WASTE
ADMINISTRATIVE RULES
Business Food Waste Requirement**

AR 5.10-4000 through 4085

Effective: October 31, 2018

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5.10 – 4000 Purpose

1. The purpose of these rules is to implement the provisions of the business food waste requirement set forth in Metro Code Section 5.10.410-5.10.470.
2. The purpose of the business food waste requirement is to provide a region-wide standard for the separation and collection of food waste from food-waste-generating businesses. For the purposes of these rules, Covered Businesses are defined as organizations that cook, assemble, process, serve, or sell food or do so as service providers for other enterprises.
3. Food is identified as a primary material for recovery within the Regional Solid Waste Management Plan because of its prevalence in the region's waste stream and the negative environmental impacts of disposing food in a landfill.
4. The prevention of food waste, the donation of edible food for human consumption and the use of food waste to feed animals are the region's preferred methods for managing surplus food. Food that has been stored properly, is fit for human consumption and is accepted for donation and food that has been set aside and is destined for animal consumption in compliance with applicable regulations is not subject to this administrative rule.

5.10 – 4005 Policy and Legal Authority

1. Metro Code Chapter 5.10 requires local governments to establish mandatory programs to separate and collect food waste from certain food-waste generating businesses referred to in these rules as “Covered Businesses.”
2. These administrative rules are issued under the authority of Metro Code Section 5.10.080. These rules are in addition to all other requirements and provisions in Metro Code Chapter 5.10.

5.10 – 4010 Definitions

Unless otherwise specifically defined, all terms used are as defined in Metro Code Chapter 5.00.

“Covered Business” means an organization that cooks, assembles, processes, serves, or sells food or does so as a service provider for other enterprises.

“Business Groups” means groups of Covered Businesses subject to the business food waste requirement by certain effective dates as delineated in the Applicability section of these rules.

“Food waste” means waste from fruits, vegetables, meats, dairy products, fish, shellfish, nuts, seeds, grains, coffee grounds, and other food that results from the distribution, storage, preparation, cooking, handling, selling or serving of food for human consumption. Food waste includes but is not limited to excess, spoiled or unusable food and includes inedible parts commonly associated with food preparation such as pits, shells, bones, and peels. Food waste does not include liquids or large amounts of oils and meats which are collected for rendering, fuel production or other non-disposal applications, or any food fit for human consumption that has been set aside, stored properly and is accepted for donation by a charitable organization and any food collected to feed animals in compliance with applicable regulations.

5.10 – 4015 Applicability of Rules and Effective Date

1. The business food waste requirement applies to all local governments within the Metro boundary.
2. Covered Businesses subject to the business food waste requirement include, but are not limited to:

Cafeterias & buffets	Grocery retail
Caterers	Grocery wholesale
Colleges & universities*	Hospitals*
Correctional facilities	Hotels*
Drinking places*	Limited service restaurants
Elementary and secondary schools*	Nursing & residential care*
Food product manufacturing	Retirement & assisted living*
Food service contractors	Specialty food markets
Full service restaurants	Warehouse clubs

*Only those businesses with full-service restaurants or on-site food preparation or service are subject to these rules.

3. Covered Businesses must meet the food waste requirement according to a schedule determined by the quantity of food waste they generate on average, in three phases as listed below. Implementation will begin with Business Group 1 and progress to the other groups according to the Effective Dates described in Rule 4020. Covered Businesses that demonstrate they generate less than 250 pounds per week of food waste are not subject to this requirement.

Business Group 1	Business Group 2	Business Group 3
≥0.5 ton (1,000 pounds) per week food waste generated	≥0.25 ton (500 pounds) per week food waste generated	≥0.125 ton (250 pounds) per week food waste generated

4. A person that provides space to a Covered Business must allow or facilitate provision of a food waste collection service for the Covered Business.

5.10 – 4020 Effective Dates

These rules are effective on October 31, 2018.

Local governments must meet the following deadlines:

1. Local Government Adoption of Requirement: July 31, 2019.
2. Implement Requirement for all Covered Businesses in Business Group 1: March 31, 2020-March 31, 2021.
3. Implement Requirement for all Covered Businesses in Business Group 2: March 31, 2021-September 30, 2022.
4. Implement Requirement for all Covered Businesses in Business Group 3: September 30, 2022-September 30, 2023.

5.10 – 4025 Exemptions

1. Governments Outside Metro Boundary: A local government outside of the Metro Boundary is exempt from this business food waste requirement.
2. No Commercial District: A local government that does not have a commercial zone or commercial district is exempt from this business food waste requirement.

5.10 – 4030 Compliance Waivers

Metro may grant a compliance waiver to a local government that meets the standards below.

1. Business quantity minimum threshold: Metro will waive application of the business food waste requirement for a local government with five or fewer Covered Businesses within its boundary. Metro will review the number of Covered Businesses in each local government jurisdiction annually. If Metro determines that a local government exceeds the minimum number of Covered Businesses during the review period, Metro will notify the local government of its findings in writing and will require the local government to comply with these rules within 12 months of the notification.

5.10 – 4035 Access to Services Payments

1. **Franchised waste haulers:** Metro may provide payments on a temporary basis to a waste hauler operating within the region under local government commercial collection franchise authority that is not within reasonable proximity of food waste transfer or processing services. Reasonable proximity is defined as within a distance that is equal to the average uncongested travel time one way to the nearest in-region transfer station that accepts municipal solid waste. Metro will establish zones to clearly define areas that are outside reasonable proximity and may apply a travel time inflator to account for congestion. Payment will be based on the number of loads per week of food waste generated within the zone at a 50% capture rate and the additional time required to deliver these loads to the nearest food waste transfer or processing services. Metro will determine whether a waste hauler is eligible to receive payment, the payment amount, disbursement method, and frequency of payments.
2. Metro will calculate the payment amount for a waste hauler using the following elements:
 - a. Average cost per hour to operate collection vehicle in the Metro region.
 - b. Number and type of Covered Businesses entities within the zone and within the waste hauler's collection franchise boundary.
 - c. Estimated total tons per week generated by Covered Businesses within the zone at a 50% capture rate.
 - d. Number of loads per week generated by Covered Businesses within the zone. Load size will be based on the average size of route truck food waste loads delivered to Metro Central Transfer Station over a 12 month period.
 - e. Maximum additional time round trip beyond reasonable proximity required to transport loads to food waste transfer or processing services.
 - f. Additional hours multiplied by cost per hour.
3. Metro will periodically review the elements used to calculate the payments and will make any adjustments that are necessary including utilizing new sources of data. Metro will notify waste haulers and local governments of any adjustments to the payment calculation elements within 30 days.
4. The following criteria must be met in order for a waste hauler to qualify for payment:
 - a. The local government must adopt a legally-enforceable mechanism that meets the business food waste requirement and performance standard by the adoption deadline.
 - b. Waste haulers must enter into a contractual agreement with Metro.
 - c. Waste haulers must submit annual reports to Metro no later than March 31. Reports must demonstrate that funds have been included in Detailed Cost Reports submitted annually by waste haulers to local governments.
 - d. Metro may request that local governments confirm that the payments received by waste haulers have been included in required Detailed Cost Reports and are factored into the collection rate-setting process. Cooperative programs may provide confirmation on behalf of member jurisdictions.
5. Metro will revoke payments if the waste hauler does not report payments or provides false or incomplete information.

6. Metro will discontinue payments to a waste hauler once transfer or processing services become available within reasonable proximity as determined by Metro. Metro will notify local governments and affected waste haulers at least 30 days before discontinuing payments.
7. Metro will re-evaluate the payments periodically and will automatically renew them until Metro determines that circumstances have changed. The waste hauler or local government does not need to take any action to renew payments unless otherwise directed by Metro.
8. Covered Businesses: Metro may provide payments on a temporary basis to a Covered Business that transports its own source-separated food waste. Food waste must be generated solely from its own operations and generated from a single location within the Metro boundary that is not within reasonable proximity of food waste transfer or processing services. Reasonable proximity is defined as within a distance that is equal to the average uncongested travel time one way to the nearest in-region transfer station that accepts commercially-derived municipal solid waste. Metro will determine whether a Covered Business is eligible to receive a payment, the payment amount, disbursement method and frequency.
9. Metro will calculate the payment amount for a Covered Business using the following elements:
 - a. Average cost per hour to operate collection vehicle in the Metro region.
 - b. Total loads and tons per week of acceptable food waste delivered to Metro Central Transfer Station based on actual delivery weights recorded by the Metro Central scale house.
 - c. Location zone of the point of generation of the food waste.
 - d. Maximum additional time round trip beyond reasonable proximity required to deliver loads to the nearest food waste transfer or processing services.
 - e. Additional hours multiplied by cost per hour.
10. Metro will periodically review the elements used to calculate the payments and will make any adjustments that are necessary including utilizing new sources of data. Metro will notify the Covered Business of any adjustments to the payment calculation elements within 30 days.
11. The following criteria must be met in order for a Covered Business to qualify for payment:
 - a. The business must be located within the jurisdictional boundaries of a local government that has adopted a legally-enforceable mechanism that meets the business food waste requirement and performance standard by the adoption deadline.
 - b. The business must apply for a payment and submit all required information in a format prescribed by Metro.
 - c. The business must fully comply with all program criteria or standards.
 - d. The business must demonstrate to Metro that its food waste is being disposed as waste in a landfill. A business does not qualify for payments if it transports its food waste to other locations for other uses or recovery.
 - e. A business must have a credit account with Metro for use of Metro Central station including obtaining Metro-issued RFID tags. Cash transactions are ineligible for access payments.
12. Metro will discontinue payment to a Covered Business once a transfer or processing facility becomes available within reasonable proximity to the business as determined by Metro. Metro will notify any affected Covered Businesses at least 30 days before discontinuing payments.

13. Metro will re-evaluate the payments periodically and will automatically renew them until Metro determines that circumstances have changed. Metro may revoke a payment to a Covered Business any time for a violation of any criteria or payment condition.

5.10 – 4040 Local Government Requirements

1. A local government must implement one of the following:
 - a. Adopt a legally-enforceable mechanism that meets the performance standard in rule 4050. A legally-enforceable mechanism includes but is not limited to local code, regulation, ordinance, or law.
 - b. Adopt the Business Food Waste Requirement Model Ordinance and require business food waste be delivered to a solid waste facility authorized by Metro.
2. A local government must require Covered Businesses within its jurisdiction to:
 - a. Separate food waste from all other solid waste for collection.
 - b. Recover food waste that is controlled by the business, agents, and employees. This requirement does not apply to food wastes controlled by customers or the public. At its discretion, a Covered Business may also collect food waste from customers but must ensure that food wastes are free of non-food items. K-12 schools may also include student-generated food waste from school cafeteria meals but must ensure that food wastes are free of non-food items.
3. A local government must require persons or entities that lease or provide space to a Covered Business to allow or facilitate the provision of food waste collection service for those Covered Businesses.
4. A local government must submit annual implementation plans to Metro according to the procedures set forth in these Administrative Rules.
5. A local government may:
 - a. Implement the program in the manner that is most efficient and effective for local conditions, local solid waste system considerations, geography, and that which best suits the Covered Businesses as long as the local government complies with the performance standard and deadlines.
 - b. Grant temporary waivers to a Covered Business according to the procedures set forth in these Administrative Rules.
 - c. Designate another agency or partner to implement the program on their behalf. A designated agency is a county agency, city agency or contracted agent that is responsible for designing and implementing the business food waste requirement according to the procedures set forth in these Administrative Rules.

5.10 – 4045 Local Government Annual Implementation Plan

A local government is required to submit to Metro an annual implementation plan regarding the business food waste requirement. A local government may develop and implement its plan individually or through cooperative or partnership agreements between governments. A local government may implement the business food waste requirement in a manner that best suits local conditions as long as

the local government meets or exceeds the performance standard. An implementation plan must meet the performance standard set forth in these Administrative Rules.

5.10 – 4050 Local Government Performance Standard

1. **Business Notice of Requirement**. After a local government adopts the business food waste requirement and according to the implementation schedule, the local government must send notice to Covered Businesses that outlines the requirement and how to comply and receive assistance. A local government must establish a mechanism to notify new Covered Businesses of the business food waste requirement.
2. **Business Compliance**. A local government must require that Covered Businesses comply with the business food waste requirement including, but not limited to:
 - a. Adherence with the implementation schedule.
 - b. Correctly-labeled and easily-identifiable collection receptacles.
 - c. Arranging for food waste collection service as necessary.
 - d. Ensuring building owners or managers of single or multi-tenant buildings containing Covered Businesses allow or otherwise enable the provision of food waste collection service to lessees or occupants subject to the business food waste requirement.
3. A local government must ensure appropriate collection receptacles and service are made available.
4. A local government must require that franchised or otherwise licensed waste haulers deliver food waste to a facility that complies with federal, state, regional and local laws and regulations.

5.10 – 4055 Business Assistance

A local government must provide educational materials and offer technical assistance to Covered Businesses to assist with program set-up, understanding program requirements and separation standards.

- a. Educational materials must include, at a minimum:
 - i. Labels for collection containers that clearly communicate what is allowed in the food waste collection system.
 - ii. Signs and/or posters that provide clear and simple instructions.
 - iii. All signs and program materials must be designed to be understood by people with limited English proficiency.
 - iv. Program contact phone number for businesses to call for program assistance.
- b. Technical assistance offered must include, at a minimum:
 - i. Education and assistance with food waste prevention techniques and edible food donation programs.
 - ii. Assistance with food waste collection program set up and training on-site at the business.
 - iii. Assistance with mitigating issues arising from program participation such as odors or vectors.
 - iv. Ensure correct labeling of all food waste collection receptacles.
 - v. Serve as a facilitator between the business and solid waste hauler as needed to assist with the provision of appropriate collection receptacles and service frequency.

5.10 – 4060 Local Government Enforcement of the Business Food Waste Requirement

A local government must establish a method for ensuring compliance with the business food waste requirement. Covered Businesses may be subject to enforcement actions should they not meet the compliance dates listed in section 5.10 – 4020.

5.10 – 4065 Local Government Temporary Compliance Waivers to Covered Businesses

1. A local government may establish a method for granting temporary waivers to Covered Businesses. A local government must obtain Metro approval of the waiver method and conditions.
2. Temporary waivers must meet the following minimum standard:
 - a. May not exceed 12 months, annual renewal allowed.
 - b. In order to be renewed, a local government must annually review waivers to determine if conditions that warrant the waiver are still in place and cannot be remedied.
 - c. Covered Businesses seeking a temporary waiver must agree to periodic waiver verification site visits. Local governments are responsible for determining if one or more of the following criteria warrant a temporary waiver:
 - i. Less than 250 pounds per week of food in the disposed waste.
 - ii. Food waste produced by the Covered Business is not suitable for inclusion in the program, or cannot be made suitable without unreasonable expense.
 - iii. Physical barriers to compliance exist and cannot be immediately remedied.
 - iv. Compliance results in unreasonable capital expense.
 - v. Compliance results in a violation of other government ordinance, health or safety code.

5.10 – 4070 Metro Enforcement of the Requirement

A local government may request that Metro assist with enforcement of the business food waste requirement. Metro will provide enforcement assistance after Metro and the local government establish an Intergovernmental Agreement.

5.10 – 4075 Self-Haul of Source-Separated Food Waste

The local government may allow a Covered Business to self-haul source-separated food waste generated by that business. The local government must require the Covered Business to comply with these rules, including without limitation delivery of the food waste to a facility authorized by Metro.

5.10 – 4080 Compliance Verification and Reporting

Local governments must collect and report data to Metro to demonstrate compliance and assist with program evaluation. Metro will determine reporting requirements and frequency, review data and make a determination of compliance as set forth in Annual Implementation Plans.

5.10 – 4085 Funding Guidelines

1. Metro may provide funding to support the implementation of the business food waste requirement to local governments upon adoption of the requirements by the Metro Council. Metro intends to

provide funding for the first five fiscal years of the business food waste requirement, subject to Metro Council approval of funding amounts during the annual budget process. After the first five years of implementation, ongoing program maintenance funding may also be provided subject to Metro Council approval during the annual budget process.

2. A local government must use funds for business assistance, infrastructure, compliance, and enforcement efforts to implement the business food waste requirement. Metro will review and approve the intended uses prior to distributing funds.
3. If a local government has designated another agency or partner to implement the program, Metro may, at its sole discretion, distribute funds to the designated agency. A designated agency is a county agency, city agency or contracted agent that is responsible for designing and implementing a waste reduction program including the business food waste requirement, on behalf of a local government.
4. In order to receive funding, a local government or its designated agency must submit documentation demonstrating compliance with the requirements of Metro Code 5.10.410-5.10.470 and these rules and enter into an Intergovernmental Agreement with Metro.
5. Metro will withhold funding associated with the implementation of the business food waste requirement from governments that do not comply with the business food waste requirement. If governments remain out of compliance for more than two years, funding associated with other programs may also be withheld or Metro may seek any remedy under applicable state law. Governments that are, in the sole opinion of Metro, actively making good faith efforts to adopt the business food waste requirement will remain eligible for associated funding. Metro will determine how any withheld funds will be utilized.

Business

Carried

Forward



TRI-CITY GOOD NEIGHBOR AGREEMENT JOINT WORK SESSION
Clackamas County Water Environment Services, City of Oregon City and City of Gladstone

Date: Tuesday, May 21, 2019
Time: 6:00 PM

Location: WES Offices, 150 Beaver Creek Rd.
Development Services Building, 4th floor, Rm 432

Agenda

Welcome, Introductions and Overview of Meeting	Greg Geist
Roll Call	Recorder
Public Comment <i>State name and city;</i> <i>1 minute per person for comments</i>	Constituents
WES and Good Neighbor Fund Background	Greg Geist, WES Director
Tri-City Good Neighbor Fund Overview	Greg Geist, WES Director
Project Examples	Jacque Betz, City of Gladstone, Administrator Tony Konkol, City of Oregon City, Administrator
Tri-City Good Neighbor Fund Agreements	Greg Geist, WES Director
Discussion	Greg Geist, WES Director
Read Recommendation	Greg Geist, WES Director
Seek Policy Direction	Greg Geist, WES Director
Next Steps and Adjourn	Greg Geist, WES Director

**CITY COUNCIL
MONTHLY
ACTIVITY
REPORTS**

MAYOR TAMMY STEMPEL

APRIL 2019 – CIVIC ACTIVITY DETAIL

MEETINGS - ACTIVITIES

- 4/1/2019 - Citizen Meeting
- 4/2/2019 - Gladstone Department Head Meeting
- Affordable Housing Developers Meeting
- Celebrate Gladstone Planning
- 4/4/2019 - Clackamas County Coordinating Committee Meeting
- Oregon Food Bank Visit
- 4/5/2019 - Oregon Government Ethics Committee Consulting
- 4/6/2019 - Gladstone Education Foundation Auction
- Food Pantry – Stocking
- Sewer District Group
- 4/8/2019 - Clackamas River Water Tourism Studio High Rocks Tour
- Metro Parks Stakeholders Group
- C4 Executive Committee Meeting
- Gladstone Parks and Rec Board Meeting
- 4/9/2019 - Civic Center Ground Breaking
- Gladstone City Council Meeting
- 4/10/2019 - Food Pantry Shift and Stocking
- Meeting with Neighborhood Economic Development Corporation (NEDCO)
- 4/11/2019 - Historical Society Meeting
- 4/13/2019 - Food Pantry Stocking
- Citizen Meeting
- 4/16/2019 - Senior Center Board Meeting
- Baskin and Robbins – Event for High School Senior Party
- 4/17/2019 - C4 Metro Subcommittee Meeting
- 4/19/2019 - Oregon Government Ethics Committee Meeting
- 4/24/2019 - Food Pantry Stocking
- City Council – School Board Meeting

- 4/25/2019
 - Food Pantry Shift
 - Clackamas Cities Dinner
 - Citizen Meeting

- 4/27/2019
 - Affordable Housing Options Meeting
 - Shop with a Cop Fundraiser
 - Arbor Day Event

- 4/30/2019
 - Children's Course – First Tee Program Meeting
 - City Council Special Meeting

NOTES

1. Gladstone Department Head Meeting – City Events
The events on our schedule are:
 - Holiday Tree Lighting – Friday November 29th
 - Halloween – Thursday October 31st
 - 4th of July – Thursday July 4th
 - Easter – Sunday April 20th
 - Veterans Day – Monday November 11th
 - Arbor Day – Saturday April 27th
 - Toy and Food Drive – November 30th through December 13th?
2. Affordable Housing Developers Meeting
Hosted by the City of Portland and attended by 14 regional developers. Made some great connections and will follow-up to see if there are any options for Gladstone.
3. Clackamas County Coordinating Committee Meeting
-Discussion on STIP funds (State Transportation Investment Program). There weren't many projects so the chosen ones should be funded 100%. There were no projects from Gladstone and very few from Clackamas County were chosen.
-Discussion on the Housing Needs Assessment for the county. The assessment is being done individually per city and area. Results should be available in June.
4. Clackamas River Water Tourism Studio High Rocks Tour
Great participation and feedback! There are a lot of people interested in our stretch of the Clackamas River and the potential it has. Captain Kirk Stempel attended and was able to relay information regarding the safety issues and what is being done to mitigate them.
5. Metro Parks Stakeholders Group
Most of the focus is on Multnomah and Washington County parks and land acquisition.
6. Neighborhood Economic Development Corporation (NEDCO) meeting was great! This group has a vehicle for affordable home ownership! I look forward to discussing possibilities more in depth.
7. Historical Society Meeting
The new books are out and selling quickly!
8. Baskin and Robbins Event
Lots of fun and I am a horrible scooper!!
9. Children's Course – First Tee Program
Great program!!! The city needs to become more engaged in this effort. They are looking for Mentors...I will talk to the Senior Center to see if they would like to help connect the dots on this.

LINDA NEACE

APRIL 2019—CIVIC ACTIVITY REPORT

Meetings/Activities

4/9/2019	Monthly meeting with City Administrator
4/9/2019	Ground Breaking for Civic Center/Police Station
4/9/2019	City Council Meeting
4/10/2019	Clackamas County Business Alliance
4/10/2019	Homeless Solutions Coalition
4/16/2019	Soft Opening for Senior Center/ Served Lunch
4/18/2019	CCBA Government Affairs Committee
4/23/2019	City Council Budget
4/24/2019	City Council/School District
4/25/2019	City Association Dinner-Gladstone Host

GLADSTONE CITY COUNCIL

COUNCILOR MATT TRACY

APRIL 2019 – CIVIC ACTIVITY DETAIL

MEETINGS - ACTIVITIES

4/9/2019	Gladstone Civic Center Groundbreaking
4/24/2019	Gladstone City Council/School Board Meeting
4/25//2019	Clackamas County Cities Dinner
5/1/2019	Gladstone City Housing Code Open House

NOTES