



**GLADSTONE CITY COUNCIL MEETING
CIVIC CENTER COUNCIL CHAMBERS
May 10, 2022 – 6:30 PM**

CALL TO ORDER
ROLL CALL
FLAG SALUTE

The City of Gladstone is abiding by guidelines set forth in House Bill 2560, which requires the governing body of the public body, to extent reasonably possible, to make all meetings accessible remotely through technological means and provide opportunity for members of general public to remotely submit oral and written testimony during meetings to extent in-person oral and written testimony is allowed. Therefore, this meeting will be open to the public both in person and virtually using the Zoom platform.

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/89763433383?pwd=TTB2ekcyRjhOVUp5RnVZVDIwODdYUT09>

Passcode: 504024

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Webinar ID: 897 6343 3383

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If members of the public would like to comment on an agenda item (either virtually or in person) please email your comments to bannick@ci.gladstone.or.us prior to 12:00 p.m. (noon) on May 10, 2022.

The City Council will also have *Business from the Audience* at the end of the meeting. To speak during this time, (either virtually or in person) please email bannick@ci.gladstone.or.us prior to 12:00 p.m. (noon) on May 10, 2022 with your name, topic of discussion and city of residence.

(Zoom participant speaking instructions will be emailed to persons who request to speak and posted on the city's website)

AGENDA ADDITIONS OR CORRECTIONS

CONSENT AGENDA:

1. Approval of April 12, 2022 Regular Minutes
2. Approval of March Bank Balances
3. Budget Report for Period ending 03-31-2022
4. Approval of March Check Register
5. Legal Costs on Projects
6. Department Head Monthly Reports for April 2022

CORRESPONDENCE: None

PRESENTATION –EMPLOYEE RECOGNITION PRESENTED BY CITY ADMINISTRATOR BETZ

- Cathy Brucker- Finance Consultant
- John Schmerber- Chief of Police

REGULAR AGENDA:

7. RESOLUTION 1209 – BUDGET ADJUSTMENT ON FUNDS FOR PUBLIC WORKS FACILITY PROJECT

Consider approving Resolution 1209 – for budget adjustment on funds for the Public Works facility project.

8. GLADSTONE COMMUNITY FESTIVAL AGREEMENT

Consider approving the 2022 Gladstone Community Festival Agreement for August 5 & 6, 2022.

9. ORDINANCE 1514 – AMENDING PROVISIONS OF THE GLADSTONE MUNICIPAL CODE (GMC) TO CONFORM TO PROVISIONS OF THE 2022 GLADSTONE CITY CHARTER; MODIFY A LIMITED NUMBER OF INACCURATE STATE STATUTORY CITATIONS OF AUTHORITY

- A. Consider approving Ordinance 1514 – amending provisions of the GMC to conform to provisions of the 2022 Gladstone City Charter; modify a limited number of inaccurate state statutory citations of authority.
- B. Provide staff guidance on the process for conforming provisions of the 2022 Gladstone City Charter with the City Council Rules, Resolution 1129.

10. APPOINTMENT TO THE CITY OF GLADSTONE PARK AND RECREATION ADVISORY COMMITTEE

11. APPOINTMENT TO THE CITY OF GLADSTONE PLANNING COMMISSION

BUSINESS CARRIED FORWARD –

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
Preliminary City Council Agenda Planning Document for 2022

ADJOURN

Upcoming Meeting Dates:

- May 24, 2022 – City Council Work Session – 5:30 p.m.
- June 14, 2022 – Regular City Council Meeting – 6:30 p.m.

MEETING ACCESSIBILITY SERVICES AND AMERICANS WITH DISABILITIES ACT (ADA) NOTICE

The Civic Center is ADA accessible. Hearing devices may be requested from the City Recorder at least 48 hours prior to the meeting. Individuals requiring other assistance must make their request know 48 hours preceding the meeting by contacting the City Recorder at bannick@ci.gladstone.or.us. Staff will do their best to respond in a timely manner and to accommodate requests.



CONSENT AGENDA

GLADSTONE CITY COUNCIL MEETING MINUTES OF APRIL 12, 2022

Meeting was called to order at 6:30 P.M. – (Via Zoom and In Person)

ROLL CALL:

Mayor Tammy Stempel, Councilor Ripley, Councilor Alexander, Councilor Tracy, Councilor Hartman, Councilor Todd, Councilor Garlington

ABSENT:

None.

STAFF:

Jacque Betz, City Administrator; Cathy Brucker, Finance Consultant; Rick Huffman, Fire Chief; Chad Jacobs, City Attorney; Darren Caniparoli, Public Works Director; Tami Bannick, City Recorder

Mayor Stempel called the meeting to order and explained that the City is abiding by guidelines set forth in House Bill 2560, which requires that they make all meetings accessible remotely, through technologic means and provide the opportunity for the public to participate to the best of their ability. This meeting will be open to the public, both in person and virtually, using the Zoom platform. The Council members and staff will be in person, as well as those citizens who wish to attend in person. She went over the procedures that will be followed for the meeting and the meeting agenda.

AGENDA ADDITIONS OR CORRECTIONS:

None.

CONSENT AGENDA:

1. Approval of March 8, 2022 Regular Meeting Minutes
2. Approval of February Bank Balances
3. Budget Report for Period ending 2-28-2022
4. Approval of February Check Register
5. Legal Costs on Projects
6. Department Head Monthly Reports for March 2022

Councilor Todd made a motion to approve the Consent Agenda. Motion was seconded by Councilors Hartman and Tracy. Ms. Bannick took a roll call vote: Councilor Alexander – yes. Councilor Tracy – yes. Councilor Hartman – yes. Councilor Todd – yes. Councilor Garlington – yes. Councilor Ripley – yes. Mayor Stempel – yes. Motion approved with a unanimous vote.

CORRESPONDENCE:

None.

Mayor Stempel said for those members of the public who wished to speak the deadline for accepting comments was noon today. They allow three minutes for public comment unless there are special circumstances and additional time has been approved beforehand by staff.

She 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 have made a decision based on what is based on the City as a whole. That doesn't mean that their personal 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 they 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

7. FIRE AND EMERGENCY SERVICES INTERGOVERNMENTAL AGREEMENT (IGA):

Mayor Stempel declared a conflict of interest because her husband works for the Gladstone Fire Department as a Captain. Council President Garlington took over this portion of the meeting. Ms. Betz said the City's negotiation team consisted of: City Attorney Chad Jacobs, Finance Consultant Cathy Brucker, Fire Chief Rick Huffman, and herself. Chief Huffman gave some background/history. The current structure of the Fire Service is not sustainable in the long-term, so staff explored options to recommend to Council. On September 28, 2021 a Council work session was held to discuss the challenges of providing fire/emergency services within the City and ended with the direction to enter into a discussion with Clackamas Fire District #1 for a cost neutral contract for services. On February 22, 2022 a follow-up special session was held to review the findings of that discussion and concluded with the City Council providing direction to draft an IGA for consideration. They found an error in the draft IGA, which they will amend. Ms. Betz said it was the VIN number for the 2020 Pierce Velocity. Any errors will be fixed before any signatures.

Ms. Betz said the IGA provides comprehensive emergency services to the City of Gladstone, including fire protection and emergency medical services. This will include a staffed fire engine with three firefighters 24 hours a day, 7 days a week, year-round. This also includes a paramedic on duty every day. This IGA will be for one year with two 2-year automatic renewals. The agreement can automatically renew for two consecutive 2-year terms unless terminated by either party. The transition is proposed to occur on June 1, 2022 as the City of Gladstone no longer has the ability to maintain response capabilities due to staffing shortages. The City will retain ownership of the fire station located at 555 Portland Avenue, as well as vehicles/apparatus, as identified in Appendix B. The Fire District will maintain them. Three full-time employees, including the Fire Chief and two Captains, will transfer to the Fire District and become full-time employees of the District as required per ORS 236.605.2640. The District agrees to transfer the accommodating salary/hourly wage as of the date of transfer for twelve months. After that the District will place the employee at the closest salary/hourly wage for the position as designated under the Fire District's classification/salary schedule. Transferring employees shall retain the seniority they accrued while employed with the City of Gladstone. Transferring employees will have the option of transferring any accrued leave and unused sick leave and may retain accrued vacation up to 96 hours. Any remaining compensatory time/vacation can be liquidated and paid out to the employee upon transfer. The transferring employees will continue to participate in the same retirement system as the Fire District, which is PERS. Transferring employees will receive health insurance/benefits/hours/conditions/privileges as its similarly classified employees at the District, subject to the same collection bargaining agreement. At the end of this agreement transferring employees will have a right of return to the City if they desire, as long as the employee is in good standing at the termination of the agreement.

If the City is unable to pay the Fire District for the established levels of service, or if the voters do not pass a local tax option measure (\$.31/1,000) both parties agree to renegotiate the agreement in good faith. The Gladstone identity will be maintained on the Fire Station, on apparatus, and in promotional websites/social media/educational materials. Paid on-calls will be offered volunteer positions with Clackamas Fire should they remain in good standing as determined by the Gladstone Fire Chief.

This agreement recommends a joint oversight review committee that will be comprised of two elected officials from the City, the City Administrator or designee, two elected officials from the Fire District, and the District's Fire Chief or designee to consider the services provided, policy

development, budget development, and financial aspects of the agreement. It is recommended that the committee meet at least monthly for the first six months of the agreement and quarterly thereafter.

They currently have a memo of understanding with the Professional Firefighters of Clackamas County IAFF 1159 to allow for temporary full-time staffing by designated current paid on-call firefighters to provide adequate staffing at the Gladstone Fire Department until May 31, 2022. Retaining the Gladstone Fire Department and meeting established response standards would impact the City budget with an unfunded amount of approximately \$1.2 million annually to increase full-time staffing and pay for the associated costs. There are no affordable options that would provide the level of service of this IGA and meet the community standards for emergency response in Gladstone. If the City Council approves this agreement, the next step is for Clackamas Fire Chief Brown to present it to Clackamas Fire District #1 board for consideration on April 18, 2022 at 5:00 P.M.

Clackamas Fire District was attentive to the City of Gladstone's direction for a cost neutral contract and also acknowledged the benefits to the District. In order to provide a cost neutral contract the equity of the 2020 Pierce Fire Engine is factored over the life of the agreement, therefore the first IGA payment for 2022/2023 that begins on July 1 is \$2,150,000 with calculations for future years based on assessed valuation growth for the City. This is within the approved 2021/2023 adopted budget and is projected to be within future budgets. The gap cost for June 1st through June 30th of 2022 is expected to be \$176,700 and it is also included in the current budget.

Councilor Ripley said this is going to be a blow to the City that they are not going to be able to recover from. He said anything they do that's going to spend more money is a bad decision. He said this is a bad deal and it's taking something away from the community, it's taking opportunities away from younger people in the community, and having a three-person engine is ridiculous. He said there is nothing good about this and nobody wants to look at the truth. Councilor Alexander asked how safe it is to have two Captains cover four Captain's jobs. Chief Huffman said they are mindful about the workload of the Captains, and they have a paid on-call person who is qualified and comes in occasionally to help. This is another reason they are trying to move forward with the depth of staffing that would be provided by Clackamas Fire. Councilor Hartman asked about page 7-5, Section 2, F, why that is only for the tax lot located at 555 Portland Avenue and did not include the rented apartment and leased office. Chief Huffman said the apartment/office are mentioned elsewhere. The apartment will be kept until the remodel is completed, and the office will be kept through August. Councilor Hartman asked how many paid on-calls or volunteer positions this will effect. Chief Huffman said all of them (8). Councilor Hartman said it's difficult to remove eight positions and she hopes they do whatever they can to help them. Councilor Todd asked if there were any accommodations through Clackamas Fire for the paid on-call employees, like preference points. Chief Huffman said all the paid on-call positions will be offered volunteer positions within Clackamas. That would include preference points for hiring in a full-time position – but they would have to go through the same process as everyone else. Councilor Garlington asked if there are any tenant improvement cost balances should the County decide not to keep the leased building. Chief Huffman said no. Councilor Garlington asked if the District has room for an additional Fire Chief. Chief Huffman said he would go over under the same conditions as the other employees. They would have a position on command staff, but he didn't have any details. Councilor Garlington asked if they can stipulate that the wages not be lower than they currently are. Ms. Betz said the state statute stipulates that it can't be. Councilor Garlington asked if they can put the information to the specific collective bargaining agreement they are using. Ms. Betz said the staff report is not part of the IGA, so they can amend the staff report. Councilor Garlington asked if the on-call employees can collect unemployment if they don't move over. The position is not intended to make a living wage. Chief Huffman said on-call

employees typically haven't met the requirements. He went over the benefits that volunteers receive. Councilor Garlington said part of this agreement is that the new fire truck is going to Clackamas Fire. She wanted everyone to understand the stipulations. She said the people she has talked to said their main concern is that when they call 9-1-1 that someone answers. She said this is a hard one for her. She asked Ms. Brucker to explain the amounts we pay for fire services/accelerated depreciation of the fire apparatus. Councilor Ripley said they've never really talked about anything as a Council. He asked why the negotiation team didn't include any residents from Gladstone.

Councilor Hartman made a motion to approve the Intergovernmental Agreement with Clackamas Fire District #1 for fire and emergency services. Motion was seconded by Councilor Todd. Ms. Bannick took a roll call vote: Councilor Hartman – yes. Councilor Todd – yes. Councilor Garlington – yes. Councilor Ripley – no. Councilor Alexander – yes. Councilor Tracy – yes. Motion passed (5-1).

Ms. Betz asked if there was any interest in appointing the two elected officials to the joint oversight review committee. Councilors Garlington and Alexander volunteered.

Mayor Stempel took over the meeting.

8. AWARD CONTRACT FOR BARCLAY STORM LINE PROJECT:

This is to consider awarding a contract to Jim Smith Excavating in the amount of \$427,724, plus a 10% contingency. Mr. Caniparoli went through the staff report. This project was identified in the 2022 work plan and will install 400 feet of new storm line to connect the existing storm line on Watts Street to Portland Avenue. This will help alleviate stormwater back-ups on Watts Street that come from the wetland area on Glen Echo. This project will also reconstruct the entire section of roadway from Watts Street to Portland Avenue by installing a new base rock and installing 4 inches of new asphalt, as well as bringing two ADA ramps into current compliance with ADA standards. He went over the cost impacts and options. Staff recommends accepting the award of the bid.

There was discussion regarding the pipe near the high school bleachers.

Councilor Hartman asked if the ADA ramps were included in the ten that they received funding for already – these are in addition to those.

Councilor Todd asked how long the roads will be torn up. Mr. Caniparoli said if this is approved, they will have a pre-construction meeting ASAP to get the project started ASAP. It should be completed toward the end of August. Ms. Betz said they will work with the High School regarding their graduation event.

Councilor Tracy asked if they are confident about the 10% contingency – the answer is yes. He asked if they have some supply chain issues will they be able to work that out with the contractor – the answer is yes and it should not be an issue.

Councilor Garlington made a motion that the City of Gladstone affirm that proper public works bidding procedures were followed in the bidding of this project and that the City Administrator be authorized to sign a contract with Jim Smith Excavating in the amount of \$470,496.40 for the Barclay Storm Line Project. Motion was seconded by Councilor Alexander. Ms. Bannick took a roll call vote: Councilor Tracy – yes. Councilor Alexander – yes. Councilor Ripley – yes. Councilor Hartman – yes. Councilor Todd – yes. Councilor Garlington – yes. Mayor Stempel – yes. Motion passed with a unanimous vote.

9. SOLE SOURCE CONTRACT WITH LEEWAY ENGINEERING SOLUTIONS TO DESIGN AND ENGINEER PROJECTS 1 & 2 OF THE INFLOW AND INFILTRATION (I&I) STUDY RECOMMENDATIONS:

Ms. Betz said this is a significant project and will help identify and engineer our infrastructure so that we can start constructing/fixing some of our issues. Mr. Caniparoli went over the staff report. The City has a history of DEQ violations pertaining to raw sewage overflowing into the Clackamas River. This is the result of stormwater infiltration and inflow (I&I) into the City's sewer collection system. DEQ has worked with the City to allow time to correct these deficiencies. The first two deadlines were met in 2019 and 2020. The third deadline is August of 2022 for completion of the I&I study and submitting it for review, comment, and approval. Leeway Engineering performed the field work, which identified widespread I&I throughout the City. Their knowledge base and familiarity with the City's storm/sewer systems provides them with a unique understanding of issues that need to be addressed. In preparation for this upcoming project the City submitted a proposal for consideration with WES for the regional I&I reimbursement program. On April 5th the City received notification of approval. The City is now eligible to receive up to 33% reimbursement of the total costs of the project. He went over costs (\$531,202.10, which includes a 10% contingency), but after the reimbursement program the City's portion would be \$355,905.41. Staff recommends that the City proceed with a sole source contract with Lee Engineering for design/construction support of the I&I reduction project; phases 1 & 2. Ms. Betz pointed out that this is what the revenue from the utility rate increases from the last five years is going towards.

Councilor Hartman asked if she needed to recuse herself because her street is included in this project – Mr. Jacobs said no, but she should declare a potential conflict of interest. Councilor Hartman did so. Councilor Todd did so as well because her business and rental property are located in this area.

Councilor Tracy asked for clarification regarding this being a sole source contract. Mr. Jacobs explained that the public contracting rules allow them to do a sole source contract with an entity that has previously done work on a project and have a background in the project that they are working on. This would be on a project-by-project basis. Ms. Betz pointed out that this allows us to keep moving forward with the momentum because they don't have to go through the regular City procurement process.

Councilor Hartman asked what the effect on residents will be. As we increase our infrastructure will there be future expectations for homeowners to also be responsible for increasing theirs? Ms. Betz said they will be coming back with an RFP in June to hire a contractor to fix some of the issues using ARPA funds to help with private development fixes that may need to be done.

Councilor Alexander made a motion to proceed with seeking a sole source contract with Leeway Engineering for design and construction support of the I&I reduction project; phase 1 and 2. Motion was seconded by Councilor Garlington. Ms. Bannick took a roll call vote: Councilor Todd – yes. Councilor Hartman – yes. Councilor Tracy – yes. Councilor Alexander – yes. Councilor Ripley – yes. Councilor Garlington – yes. Mayor Stempel – yes. Motion passed with a unanimous vote.

10. RESOLUTION 1208 – A RESOLUTION ADOPTING A REVISED MASTER FEE SCHEDULE AND REPEALING RESOLUTION 1203 BY UPDATING UNIFIED SPORTS USER “RESERVED USE” FEES:

Ms. Betz said this has been a very well thought out, vetted process. Mr. Caniparoli went over the staff report. At the last work session there was discussion regarding the Unified Sports User Group. It was a consensus that the user groups will provide City staff with seasonal rosters, the City will charge fees in accordance with their fee schedule, and fees will be charged on a two

season per year schedule. Rostered players will only pay one fee per year. The City will provide a designated parking area at Meldrum Bar Park. The City will provide placards to parents waiting to pick up their kids from golf lessons at the Children’s Course. These changes could possibly generate \$13,000 - \$15,000/year in revenues. A flat fee based on registered players greatly reduces the amount of staff time that will be spent on tracking practices and games. He went over options. The City acknowledges that the fee will not offset the substantial maintenance cost associated with the fields and courts but feels that recovering a portion of this cost is financially responsible. Councilor Garlington said when she was on the Parks Board they were tasked with finding additional funding for capital projects. They wanted to build covered shelters for people to hold events, additional benches along walkways, walkways that are ADA compliant, etc. These have to be funded from capital improvements.

Mayor Stempel said she wants to make sure that we don’t lose the need to find a funding source for our parks. Ms. Betz said this is intended to be a pilot project to see if this works for the first year.

Councilor Alexander made a motion to repeal the Master Fee Schedule adopted by Resolution 1203 and replace it by adopting Resolution 1208, a resolution adopting a revised Master Fee Schedule updating the United Sports User “Reserved Use” fees. Motion was seconded by Councilor Hartman. Ms. Bannick took a roll call vote: Councilor Garlington – yes. Councilor Todd – yes. Councilor Hartman – yes. Councilor Tracy – yes. Councilor Alexander – yes. Councilor Ripley – yes. Mayor Stempel – yes. Motion passed with a unanimous vote.

11. CITY OF GLADSTONE PAVEMENT MANAGEMENT PROGRAM BUDGET OPTION PRIORITIES:

Ms. Betz said they discussed this last October during a work session. Mr. Caniparoli went over the staff report. The focus is on getting as many residential streets paved as possible with the approximately \$900,000. Staff prepared a list of prioritized projects based off cost and location. These projects have streets that were called out in the 5-year plan in the PMP and other streets that are in the same general area that have similar PCI ratings. Streets have been grouped together by location to maximize available resources. He went over the options (Projects A through D). Ms. Betz asked the Councilors to rank the proposals.

Councilor Garlington said she might have to declare a potential conflict of interest, depending on what choice is made.

- Councilor Ripley: C, D, A, B.
- Councilor Alexander: C, D, A, B.
- Councilor Tracy: D, B, A C.
- Councilor Hartman: C, D, A, B.
- Councilor Todd: C, D, A, B.
- Councilor Garlington: C, D, A, B.
- Mayor Stempel: C, A, D, B.

Project C was selected. Mr. Caniparoli will put together a scope of work, it will go out to bid, and come back before the City Council for approval.

BUSINESS CARRIED FORWARD:
None.

BUSINESS FROM THE AUDIENCE:
Cierra Cook said she has serious concerns about the leadership of the City. For the past several years the Mayor has led attacks on sitting Councilors and Council candidates who she perceives as a threat to her voting bloc. The Mayor’s relentless personal attacks create a hostile climate and allow the business of the

City to be overrun by inviting in drama. When the Mayor's most recent attempts to bully Councilor Tracy out of his seat were unsuccessful, the Mayor's friend, Councilor Alexander, called for a motion to deem Councilor Tracy's seat vacant, against the advice of the City Attorney. After being warned by the City Attorney that forcing Tracy out of his seat was unlawful and would risk putting the City in a position of losing a lawsuit, Alexander determined that he wanted to move forward with pushing Tracy out of his seat anyway. Last meeting this Council recognized its dysfunction and voted to hold a work session with a moderator to learn to set aside their personal grievances and get back to the work of the City. Any hope citizens may have had that this would work was quickly proven wrong, however, when the mediator hired by the City failed to get the cooperation of the Mayor. When meeting with the mediator Mayor Stempel stated that she would not rest until she sees Councilor Tracy removed from his office and would not cooperate with a mediated session despite her public vote in favor. This is another example of the Mayor saying one thing publicly then acting with malice when she thinks no one is looking. The Mayor and Councilor Alexander are determined to throw Councilor Tracy out of his seat regardless of the rule of law or the will of Gladstone citizens. They are willing to put all of our tax dollars at risk for a petty grudge. As we've learned from the City Attorney, if they are successful in their unlawful removal of Councilor Tracy they would put the City at risk of being sued. The cost of losing such a lawsuit would have to come out of City coffers, resulting in increased taxes or reduced services for City residents. How much will our taxes go up Mayor and Councilor Alexander if the City has to pay a large settlement because you're unwilling to follow Council's legal advice? What City services would we have to cut to pay for your unlawful attacks on a fellow Councilor? In addition to all of the unethical and potentially illegal behavior that is established public knowledge I'm hearing concerning rumors from my neighbors that the Mayor is meeting with Councilors in her voting bloc in secret quorum meetings. I've also heard that the Mayor and her voting bloc have already determined that if a Council seat is vacated they intend to appoint Bill Osburn to the seat. I haven't seen proof of these allegations, but I'm concerned that the behavior of the Mayor and certain Council members are so inappropriate that these actions would be consistent with their behavior. Mayor Stempel, Councilor Alexander, please stop this unethical and inappropriate behavior. If you're unable to behave in a manner befitting your positions, please resign for the good of the community. I want to thank City staff, the City Attorney, and Councilors Todd, Tracy, and Hartman for persevering through this and serving their city despite the toxic environment that the Mayor has allowed to fester.

Kelley Chaney (via Zoom) wants to talk about the legal concerns she has from the last meeting. When anybody starts saying they're not going to take legal advice, being a paralegal for 30 years, her ears go up. Like why wouldn't you take legal advice that the taxpayers are paying for? Why would you say you've gone to your own attorneys when an attorney is only as good as the information you give them? So if you cherry pick information and give it to an outside attorney to get the answers you want, that's not good legal advice. She said that Mr. Jacobs has sat there month after month through this garbage and he knows the truth. He doesn't have any skin in the game. He is giving us good legal advice and if there is a rogue group that goes against this they should be held personally and individually liable for anything the City has to pay because of their actions because they are not meeting their fiduciary duty to us by not taking legal advice. She said she has proof regarding the secret meetings that Cierra Cook mentioned. She has seen the Mayor pull up to Councilor Alexander's residence immediately after the meeting. She saw Bill Osburn's car there with them one night for hours and hours when there's this idea that there's nothing going on. She said, "It's crap". It's not some secret spy thing. It's not some creepy stalking. She saw them when she was going to her mailbox, and she sees it all the time. She said it's got to stop. All she's heard is this transparency when you go to the paper, when you give things to Bill Osburn, when you let him post things and you guys talk transparency, but then you immediately do this sleazy stuff on the side and she doesn't understand it. The statement at the beginning of the meeting, how you've got to do what's right, and you've got to do what the law says and it doesn't matter what your personal opinion – why do you even say that? It's not even what's happening. She knows after these business meetings that she sees cars over at Councilor Alexander's house immediately afterward. So if you have something to say, say it now so the people can hear it. Be transparent like you say you are and just put it all out on the table and don't be a bunch of sneaky little Petes.

Ginger Zimbaum wanted to thank Ms. Betz for her service to our community and the job that she does here for the City, despite everything, all the roadblocks that are always set in front of you, as it seems to an outsider looking in. It seems that there is a lot of chaos and a lot of things that impede her ability to run the City, and yet she sees her running it beautifully. She said she is doing a phenomenal job and she thanks her on behalf of the residents of Gladstone for the work that she does. She wants everyone to be aware of the optics that are going on pertaining to what Ms. Cook and Ms. Chaney spoke about. She has done a lot of networking/talking with leaders in neighboring cities and unfortunately she's even heard rumors that you guys are having secret meetings and plotting strategy for how to take down Councilor Tracy. She has been hearing it from leaders in other cities. She has also heard it from other citizens and sources. She has no idea if these things are actually happening, but the optics are out there. Whatever it is they are doing it's not looking the way it should and she's asking the Council to please consider that going forward. We voted you into office to serve a job and when you are more preoccupied with personal agendas than you are serving the people of Gladstone, and you are focused on silencing the voice of the people through the representative that they voted into office, that is a problem and it's not democratic. So please consider that.

Vanessa Huckaby said the community has been watching the new Council in hopes of progress, but instead what they see is a few Councilors flailing for control. Many of us have been approached in recent months to support recall petitions for various Council members, but most notably the Mayor. When we ask why we are told that the egos have gotten in the way of their position. We've been told they are in collusion by way of selective meetings they continue to have. We've been told they are getting rid of staff so they can control their replacements. We've been told they can't make decisions because each Councilor believes they personally run the City when, in fact, they are a collective group that sets policy. The City Administrator and staff manages the City. I could go on, but I think you all get the picture. I want to believe that none of this is true. So we are asking you to please change this perception. Allow the City to heal from decades of stagnation and provide a smooth, seamless, cohesive path forward. You do not work for yourselves, but work for us. So please consider this in all of your decisions. Moving forward what *you* want needs to be taken off the table and replaced with what *we* want, what supports and connects our community. Only that will move the City forward. These are words almost verbatim, spoken by Tammy Stempel on January 9th, 2015. So I ask you Mayor, are you a woman of your word or do they only hold true when it is meant to benefit you? I would also like to say thank you to Administrator Betz and City staff for their continued efforts to manage the City, all while being subjected to a toxic work environment. Also, thank you to Chad Jacobs for continuing to be the voice of logic and reason. Your efforts do not go unnoticed by the community.

Angela Riley said that Mayor Stempel has effectively obstructed her own Council from a conflict resolution session they voted for going public with her intentions when stated to L.B. Day that she would not rest until Matt Tracy was removed from Council. His firm had to resign the project based on this, denying them and us a way forward. Instead of bridging, she's destroying by coming out with your true intentions; the opposite of leading Council to a reconciliation. You've disrespected your Council and your position. You are the common denominator in Gladstone's troubles. One of your allies tried to cover it up and attack those who didn't agree to concealing the email, which is public information. When you tried to hide this with a platform of government transparency that you ran on, that's astoundingly hypocritical. Continuing to weaponize information is tearing apart this town instead of building it up. Until we have a new Mayor and a cohesive Council that works together and supports each other instead of attacking, we'll see no end to this warfare leadership. It's gets more gross every month. For the good of Gladstone we need better. We need you to do better.

Gerry Blakney said that Vanessa beat him to what he was going to say. He said Councilor Alexander doesn't want to listen to Mr. Jacobs, but he should watch his face when he sits through your bullshit because it's like nothing's happening. Whereas when people come up and talk to you, their elected representative, you're up there giggling like crazy and it's embarrassing. A grown man sitting up there giggling away. It's embarrassing to you and the City and the people who voted for you. He was going to read Mayor Stempel's words because he thinks they are poignant. Right now the only group that he sees flailing up here for power

is your voting bloc. Just so that we're clear, that's Greg Alexander, yourself, you're the leader of it. He said he is on the fence with Mindy because sometimes you're really great. Sometimes it seems like you're actually here for the City and using your own words and your own mind, but then there's that time when it seems like you're just parroting Tammy's stuff. And I was really on the fence with Randy. At first I didn't like you, and then you kind of like made some sense and I was like, "That's cool. He's a guy who actually cares about the City". Then you went on those crazy rants and you know how I stand on those, so I'll leave it alone. Seriously, you all are adults, you're leaders in the City. The fact that people come up here and ask you to behave with the respect that you deserve, that we deserve, is embarrassing. Right? Like sad, just really, really sad. Clean up the act. Stop following or parroting. Pay attention to your constituents Madam Mayor. It's embarrassing that you never look at the people that talk to you. He thanked Mr. Jacobs, Ms. Betz, Councilor Tracy, Councilor Hartman, and Councilor Todd for actually being adults, being responsible elected officials. He would love to thank Councilor Ripley, "Come over to the, what, good side again?" He didn't know about Councilor Garlington. He said let's stop following the bullshit and behave.

BUSINESS FROM THE COUNCIL

Councilor Garlington:

She wanted to talk about an email that she received from the City that she deemed confidential. She got a letter that said they were going to have these 45-minute conversations, they were to fill out the paperwork for when our time was, and then they were going to have the conversations with Mr. Day. She's never met him. Her conversation never happened. The letter stated that our conversations with Mr. Day were confidential. In her opinion and heart, had she talked to him and offered maybe suggestions or ways that they could have moved forward and he would have spilled that and somebody would have sent that out, why not just break into her house and steal half her house? To her, that tears apart her heart a little bit. She has a conscience and handing out things that are confidential is wrong. When she read that it had been leaked out and then what she perceived as a joke that it got sent out and that other things were in there, she thought okay, well that's not fixing things either. That wasn't allowing us to come back together and saying okay, well clearly this isn't going to work, but let's go to plan B. 'Cause that's the way she does things. You work at it 'til it gets fixed. She wants everyone to know that she felt that that email was confidential and she felt that sending it out was the judgement call. In her opinion Councilor Todd was so wrong that she was embarrassed for our whole Council. She understands that what our Mayor may or may not have said to Mr. Day was not what we all wanted to hear, in fact, it wasn't very cooperative at all, but that doesn't mean that it was everybody's business because it was told it was going to be confidential. She would like to have a conversation about it and she's not sure how they're going to move forward with it. She would just like the conversation to be with the Council. She would like to give other people a chance to weigh in on this. She feels like it's a kind of a precedence. If you tell me something in confidence I will keep it in confidence. But this is not what happened. She needs to know the expectation. Is the expectation that everything that she says, everything that she does, everything that we discuss in executive session is now public knowledge? She just needs to know that so that she has the expectation that nothing that she says is private. And not private meaning with the City, but a contract that we talk about in executive session, an employee's contract, rating someone's job, etc. If it's not going to be confidential just tell her that expectation.

The Clackamas County Library Board met to discuss their budget. They will have a discussion on April 21st at 5:30 P.M. – it will relate to the Gladstone and Concord libraries.

The Friends of Gladstone Nature Park is having a plant sale at the park on Saturday, April 30th between 10:00 A.M. and 2:00 P.M. The Historical Society will also have their books for sale. The Clackamas County Seed Library will be there as well. The Gladstone Library Foundation will be there with vegetable starts. She thanked Mr. Caniparoli and Public Works for a bigger parking lot at that location. There is also parking at the Adventist parking lot across the street. There will be people there directing traffic.

Councilor Hartman:

She said the Childcare For All Work Groups are still meeting. They are looking for input from parents and caregivers. There are four workgroups that you can join. If you are interested, contact her and she can direct you to the right person.

She had an interaction with a neighbor who was dealing with the stresses of replacing their sewer/water line. She also spoke with the workers who completed the job. She was surprised to learn that on property is Clackamas County, and on the road is Gladstone. They said that coming to Gladstone is always challenging because they lack the same standards. She found interesting the amount of knowledge they have about our infrastructure, how it is failing, and how we, as a city, have failed to take care of our infrastructure. She would assume that there are hundreds of individuals in this city that face the same problem – anywhere from \$10,000 to \$40,000 that they will have to spend to fix issues that were not set by the City. She thinks we can all acknowledge that this is one of our largest and most pressing issues and has the potential to be catastrophic for our budget in the future. She feels this is what they should be focusing on. They had a fantastic meeting. They were elected to govern this City and move it forward and she wants to make it very clear that personally she wants to do nothing with the continued vitriol that they have all seen. This time two years ago she did not know a single person in this room, then she got involved and you hear the stories of the drama, we have our kumbaya moments, we said we're going to put the water under the bridge, we're going to move forward, and yet we continue to go back to square one. She tries to behave as if nothing is confidential and nothing is private. She finds it interesting that they are focusing on what Councilor Todd did rather than what was said. People say completely different things when they're behind closed doors. She doesn't want to fight any more. They were elected to push this City forward and she would hope that everyone would agree. When she isn't here she doesn't think about them. She thinks about her community, her family, childcare, people can get back to work, infrastructure, how I-205 is going to effect our communities, etc. That's what we need to be talking about. We're not here to govern each other. We're here to govern the City. She hopes we can move forward in good faith because she thinks it's beautiful that they each represent a section of the City.

Councilor Todd:

She is sorry that Councilor Garlington is upset with her action of passing along a public document. She found out about not moving forward with a project because she was on the phone with L.B. Day because it was her time to call. It was never confidential because he told her why they weren't moving forward. She didn't disseminate that information because it would take editorializing what she thought had happened. She thinks they all deserve to know why we aren't moving forward with the facilitation. She's not going to apologize for passing along a public document. She checked before and after sharing it. She doesn't talk about executive sessions or contracts. She would like to get past this B.S. and get to work and she doesn't know what that is going to take. We have a bad reputation and we need to look deep and figure out how we're going to build that reputation up again.

Councilor Tracy:

He wanted to thank the people who are taking the time to make comments and follow this Council. He agrees with the other Councilors who spoke about going forward in a progressive manner and bring progress to the City. He said when he was appointed to the Council the Mayor was seethingly angry behind him, hissing at Councilor Neace about how the vote went, which indicated to him that he had walked into a non-transparent, potentially corrupt City Council. The vote had been set, but the vote had been reversed by the other City Councilors who didn't want to do the Mayor's bidding. That is a fact supported by video and audio evidence of that particular meeting. For almost five years it's been progressive, constant haranguing, disagreements over some very volatile social issues. We had a lot of folks who attending the rally who were asking where the Mayor was when she walked away after basically dismissing that group. That was probably the triggering moment for the Mayor. He didn't have any opinion of the Mayor prior to 2017, but he does now. He has tried to work in concert with the Council to progressively go forward, fix our infrastructure, work so our kids are safe, make sure we have usable streets, sewer systems, water systems, etc. We are basically victims of another administration who for approximately thirty years had no

renewal/repair program, did not have construction standards, and did not have many of the things that a city needs to be successful and has vitality. Those systems were in place. Because they deferred the taxation and rates, kicked the can down the road, and here's where we sit. We have always had the opportunity to cooperate and work, but this is not what certain leaders in this city want. Certain leaders in this city are more interested in their own agendas, and if they're slighted by somebody else it becomes a personal problem with that person. It's a psychological trait. Since 2020 this has been nothing but a battle and nightmare. He said it's not a great meeting for him until he walks out the door or turns off the Zoom because at the end of every single meeting there's the surprise – let's take another swipe at him and see if it's going to stick. It's tiring and it's got to be tiring for the citizens. He appreciates all the citizens stepping up and he appreciates everybody who has spoken on his behalf. Those folks are going to hold the Council responsible. He is not running for another seat in this town. He hopes the citizens work to make sure that they elect the people who they want in this position to represent them and make these important decisions. Their job is to work the community and make decisions and that's all they should be doing. He appreciates the staff for putting up with so much.

Councilor Ripley:

He said no one mentioned his car being at Councilor Alexander's – it's only been there once because normally he walks. He said at some of these meetings they're actually talking about what it would look like if they tried to rebuild the volunteer Fire Department. That's all they talked about at the majority of the meetings, 6 or 7 of them in the last six months. He said don't assume that just because people are getting together that they're always talking about somebody. He suggested going and knocking on their door and asking to join in the conversation. He said when his term is up he is selling his house and they'll never see him in this town again. He said this has been the most dysfunctional thing he's done in his life.

Councilor Alexander:

He has been reaching out to all the churches in the area – he has all their contact information. The pastors would like to say a prayer after the Pledge of Allegiance at every meeting.

Councilor Alexander made a motion that we get a schedule and let these pastors come in so they can connect with the community by way of prayer before each meeting, after the Pledge of Allegiance. Motion was seconded by Councilor Garlington.

Discussion: Mr. Jacobs said you can add things to the agenda but the Council Rules basically say that if you're going to have a major policy discussion it should really be, go to the next meeting so people can have notice. He encouraged them not to actually vote on a motion tonight and to move it to the next agenda.

Councilor Alexander withdrew his motion.

Councilor Alexander asked if he has met with any three of the Councilors at one time. He said these are just accusations and assumptions that get put on social media. He doesn't appreciate that. (He, Councilor Todd, Councilor Tracy, and Councilor Garlington had an argument/discussion regarding meetings/quorums/confidentiality/transparency).

Mayor Stempel:

She said the Food Pantry is open from 3-5:30 on Thursdays at the Hillside Christian Fellowship Church off Glen Echo – located in the back portable buildings. She thanked Mr. Caniparoli for putting a sign up that designates the street as Glen Echo because there was confusion about that. The number of families and homebound seniors they are serving is growing every week and growing in leaps and bounds. They are still looking for volunteers and donations. If anyone wants to drop off food she is there with the prep crew on Wednesdays from 2 – 3:30 P.M.

The Parks and Rec Board meeting discussed the status of the Meldrum Bar Park site plan. They had a parks maintenance update and discussion regarding the Unified Sports User fees. The board expects to switch to

in-person meetings starting in May. They discussed the Robin Hood neighborhood survey and reviewed the Parks and Rec 2022 work plan. Before they do any work plan for new capital projects at a park they are going to survey the community around that park and get their feedback on what they would like. She committed to finding out if we can get I-205 diversion funds to cover the costs of the 99E pedestrian/bike underpass. With the expected exponential increase in traffic due to the I-205 tolling this intersection is going to be extremely dangerous for pedestrians.

Clackamas County Coordinating Committee (C4) is focusing on the I-205 tolling issue, as well as shelters and supportive services. They submitted another letter to the Oregon Transportation Committee and Metro outlining their concerns with the project.

Councilor Alexander encouraged anyone to come and knock on his door and talk.

Mayor Stempel asked for a motion to adjourn the meeting.

ADJOURN:

Councilor Tracy made a motion to adjourn the meeting. Motion was seconded by Councilor Hartman. Ms. Bannick took a roll call vote: Councilor Ripley – yes. Councilor Alexander – yes. Councilor Tracy – yes. Councilor Hartman – yes. Councilor Todd – yes. Councilor Garlington – yes. Mayor Stempel – yes. Motion passed unanimously.

Meeting was adjourned at 8:45 P.M.

Approved by the Mayor this _____ day of _____, 2022.

ATTEST:

Tamara Stempel, Mayor

Tami Bannick, City Recorder

BANK BALANCES						
Month Ending Balance						
Bank	July 2021	August 2021	September 2021	October 2021	November 2021	December 2021
LGIP -City Of Gladstone #4472	\$ 14,618,555.95	\$ 16,086,612.67	\$ 15,727,856.31	\$ 15,795,396.86	\$ 20,111,020.82	\$ 20,354,455.64
LGIP - Urban Renewal Agency #4650	2,314,978.08	2,110,410.18	2,113,163.66	1,869,779.11	2,697,248.46	2,777,710.35
Checking Accounts:						
General Fund	250,969.98	191,092.64	271,148.46	222,271.87	271,723.01	162,804.93
Urban Renewal	18,506.22	18,506.29	18,506.36	18,506.43	17,815.43	17,815.57
Municipal Court	60,381.25	49,724.11	45,789.54	51,611.98	39,544.94	31,986.26
Totals	\$ 17,263,391.48	\$ 18,456,345.89	\$ 18,176,464.33	\$ 17,957,566.25	\$ 23,137,352.66	\$ 23,344,772.75
Bank	January 2022	February 2022	March 2022	April 2022	May 2022	June 2022
LGIP -City Of Gladstone #4472	\$ 20,087,675.49	\$ 20,097,346.47	\$ 20,343,402.82			
LGIP - Urban Renewal Agency #4650	2,766,567.83	2,738,908.09	2,767,381.65			
Checking Accounts:						
General Fund	482,952.88	170,139.39	295,165.28			
Urban Renewal	67,665.68	23,420.06	23,046.87			
Municipal Court	35,119.57	51,006.46	56,358.49			
Totals	\$ 23,439,981.45	\$ 23,080,820.47	\$ 23,485,355.11	\$ -	\$ -	\$ -



Budget Report Account Summary

For Fiscal: 2021-2022 Period Ending: 03/31/2022

		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	4,850,000.00	4,850,000.00	0.00	0.00	-4,850,000.00	0.00 %
	RptType: 3000 - BEG FUND BAL. Total:	4,850,000.00	4,850,000.00	0.00	0.00	-4,850,000.00	0.00 %
RptType: 3100 - LOCAL TAXES							
100-000-310010	CURRENT YEAR TAXES	9,300,726.00	9,300,726.00	121,720.50	4,459,818.11	-4,840,907.89	47.95 %
100-000-310050	PRIOR YEAR TAXES	90,000.00	90,000.00	2,595.13	28,390.99	-61,609.01	31.55 %
100-000-314045	TRANSIENT LODGING TAX	250,000.00	250,000.00	2,657.44	89,752.30	-160,247.70	35.90 %
	RptType: 3100 - LOCAL TAXES Total:	9,640,726.00	9,640,726.00	126,973.07	4,577,961.40	-5,062,764.60	47.49 %
RptType: 3110 - STATE SHARED TAXES							
100-000-310170	STATE REVENUE SHARING	260,000.00	260,000.00	0.00	82,830.14	-177,169.86	31.86 %
100-000-311010	ALCOHOL TAX REVENUE	451,282.00	451,282.00	9,868.54	138,120.92	-313,161.08	30.61 %
100-000-311015	MARIJUANA TAX	55,221.00	55,221.00	0.00	17,778.44	-37,442.56	32.20 %
100-000-311020	CIGARETTE TAX REVENUE	17,800.00	17,800.00	677.22	6,912.28	-10,887.72	38.83 %
	RptType: 3110 - STATE SHARED TAXES Total:	784,303.00	784,303.00	10,545.76	245,641.78	-538,661.22	31.32 %
RptType: 3120 - RIGHT OF WAY FEES							
100-000-312010	GLADSTONE DISPOSAL FRANCHISE FEE	250,000.00	250,000.00	0.00	59,405.86	-190,594.14	23.76 %
100-000-312025	PGE FRANCHISE FEES	800,000.00	800,000.00	434,901.64	434,901.64	-365,098.36	54.36 %
100-000-312030	NW NATURAL GAS FRANCHISE FEE	227,000.00	227,000.00	0.00	47,538.26	-179,461.74	20.94 %
100-000-312040	COMCAST CABLE TV FRANCHISE FE	276,000.00	276,000.00	0.00	73,972.14	-202,027.86	26.80 %
	RptType: 3120 - RIGHT OF WAY FEES Total:	1,553,000.00	1,553,000.00	434,901.64	615,817.90	-937,182.10	39.65 %
RptType: 3130 - LICENSES AND PERMITS							
100-000-313010	BUSINESS LICENSE FEES	135,000.00	135,000.00	5,445.00	76,610.00	-58,390.00	56.75 %
100-000-313015	LIQUOR LICENSE RENEWALS	1,500.00	1,500.00	420.00	735.00	-765.00	49.00 %
100-000-313020	ALARM PERMITS	13,000.00	13,000.00	1,150.00	7,540.00	-5,460.00	58.00 %
100-000-313025	PARKING PERMITS	500,000.00	500,000.00	7,373.00	82,651.00	-417,349.00	16.53 %
	RptType: 3130 - LICENSES AND PERMITS Total:	649,500.00	649,500.00	14,388.00	167,536.00	-481,964.00	25.79 %
RptType: 3140 - CHARGES FOR SERVICES							
100-000-314010	RECREATION FEES	4,000.00	4,000.00	100.00	100.00	-3,900.00	2.50 %
100-000-314015	SENIOR CENTER BUILDING RENTAL FE...	7,500.00	7,500.00	220.00	855.00	-6,645.00	11.40 %
100-000-314020	PLANNING APPLICATION FEES	35,000.00	35,000.00	0.00	13,517.20	-21,482.80	38.62 %
100-000-314025	SOCIAL SERVICES CONTRACT	80,000.00	80,000.00	2,095.22	15,643.43	-64,356.57	19.55 %
100-000-314030	LIEN SEARCH FEES	8,000.00	8,000.00	600.00	4,760.55	-3,239.45	59.51 %
	RptType: 3140 - CHARGES FOR SERVICES Total:	134,500.00	134,500.00	3,015.22	34,876.18	-99,623.82	25.93 %
RptType: 3150 - GRANTS							
100-000-315030	POLICE GRANTS	0.00	0.00	9,645.32	34,314.04	34,314.04	0.00 %
100-000-315040	FIRE GRANTS	50,000.00	50,000.00	0.00	200.00	-49,800.00	0.40 %
100-000-315055	MARINE BOARD MAINTENANCE GRA...	10,800.00	10,800.00	0.00	0.00	-10,800.00	0.00 %
100-000-315065	WES/GOOD NEIGHBOR GRANT	100,000.00	100,000.00	0.00	52,500.00	-47,500.00	52.50 %
100-000-315080	OTHER GRANTS	2,512,000.00	62,685.00	0.00	90,192.07	27,507.07	143.88 %
	RptType: 3150 - GRANTS Total:	2,672,800.00	223,485.00	9,645.32	177,206.11	-46,278.89	79.29 %
RptType: 3260 - FINES AND FORFEITURES							
100-000-326010	COURT FINES & FORFEITURES	705,000.00	705,000.00	30,855.24	243,767.33	-461,232.67	34.58 %
	RptType: 3260 - FINES AND FORFEITURES Total:	705,000.00	705,000.00	30,855.24	243,767.33	-461,232.67	34.58 %
RptType: 3301 - INTEREST							
100-000-330100	INTEREST	195,000.00	195,000.00	8,995.76	68,338.05	-126,661.95	35.05 %
	RptType: 3301 - INTEREST Total:	195,000.00	195,000.00	8,995.76	68,338.05	-126,661.95	35.05 %

Budget Report

For Fiscal: 2021-2022 Period Ending: 03/31/2022

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
RptType: 3600 - MISCELLANEOUS							
100-000-360000	ALL OTHER GF RECEIPTS	70,000.00	71,813.00	1,457.47	26,330.77	-45,482.23	36.67 %
100-000-361016	FIRST RESPONDER SUPPLIES REIMB	10,000.00	10,000.00	1,794.50	7,131.75	-2,868.25	71.32 %
100-000-362212	TRAM TRIPS	10,000.00	10,000.00	910.00	2,453.20	-7,546.80	24.53 %
100-000-362213	MEAL DONATIONS	19,000.00	19,000.00	630.46	15,277.63	-3,722.37	80.41 %
	RptType: 3600 - MISCELLANEOUS Total:	109,000.00	110,813.00	4,792.43	51,193.35	-59,619.65	46.20 %
RptType: 3700 - OTHER							
100-000-371000	SALE OF SURPLUS EQUIP/PROPERTY	30,000.00	30,000.00	0.00	21,337.11	-8,662.89	71.12 %
	RptType: 3700 - OTHER Total:	30,000.00	30,000.00	0.00	21,337.11	-8,662.89	71.12 %
Department: 000 - UNDESIGNATED / NON DEPARTMENTAL Total:		21,323,829.00	18,876,327.00	644,112.44	6,203,675.21	-12,672,651.79	32.86 %
Department: 910 - TRANSFER IN							
RptType: 3990 - TRANSFERS IN							
100-910-399205	TRANSFER IN FROM STREET FUND	367,284.00	367,284.00	0.00	88,022.00	-279,262.00	23.97 %
100-910-399228	TRANSFER IN FROM POLICE LEVY	135,023.00	133,842.00	0.00	26,526.00	-107,316.00	19.82 %
100-910-399229	TRANSFER IN FROM FIRE LEVY	72,243.00	71,611.00	0.00	14,096.00	-57,515.00	19.68 %
100-910-399390	TRANSFER IN FROM URBAN RENEWAL	490,814.00	490,814.00	0.00	245,403.57	-245,410.43	50.00 %
100-910-399730	TRANSFER IN FROM SEWER FUND	197,633.00	197,633.00	0.00	47,132.00	-150,501.00	23.85 %
100-910-399740	TRANSFER IN FROM WATER FUND	297,125.00	297,125.00	0.00	71,343.00	-225,782.00	24.01 %
100-910-399750	TRANSFER IN FROM STORM WATER	140,123.00	140,123.00	0.00	33,643.00	-106,480.00	24.01 %
	RptType: 3990 - TRANSFERS IN Total:	1,700,245.00	1,698,432.00	0.00	526,165.57	-1,172,266.43	30.98 %
Department: 910 - TRANSFER IN Total:		1,700,245.00	1,698,432.00	0.00	526,165.57	-1,172,266.43	30.98 %
Revenue Total:		23,024,074.00	20,574,759.00	644,112.44	6,729,840.78	-13,844,918.22	32.71 %
Expense							
Department: 121 - ADMIN							
RptCategory: 40 - PERSONNEL SERVICES							
100-121-431010	CITY ADMINISTRATOR	366,948.00	366,948.00	16,212.39	130,313.95	236,634.05	35.51 %
100-121-431020	CITY RECRDR/HR MGR	278,663.00	278,663.00	7,633.00	68,697.00	209,966.00	24.65 %
100-121-431030	FINANCE DIRECTOR (.80)	213,506.00	110,412.00	0.00	0.00	110,412.00	0.00 %
100-121-431070	OFFICE ASSISTANT	134,971.00	134,971.00	5,703.00	51,327.00	83,644.00	38.03 %
100-121-431500	ACCOUNTING CLERK	166,217.00	166,217.00	6,957.77	62,536.08	103,680.92	37.62 %
100-121-450500	CAREER RECOGNITION PAY	9,942.00	9,942.00	378.69	3,408.21	6,533.79	34.28 %
100-121-470000	ASSOCIATED PAYROLL COSTS	685,014.00	619,601.00	19,985.76	171,388.09	448,212.91	27.66 %
	RptCategory: 40 - PERSONNEL SERVICES Total:	1,855,261.00	1,686,754.00	56,870.61	487,670.33	1,199,083.67	28.91 %
RptCategory: 50 - MATERIAL AND SERVICES							
100-121-500110	CONTRACTUAL & PROFESSIONAL SER...	125,000.00	293,507.00	26,252.50	150,260.72	143,246.28	51.19 %
100-121-500120	MUNICIPAL AUDIT CONTRACT	82,000.00	82,000.00	998.00	39,315.00	42,685.00	47.95 %
100-121-500130	LEGAL FEES	200,000.00	200,000.00	0.00	53,268.44	146,731.56	26.63 %
100-121-500490	COUNCIL ACTIVITIES	25,000.00	25,000.00	8.05	1,254.87	23,745.13	5.02 %
100-121-500491	OUTSIDE AGENCY REQUESTS	47,000.00	47,000.00	0.00	2,000.00	45,000.00	4.26 %
100-121-500492	COUNTY PLANNING SERVICES CONTR...	160,000.00	160,000.00	19,367.35	29,131.02	130,868.98	18.21 %
100-121-510020	COMM PROMOTIONS/BUSINESS DEV	229,609.00	292,294.00	13,984.00	70,260.70	222,033.30	24.04 %
100-121-510021	TOURISM PROMOTION/ACTIVITIES	78,086.00	78,086.00	0.00	13,366.18	64,719.82	17.12 %
100-121-520120	BANK CHARGES	8,250.00	8,250.00	439.42	3,350.00	4,900.00	40.61 %
100-121-520320	FLEET FUEL, MAINTENANCE & REPAIR	500.00	500.00	0.00	63.86	436.14	12.77 %
100-121-520400	OFFICE SUPPLIES & EQUIPMENT	37,000.00	37,000.00	468.05	7,252.68	29,747.32	19.60 %
100-121-520450	CITY NEWSLETTER	80,000.00	80,000.00	3,103.47	28,940.03	51,059.97	36.18 %
100-121-530000	FIRE & LIABILITY INSURANCE	395,000.00	395,000.00	0.00	181,319.51	213,680.49	45.90 %
100-121-530200	EMERGENCY MANAGEMENT	5,000.00	5,000.00	42.75	373.98	4,626.02	7.48 %
100-121-530210	ARPA FUNDING	2,512,000.00	0.00	-10,000.00	0.00	0.00	0.00 %
100-121-540110	EMPLOYEE APPRECIATION	5,000.00	5,000.00	0.00	1,763.98	3,236.02	35.28 %
100-121-540120	PERSONNEL RECRUITMENT	26,000.00	26,000.00	83.00	5,404.32	20,595.68	20.79 %
100-121-540200	DUES & MEMBERSHIPS	60,000.00	60,000.00	0.00	9,702.30	50,297.70	16.17 %
100-121-540220	TRAVEL, CONFERENCES & TRAINING	45,000.00	45,000.00	260.41	1,882.51	43,117.49	4.18 %
100-121-540230	MILEAGE REIMBURSEMENT	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
100-121-542000	PUBLICATIONS & SUBSCRIPTIONS	15,000.00	15,000.00	373.20	2,433.25	12,566.75	16.22 %

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
100-121-560120	TELEPHONES	28,000.00	28,000.00	663.39	6,020.86	21,979.14	21.50 %
RptCategory: 50 - MATERIAL AND SERVICES Total:		4,165,445.00	1,884,637.00	56,043.59	607,364.21	1,277,272.79	32.23 %
Department: 121 - ADMIN Total:		6,020,706.00	3,571,391.00	112,914.20	1,095,034.54	2,476,356.46	30.66 %
Department: 122 - INFORMATION TECHNOLOGY							
RptCategory: 40 - PERSONNEL SERVICES							
100-122-432010	IT MANAGER	219,612.00	219,612.00	9,278.00	83,060.00	136,552.00	37.82 %
100-122-470000	ASSOCIATED PAYROLL COSTS	110,882.00	110,882.00	4,569.85	41,025.13	69,856.87	37.00 %
RptCategory: 40 - PERSONNEL SERVICES Total:		330,494.00	330,494.00	13,847.85	124,085.13	206,408.87	37.55 %
RptCategory: 50 - MATERIAL AND SERVICES							
100-122-500110	CONTRACTUAL & PROFESSIONAL	10,000.00	10,000.00	0.00	4,877.50	5,122.50	48.78 %
100-122-500210	COMPUTER/TECHNOLOGY SERVICE	212,811.00	212,811.00	1,785.00	38,068.74	174,742.26	17.89 %
100-122-520400	OFFICE SUPPLIES & EQUIPMENT	40,260.00	40,260.00	1,568.85	11,262.19	28,997.81	27.97 %
100-122-540220	TRAVEL, CONFERENCES & TRAINING	800.00	800.00	0.00	0.00	800.00	0.00 %
100-122-540300	SMALL TOOLS, EQUIPMENT & SAFETY	600.00	600.00	0.00	15.99	584.01	2.67 %
100-122-560110	CELL PHONES, PAGERS & RADIOS	65,330.00	65,330.00	3,090.88	27,611.81	37,718.19	42.27 %
RptCategory: 50 - MATERIAL AND SERVICES Total:		329,801.00	329,801.00	6,444.73	81,836.23	247,964.77	24.81 %
RptCategory: 60 - CAPITAL OUTLAY							
100-122-661018	COMPUTER & EQUIPMENT RESERVE	96,635.00	96,635.00	251.97	3,308.09	93,326.91	3.42 %
RptCategory: 60 - CAPITAL OUTLAY Total:		96,635.00	96,635.00	251.97	3,308.09	93,326.91	3.42 %
Department: 122 - INFORMATION TECHNOLOGY Total:		756,930.00	756,930.00	20,544.55	209,229.45	547,700.55	27.64 %
Department: 124 - FACILITIES							
RptCategory: 40 - PERSONNEL SERVICES							
100-124-437050	PUBLIC WORKS SUPERVISOR	18,065.00	18,065.00	679.18	6,161.10	11,903.90	34.11 %
100-124-437070	UTILITY WORKER II	86,171.00	86,171.00	2,577.11	20,407.19	65,763.81	23.68 %
100-124-439011	SEASONAL HELP	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00 %
100-124-450100	OVERTIME	3,200.00	3,200.00	0.00	158.38	3,041.62	4.95 %
100-124-470000	ASSOCIATED PAYROLL COSTS	62,791.00	62,791.00	1,733.57	16,130.05	46,660.95	25.69 %
RptCategory: 40 - PERSONNEL SERVICES Total:		190,227.00	190,227.00	4,989.86	42,856.72	147,370.28	22.53 %
RptCategory: 50 - MATERIAL AND SERVICES							
100-124-500110	CONTRACTUAL & PROFESSIONAL SER...	140,000.00	140,000.00	8,939.62	49,995.64	90,004.36	35.71 %
100-124-520130	OPERATIONS, MAINTENANCE & REPA...	120,000.00	120,000.00	1,045.39	16,736.89	103,263.11	13.95 %
100-124-540220	TRAVEL, CONFERENCES & TRAINING	4,000.00	4,000.00	75.00	90.00	3,910.00	2.25 %
100-124-540300	SMALL TOOLS, EQUIPMENT & SAFETY...	7,000.00	7,000.00	167.30	628.82	6,371.18	8.98 %
100-124-560100	UTILITIES	185,000.00	185,000.00	8,827.53	75,980.72	109,019.28	41.07 %
RptCategory: 50 - MATERIAL AND SERVICES Total:		456,000.00	456,000.00	19,054.84	143,432.07	312,567.93	31.45 %
RptCategory: 60 - CAPITAL OUTLAY							
100-124-641000	FACILITY IMPROVEMENTS	320,000.00	320,000.00	2,850.00	72,865.65	247,134.35	22.77 %
100-124-641010	BUILDING REPAIR	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00 %
RptCategory: 60 - CAPITAL OUTLAY Total:		340,000.00	340,000.00	2,850.00	72,865.65	267,134.35	21.43 %
Department: 124 - FACILITIES Total:		986,227.00	986,227.00	26,894.70	259,154.44	727,072.56	26.28 %
Department: 220 - COURT							
RptCategory: 40 - PERSONNEL SERVICES							
100-220-432020	MUNICIPAL COURT CLERK	135,602.00	135,602.00	5,593.93	50,345.37	85,256.63	37.13 %
100-220-432035	COURT ADMINISTRATOR	172,124.00	172,124.00	7,270.00	62,654.00	109,470.00	36.40 %
100-220-450500	CAREER RECOGNITION PAY	4,302.00	4,302.00	181.75	1,566.39	2,735.61	36.41 %
100-220-470000	ASSOCIATED PAYROLL COSTS	170,667.00	170,667.00	6,987.13	61,877.31	108,789.69	36.26 %
RptCategory: 40 - PERSONNEL SERVICES Total:		482,695.00	482,695.00	20,032.81	176,443.07	306,251.93	36.55 %
RptCategory: 50 - MATERIAL AND SERVICES							
100-220-500110	CONTRACTUAL & PROFESSIONAL SER...	1,000.00	1,000.00	0.00	288.00	712.00	28.80 %
100-220-500132	PROSECUTING ATTORNEY	72,000.00	72,000.00	3,500.00	25,540.00	46,460.00	35.47 %
100-220-500134	ATTORNEYS FOR INDIGENT CLIENTS	67,000.00	67,000.00	3,000.00	11,250.00	55,750.00	16.79 %
100-220-500136	MUNICIPAL COURT JUDGE	72,000.00	72,000.00	3,000.00	24,000.00	48,000.00	33.33 %
100-220-500137	PRO-TEM JUDGE	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00 %
100-220-500138	JURY EXPENSES	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
100-220-500282	COURTROOM SECURITY	16,000.00	16,000.00	645.00	6,329.00	9,671.00	39.56 %

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
100-220-520120	BANK CHARGES	8,000.00	8,000.00	1,144.84	3,868.93	4,131.07	48.36 %
100-220-520400	OFFICE SUPPLIES & EQUIPMENT	24,740.00	24,740.00	32.25	3,212.68	21,527.32	12.99 %
100-220-540220	TRAVEL, CONFERENCES & TRAINING	3,000.00	3,000.00	36.25	336.25	2,663.75	11.21 %
RptCategory: 50 - MATERIAL AND SERVICES Total:		268,740.00	268,740.00	11,358.34	74,824.86	193,915.14	27.84 %
Department: 220 - COURT Total:		751,435.00	751,435.00	31,391.15	251,267.93	500,167.07	33.44 %

Department: 240 - POLICE

RptCategory: 40 - PERSONNEL SERVICES

100-240-432110	POLICE CHIEF	296,076.00	296,076.00	11,841.00	106,569.00	189,507.00	35.99 %
100-240-432130	POLICE LIEUTENANT	243,912.00	243,912.00	9,742.00	86,430.56	157,481.44	35.44 %
100-240-432140	POLICE DETECTIVE	335,616.00	335,616.00	14,802.78	133,636.06	201,979.94	39.82 %
100-240-432160	POLICE OFFICER	1,213,547.00	1,213,547.00	50,886.07	414,868.55	798,678.45	34.19 %
100-240-432170	POLICE SERGEANT	574,524.00	574,524.00	23,300.00	206,830.04	367,693.96	36.00 %
100-240-432182	PROPERTY ROOM TECHNICIAN	62,616.00	62,616.00	2,801.07	23,517.46	39,098.54	37.56 %
100-240-432185	POLICE RECORDS CLERK	119,256.00	119,256.00	4,919.00	44,271.00	74,985.00	37.12 %
100-240-450100	OVERTIME	267,000.00	267,000.00	26,346.60	193,418.25	73,581.75	72.44 %
100-240-450200	HOLIDAY PAY	25,000.00	25,000.00	693.62	11,820.98	13,179.02	47.28 %
100-240-450300	PROFICIENCY PAY	123,530.00	123,530.00	5,039.79	42,834.67	80,695.33	34.68 %
100-240-450500	CAREER RECOGNITION PAY	5,656.00	5,656.00	340.76	3,011.31	2,644.69	53.24 %
100-240-470000	ASSOCIATED PAYROLL COSTS	1,927,794.00	1,927,794.00	76,548.34	672,788.21	1,255,005.79	34.90 %
RptCategory: 40 - PERSONNEL SERVICES Total:		5,194,527.00	5,194,527.00	227,261.03	1,939,996.09	3,254,530.91	37.35 %

RptCategory: 50 - MATERIAL AND SERVICES

100-240-500110	CONTRACTUAL & PROFESSIONAL SER...	145,000.00	145,000.00	-800.00	28,011.66	116,988.34	19.32 %
100-240-500284	PARK PATROL	14,600.00	14,600.00	0.00	5,691.50	8,908.50	38.98 %
100-240-500498	SHARE COST CCOM DISPATCH	145,000.00	145,000.00	0.00	0.00	145,000.00	0.00 %
100-240-510044	JUVENILE DIVERSION PROGRAM	9,500.00	9,500.00	0.00	0.00	9,500.00	0.00 %
100-240-520100	OPERATIONAL SUPPLIES AND EXPENS...	87,328.00	87,328.00	539.88	9,946.94	77,381.06	11.39 %
100-240-520112	FIREARMS/AMMUNITION	68,000.00	68,000.00	2,727.45	17,544.85	50,455.15	25.80 %
100-240-520320	FLEET FUEL, MAINTENANCE & REPAIR	158,000.00	158,000.00	10,668.12	66,343.39	91,656.61	41.99 %
100-240-520345	RADAR MAINTENANCE REPLACEMENT	4,000.00	4,000.00	0.00	2,250.00	1,750.00	56.25 %
100-240-520400	OFFICE SUPPLIES & EQUIPMENT	36,400.00	36,400.00	2,166.60	12,320.66	24,079.34	33.85 %
100-240-540110	EMPLOYEE APPRECIATION	12,000.00	12,000.00	124.95	1,632.70	10,367.30	13.61 %
100-240-540200	DUES & MEMBERSHIPS	18,550.00	18,550.00	0.00	925.35	17,624.65	4.99 %
100-240-540220	TRAVEL, CONFERENCES & TRAINING	74,200.00	74,200.00	2,975.59	19,660.34	54,539.66	26.50 %
100-240-540301	UNIFORMS AND SAFETY EQUIPMENT	39,600.00	39,600.00	750.79	12,313.06	27,286.94	31.09 %
100-240-542000	PUBLICATIONS & SUBSCRIPTIONS	5,000.00	5,000.00	335.00	2,119.25	2,880.75	42.39 %
100-240-560120	TELEPHONES	20,200.00	20,200.00	812.91	7,378.39	12,821.61	36.53 %
RptCategory: 50 - MATERIAL AND SERVICES Total:		837,378.00	837,378.00	20,301.29	186,138.09	651,239.91	22.23 %

RptCategory: 60 - CAPITAL OUTLAY

100-240-651000	VEHICLES AND EQUIPMENT RESERVES	172,500.00	172,500.00	7,487.37	60,182.53	112,317.47	34.89 %
RptCategory: 60 - CAPITAL OUTLAY Total:		172,500.00	172,500.00	7,487.37	60,182.53	112,317.47	34.89 %
Department: 240 - POLICE Total:		6,204,405.00	6,204,405.00	255,049.69	2,186,316.71	4,018,088.29	35.24 %

Department: 250 - FIRE

RptCategory: 40 - PERSONNEL SERVICES

100-250-432210	FIRE CHIEF	268,716.00	268,716.00	10,741.00	96,669.00	172,047.00	35.97 %
100-250-432220	EXECUTIVE ASSISTANT	136,620.00	136,620.00	0.00	0.00	136,620.00	0.00 %
100-250-432240	FIRE CAPTAIN	569,088.00	569,088.00	15,264.00	170,373.75	398,714.25	29.94 %
100-250-432290	ON-CALL FIREFIGHTERS	635,264.00	635,264.00	41,243.76	219,515.96	415,748.04	34.56 %
100-250-450100	OVERTIME	64,070.00	64,070.00	15,614.40	108,264.97	-44,194.97	168.98 %
100-250-470000	ASSOCIATED PAYROLL COSTS	935,446.00	935,446.00	38,524.84	281,334.18	654,111.82	30.07 %
100-250-470040	LIFE & DISABILITY INSURANCE	0.00	0.00	46.66	1,304.30	-1,304.30	0.00 %
RptCategory: 40 - PERSONNEL SERVICES Total:		2,609,204.00	2,609,204.00	121,434.66	877,462.16	1,731,741.84	33.63 %

RptCategory: 50 - MATERIAL AND SERVICES

100-250-500110	CONTRACTUAL & PROFESSIONAL SER...	82,000.00	82,000.00	5,524.68	48,471.56	33,528.44	59.11 %
100-250-500150	MEDICAL DIRECTOR CONTRACT	29,000.00	29,000.00	990.00	9,190.00	19,810.00	31.69 %
100-250-500498	SHARE COST CCOM DISPATCH	192,500.00	192,500.00	7,792.58	71,063.26	121,436.74	36.92 %
100-250-510022	FIRE GRANTS	50,000.00	50,000.00	0.00	0.00	50,000.00	0.00 %

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100-250-520122	FIRE PREVENTION & INVESTIGATION	5,000.00	5,000.00	0.00	270.00	4,730.00	5.40 %
100-250-520124	FIRST RESPONDER SUPPLIES	55,650.00	55,650.00	1,251.10	21,287.19	34,362.81	38.25 %
100-250-520200	BLDG MAINTENANCE & SUPPLIES	86,300.00	86,300.00	3,098.50	34,031.03	52,268.97	39.43 %
100-250-520320	FLEET FUEL, MAINTENANCE & REPAIR	134,200.00	134,200.00	3,065.95	28,287.58	105,912.42	21.08 %
100-250-520400	OFFICE SUPPLIES & EQUIPMENT	0.00	0.00	0.00	65.69	-65.69	0.00 %
100-250-540130	PHYSICAL EXAMINATIONS	26,000.00	26,000.00	300.00	2,888.45	23,111.55	11.11 %
100-250-540200	DUES & MEMBERSHIPS	5,000.00	5,000.00	575.00	1,220.00	3,780.00	24.40 %
100-250-540224	EMS TRAINING & RECERTIFICATION	15,000.00	15,000.00	597.00	1,536.50	13,463.50	10.24 %
100-250-540225	FIREFIGHTER TRAINING	65,000.00	65,000.00	92.50	9,269.18	55,730.82	14.26 %
100-250-540301	UNIFORMS AND SAFETY EQUIPMENT	25,000.00	25,000.00	606.71	3,422.49	21,577.51	13.69 %
100-250-560110	CELL PHONES, PAGERS, RADIOS	36,000.00	36,000.00	0.00	19,680.00	16,320.00	54.67 %
RptCategory: 50 - MATERIAL AND SERVICES Total:		806,650.00	806,650.00	23,894.02	250,682.93	555,967.07	31.08 %
RptCategory: 60 - CAPITAL OUTLAY							
100-250-641000	FACILITY IMPROVEMENTS	350,000.00	350,000.00	0.00	7,780.08	342,219.92	2.22 %
RptCategory: 60 - CAPITAL OUTLAY Total:		350,000.00	350,000.00	0.00	7,780.08	342,219.92	2.22 %
Department: 250 - FIRE Total:		3,765,854.00	3,765,854.00	145,328.68	1,135,925.17	2,629,928.83	30.16 %
Department: 526 - PARKS							
RptCategory: 40 - PERSONNEL SERVICES							
100-526-437049	PUBLIC WORKS DIRECTOR	46,111.00	46,111.00	1,978.58	16,823.38	29,287.62	36.48 %
100-526-437050	PUBLIC WORKS SUPERVISOR	81,292.00	81,292.00	3,056.32	27,725.03	53,566.97	34.11 %
100-526-437051	PW OPERATIONS MANAGER	19,919.00	19,919.00	0.00	0.00	19,919.00	0.00 %
100-526-437055	PW ADMIN ASSISTANT	20,695.00	20,695.00	945.67	8,224.28	12,470.72	39.74 %
100-526-437070	UTILITY WORKER, JOURNEY	144,436.00	144,436.00	2,577.09	20,891.86	123,544.14	14.46 %
100-526-437071	UTILITY WORKER II	86,171.00	86,171.00	4,962.00	44,658.00	41,513.00	51.82 %
100-526-439011	SEASONAL HELP	100,000.00	100,000.00	0.00	20,000.89	79,999.11	20.00 %
100-526-450100	OVERTIME	11,000.00	11,000.00	47.34	1,069.14	9,930.86	9.72 %
100-526-450500	CAREER RECOGNITION PAY	285,143.00	0.00	0.00	0.00	0.00	0.00 %
100-526-470000	ASSOCIATED PAYROLL COSTS	0.00	285,143.00	6,706.98	63,422.19	221,720.81	22.24 %
RptCategory: 40 - PERSONNEL SERVICES Total:		794,767.00	794,767.00	20,273.98	202,814.77	591,952.23	25.52 %
RptCategory: 50 - MATERIAL AND SERVICES							
100-526-500110	CONTRACTUAL & PROFESSIONAL SER...	20,400.00	20,400.00	641.32	26,811.20	-6,411.20	131.43 %
100-526-520120	BANK CHARGES	0.00	0.00	279.77	3,517.22	-3,517.22	0.00 %
100-526-520130	OPERATIONS, MAINTENANCE & REPA...	145,000.00	145,000.00	6,451.88	61,391.92	83,608.08	42.34 %
100-526-520132	HAZARDOUS TREE REMOVAL	70,000.00	70,000.00	0.00	0.00	70,000.00	0.00 %
100-526-520220	EQUIPMENT OPERATION/MAINTENA...	0.00	0.00	0.00	225.06	-225.06	0.00 %
100-526-520320	FLEET FUEL, MAINTENANCE & REPAIR	45,000.00	45,000.00	1,604.64	10,973.33	34,026.67	24.39 %
100-526-520400	OFFICE SUPPLIES & EQUIPMENT	5,000.00	5,000.00	79.22	1,628.30	3,371.70	32.57 %
100-526-540220	TRAVEL, CONFERENCES & TRAINING	3,500.00	3,500.00	200.00	304.15	3,195.85	8.69 %
100-526-540300	SMALL TOOLS, EQUIPMENT & SAFETY...	20,000.00	20,000.00	176.35	3,507.99	16,492.01	17.54 %
100-526-540400	DUMPING, HAULING, GARBAGE	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00 %
100-526-560100	UTILITIES	70,000.00	70,000.00	2,743.54	30,422.14	39,577.86	43.46 %
RptCategory: 50 - MATERIAL AND SERVICES Total:		381,900.00	381,900.00	12,176.72	138,781.31	243,118.69	36.34 %
RptCategory: 60 - CAPITAL OUTLAY							
100-526-660100	EQUIPMENT REPLACEMENT RESERVES	87,344.00	87,344.00	0.00	0.00	87,344.00	0.00 %
100-526-676050	SYSTEM IMPROVEMENTS & PROJECTS	799,285.00	799,285.00	8,061.25	42,307.50	756,977.50	5.29 %
RptCategory: 60 - CAPITAL OUTLAY Total:		886,629.00	886,629.00	8,061.25	42,307.50	844,321.50	4.77 %
Department: 526 - PARKS Total:		2,063,296.00	2,063,296.00	40,511.95	383,903.58	1,679,392.42	18.61 %
Department: 527 - RECREATION							
RptCategory: 40 - PERSONNEL SERVICES							
100-527-435110	FIELD MAINTENANCE CREW	32,000.00	32,000.00	0.00	0.00	32,000.00	0.00 %
100-527-435120	PLAYGROUND AIDES	28,000.00	28,000.00	0.00	0.00	28,000.00	0.00 %
100-527-470000	ASSOCIATED PAYROLL COSTS	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00 %
RptCategory: 40 - PERSONNEL SERVICES Total:		66,000.00	66,000.00	0.00	0.00	66,000.00	0.00 %
RptCategory: 50 - MATERIAL AND SERVICES							
100-527-510062	SUMMER PROGRAMS	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00 %
100-527-510064	SPECIAL EVENTS	5,000.00	5,000.00	427.70	516.66	4,483.34	10.33 %

Budget Report

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
100-527-520136	MAINTENANCE & SUPPLIES	2,200.00	2,200.00	0.00	0.00	2,200.00	0.00 %
	RptCategory: 50 - MATERIAL AND SERVICES Total:	10,200.00	10,200.00	427.70	516.66	9,683.34	5.07 %
	Department: 527 - RECREATION Total:	76,200.00	76,200.00	427.70	516.66	75,683.34	0.68 %
Department: 528 - SENIOR CENTER							
RptCategory: 40 - PERSONNEL SERVICES							
100-528-435210	COMMUNITY SERVICES MANAGER	0.00	209,121.00	7,633.00	42,744.89	166,376.11	20.44 %
100-528-435240	TRAM DRIVER	61,903.00	61,903.00	2,200.59	25,398.65	36,504.35	41.03 %
100-528-435250	NUTRITION CATERER	49,406.00	49,406.00	4,219.57	25,179.73	24,226.27	50.96 %
100-528-435280	CENTER ASSISTANT	113,713.00	113,713.00	5,286.60	41,756.79	71,956.21	36.72 %
100-528-435295	BUILDING MONITOR	10,000.00	10,000.00	0.00	119.00	9,881.00	1.19 %
100-528-450500	CAREER RECOGNITION PAY	1,857.00	1,857.00	0.00	516.25	1,340.75	27.80 %
100-528-470000	ASSOCIATED PAYROLL COSTS	126,157.00	199,770.00	7,848.11	55,899.91	143,870.09	27.98 %
	RptCategory: 40 - PERSONNEL SERVICES Total:	363,036.00	645,770.00	27,187.87	191,615.22	454,154.78	29.67 %
RptCategory: 50 - MATERIAL AND SERVICES							
100-528-500110	CONTRACTUAL & PROFESSIONAL SER...	0.00	0.00	0.00	584.32	-584.32	0.00 %
100-528-510075	NUTRITION PROGRAM SUPPLIES	40,000.00	40,000.00	326.19	2,942.92	37,057.08	7.36 %
100-528-520140	TRAM EXPENSES	14,500.00	14,500.00	747.20	2,185.06	12,314.94	15.07 %
100-528-520190	MISCELLANEOUS EQUIPMENT	8,250.00	8,250.00	0.00	847.96	7,402.04	10.28 %
100-528-520200	BLDG MAINTENANCE & SUPPLIES	9,360.00	9,360.00	0.00	1,294.90	8,065.10	13.83 %
100-528-520320	FLEET FUEL, MAINTENANCE & REPAIR	2,750.00	2,750.00	240.48	823.73	1,926.27	29.95 %
100-528-520400	OFFICE SUPPLIES & EQUIPMENT	13,000.00	13,000.00	221.58	2,371.13	10,628.87	18.24 %
100-528-540200	DUES & MEMBERSHIPS	3,200.00	3,200.00	0.00	20.00	3,180.00	0.63 %
100-528-540220	TRAVEL, CONFERENCES & TRAINING	0.00	0.00	20.34	20.34	-20.34	0.00 %
100-528-540230	MILEAGE REIMBURSEMENT	200.00	200.00	0.00	0.00	200.00	0.00 %
100-528-560120	TELEPHONES	7,000.00	7,000.00	127.33	1,159.63	5,840.37	16.57 %
	RptCategory: 50 - MATERIAL AND SERVICES Total:	98,260.00	98,260.00	1,683.12	12,249.99	86,010.01	12.47 %
	Department: 528 - SENIOR CENTER Total:	461,296.00	744,030.00	28,870.99	203,865.21	540,164.79	27.40 %
Department: 529 - LIBRARY							
RptCategory: 50 - MATERIAL AND SERVICES							
100-529-500110	CONTRACTUAL & PROFESSIONAL SER...	418,180.00	418,180.00	0.00	206,338.00	211,842.00	49.34 %
	RptCategory: 50 - MATERIAL AND SERVICES Total:	418,180.00	418,180.00	0.00	206,338.00	211,842.00	49.34 %
	Department: 529 - LIBRARY Total:	418,180.00	418,180.00	0.00	206,338.00	211,842.00	49.34 %
Department: 600 - DEBT SERVICE							
RptCategory: 70 - DEBT SERVICE							
100-600-720040	DEBT PRINCIPAL	340,168.00	340,168.00	0.00	167,571.00	172,597.00	49.26 %
100-600-730040	DEBT SERVICE - INTEREST	150,646.00	150,646.00	0.00	77,832.57	72,813.43	51.67 %
	RptCategory: 70 - DEBT SERVICE Total:	490,814.00	490,814.00	0.00	245,403.57	245,410.43	50.00 %
	Department: 600 - DEBT SERVICE Total:	490,814.00	490,814.00	0.00	245,403.57	245,410.43	50.00 %
Department: 990 - CONTINGENCY							
RptCategory: 90 - OTHER							
100-990-910000	CONTINGENCY FUNDS	1,028,731.00	745,997.00	0.00	0.00	745,997.00	0.00 %
	RptCategory: 90 - OTHER Total:	1,028,731.00	745,997.00	0.00	0.00	745,997.00	0.00 %
	Department: 990 - CONTINGENCY Total:	1,028,731.00	745,997.00	0.00	0.00	745,997.00	0.00 %
	Expense Total:	23,024,074.00	20,574,759.00	661,933.61	6,176,955.26	14,397,803.74	30.02 %
	Fund: 100 - GENERAL FUND Surplus (Deficit):	0.00	0.00	-17,821.17	552,885.52	552,885.52	0.00 %

Budget Report

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	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 105 - AMERICAN RESCUE PLAN RESERVE FUND						
Revenue						
Department: 000 - UNDESIGNATED / NON DEPARTMENTAL						
RptType: 3150 - GRANTS						
105-000-315080	0.00	2,737,344.00	-1,348,672.14	20,000.00	-2,717,344.00	0.73 %
	RptType: 3150 - GRANTS Total:	0.00	2,737,344.00	-1,348,672.14	20,000.00	-2,717,344.00 0.73 %
	Department: 000 - UNDESIGNATED / NON DEPARTMENTAL Total:	0.00	2,737,344.00	-1,348,672.14	20,000.00	-2,717,344.00 0.73 %
	Revenue Total:	0.00	2,737,344.00	-1,348,672.14	20,000.00	-2,717,344.00 0.73 %
Expense						
Department: 150 - ARPA GRANT						
RptCategory: 50 - MATERIAL AND SERVICES						
105-150-500110	0.00	200,000.00	20,000.00	20,000.00	180,000.00	10.00 %
105-150-530200	0.00	50,000.00	0.00	0.00	50,000.00	0.00 %
105-150-530210	0.00	1,277,344.00	0.00	0.00	1,277,344.00	0.00 %
	RptCategory: 50 - MATERIAL AND SERVICES Total:	0.00	1,527,344.00	20,000.00	20,000.00	1,507,344.00 1.31 %
	Department: 150 - ARPA GRANT Total:	0.00	1,527,344.00	20,000.00	20,000.00	1,507,344.00 1.31 %
Department: 920 - TRANSFER OUT						
RptCategory: 89 - TRANSFERS OUT						
105-920-899730	0.00	1,210,000.00	0.00	0.00	1,210,000.00	0.00 %
	RptCategory: 89 - TRANSFERS OUT Total:	0.00	1,210,000.00	0.00	0.00	1,210,000.00 0.00 %
	Department: 920 - TRANSFER OUT Total:	0.00	1,210,000.00	0.00	0.00	1,210,000.00 0.00 %
	Expense Total:	0.00	2,737,344.00	20,000.00	2,717,344.00	0.73 %
	Fund: 105 - AMERICAN RESCUE PLAN RESERVE FUND Surplus (Deficit):	0.00	0.00	-1,368,672.14	0.00	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	2,900,000.00	2,900,000.00	0.00	0.00	-2,900,000.00 0.00 %
	RptType: 3000 - BEG FUND BAL. Total:	2,900,000.00	2,900,000.00	0.00	0.00	-2,900,000.00 0.00 %
RptType: 3100 - LOCAL TAXES						
205-000-310060	VEHICLE REGISTRATION FEES	370,000.00	370,000.00	42,275.52	172,186.81	-197,813.19 46.54 %
	RptType: 3100 - LOCAL TAXES Total:	370,000.00	370,000.00	42,275.52	172,186.81	-197,813.19 46.54 %
RptType: 3110 - STATE SHARED TAXES						
205-000-310140	STATE HIGHWAY TAXES	1,817,551.00	1,817,551.00	74,251.74	723,751.37	-1,093,799.63 39.82 %
	RptType: 3110 - STATE SHARED TAXES Total:	1,817,551.00	1,817,551.00	74,251.74	723,751.37	-1,093,799.63 39.82 %
RptType: 3120 - RIGHT OF WAY FEES						
205-000-312050	RIGHT OF WAY - TELECOM	375,000.00	375,000.00	2,841.34	77,865.27	-297,134.73 20.76 %
205-000-312055	RIGHT OF WAY - OTHER	200,000.00	200,000.00	35,100.09	52,789.84	-147,210.16 26.39 %
205-000-312060	ROW LICENSES & APP FEES	1,500.00	1,500.00	0.00	235.00	-1,265.00 15.67 %
	RptType: 3120 - RIGHT OF WAY FEES Total:	576,500.00	576,500.00	37,941.43	130,890.11	-445,609.89 22.70 %
RptType: 3141 - SDC						
205-000-314075	TRANSPORTATION SDC'S	20,000.00	20,000.00	0.00	0.00	-20,000.00 0.00 %
	RptType: 3141 - SDC Total:	20,000.00	20,000.00	0.00	0.00	-20,000.00 0.00 %
RptType: 3600 - MISCELLANEOUS						
205-000-360000	ALL OTHER ROAD/STREET RECEIPTS	60,000.00	60,000.00	3,490.00	18,200.00	-41,800.00 30.33 %
	RptType: 3600 - MISCELLANEOUS Total:	60,000.00	60,000.00	3,490.00	18,200.00	-41,800.00 30.33 %
	Department: 000 - UNDESIGNATED / NON DEPARTMENTAL Total:	5,744,051.00	5,744,051.00	157,958.69	1,045,028.29	-4,699,022.71 18.19 %
Department: 910 - TRANSFER IN						
RptType: 3990 - TRANSFERS IN						
205-910-399730	TRANSFER IN FROM SEWER FUND	430,925.00	430,925.00	0.00	96,715.00	-334,210.00 22.44 %
205-910-399740	TRANSFER IN FROM WATER FUND	282,000.00	282,000.00	0.00	73,407.00	-208,593.00 26.03 %
205-910-399750	TRANSFER IN FROM STORM WATER	104,100.00	104,100.00	0.00	22,670.00	-81,430.00 21.78 %
	RptType: 3990 - TRANSFERS IN Total:	817,025.00	817,025.00	0.00	192,792.00	-624,233.00 23.60 %
	Department: 910 - TRANSFER IN Total:	817,025.00	817,025.00	0.00	192,792.00	-624,233.00 23.60 %
	Revenue Total:	6,561,076.00	6,561,076.00	157,958.69	1,237,820.29	-5,323,255.71 18.87 %
Expense						
Department: 305 - ROAD AND STREET						
RptCategory: 40 - PERSONNEL SERVICES						
205-305-437049	PUBLIC WORKS DIRECTOR	46,112.00	46,112.00	1,978.58	16,823.38	29,288.62 36.48 %
205-305-437050	PUBLIC WORKS SUPERVISOR	81,292.00	81,292.00	3,056.32	27,725.02	53,566.98 34.11 %
205-305-437051	PW OPERATIONS MANAGER	44,817.00	44,817.00	0.00	0.00	44,817.00 0.00 %
205-305-437055	PW ADMIN ASSISTANT	46,564.00	46,564.00	2,127.76	16,952.80	29,611.20 36.41 %
205-305-437070	UTILITY WORKER, JOURNEY	378,527.00	378,527.00	10,914.53	110,460.01	268,066.99 29.18 %
205-305-439011	SEASONAL HELP	50,000.00	50,000.00	0.00	15,473.68	34,526.32 30.95 %
205-305-450100	OVERTIME	8,000.00	8,000.00	82.54	3,049.81	4,950.19 38.12 %
205-305-450500	CAREER RECOGNITION PAY	0.00	0.00	299.24	2,732.88	-2,732.88 0.00 %
205-305-470000	ASSOCIATED PAYROLL COSTS	374,085.00	374,085.00	12,994.15	126,242.13	247,842.87 33.75 %
	RptCategory: 40 - PERSONNEL SERVICES Total:	1,029,397.00	1,029,397.00	31,453.12	319,459.71	709,937.29 31.03 %
RptCategory: 50 - MATERIAL AND SERVICES						
205-305-500110	CONTRACTUAL & PROFESSIONAL SER...	46,000.00	46,000.00	694.44	5,885.33	40,114.67 12.79 %
205-305-520130	OPERATIONS, MAINTENANCE & REPA...	600,000.00	600,000.00	465.47	186,269.95	413,730.05 31.04 %
205-305-520172	STREET LIGHT MAINTENANCE	200,000.00	200,000.00	6,698.19	59,237.63	140,762.37 29.62 %
205-305-520176	TRAFFIC SIGNAL MAINTENANCE	16,000.00	16,000.00	767.64	3,606.98	12,393.02 22.54 %
205-305-520178	STREET SIGN MAINTENANCE	100,000.00	100,000.00	1,666.25	30,250.70	69,749.30 30.25 %
205-305-520320	FLEET FUEL, MAINTENANCE & REPAIR	65,000.00	65,000.00	1,114.55	11,320.07	53,679.93 17.42 %
205-305-520400	OFFICE SUPPLIES & EQUIPMENT	5,000.00	5,000.00	119.34	1,073.59	3,926.41 21.47 %
205-305-540220	TRAVEL, CONFERENCES & TRAINING	5,000.00	5,000.00	0.00	0.00	5,000.00 0.00 %
205-305-540300	SMALL TOOLS, EQUIPMENT & SAFETY...	40,000.00	40,000.00	75.88	2,007.90	37,992.10 5.02 %

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
205-305-540400	DUMPING, HAULING, GARBAGE	5,000.00	5,000.00	0.00	2,832.00	2,168.00	56.64 %
205-305-560100	UTILITIES	2,500.00	2,500.00	53.84	483.37	2,016.63	19.33 %
RptCategory: 50 - MATERIAL AND SERVICES Total:		1,084,500.00	1,084,500.00	11,655.60	302,967.52	781,532.48	27.94 %
RptCategory: 60 - CAPITAL OUTLAY							
205-305-660100	EQUIPMENT REPLACEMENT RESERVES	622,000.00	622,000.00	25,035.10	25,035.10	596,964.90	4.02 %
205-305-675056	BIKEWAY & SIDEWALK IMPROVEMENT	90,175.00	90,175.00	0.00	0.00	90,175.00	0.00 %
205-305-676050	SYSTEM IMPROVEMENTS & PROJECTS	1,581,935.00	1,581,935.00	375.00	92,252.79	1,489,682.21	5.83 %
205-305-678090	RESERVE FROM SDC'S	550,570.00	550,570.00	0.00	0.00	550,570.00	0.00 %
RptCategory: 60 - CAPITAL OUTLAY Total:		2,844,680.00	2,844,680.00	25,410.10	117,287.89	2,727,392.11	4.12 %
Department: 305 - ROAD AND STREET Total:		4,958,577.00	4,958,577.00	68,518.82	739,715.12	4,218,861.88	14.92 %
Department: 920 - TRANSFER OUT							
RptCategory: 89 - TRANSFERS OUT							
205-920-899100	TRANSFER OUT TO GENERAL FUND	367,284.00	367,284.00	0.00	88,022.00	279,262.00	23.97 %
205-920-899730	TRANSFER OUT TO SEWER FUND	278,405.00	278,405.00	0.00	56,832.00	221,573.00	20.41 %
205-920-899740	TRANSFER OUT TO WATER	278,405.00	278,405.00	0.00	56,832.00	221,573.00	20.41 %
205-920-899750	TRANSFER OUT TO STORM	278,405.00	278,405.00	0.00	56,832.00	221,573.00	20.41 %
RptCategory: 89 - TRANSFERS OUT Total:		1,202,499.00	1,202,499.00	0.00	258,518.00	943,981.00	21.50 %
Department: 920 - TRANSFER OUT Total:		1,202,499.00	1,202,499.00	0.00	258,518.00	943,981.00	21.50 %
Department: 990 - CONTINGENCY							
RptCategory: 90 - OTHER							
205-990-910000	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:		6,561,076.00	6,561,076.00	68,518.82	998,233.12	5,562,842.88	15.21 %
Fund: 205 - ROAD AND STREET FUND Surplus (Deficit):		0.00	0.00	89,439.87	239,587.17	239,587.17	0.00 %

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	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 228 - POLICE LEVY FUND						
Revenue						
Department: 000 - UNDESIGNATED / NON DEPARTMENTAL						
RptType: 3000 - BEG FUND BAL.						
228-000-309999	BEGINNING FUND BALANCE	140,000.00	140,000.00	0.00	0.00	-140,000.00 0.00 %
	RptType: 3000 - BEG FUND BAL. Total:	140,000.00	140,000.00	0.00	0.00	-140,000.00 0.00 %
RptType: 3100 - LOCAL TAXES						
228-000-310020	CURRENT LEVY TAX	1,416,016.00	1,416,016.00	18,544.35	679,461.60	-736,554.40 47.98 %
228-000-310050	PRIOR YEAR TAXES	16,000.00	16,000.00	395.37	4,325.42	-11,674.58 27.03 %
	RptType: 3100 - LOCAL TAXES Total:	1,432,016.00	1,432,016.00	18,939.72	683,787.02	-748,228.98 47.75 %
RptType: 3301 - INTEREST						
228-000-330100	INTEREST	2,000.00	2,000.00	173.36	1,096.40	-903.60 54.82 %
	RptType: 3301 - INTEREST Total:	2,000.00	2,000.00	173.36	1,096.40	-903.60 54.82 %
	Department: 000 - UNDESIGNATED / NON DEPARTMENTAL Total:	1,574,016.00	1,574,016.00	19,113.08	684,883.42	-889,132.58 43.51 %
	Revenue Total:	1,574,016.00	1,574,016.00	19,113.08	684,883.42	-889,132.58 43.51 %
Expense						
Department: 245 - POLICE LEVY						
RptCategory: 40 - PERSONNEL SERVICES						
228-245-432160	POLICE OFFICER	167,808.00	167,808.00	8,309.66	71,840.13	95,967.87 42.81 %
228-245-432165	SCHOOL RESOURCE OFFICER	167,808.00	167,808.00	7,653.07	68,278.61	99,529.39 40.69 %
228-245-432180	MUNICIPAL ORDINANCE SPECIALIST	138,070.00	138,070.00	5,695.00	51,255.00	86,815.00 37.12 %
228-245-432195	EXECUTIVE ASSISTANT	148,644.00	148,644.00	5,981.00	53,829.00	94,815.00 36.21 %
228-245-450100	OVERTIME	40,000.00	40,000.00	883.57	10,673.06	29,326.94 26.68 %
228-245-450200	HOLIDAY PAY	8,000.00	8,000.00	0.00	319.48	7,680.52 3.99 %
228-245-450300	PROFICIENCY PAY	52,860.00	52,860.00	2,009.49	15,440.98	37,419.02 29.21 %
228-245-450500	CAREER RECOGNITION PAY	3,428.00	3,428.00	240.56	2,071.15	1,356.85 60.42 %
228-245-470000	ASSOCIATED PAYROLL COSTS	471,308.00	471,308.00	23,492.98	195,772.36	275,535.64 41.54 %
	RptCategory: 40 - PERSONNEL SERVICES Total:	1,197,926.00	1,197,926.00	54,265.33	469,479.77	728,446.23 39.19 %
RptCategory: 50 - MATERIAL AND SERVICES						
228-245-500498	SHARE COST CCOM DISPATCH	152,250.00	152,250.00	12,064.08	108,576.76	43,673.24 71.31 %
228-245-510032	SRO EXPENSES	4,000.00	4,000.00	0.00	748.91	3,251.09 18.72 %
228-245-510040	K-9 EXPENSES	14,000.00	14,000.00	14.95	1,263.17	12,736.83 9.02 %
228-245-510041	SWAT PROGRAM	8,200.00	8,200.00	0.00	0.00	8,200.00 0.00 %
	RptCategory: 50 - MATERIAL AND SERVICES Total:	178,450.00	178,450.00	12,079.03	110,588.84	67,861.16 61.97 %
	Department: 245 - POLICE LEVY Total:	1,376,376.00	1,376,376.00	66,344.36	580,068.61	796,307.39 42.14 %
Department: 920 - TRANSFER OUT						
RptCategory: 89 - TRANSFERS OUT						
228-920-899100	TRANSFER OUT TO GENERAL FUND	133,842.00	133,842.00	0.00	26,526.00	107,316.00 19.82 %
	RptCategory: 89 - TRANSFERS OUT Total:	133,842.00	133,842.00	0.00	26,526.00	107,316.00 19.82 %
	Department: 920 - TRANSFER OUT Total:	133,842.00	133,842.00	0.00	26,526.00	107,316.00 19.82 %
Department: 990 - CONTINGENCY						
RptCategory: 90 - OTHER						
228-990-910000	CONTINGENCY FUNDS	63,798.00	63,798.00	0.00	0.00	63,798.00 0.00 %
	RptCategory: 90 - OTHER Total:	63,798.00	63,798.00	0.00	0.00	63,798.00 0.00 %
	Department: 990 - CONTINGENCY Total:	63,798.00	63,798.00	0.00	0.00	63,798.00 0.00 %
	Expense Total:	1,574,016.00	1,574,016.00	66,344.36	606,594.61	967,421.39 38.54 %
	Fund: 228 - POLICE LEVY FUND Surplus (Deficit):	0.00	0.00	-47,231.28	78,288.81	78,288.81 0.00 %

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	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	255,000.00	255,000.00	0.00	0.00	-255,000.00 0.00 %
	RptType: 3000 - BEG FUND BAL. Total:	255,000.00	255,000.00	0.00	0.00	-255,000.00 0.00 %
RptType: 3100 - LOCAL TAXES						
229-000-310020	CURRENT LEVY TAX	645,536.00	645,536.00	8,446.82	309,490.11	-336,045.89 47.94 %
229-000-310050	PRIOR YEAR TAXES	8,000.00	8,000.00	180.09	1,970.21	-6,029.79 24.63 %
	RptType: 3100 - LOCAL TAXES Total:	653,536.00	653,536.00	8,626.91	311,460.32	-342,075.68 47.66 %
RptType: 3301 - INTEREST						
229-000-330100	INTEREST	5,000.00	5,000.00	207.47	1,450.19	-3,549.81 29.00 %
	RptType: 3301 - INTEREST Total:	5,000.00	5,000.00	207.47	1,450.19	-3,549.81 29.00 %
	Department: 000 - UNDESIGNATED / NON DEPARTMENTAL Total:	913,536.00	913,536.00	8,834.38	312,910.51	-600,625.49 34.25 %
	Revenue Total:	913,536.00	913,536.00	8,834.38	312,910.51	-600,625.49 34.25 %
Expense						
Department: 255 - FIRE LEVY						
RptCategory: 40 - PERSONNEL SERVICES						
229-255-432230	TRAINING CAPTAIN	208,666.00	208,666.00	12,623.22	78,981.62	129,684.38 37.85 %
229-255-439010	PART TIME	49,508.00	49,508.00	0.00	0.00	49,508.00 0.00 %
229-255-470000	ASSOCIATED PAYROLL COSTS	155,388.00	155,388.00	5,350.53	63,768.35	91,619.65 41.04 %
	RptCategory: 40 - PERSONNEL SERVICES Total:	413,562.00	413,562.00	17,973.75	142,749.97	270,812.03 34.52 %
RptCategory: 50 - MATERIAL AND SERVICES						
229-255-500110	CONTRACTUAL & PROFESSIONAL SER...	20,000.00	20,000.00	0.00	0.00	20,000.00 0.00 %
229-255-520126	SCBA & TURNOUT MAINTENANCE	20,000.00	20,000.00	396.30	4,203.65	15,796.35 21.02 %
229-255-520365	EQUIPMENT TESTING & SERVICE	20,000.00	20,000.00	1,410.00	5,262.10	14,737.90 26.31 %
229-255-520400	OFFICE SUPPLIES & EQUIPMENT	6,000.00	6,000.00	1,331.35	4,872.51	1,127.49 81.21 %
229-255-560110	CELL PHONES, PAGERS, RADIOS	6,000.00	6,000.00	0.00	0.00	6,000.00 0.00 %
	RptCategory: 50 - MATERIAL AND SERVICES Total:	72,000.00	72,000.00	3,137.65	14,338.26	57,661.74 19.91 %
RptCategory: 60 - CAPITAL OUTLAY						
229-255-660116	FIRE APPARATUS	100,000.00	100,000.00	0.00	0.00	100,000.00 0.00 %
229-255-660120	FIRE, EMS & EXTRICATION EQUIPME...	102,000.00	102,000.00	0.00	5,377.30	96,622.70 5.27 %
229-255-661012	TURN-OUTS & SCBA RESERVE	105,000.00	105,000.00	0.00	0.00	105,000.00 0.00 %
	RptCategory: 60 - CAPITAL OUTLAY Total:	307,000.00	307,000.00	0.00	5,377.30	301,622.70 1.75 %
	Department: 255 - FIRE LEVY Total:	792,562.00	792,562.00	21,111.40	162,465.53	630,096.47 20.50 %
Department: 920 - TRANSFER OUT						
RptCategory: 89 - TRANSFERS OUT						
229-920-899100	TRANSFER OUT TO GENERAL FUND	71,611.00	71,611.00	0.00	14,096.00	57,515.00 19.68 %
	RptCategory: 89 - TRANSFERS OUT Total:	71,611.00	71,611.00	0.00	14,096.00	57,515.00 19.68 %
	Department: 920 - TRANSFER OUT Total:	71,611.00	71,611.00	0.00	14,096.00	57,515.00 19.68 %
Department: 990 - CONTINGENCY						
RptCategory: 90 - OTHER						
229-990-910000	CONTINGENCY FUNDS	49,363.00	49,363.00	0.00	0.00	49,363.00 0.00 %
	RptCategory: 90 - OTHER Total:	49,363.00	49,363.00	0.00	0.00	49,363.00 0.00 %
	Department: 990 - CONTINGENCY Total:	49,363.00	49,363.00	0.00	0.00	49,363.00 0.00 %
	Expense Total:	913,536.00	913,536.00	21,111.40	176,561.53	736,974.47 19.33 %
	Fund: 229 - FIRE LEVY FUND Surplus (Deficit):	0.00	0.00	-12,277.02	136,348.98	136,348.98 0.00 %

Budget Report

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	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	2,240,000.00	2,240,000.00	0.00	0.00	-2,240,000.00 0.00 %
	RptType: 3000 - BEG FUND BAL. Total:	2,240,000.00	2,240,000.00	0.00	0.00	-2,240,000.00 0.00 %
RptType: 3100 - LOCAL TAXES						
390-000-310010	CURRENT YEAR TAXES	2,074,839.00	2,074,839.00	26,590.13	974,373.42	-1,100,465.58 46.96 %
390-000-310050	PRIOR YEAR TAXES	30,000.00	30,000.00	583.22	7,054.34	-22,945.66 23.51 %
	RptType: 3100 - LOCAL TAXES Total:	2,104,839.00	2,104,839.00	27,173.35	981,427.76	-1,123,411.24 46.63 %
RptType: 3150 - GRANTS						
390-000-315080	OTHER GRANTS	26,000.00	26,000.00	0.00	0.00	-26,000.00 0.00 %
	RptType: 3150 - GRANTS Total:	26,000.00	26,000.00	0.00	0.00	-26,000.00 0.00 %
RptType: 3301 - INTEREST						
390-000-330100	INTEREST	0.00	0.00	1,300.30	10,032.43	10,032.43 0.00 %
	RptType: 3301 - INTEREST Total:	0.00	0.00	1,300.30	10,032.43	10,032.43 0.00 %
	Department: 000 - UNDESIGNATED / NON DEPARTMENTAL Total:	4,370,839.00	4,370,839.00	28,473.65	991,460.19	-3,379,378.81 22.68 %
	Revenue Total:	4,370,839.00	4,370,839.00	28,473.65	991,460.19	-3,379,378.81 22.68 %
Expense						
Department: 410 - URBAN RENEWAL						
RptCategory: 50 - MATERIAL AND SERVICES						
390-410-500110	CONTRACTUAL & PROFESSIONAL SER...	154,000.00	154,000.00	0.00	1,064.28	152,935.72 0.69 %
390-410-500120	MUNICIPAL AUDIT CONTRACT	15,000.00	15,000.00	0.00	7,650.00	7,350.00 51.00 %
390-410-530000	FIRE & LIABILITY INSURANCE	30,000.00	30,000.00	0.00	0.00	30,000.00 0.00 %
	RptCategory: 50 - MATERIAL AND SERVICES Total:	199,000.00	199,000.00	0.00	8,714.28	190,285.72 4.38 %
RptCategory: 70 - DEBT SERVICE						
390-410-730030	DEBT SERVICE PRINCIPAL	929,881.00	929,881.00	0.00	458,092.00	471,789.00 49.26 %
390-410-730040	DEBT SERVICE - INTEREST	147,235.00	147,235.00	0.00	80,454.04	66,780.96 54.64 %
	RptCategory: 70 - DEBT SERVICE Total:	1,077,116.00	1,077,116.00	0.00	538,546.04	538,569.96 50.00 %
RptCategory: 89 - TRANSFERS OUT						
390-410-899100	TRANSFER OUT TO GENERAL FUND	490,814.00	490,814.00	0.00	245,403.57	245,410.43 50.00 %
	RptCategory: 89 - TRANSFERS OUT Total:	490,814.00	490,814.00	0.00	245,403.57	245,410.43 50.00 %
	Department: 410 - URBAN RENEWAL Total:	1,766,930.00	1,766,930.00	0.00	792,663.89	974,266.11 44.86 %
Department: 990 - CONTINGENCY						
RptCategory: 90 - OTHER						
390-990-910000	CONTINGENCY FUNDS	2,603,909.00	2,603,909.00	0.00	0.00	2,603,909.00 0.00 %
	RptCategory: 90 - OTHER Total:	2,603,909.00	2,603,909.00	0.00	0.00	2,603,909.00 0.00 %
	Department: 990 - CONTINGENCY Total:	2,603,909.00	2,603,909.00	0.00	0.00	2,603,909.00 0.00 %
	Expense Total:	4,370,839.00	4,370,839.00	0.00	792,663.89	3,578,175.11 18.14 %
	Fund: 390 - URBAN RENEWAL FUND Surplus (Deficit):	0.00	0.00	28,473.65	198,796.30	198,796.30 0.00 %

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	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	2,320,000.00	2,320,000.00	0.00	0.00	-2,320,000.00 0.00 %
	RptType: 3000 - BEG FUND BAL. Total:	2,320,000.00	2,320,000.00	0.00	0.00	-2,320,000.00 0.00 %
RptType: 3140 - CHARGES FOR SERVICES						
730-000-314050	OAK LODGE SANITARY	1,785,000.00	1,785,000.00	71,447.75	637,073.45	-1,147,926.55 35.69 %
730-000-314055	TRI-CITY SERVICE DISTRICT	6,050,000.00	6,050,000.00	248,126.69	2,251,643.53	-3,798,356.47 37.22 %
730-000-314080	CONNECTION FEES	10,000.00	10,000.00	0.00	0.00	-10,000.00 0.00 %
	RptType: 3140 - CHARGES FOR SERVICES Total:	7,845,000.00	7,845,000.00	319,574.44	2,888,716.98	-4,956,283.02 36.82 %
RptType: 3141 - SDC						
730-000-314110	SEWER SDCS	20,000.00	20,000.00	0.00	5,849.28	-14,150.72 29.25 %
730-000-314111	SDC Reimbursement Fee	0.00	0.00	0.00	243.72	243.72 0.00 %
	RptType: 3141 - SDC Total:	20,000.00	20,000.00	0.00	6,093.00	-13,907.00 30.47 %
RptType: 3600 - MISCELLANEOUS						
730-000-360000	ALL OTHER SEWER RECEIPTS	4,000.00	4,000.00	0.00	485.00	-3,515.00 12.13 %
	RptType: 3600 - MISCELLANEOUS Total:	4,000.00	4,000.00	0.00	485.00	-3,515.00 12.13 %
	Department: 000 - UNDESIGNATED / NON DEPARTMENTAL Total:	10,189,000.00	10,189,000.00	319,574.44	2,895,294.98	-7,293,705.02 28.42 %
Department: 910 - TRANSFER IN						
RptType: 3990 - TRANSFERS IN						
730-910-399105	OPERATING TRANSFERS IN-ARPA RES,...	0.00	1,210,000.00	0.00	0.00	-1,210,000.00 0.00 %
730-910-399205	TRANSFER IN FROM ROAD & STREET ...	278,405.00	278,405.00	0.00	56,832.00	-221,573.00 20.41 %
	RptType: 3990 - TRANSFERS IN Total:	278,405.00	1,488,405.00	0.00	56,832.00	-1,431,573.00 3.82 %
	Department: 910 - TRANSFER IN Total:	278,405.00	1,488,405.00	0.00	56,832.00	-1,431,573.00 3.82 %
	Revenue Total:	10,467,405.00	11,677,405.00	319,574.44	2,952,126.98	-8,725,278.02 25.28 %
Expense						
Department: 703 - SEWER						
RptCategory: 40 - PERSONNEL SERVICES						
730-703-431500	ACCOUNTING CLERK	30,606.00	30,606.00	1,212.21	10,805.10	19,800.90 35.30 %
730-703-437049	PUBLIC WORKS DIRECTOR	46,111.00	46,111.00	1,978.58	16,823.38	29,287.62 36.48 %
730-703-437050	PUBLIC WORKS SUPERVISOR	70,147.00	70,147.00	2,844.57	26,759.99	43,387.01 38.15 %
730-703-437051	PW OPERATIONS MANAGER	44,817.00	44,817.00	0.00	0.00	44,817.00 0.00 %
730-703-437055	PW ADMIN ASSISTANT	46,564.00	46,564.00	2,127.76	16,952.80	29,611.20 36.41 %
730-703-437070	UTILITY WORKER, JOURNEY	129,372.00	129,372.00	5,874.09	54,348.18	75,023.82 42.01 %
730-703-437071	UTILITY WORKER II	117,444.00	117,444.00	4,053.00	38,763.13	78,680.87 33.01 %
730-703-439011	SEASONAL HELP	40,000.00	40,000.00	0.00	15,160.21	24,839.79 37.90 %
730-703-450100	OVERTIME	10,000.00	10,000.00	91.31	1,639.86	8,360.14 16.40 %
730-703-450500	CAREER RECOGNITION PAY	0.00	0.00	197.69	1,818.69	-1,818.69 0.00 %
730-703-470000	ASSOCIATED PAYROLL COSTS	287,061.00	287,061.00	11,077.67	102,002.43	185,058.57 35.53 %
	RptCategory: 40 - PERSONNEL SERVICES Total:	822,122.00	822,122.00	29,456.88	285,073.77	537,048.23 34.68 %
RptCategory: 50 - MATERIAL AND SERVICES						
730-703-500110	CONTRACTUAL & PROFESSIONAL SER...	61,000.00	61,000.00	1,103.17	16,369.11	44,630.89 26.83 %
730-703-500452	SDC PASS THROUGH TO TCSD	10,000.00	10,000.00	0.00	0.00	10,000.00 0.00 %
730-703-500456	OAK LODGE SANITARY DISTRICT	1,128,937.00	1,128,937.00	0.00	372,247.56	756,689.44 32.97 %
730-703-500458	WATER ENVIRONMENT SERVICES (W...	2,738,092.00	2,738,092.00	105,759.72	889,156.32	1,848,935.68 32.47 %
730-703-520120	BANK CHARGES	36,000.00	36,000.00	3,996.66	24,556.58	11,443.42 68.21 %
730-703-520130	OPERATIONS, MAINTENANCE & REPA...	115,000.00	115,000.00	2,703.07	20,060.72	94,939.28 17.44 %
730-703-520320	FLEET FUEL, MAINTENANCE & REPAIR	55,000.00	55,000.00	1,128.76	17,845.90	37,154.10 32.45 %
730-703-520400	OFFICE SUPPLIES & EQUIPMENT	8,000.00	8,000.00	119.34	1,657.19	6,342.81 20.71 %
730-703-520430	UTILITY BILLS & POSTAGE	16,000.00	16,000.00	621.34	6,019.16	9,980.84 37.62 %
730-703-540220	TRAVEL, CONFERENCES & TRAINING	5,000.00	5,000.00	0.00	970.26	4,029.74 19.41 %
730-703-540300	SMALL TOOLS, EQUIPMENT & SAFETY...	20,000.00	20,000.00	3,865.03	7,518.31	12,481.69 37.59 %
730-703-540400	DUMPING, HAULING, GARBAGE	5,500.00	5,500.00	0.00	1,400.02	4,099.98 25.45 %

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
730-703-560100	UTILITIES	6,500.00	6,500.00	112.98	1,002.56	5,497.44	15.42 %
	RptCategory: 50 - MATERIAL AND SERVICES Total:	4,205,029.00	4,205,029.00	119,410.07	1,358,803.69	2,846,225.31	32.31 %
	RptCategory: 60 - CAPITAL OUTLAY						
730-703-660100	EQUIPMENT REPLACEMENT RESERVES	665,000.00	665,000.00	0.00	0.00	665,000.00	0.00 %
730-703-676050	SYSTEM IMPROVEMENTS & PROJECTS	3,352,732.00	4,562,732.00	0.00	310,166.02	4,252,565.98	6.80 %
730-703-678090	RESERVE FROM SDC'S	393,964.00	393,964.00	0.00	0.00	393,964.00	0.00 %
	RptCategory: 60 - CAPITAL OUTLAY Total:	4,411,696.00	5,621,696.00	0.00	310,166.02	5,311,529.98	5.52 %
	Department: 703 - SEWER Total:	9,438,847.00	10,648,847.00	148,866.95	1,954,043.48	8,694,803.52	18.35 %
	Department: 920 - TRANSFER OUT						
	RptCategory: 89 - TRANSFERS OUT						
730-920-899100	TRANSFER OUT TO GENERAL FUND	197,633.00	197,633.00	0.00	47,132.00	150,501.00	23.85 %
730-920-899205	TRANSFER OUT TO ROAD & STREET F...	430,925.00	430,925.00	0.00	96,715.00	334,210.00	22.44 %
	RptCategory: 89 - TRANSFERS OUT Total:	628,558.00	628,558.00	0.00	143,847.00	484,711.00	22.89 %
	Department: 920 - TRANSFER OUT Total:	628,558.00	628,558.00	0.00	143,847.00	484,711.00	22.89 %
	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:	10,467,405.00	11,677,405.00	148,866.95	2,097,890.48	9,579,514.52	17.97 %
	Fund: 730 - SEWER FUND Surplus (Deficit):	0.00	0.00	170,707.49	854,236.50	854,236.50	0.00 %

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 740 - WATER FUND							
Revenue							
Department: 000 - UNDESIGNATED / NON DEPARTMENTAL							
RptType: 3000 - BEG FUND BAL.							
740-000-309999	BEGINNING FUND BALANCE	3,868,000.00	3,868,000.00	0.00	0.00	-3,868,000.00	0.00 %
	RptType: 3000 - BEG FUND BAL. Total:	3,868,000.00	3,868,000.00	0.00	0.00	-3,868,000.00	0.00 %
RptType: 3140 - CHARGES FOR SERVICES							
740-000-314060	WATER SERVICE REVENUE	5,200,000.00	5,200,000.00	167,105.17	2,018,806.16	-3,181,193.84	38.82 %
740-000-314080	WATER SERVICE CONNECTIONS	10,000.00	10,000.00	0.00	548.02	-9,451.98	5.48 %
	RptType: 3140 - CHARGES FOR SERVICES Total:	5,210,000.00	5,210,000.00	167,105.17	2,019,354.18	-3,190,645.82	38.76 %
RptType: 3141 - SDC							
740-000-314110	WATER SDC'S	50,000.00	50,000.00	0.00	0.00	-50,000.00	0.00 %
	RptType: 3141 - SDC Total:	50,000.00	50,000.00	0.00	0.00	-50,000.00	0.00 %
	Department: 000 - UNDESIGNATED / NON DEPARTMENTAL Total:	9,128,000.00	9,128,000.00	167,105.17	2,019,354.18	-7,108,645.82	22.12 %
Department: 910 - TRANSFER IN							
RptType: 3990 - TRANSFERS IN							
740-910-399205	TRANSFER IN FROM ROAD & STREET ...	278,405.00	278,405.00	0.00	56,832.00	-221,573.00	20.41 %
	RptType: 3990 - TRANSFERS IN Total:	278,405.00	278,405.00	0.00	56,832.00	-221,573.00	20.41 %
	Department: 910 - TRANSFER IN Total:	278,405.00	278,405.00	0.00	56,832.00	-221,573.00	20.41 %
	Revenue Total:	9,406,405.00	9,406,405.00	167,105.17	2,076,186.18	-7,330,218.82	22.07 %
Expense							
Department: 704 - WATER							
RptCategory: 40 - PERSONNEL SERVICES							
740-704-431500	ACCOUNTING CLERK	36,727.00	36,727.00	1,454.65	12,966.12	23,760.88	35.30 %
740-704-437049	PUBLIC WORKS DIRECTOR	46,111.00	46,111.00	1,978.58	16,823.38	29,287.62	36.48 %
740-704-437050	PUBLIC WORKS SUPERVISOR	72,273.00	72,273.00	2,905.27	27,501.37	44,771.63	38.05 %
740-704-437051	PW OPERATIONS MANAGER	44,817.00	44,817.00	0.00	0.00	44,817.00	0.00 %
740-704-437055	PW ADMIN ASSISTANT	46,564.00	46,564.00	2,127.76	16,952.80	29,611.20	36.41 %
740-704-437070	UTILITY WORKER, JOURNEY	145,818.00	145,818.00	4,995.85	42,354.78	103,463.22	29.05 %
740-704-437071	UTILITY WORKER II	238,650.00	238,650.00	4,256.00	32,993.69	205,656.31	13.83 %
740-704-439011	SEASONAL HELP	40,000.00	40,000.00	0.00	5,119.76	34,880.24	12.80 %
740-704-450100	OVERTIME	10,000.00	10,000.00	82.54	1,133.81	8,866.19	11.34 %
740-704-450500	CAREER RECOGNITION PAY	0.00	0.00	27.41	258.87	-258.87	0.00 %
740-704-470000	ASSOCIATED PAYROLL COSTS	434,079.00	434,079.00	9,166.80	77,728.22	356,350.78	17.91 %
	RptCategory: 40 - PERSONNEL SERVICES Total:	1,115,039.00	1,115,039.00	26,994.86	233,832.80	881,206.20	20.97 %
RptCategory: 50 - MATERIAL AND SERVICES							
740-704-500110	CONTRACTUAL & PROFESSIONAL SER...	71,000.00	71,000.00	3,928.07	33,272.67	37,727.33	46.86 %
740-704-500240	METER READING CONTRACT	65,000.00	65,000.00	2,379.12	20,369.36	44,630.64	31.34 %
740-704-500425	WHOLESALE WATER	1,300,000.00	1,300,000.00	35,654.02	447,855.63	852,144.37	34.45 %
740-704-520120	BANK CHARGES	36,000.00	36,000.00	3,856.67	23,961.70	12,038.30	66.56 %
740-704-520130	OPERATIONS, MAINTENANCE & REPA...	300,000.00	300,000.00	1,426.11	32,113.10	267,886.90	10.70 %
740-704-520162	LABORATORY WATER TESTS	40,000.00	40,000.00	2,565.00	9,905.00	30,095.00	24.76 %
740-704-520165	FIRE HYDRANT MAINTENANCE & REP...	40,000.00	40,000.00	0.00	0.00	40,000.00	0.00 %
740-704-520320	FLEET FUEL, MAINTENANCE & REPAIR	45,000.00	45,000.00	1,128.78	15,222.66	29,777.34	33.83 %
740-704-520400	OFFICE SUPPLIES & EQUIPMENT	6,000.00	6,000.00	119.34	1,688.89	4,311.11	28.15 %
740-704-520430	UTILITY BILLS & POSTAGE	16,000.00	16,000.00	621.34	6,019.16	9,980.84	37.62 %
740-704-540220	TRAVEL, CONFERENCES & TRAINING	10,000.00	10,000.00	0.00	1,822.26	8,177.74	18.22 %
740-704-540300	SMALL TOOLS, EQUIPMENT & SAFETY...	20,000.00	20,000.00	284.67	9,512.60	10,487.40	47.56 %
740-704-540400	DUMPING, HAULING, GARBAGE	10,000.00	10,000.00	0.00	6,932.04	3,067.96	69.32 %
740-704-560100	UTILITIES	55,000.00	55,000.00	1,825.58	16,147.66	38,852.34	29.36 %
	RptCategory: 50 - MATERIAL AND SERVICES Total:	2,014,000.00	2,014,000.00	53,788.70	624,822.73	1,389,177.27	31.02 %
RptCategory: 60 - CAPITAL OUTLAY							
740-704-660100	EQUIPMENT REPLACEMENT RESERVES	279,000.00	279,000.00	0.00	0.00	279,000.00	0.00 %
740-704-676050	SYSTEM IMPROVEMENTS & PROJECTS	4,051,396.00	4,051,396.00	0.00	60,007.93	3,991,388.07	1.48 %

Budget Report

For Fiscal: 2021-2022 Period Ending: 03/31/2022

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
740-704-678090	RESERVE FROM SDC'S	609,610.00	609,610.00	0.00	0.00	609,610.00	0.00 %
	RptCategory: 60 - CAPITAL OUTLAY Total:	4,940,006.00	4,940,006.00	0.00	60,007.93	4,879,998.07	1.21 %
	RptCategory: 70 - DEBT SERVICE						
740-704-720040	2005 BONDED DEBT/PRINCIPAL	331,000.00	331,000.00	0.00	165,000.00	166,000.00	49.85 %
740-704-730040	2005 BONDED DEBT/INTEREST	27,235.00	27,235.00	0.00	15,255.90	11,979.10	56.02 %
	RptCategory: 70 - DEBT SERVICE Total:	358,235.00	358,235.00	0.00	180,255.90	177,979.10	50.32 %
	Department: 704 - WATER Total:	8,427,280.00	8,427,280.00	80,783.56	1,098,919.36	7,328,360.64	13.04 %
	Department: 920 - TRANSFER OUT						
	RptCategory: 89 - TRANSFERS OUT						
740-920-899100	TRANSFER OUT TO GENERAL FUND	297,125.00	297,125.00	0.00	71,343.00	225,782.00	24.01 %
740-920-899205	TRANSFER OUT TO ROAD & STREET F...	282,000.00	282,000.00	0.00	73,407.00	208,593.00	26.03 %
	RptCategory: 89 - TRANSFERS OUT Total:	579,125.00	579,125.00	0.00	144,750.00	434,375.00	24.99 %
	Department: 920 - TRANSFER OUT Total:	579,125.00	579,125.00	0.00	144,750.00	434,375.00	24.99 %
	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:	9,406,405.00	9,406,405.00	80,783.56	1,243,669.36	8,162,735.64	13.22 %
	Fund: 740 - WATER FUND Surplus (Deficit):	0.00	0.00	86,321.61	832,516.82	832,516.82	0.00 %

Budget Report

For Fiscal: 2021-2022 Period Ending: 03/31/2022

		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	1,040,000.00	1,040,000.00	0.00	0.00	-1,040,000.00	0.00 %
	RptType: 3000 - BEG FUND BAL. Total:	1,040,000.00	1,040,000.00	0.00	0.00	-1,040,000.00	0.00 %
RptType: 3140 - CHARGES FOR SERVICES							
750-000-314060	STORM REVENUE	1,898,000.00	1,898,000.00	78,614.92	689,168.00	-1,208,832.00	36.31 %
	RptType: 3140 - CHARGES FOR SERVICES Total:	1,898,000.00	1,898,000.00	78,614.92	689,168.00	-1,208,832.00	36.31 %
RptType: 3141 - SDC							
750-000-314110	STORMWATER SDC'S	11,000.00	11,000.00	0.00	0.00	-11,000.00	0.00 %
	RptType: 3141 - SDC Total:	11,000.00	11,000.00	0.00	0.00	-11,000.00	0.00 %
	Department: 000 - UNDESIGNATED / NON DEPARTMENTAL Total:	2,949,000.00	2,949,000.00	78,614.92	689,168.00	-2,259,832.00	23.37 %
Department: 910 - TRANSFER IN							
RptType: 3990 - TRANSFERS IN							
750-910-399205	TRANSFER IN FROM ROAD & STREET ...	278,405.00	278,405.00	0.00	56,832.00	-221,573.00	20.41 %
	RptType: 3990 - TRANSFERS IN Total:	278,405.00	278,405.00	0.00	56,832.00	-221,573.00	20.41 %
	Department: 910 - TRANSFER IN Total:	278,405.00	278,405.00	0.00	56,832.00	-221,573.00	20.41 %
	Revenue Total:	3,227,405.00	3,227,405.00	78,614.92	746,000.00	-2,481,405.00	23.11 %
Expense							
Department: 705 - PUBLIC WORKS DIRECTOR							
RptCategory: 40 - PERSONNEL SERVICES							
750-705-431500	ACCOUNTING CLERK	30,606.00	30,606.00	1,212.20	10,805.09	19,800.91	35.30 %
750-705-437049	PUBLIC WORKS DIRECTOR	46,111.00	46,111.00	1,978.56	16,823.36	29,287.64	36.48 %
750-705-437050	PUBLIC WORKS SUPERVISOR	70,147.00	70,147.00	2,844.57	26,599.95	43,547.05	37.92 %
750-705-437051	PW OPERATIONS MANAGER	44,817.00	44,817.00	0.00	0.00	44,817.00	0.00 %
750-705-437055	PW ADMIN ASSISTANT	46,564.00	46,564.00	2,127.75	16,952.53	29,611.47	36.41 %
750-705-437070	UTILITY WORKER, JOURNEY	0.00	0.00	4,503.00	41,011.77	-41,011.77	0.00 %
750-705-437071	UTILITY WORKER II	103,980.00	103,980.00	0.00	0.00	103,980.00	0.00 %
750-705-439011	SEASONAL HELP	40,000.00	40,000.00	0.00	14,508.00	25,492.00	36.27 %
750-705-450100	OVERTIME	5,000.00	5,000.00	82.54	1,180.28	3,819.72	23.61 %
750-705-450500	CAREER RECOGNITION PAY	0.00	0.00	26.60	251.27	-251.27	0.00 %
750-705-470000	ASSOCIATED PAYROLL COSTS	180,486.00	180,486.00	6,469.70	60,128.95	120,357.05	33.32 %
	RptCategory: 40 - PERSONNEL SERVICES Total:	567,711.00	567,711.00	19,244.92	188,261.20	379,449.80	33.16 %
RptCategory: 50 - MATERIAL AND SERVICES							
750-705-500110	CONTRACTUAL & PROFESSIONAL SER...	41,000.00	41,000.00	1,811.05	17,834.40	23,165.60	43.50 %
750-705-520120	BANK CHARGES	36,000.00	36,000.00	3,997.24	24,558.31	11,441.69	68.22 %
750-705-520130	OPERATIONS, MAINTENANCE & REPA...	65,000.00	65,000.00	2,116.96	11,648.24	53,351.76	17.92 %
750-705-520320	FLEET FUEL, MAINTENANCE & REPAIR	20,000.00	20,000.00	1,128.79	16,445.21	3,554.79	82.23 %
750-705-520400	OFFICE SUPPLIES & EQUIPMENT	5,000.00	5,000.00	119.41	1,657.00	3,343.00	33.14 %
750-705-520430	UTILITY BILLS & POSTAGE	16,000.00	16,000.00	621.53	6,020.99	9,979.01	37.63 %
750-705-540220	TRAVEL, CONFERENCES & TRAINING	4,000.00	4,000.00	0.00	96.34	3,903.66	2.41 %
750-705-540300	SMALL TOOLS, EQUIPMENT & SAFETY...	11,000.00	11,000.00	239.02	7,058.89	3,941.11	64.17 %
750-705-540400	DUMPING, HAULING, GARBAGE	5,000.00	5,000.00	0.00	959.94	4,040.06	19.20 %
750-705-560100	UTILITIES	3,000.00	3,000.00	53.84	483.40	2,516.60	16.11 %
	RptCategory: 50 - MATERIAL AND SERVICES Total:	206,000.00	206,000.00	10,087.84	86,762.72	119,237.28	42.12 %
RptCategory: 60 - CAPITAL OUTLAY							
750-705-660100	EQUIPMENT REPLACEMENT RESERVES	115,000.00	115,000.00	0.00	0.00	115,000.00	0.00 %
750-705-676050	SYSTEM IMPROVEMENTS & PROJECTS	1,894,471.00	1,894,471.00	6,422.82	72,198.61	1,822,272.39	3.81 %
	RptCategory: 60 - CAPITAL OUTLAY Total:	2,009,471.00	2,009,471.00	6,422.82	72,198.61	1,937,272.39	3.59 %
	Department: 705 - PUBLIC WORKS DIRECTOR Total:	2,783,182.00	2,783,182.00	35,755.58	347,222.53	2,435,959.47	12.48 %
Department: 920 - TRANSFER OUT							
RptCategory: 89 - TRANSFERS OUT							
750-920-899100	TRANSFER OUT TO GENERAL FUND	140,123.00	140,123.00	0.00	33,643.00	106,480.00	24.01 %

Budget Report

For Fiscal: 2021-2022 Period Ending: 03/31/2022

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
750-920-899205	TRANSFER OUT TO ROAD & STREET F...	104,100.00	104,100.00	0.00	22,670.00	81,430.00	21.78 %
	RptCategory: 89 - TRANSFERS OUT Total:	244,223.00	244,223.00	0.00	56,313.00	187,910.00	23.06 %
	Department: 920 - TRANSFER OUT Total:	244,223.00	244,223.00	0.00	56,313.00	187,910.00	23.06 %
	Department: 990 - CONTINGENCY						
	RptCategory: 90 - OTHER						
750-990-910000	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:	3,227,405.00	3,227,405.00	35,755.58	403,535.53	2,823,869.47	12.50 %
	Fund: 750 - STORM WATER FUND Surplus (Deficit):	0.00	0.00	42,859.34	342,464.47	342,464.47	0.00 %

Budget Report

For Fiscal: 2021-2022 Period Ending: 03/31/2022

	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	40,000.00	40,000.00	0.00	0.00	-40,000.00 0.00 %
	RptType: 3000 - BEG FUND BAL. Total:	40,000.00	40,000.00	0.00	0.00	-40,000.00 0.00 %
RptType: 3260 - FINES AND FORFEITURES						
801-000-326020	CITY OF GLADSTONE FINES/FEES	735,000.00	735,000.00	33,287.65	248,701.54	-486,298.46 33.84 %
801-000-326030	CLACKAMAS COUNTY FINES/FEES	22,000.00	22,000.00	1,213.41	11,000.36	-10,999.64 50.00 %
801-000-326040	STATE OF OREGON FINES/FEES	85,000.00	85,000.00	4,517.31	42,526.38	-42,473.62 50.03 %
801-000-326050	RESTITUTION	3,000.00	3,000.00	-5.00	0.00	-3,000.00 0.00 %
801-000-326060	BOND	5,000.00	5,000.00	3,050.01	-705.78	-5,705.78 14.12 %
	RptType: 3260 - FINES AND FORFEITURES Total:	850,000.00	850,000.00	42,063.38	301,522.50	-548,477.50 35.47 %
	Department: 000 - UNDESIGNATED / NON DEPARTMENTAL Total:	890,000.00	890,000.00	42,063.38	301,522.50	-588,477.50 33.88 %
	Revenue Total:	890,000.00	890,000.00	42,063.38	301,522.50	-588,477.50 33.88 %
Expense						
Department: 220 - COURT						
RptCategory: 50 - MATERIAL AND SERVICES						
801-220-500500	CITY OF GLADSTONE FINES & FEES	735,000.00	735,000.00	30,820.74	238,881.31	496,118.69 32.50 %
801-220-500510	CLACKAMAS COUNTY FINES & FEES	22,000.00	22,000.00	1,100.22	10,911.69	11,088.31 49.60 %
801-220-500520	STATE OF OREGON FINES & FEES	85,000.00	85,000.00	4,211.12	42,739.45	42,260.55 50.28 %
801-220-500530	RESTITUTION	3,000.00	3,000.00	0.00	0.00	3,000.00 0.00 %
801-220-500540	BOND - COURT	5,000.00	5,000.00	0.00	0.00	5,000.00 0.00 %
801-220-500550	ALL OTHER FEES & FINES	40,000.00	0.00	0.00	0.00	0.00 0.00 %
	RptCategory: 50 - MATERIAL AND SERVICES Total:	890,000.00	850,000.00	36,132.08	292,532.45	557,467.55 34.42 %
	Department: 220 - COURT Total:	890,000.00	850,000.00	36,132.08	292,532.45	557,467.55 34.42 %
Department: 990 - CONTINGENCY						
RptCategory: 90 - OTHER						
801-990-910000	CONTINGENCY FUNDS	0.00	40,000.00	0.00	0.00	40,000.00 0.00 %
	RptCategory: 90 - OTHER Total:	0.00	40,000.00	0.00	0.00	40,000.00 0.00 %
	Department: 990 - CONTINGENCY Total:	0.00	40,000.00	0.00	0.00	40,000.00 0.00 %
	Expense Total:	890,000.00	890,000.00	36,132.08	292,532.45	597,467.55 32.87 %
	Fund: 801 - MUNICIPAL COURT TRUST FUND Surplus (Deficit):	0.00	0.00	5,931.30	8,990.05	8,990.05 0.00 %
	Report Surplus (Deficit):	0.00	0.00	-1,022,268.35	3,244,114.62	3,244,114.62 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	-17,821.17	552,885.52	552,885.52
105 - AMERICAN RESCUE PLAN RESE	0.00	0.00	-1,368,672.14	0.00	0.00
205 - ROAD AND STREET FUND	0.00	0.00	89,439.87	239,587.17	239,587.17
228 - POLICE LEVY FUND	0.00	0.00	-47,231.28	78,288.81	78,288.81
229 - FIRE LEVY FUND	0.00	0.00	-12,277.02	136,348.98	136,348.98
390 - URBAN RENEWAL FUND	0.00	0.00	28,473.65	198,796.30	198,796.30
730 - SEWER FUND	0.00	0.00	170,707.49	854,236.50	854,236.50
740 - WATER FUND	0.00	0.00	86,321.61	832,516.82	832,516.82
750 - STORM WATER FUND	0.00	0.00	42,859.34	342,464.47	342,464.47
801 - MUNICIPAL COURT TRUST FUND	0.00	0.00	5,931.30	8,990.05	8,990.05
Report Surplus (Deficit):	0.00	0.00	-1,022,268.35	3,244,114.62	3,244,114.62

CHECK REGISTER FOR MARCH 2022

Check Date	Check No.	Vendor	Amount	Line Item Description
03/02/2022	91782	UB Refund Check	50.16	UB Refund Check - PW
03/03/2022	91783	AKS Engineering & Forestry Inc.	2,022.50	Professional Fees/Fee Station - PW
03/03/2022	91784	BMS Technologies	1,864.21	Utility Bill Printing/Mailing - PW
03/03/2022	91785	Brown & Caldwell	1,379.50	Professional Fees - PW
03/03/2022	91786	Curtis, L. N. Co.	1,740.00	Tactical Single Launcher - PD
03/03/2022	91787	ESO Solutions, Inc	1,581.05	EMS Software - IT
03/03/2022	91788	Houston, Marc R	990.00	Physician Advisor/Drill Instructor - FD
03/03/2022	91789	Ian Jeffrey Slavin	150.00	Indigent Defense - CT
03/03/2022	91790	Johnson Controls	1,164.00	Annual Monitoring/CC- PW
03/03/2022	91791	Moore Iacofano Goltsman, Inc.	1,980.80	Downtown Code Implementation - Admin
03/03/2022	91792	Oregon Municipal Judges Association	150.00	Conference Fee - CT
03/03/2022	91793	Oregon-Washington Lawmen's Assn.	175.00	Conference Fee - PD
03/03/2022	91794	Paramount Pest Control Inc	291.00	Pest Control - PW
03/03/2022	91795	Society of St. Vincent de Paul	10,000.00	ARPA Funds Disbursement - Admin
03/03/2022	91796	Stein Oil Co. Inc.	4,855.10	Gasoline - PD/PW/SC/FD
03/03/2022	91797	United States Postal Service	1,080.29	Newsletter Postage - Admin
03/03/2022	91798	Verizon Wireless	3,018.84	Cell Phones - All Depts
03/03/2022	91799	Workplace Results LLC	1,312.50	Mediation Services - Admin
03/03/2022	91800	Smith-Wager Brucker Consulting Inc.	8,970.00	Financial Consulting - Admin
03/10/2022	91801	8x8, Inc.	3,751.77	Monthly Phone Service - IT
03/10/2022	91802	Accurate Electric of Oregon I	20,831.60	Vactor Shed Service - PW
03/10/2022	91803	Aramark	246.90	Mat/Coveral Rental - PW
03/10/2022	91804	Comcast	52.55	Digital TV Receivers - IT
03/10/2022	91805	Curtis, L. N. Co.	1,171.19	Uniforms - PD
03/10/2022	91806	Daily Journal of Commerce	41.85	Notice Publication - Admin
03/10/2022	91807	Edginton Properties	375.00	Parking Spot Rental - PD
03/10/2022	91808	Environment Science Associates	2,555.00	MB Park Site Plan - PW
03/10/2022	91809	Northwest Natural Gas	2,004.06	Natural Gas Usage - All Depts
03/10/2022	91810	Oak Lodge Water Services	93,061.89	Sewer Service - PW
03/10/2022	91811	Office Depot	80.37	Office Supplies - Admin
03/10/2022	91812	Pitney Bowes Global Financial Svcs.	483.60	Postage Meter Rental - All Depts
03/10/2022	91813	Portland General Electric	8,917.97	Electric Service - All Depts
03/10/2022	91814	San Diego Police Equipment Co. Inc.	2,937.30	Ammunition - PD
03/10/2022	91815	Sarah & Kevin Rankin	731.95	Customer Reimbursement - PW
03/10/2022	91816	Scott Johnson	200.00	CDL Reimbursement - PW
03/10/2022	91817	Shiels Oblatz Johnsen	2,850.00	Professional Fees - PW
03/10/2022	91818	Stein Oil Co. Inc.	3,119.51	Gasoline - PD/PW/SC/FD
03/10/2022	91819	TransUnion Risk and Alternative	75.00	Data Research - PD
03/10/2022	91820	Water Environment Services	114,947.95	Water Service/IGA - PW
03/10/2022	157	Amy Lindgren Law, LLC	3,000.00	Judge Contract Services - CT
03/10/2022	158	Beery Elsner & Hammond LLP	8,403.35	Legal Fees - Admin
03/10/2022	159	Lundquist, Kyndre	3,500.00	Prosecutor Services - CT
03/10/2022	160	Metereaders	2,379.12	Metereading - PW
03/10/2022	161	Nancy McDonald	4,830.00	HR Consultant - Admin
03/11/2022	162	US Bank	26,347.23	P-Card Purchases - All Depts.
03/11/2022	91821	Final Payroll Check	9,207.09	Final Payroll Check
03/17/2022	91822	Allstream	138.52	Land Lines - PW
03/17/2022	91823	American Medical Response	200.00	Blood Draw - PD
03/17/2022	91824	Bravo Land Care & Maintenance	945.00	Landscape Maintenance - PW
03/17/2022	91825	Brian Lowry Trucking LLC	3,140.00	Hauling - PW
03/17/2022	91826	BridgePay Network Solutions, LLC	172.60	UB Online Pmt Fees - PW
03/17/2022	91827	City of Oregon City	35.50	GIS Services - PW
03/17/2022	91828	Ferguson Waterworks #3011	1,174.00	Meter Touch Read Devices - PW
03/17/2022	91829	Gold Wrench	2,445.60	Vehicle Maintenance -PD
03/17/2022	91830	Hach Company	750.00	Flowmeter/Rainguage Annual Fees - PW
03/17/2022	91831	KinTechnology, Inc.	1,435.00	IT Professional Fees - IT
03/17/2022	91832	Les Schwab Tires	996.28	Vehicle Maintenance -PD
03/17/2022	91833	M.S.Martin Enterprises, Inc.	1,037.50	Radar Unit - PD
03/17/2022	91834	Northwest Success, Inc.	3,825.31	Janitorial Service - PW
03/17/2022	91835	Oregon Patrol Service	645.00	Courtroom Security - CT
03/17/2022	91836	Quaranto & Associates, LLC	1,250.00	Indigent Defense - CT

CHECK REGISTER FOR MARCH 2022

Check Date	Check No.	Vendor	Amount	Line Item Description
03/17/2022	91837	Rexius	3,300.00	Bark Chip Delivery/Application - PW
03/17/2022	91838	SeaWestern	139.18	Equipment Maintenance - FD
03/17/2022	91839	Walter E. Nelson Co.	487.56	Janitorial Supplies - PW
03/17/2022	91840	WorkSAFE Service Inc	665.00	Annual Drug Testing Fee - Admin
03/23/2022	91841 - 91848	UB Refunds	621.29	UB Refunds
03/24/2022	163	IAFF Local 1159	42.56	FD Union Dues
03/24/2022	164	Satcom Global Ltd.	42.75	Satellite Phone Access - PD
03/24/2022	91849	AKS Engineering & Forestry Inc.	416.25	Professional Fees - PW
03/24/2022	91850	Aramark	366.43	Mat/Coveral Rental - PW
03/24/2022	91851	Backflow Management Inc	2,595.00	Water Testing - PD
03/24/2022	91852	Brown & Caldwell	3,407.00	Professional Fees - PW
03/24/2022	91853	Canon Financial Services, Inc.	1,193.56	Copier Leases/Usage - IT
03/24/2022	91854	Canopy Wellbeing	39.10	Employee Assistance Program - FD
03/24/2022	91855	Cintas First Aid Lockbox	705.45	First Aid/Watercooler - PD/PW/SC/Admin
03/24/2022	91856	Clackamas County Finance Department	19,856.66	Dispatch Fees - PD/FD
03/24/2022	91857	Clackamas Fire District #1	8,001.78	Software/Fleet/Admin Support - FD
03/24/2022	91858	Crafco, Inc.	25,035.10	2 Ton Trailer - PW
03/24/2022	91859	Daily Journal of Commerce	89.10	Bid Acceptance Publication - PW
03/24/2022	91860	Enerspect Medical Solutions	907.50	Equipment Maintenance - FD
03/24/2022	91861	Galls, LLC	119.27	Uniforms - FD
03/24/2022	91862	General Tree Service	2,510.00	Landscape Maintenance - PW
03/24/2022	91863	Void	-	Void
03/24/2022	91864	Jal Duncan Photography	125.00	Photo Editing/Printing - PD
03/24/2022	91865	Life-Assist Inc	1,062.70	First Responder Supplies - FD
03/24/2022	91866	Merina and Company LLP	15,150.00	Audit Fees - Admin
03/24/2022	91867	North Clackamas County	38,922.29	Water Usage - PW
03/24/2022	91868	One Call Concepts Inc	78.00	Utility Notifications - PW
03/24/2022	91869	Pacific Office Automation Inc	207.11	Copier Lease/Usage - IT
03/24/2022	91870	PORAC Legal Defense Fund	335.00	Legal Fee Insurance - PD
03/24/2022	91871	Sign Guy	42.50	Hard Hat Stickers - PW
03/24/2022	91872	Sirennet.com	2,746.37	Vehicle Modification - PD
03/24/2022	91873	Sisul Engineering	1,950.00	Professional Fees - PW
03/24/2022	91874	Stitch n' Embroidery Inc.	433.00	Logo/Name Embroidery - PD
03/29/2022	165	Cycle Express	2,000.00	Office Rent - FD
03/29/2022	91875	Maxwell Rentals	1,050.00	Apartment Rent - FD
03/29/2022	91876	Pacific Mobile Structures, Inc.	498.00	Office Rental - PW
03/31/2022	91877	Amazon Capital Services	8.02	Office Supplies - CT
03/31/2022	91878	Buel's Impressions Printing	98.25	Tow Notice Printing - PD
03/31/2022	91879	Cintas First Aid Lockbox	45.00	Waterbreak Agreement - PD
03/31/2022	91880	Code Publishing Inc.	328.00	Municipal Code Web Update - Admin
03/31/2022	91881	Comcast	52.00	Cable/Internet - FD
03/31/2022	91882	Curtis, L. N. Co.	540.24	Uniforms - PD
03/31/2022	91883	Fire Rescue Equipment LLC	1,410.00	Equipment Maintenance - FD
03/31/2022	91884	Ian Jeffrey Slavin	250.00	Indigent Defense - CT
03/31/2022	91885	Jill Tate	900.00	Transcription - Admin
03/31/2022	91886	Metro Area Sergeants Academy	500.00	Training Registrations - PD
03/31/2022	91887	Moore Iacofano Goltsman, Inc.	10,834.00	Professional Fees/Zoning Code - Admin
03/31/2022	91888	Oak Lodge Water Services	1,878.29	Water Purchases - PW
03/31/2022	91889	3E Company Environmental	575.00	Spill/Poison Hotline Access - FD
03/31/2022	91890	United States Postal Service	1,077.47	Newsletter Postage - Admin
		Total:	<u>\$ 530,704.29</u>	
03/08/2022	5534	Urban Renewal Fund Checks: Pamplin Media	373.28	Notice of Annual Report - Admin
		Total March 2022 Checks:	<u>\$ 531,077.57</u>	

ATTORNEY CHARGES

Attorneys:	July, 2021	Aug, 2021	Sept, 2021	Oct, 2021	Nov, 2021	Dec, 2021	Totals
City Charter	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Elections	869.50	392.00	147.00	147.00	-	24.50	1,580.00
Finance	-	-	-	-	73.50	-	73.50
General	916.50	294.00	-	-	663.30	3,023.83	4,897.63
Public Works Facility Project	-	-	-	-	-	147.00	147.00
Meeting Attendance	-	-	-	-	-	245.00	245.00
Governance/City Council	3,409.72	931.00	1,053.50	2,303.00	171.50	5,379.40	13,248.12
Meeting Attendance	1,095.90	955.50	-	1,573.30	441.00	1,298.50	5,364.20
Intergovernmental	-	-	514.50	-	1,445.50	416.50	2,376.50
Meeting Attendance	-	-	-	-	-	-	-
Land Use/ Community Development	-	-	-	-	-	49.00	49.00
Meeting Attendance	-	-	-	-	-	-	-
Parks & Recreation	23.50	926.94	-	-	-	-	950.44
Personnel/Labor	399.50	1,461.00	-	6,448.25	1,425.90	376.25	10,110.90
Public Records & Meetings	258.50	49.00	1,943.00	269.50	147.00	184.00	2,851.00
Public Safety	-	-	-	1,161.98	1,347.50	124.40	2,633.88
Public Works	868.50	850.29	1,555.75	-	-	392.00	3,666.54
Real Property Transactions	-	-	-	-	-	-	-
Risk Management/Litigation	-	-	-	539.00	-	-	539.00
Rights of Way-Telecommunications	-	-	-	-	-	-	-
Urban Renewal	-	-	691.00	-	-	-	691.00
Total	\$ 7,841.62	\$ 5,859.73	\$ 5,904.75	\$ 12,442.03	\$ 5,715.20	\$ 11,660.38	\$ 49,423.71

Attorneys:	Jan, 2022	Feb, 2022	Mar, 2022	Apr, 2022	May, 2022	June, 2022	Totals for Year
City Charter	\$ -	\$ -	\$ -				\$ -
Elections	-	49.00	-				1,629.00
Finance	103.00	122.50	73.50				372.50
General	171.50	810.10	514.50				6,393.73
Civic Center Project	-	-	-				147.00
Meeting Attendance	-	-	-				245.00
Governance/City Council	906.50	1,879.58	49.00				16,083.20
Meeting Attendance	710.50	882.00	1,690.50				8,647.20
Intergovernmental	122.50	220.50	49.00				2,768.50
Meeting Attendance	-	-	1,519.00				1,519.00
Land Use/ Community Development	-	857.50	-				906.50
Meeting Attendance	-	367.50	-				367.50
Parks & Recreation	-	-	196.00				1,146.44
Personnel/Labor	-	-	-				10,110.90
AFSCME	-	-	-				-
GPA	245.00	514.50	1,583.56				2,343.06
Fire	-	-	-				-
City Administration	122.50	-	318.50				441.00
Personnel Handbook	-	-	-				-
Meeting Attendance	-	1,672.62	-				1,672.62
Public Records & Meetings	24.50	-	-				2,875.50
Public Safety	24.50	1,016.50	686.00				4,360.88
Public Works	637.00	11.05	455.50				4,770.09
Real Property Transactions	441.00	-	-				441.00
Risk Management/Litigation	465.50	-	-				1,004.50
Rights of Way-Telecommunications	-	-	-				-
Urban Renewal	-	-	-				691.00
Total	\$ 3,974.00	\$ 8,403.35	\$ 7,135.06	\$ -	\$ -	\$ -	\$ 68,936.12

Gladstone Police Department
Monthly Report
April 2022





**GLADSTONE POLICE DEPARTMENT
CHIEF'S MONTHLY REPORT TO
CITY ADMINISTRATOR AND COUNCIL**



CHIEF'S REPORT

April 2022

Greetings,

As we enter the warmer months, phone calls to Code Enforcement increase due to tall grass, weeds, and shrubs. The sunshine we anticipate or hope for causes vegetation to grow at a faster rate. In 2021, the Gladstone Police Department received over 1000 Code Enforcement complaints. Although complaints were not solely related to tall grass and weeds, a large majority of complaints occurred during the spring, summer and early fall months.

The City of Gladstone has adopted codes that regulate tall grass and weeds. You can find these codes when you visit the police departments website at <https://www.ci.gladstone.or.us/police/page/gladstone-code-enforcement>. Click on "helpful Links". As we have seen over the last couple of years, Gladstone and Clackamas County has experienced drier than normal weather conditions, creating extreme fire hazards. By maintaining your property, you are able to better defend your home from fire when removing dry and overgrown vegetation.

For seniors and or community members that have physical challenges who are not capable of adhering to the minimum standards of the code, Neighbors Helping Neighbors is a volunteer program here in Gladstone that is willing to help those in need. If you are in need of help and fit the criteria or would like to inquire, please phone Gladstone's Community Resource Officer, Sean Boyle at 503-557-2797. Neighbors Helping Neighbors is always looking to help.

The Philosophy of Code Enforcement in Gladstone is that code violations are complaint driven unless it involves life safety. To make a complaint, you have two options. You can go to the Code Enforcement page on our website and click the "on line complaint form" or contact the Code Enforcement Officer at 503-557-2763.

I hope you have a safe and enjoyable Month of May!

Sincerely,

John Schmerber, Chief of Police



GLADSTONE POLICE DEPARTMENT
MONTHLY ACTIVITY REPORT

APRIL 2022



"Respect "Service "Character "Passion"

GENERAL STATISTICS/TYPE	THIS MONTH	YTD THIS YEAR	YTD LAST YEAR	% +/-	TOP 5 TRAFFIC CITE CHARGES	
Dispatched Incidents	481	1912	2047	-6.60%	Driving Uninsured 33	
Officer Initiated Incidents	554	1817	1950	-6.82%	Driving While Suspended 31	
Total Number of Incidents	1035	3729	3997	-6.71%	Failure to Use Seat Belt 24	
Police Reports Filed	280	1181	1212	-2.56%	Speeding 23	
Traffic Contacts	343	1086	995	9.15%	Improper Display of Licesne Plate 20	
Citations Issued (Charges)	224	644	628	2.55%		
Parking Citations	3	4	16	-75.00%	ALARM ADMINISTRATION REPORT	
DUII	6	18	13	38.46%	Renewals Billed 10	
Community Policing Contacts	22	73	47	55.32%	Renewal Fees Collected \$100	
Murders	0	0	0	#DIV/0!	New Permits Issued 4	
K9 Deployments	3	19	7	171.43%	False Alarms w/No Permit 3	
Tow Releases	2	7	18	-61.11%	1st False Alarm Events 4	
					2nd False Alarm Events 1	
					3rd False Alarm Events 2	
					4th False Alarm Events 1	
					False Alarm fees billed \$400	



GLADSTONE POLICE DEPARTMENT
MONTHLY ACTIVITY REPORT

APRIL 2022



"Respect ~Service ~Character ~Passion"

SELECTED CALLS FOR SERVICE**	THIS MONTH	YTD THIS YEAR	YTD LAST YEAR	% +/-	SPECIFIC OVERTIME CATAGORIES	HOURS
Abuse/Neglect	5	12	8	50.00%	Cover Short Shift	193.5
Accident/Injury or Fatal	0	5	4	25.00%	Court	0
Accident/Property Damage	7	30	23	30.43%	Training	39
Assault	0	10	9	11.11%	Presentations/Meetings	15
Burglary	2	8	11	-27.27%	Traffic Grant	82
Domestic Disputes	10	55	63	-12.70%	Special Assignment	3.5
Drugs/Narcotics	2	4	10	-60.00%	K9	16
Disturbance-Fights-Noise	10	45	45	0.00%	SRO	0
Forgery/Fraud	7	32	35	-8.57%		
Hit and Run	5	14	24	-41.67%		
Ordinance Violations	12	32	83	-61.45%		
Runaway/Missing	6	13	17	-23.53%		
Sex Offense	5	15	13	15.38%		
Suicide Attempt/Threat	3	13	35	-62.86%		
Suspicious Person or Circumstance	51	238	216	10.19%		
Thefts	22	87	65	33.85%		
Trespass/Prowler	12	48	39	23.08%		
Vandalism	17	38	36	5.56%		
Vehicles Recovered	4	16	4	300.00%		
Vehicles Stolen	6	28	11	154.55%		
Death(Not Suicide/Murder)	1	4	5	-20.00%		

**Coded at time of dispatch, not final disposition



**GLADSTONE POLICE DEPARTMENT
BIAS MONTHLY REPORT TO
CITY ADMINISTRATOR AND COUNCIL**



BIAS MONTHLY REPORT

Reported by: Kristi Walls, Executive Assistant

April 2022

Bias Crimes and Incidents. The definition of a Bias crime can be found in the Oregon Revised Statutes at:

166.155 (Bias Crime in the second degree)

166.165 (Bias Crime in the first degree)

- We had no Bias crimes or incidents this month.



**GLADSTONE POLICE DEPARTMENT
CODE ENFORCEMENT MONTHLY
REPORT TO CHIEF AND COUNCIL**



**CODE ENFORCEMENT OFFICER
MONTHLY REPORT**

Prepared by Sean Boyle

April 2022

- 12 Abandoned Vehicles
- 2 Animal Complaint
- 13 Community Contacts
- 21 Detail
- 22 Follow Ups
- 9 Ordinance Violations
- 8 Parking Complaints
- 8 Premise Checks
- 3 Property Calls

98 Total Calls

We have been increasing patrols at Meldrum Bar Park checking for parking passes. We have seen increased park usage.

CASE UPDATES

No case updates

NEW CASES

22-009328 – Received a complaint about hazardous sidewalk in need of repair. 60 day notice to repair sent to the property owner.





GLADSTONE POLICE DEPARTMENT CODE ENFORCEMENT MONTHLY REPORT TO CHIEF AND COUNCIL



CODE ENFORCEMENT OFFICER MONTHLY REPORT Continued.....

22-007885 – Received a complaint regarding an illicit discharge. Public Works responded for assessment. Fluids and debris contamination were minimal. It was contained and cleaned up.



22-007976 – Received a complaint regarding an unkempt swimming pool. Contacted the owner and formulated a compliance plan. A compliance check is scheduled for first week in May.

22-008259 – Received a complaint regarding another unkempt swimming pool. Contacted the owner and formulated a compliance plan. Working with Neighbors Helping Neighbors to gain compliance.

22-008883 – Received a complaint regarding an occupied RV Trailer. Have been in communication with the property owner formulating a compliance plan. More details to follow in the next report.





**GLADSTONE POLICE DEPARTMENT
DETECTIVES MONTHLY REPORT
TO CHIEF AND COUNCIL**



DETECTIVES MONTHLY REPORT

Prepared by Detective Fich

April 2022

New Cases Assigned:

1. 22-007512 Sexual Abuse Assigned 04/01/22
2. 22-007082 Harassment/Sexual Contact. Assigned 04/01/22
3. 22-007109 Harassment/Sexual Contact. Assigned 04/01/22
4. 22-009045 Sexual Abuse- Historic. Assigned 04/08/22

Current Caseload:

1. 21-026160 Sexual Abuse. Assigned 12/3/21
2. 22-005774 Elder Financial Abuse. Assigned 03/09/22
3. 22-007512 Sexual Abuse Assigned 04/01/22

Cases Cleared:

1. 22-006787 Child Abuse. Case closed on 04/01/22 pending requests from Nevada law enforcement. No crime(s) in Oregon and no requests for assistance from Nevada
2. 22-007082 Harassment/Sexual Contact. Case review completed 04/11/22. Allegation unfounded
3. 22-007109 Harassment/Sexual Contact. Case review completed 04/12/22. Allegation unfounded
4. 22-009045 Sexual Abuse- Historic. Investigation suspended on 04/25/22 at victim's request

Sex Offender Registrations Completed: 0

Highlights/Noteworthy:

1. On April 5, 2022, the scheduled day for trial, Suspect pled guilty to Sexual Abuse II (felony), Strangulation (felony), Domestic Violence Assault IV (felony), and Menacing in Clackamas County Circuit Court. He was sentenced to 180 days in custody, 36 months supervised probation, and sex offender registration. (GPD Case 21-023120)
2. On April 12, 2022, Suspect pled guilty to Unlawful Use of a Weapon (felony) in Clackamas County Circuit Court. He was sentenced to 15 days in custody and 36 months supervised probation (GPD Case 21-014012)
3. On April 14, 2022, Suspect pled guilty to 5 counts of Robbery in the First Degree. He was sentenced to 90 months in prison and 36 months post-prison supervision. (GPD Case 19-030107)



GLADSTONE POLICE DEPARTMENT DETECTIVES MONTHLY REPORT TO CHIEF AND COUNCIL



DETECTIVES MONTHLY REPORT

Prepared by Detective Gilliam

April 2022

New Cases Assigned: 2

1. 22-004572 – Unauthorized Use of a Vehicle (assigned 11 Apr)
2. 22-009035 – Child Sexual Abuse Material (assigned 19 Apr)

Cases Cleared: 4

1. 21-013791 – Child Sexual Abuse Material (case suspended due to lack of suspect leads)
2. 22-005706 – Child Neglect (case forwarded to DHS Child Welfare for consideration)
3. 22-003287 – Criminal Mistreatment (case forwarded to the District Attorney's Office)
4. 22-009035 – Child Sexual Abuse Material (case forwarded to the Clackamas County Sheriff's Office)

Current Caseload: 2

1. 22-004572 – Unauthorized Use of a Vehicle
2. 21-021379 – Attempted Murder

Notes/Highlights:

1. 12-hr training - Oregon Washington Lawmen's Association Spring Training Conference (07-08 Apr)
2. Human Trafficking MDT (Law Enforcement subcommittee) monthly meeting (11 Apr)
3. Vulnerable Adults MDT monthly meeting on *Financial Abuse Investigations* (20 Apr)
4. Clackamas County Child Abuse MDT monthly meeting (28 Apr)

#



GLADSTONE POLICE DEPARTMENT
K9 MONTHLY REPORT
TO CHIEF AND COUNCIL



K9 MONTHLY REPORT

Prepared by: Officer Olson

April 2022

K9 Nanuk is a four-and-a-half-year-old German Shepherd born in Slovakia. At seven weeks old K9 Nanuk was sold to a man in Germany who started training K9 Nanuk. In Germany in order to breed a dog they must achieve a sport title. In Germany the primary sport is schutzhund. schutzhund training is comprised of three separate parts, they are obedience, tracking, and protection work. You can accomplish three levels of titles from this training. K9 Nanuk was imprinted with the beginning knowledge in schutzhund training however he was sold at a young age and he had not achieved a title. Most working dogs are sold to kennels where police agencies purchase them with some sport dog training up to titled dogs in sport training. The training is then adapted to police work.

Officer	K9 Deployments GPD	K9 Deployments Other Agencies	K9 Training Hours
Olson	2	1	36

During April K9 Nanuk and I attended the Oregon Police Canine Association Spring Training Seminar in Bend, Oregon.

We were deployed to assist Clackamas County Sheriff’s Office on a firearm search, which was located in an apartment complex. Portland Police Bureau’s air unit witnessed the firearm being hidden by the suspect after he ran from the vehicle.

K9 Nanuk was deployed twice inside the city during the month of April for wanted subjects. They both surrendered due to the presence of the K9.



GLADSTONE POLICE DEPARTMENT OPERATIONS MONTHLY REPORT TO CHIEF AND COUNCIL



OPERATIONS MONTHLY REPORT

Prepared by **Sgt. Okerman**

April 2022

4/1 A vehicle was reported stolen on Caldwell Rd. This case was related to a report of a gun stolen from the same residence earlier in the day. Information gathered during the incident gave additional leads to the earlier case. Both cases were solved.

4/2 Officers were called to a residence where a visitor was having a mental health crisis. Officers arrived to find several people who had been using recreational drugs. One of the subjects likely took too much. Officers helped calm the subject until medics arrived and transported them to a hospital.

4/8 A property line dispute escalated to the point of one neighbor damaging the newly installed fence paid for by the other neighbor. An arrest was made.

4/14 Ray's Market reported a theft. The suspect was a juvenile. The officer that took the call was able to investigate and determine who the suspect was. The suspect later went back to the store and paid for the item.

4/24 A citizen reported seeing someone tag a street sign and try to damage another one. The suspect was located several blocks away with evidence in his pocket. He admitted to tagging the sign. Fortunately, he was unable to damage any more signs. The subject was intoxicated and taken to jail.

4/28 Walgreens called in a subject who was sitting in an aisle refusing to leave. When officers arrived they found the subject still sitting in the aisle. The subject was drooling and could only mumble a few words. Medical was called and the subject was transported to a hospital as he was having a medical issue.

4/29 Someone stole a bottle of alcohol from the liquor store. The store provided video surveillance and the officer was able to locate the subject on the Oregon City side of the river. The subject was arrested.

Another theft occurred at Ray's Market. Two juveniles stole vape products while the clerk was distracted by another customer.



GLADSTONE POLICE DEPARTMENT OPERATIONS MONTHLY REPORT TO CHIEF AND COUNCIL



OPERATIONS MONTHLY REPORT Continued.....

4/30 Dispatch received a call from someone who was watching a subject cutting the gate open to the storage lot on 82nd Dr. It was clear the subject was illegally gaining entry as he was using a grinder to cut the gate apart. The subject gained entry into the storage lot. As officers arrived the suspect was driving out of the lot in the vehicle he arrived in. The suspect almost crashed into officers as he fled the scene. The suspect was only there for about three minutes and likely only in the lot for less than a minute. Although the suspect did about \$2000 in damage to the gate, nothing is suspected to have been stolen.



GLADSTONE POLICE DEPARTMENT PATROL UNIT MONTHLY REPORT TO CHIEF AND COUNCIL



PATROL UNIT MONTHLY REPORT

Prepared by: Sergeant Hill

April 2022

April 1, 2022- Friday

A juvenile reported a sexual assault incident, which a Gladstone Police Department patrol officer began investigating. Due to the complexity of the investigation, and the commitment to adhere to the Clackamas County Child Abuse Multi-Disciplinary Team protocol, the case was assigned to a Gladstone Police Department detective for follow-up investigation. These types of cases are typically investigated with the assistance of specially trained child abuse forensic interviewers, that utilize a trauma-informed approach.

April 4, 2022- Monday

A night shift officer received a report of a commercial burglary at a construction site. At the time of the initial report, no suspect information was known. Just a reminder—do your best to secure your belongings. It's unfortunate that thieves will prey upon easy/ vulnerable targets, or areas where they notice easily accessible items of value. Try to conceal items of value from those that are on the prowl!

A sign was stolen from the front of a business and replaced with another sign. It is the time of year that we tend to see an influx in sign thefts, since there are many controversial signs posted (political signs, social belief signs, etc.). A reminder about signs—in accordance with the Gladstone Municipal Code, signs are not permitted to be placed in the public right-of-way areas. Public right-of-ways are sometimes difficult to recognize, but generally the areas between sidewalks and the street are considered public right-of-way.

April 5, 2022- Tuesday

A report was received regarding a hit & run crash that occurred in the area of 82nd Dr./ E. Arlington St. As officers responded to the area, the suspect vehicle was located, driving away from the scene. Officers were able to contact the suspect/ driver, who was subsequently arrested and transported to the Clackamas County Jail where they were booked and lodged.

Officer responded to a report of a domestic disturbance at an apartment complex on Risley Ave. Updates received from dispatch indicated that one of the involved people may have been armed with a knife. Officers developed a plan to safely approach the location. The involved parties were contacted and it was determined that a crime had occurred. The suspect was arrested and subsequently transported to the Clackamas County Jail.

PATROL UNIT MONTHLY REPORT Continued.....

April 6, 2022- Wednesday

An officer received a report of a credit card fraud incident. There has been more online/ cyber fraud, and credit card fraud incidents occurring recently. Here's another location to report fraud, and to find some tips to ensure you are not the next victim of fraud:

<https://reportfraud.ftc.gov/#/>

<https://consumer.ftc.gov/>

Four Signs That It's a Scam

1 Scammers **PRETEND** to be from an organization you know.

Scammers often pretend to be contacting you on behalf of the government. They might use a real name, like the Social Security Administration, the IRS, or Medicare, or make up a name that sounds official. Some pretend to be from a business you know, like a utility company, a tech company, or even a charity asking for donations.

2 Scammers say there's a **PROBLEM** or a **PRIZE**.

They might say you're in trouble with the government. Or you owe money. Or someone in your family had an

emergency. Or that there's a virus on your computer.

Some scammers say there's a problem with one of your accounts and that you need to verify some information.

3 Scammers **PRESSURE** you to act immediately.

Scammers want you to act before you have time to think. If you're on the phone, they might tell you not to hang up so you can't check out their story.

4 Scammers tell you to **PAY** in a specific way.

They often insist that you pay by sending money through a money transfer company or by putting money on a gift card and then giving them the number on the back. Some will send you a check (that will later turn out to be fake), tell you to deposit it, and then send them money.

What You Can Do to Avoid a Scam

- ▶ **Block unwanted calls and text messages.**
Take steps to block unwanted calls and to filter unwanted text messages.
- ▶ **Don't give your personal or financial information in response to a request that you didn't expect.**
Legitimate organizations won't call, email, or text to ask for your

April 7, 2022- Thursday

One of the car dealerships on McLoughlin Blvd. reported a used vehicle from their inventory was stolen from their lot. There was not any known suspect information. The vehicle was entered into the Oregon LEDS and national NCIC databases as a stolen vehicle.



GLADSTONE POLICE DEPARTMENT PATROL UNIT MONTHLY REPORT TO CHIEF AND COUNCIL



PATROL UNIT MONTHLY REPORT Continued.....

April 8, 2022- Friday

Gladstone Police Department officers have been very busy focusing on traffic safety concerns in Gladstone. Several traffic stops were made, resulting in several citations and warnings being issued. Our officers are focusing on safety belt usage, distracted driving enforcement, speed enforcement, pedestrian safety, and DUII investigations. Our goal is to help keep the roads safe for you and your families.

April 18, 2022- Monday

Officers received a call regarding a hit and run incident where damage occurred to a vehicle. It was believed to have possibly occurred overnight. No witness or suspect information was available. If you see something, say something. For crimes in progress, call 911. For other reports, contact Clackamas County non-emergency dispatch at 503-655-8211.

April 19, 2022- Tuesday

An alert officer noticed a vehicle at a local business that seemed out of place. It was determined that one of the vehicle occupants had a valid felony arrest warrant. When not handling calls for service, Gladstone Police Department officers are proactively patrolling the community, looking for suspicious activity/ vehicles/ people; all in an effort to keep Gladstone a safe, fun place to live, work, and play.

Officers responded to a domestic disturbance where it was reported that one of the involved people had recently tested positive for methamphetamines. Officers were able to respond to the scene and safely de-escalate the situation. One of the involved parties was arrested for violation of probation conditions. They were transported to the Clackamas County Jail where they were booked and lodged.

Officers responded to a report of a resident experiencing a mental health crisis where they had armed themselves with a knife and had inflicted harm upon themselves. Officers were able to make contact with the person and establish a rapport and ultimately get the person connected with mental health resources.

April 20, 2022- Wednesday

Night shifters contacted two subjects in a car. One of the occupants was semi-cooperative, and provided a name, and was determined to have at least one valid arrest warrant. The second occupant was uncooperative and refused to identify themselves. Officers were able to do some



GLADSTONE POLICE DEPARTMENT PATROL UNIT MONTHLY REPORT TO CHIEF AND COUNCIL



PATROL UNIT MONTHLY REPORT Continued.....

quick database queries and learned that the other subject had multiple felony arrest warrants. To safely effect an arrest of the uncooperative subject, the Gladstone Police Department K9 team was utilized. The subject was safely apprehended and subsequently transported to the Clackamas County Jail. Great work!

April 26, 2022- Tuesday

Gladstone Police Department has partnered with Oregon Impact, and the Oregon Department of Transportation to provide enhanced traffic enforcement through overtime traffic details, special enforcement operations, and increased on-duty traffic enforcement. We are working to reduce traffic-related injuries and deaths in Clackamas County.

April 28, 2022- Thursday

Officers and volunteers spent 4 hours at the crosswalk located at Webster Rd./ Springhill Dr., conducting a pedestrian safety enforcement detail. Approximately 185 crosswalk crossings resulted in about 35 observed violations, 25 traffic stops yielding 11 warnings and 14 citations. Travel safe, Gladstone!





GLADSTONE POLICE DEPARTMENT PATROL UNIT MONTHLY REPORT TO CHIEF AND COUNCIL



PATROL UNIT MONTHLY REPORT Continued.....



April 29, 2022- Friday

The RADAR trailer was moved from Portland Ave. to Webster Rd., where there has been an increase in complaints about speeding vehicles.

April 30th, 2022- Saturday

Gladstone Police Department assisted the Friends of Gladstone Nature Park crew with traffic cones and placement of the RADAR trailer to make drivers aware of their driving behaviors as the group held their annual Plant Sale.

<http://www.gladstonenaturepark.org/>



GLADSTONE POLICE DEPARTMENT PATROL UNIT MONTHLY REPORT TO CHIEF AND COUNCIL



PATROL UNIT MONTHLY REPORT

Prepared by: Sergeant Leake

April 2022

04-03-22

Officers responded to a behavioral health issue at a residence on W Gloucester. The subject was having a mental breakdown and throwing items around the house. Officers were informed the subject took LSD and was out of control. The subject was taken into custody and transported to the hospital for evaluation.

Officers were dispatched to a hit and run crash where it was reported a male had hit his mother's car in the driveway and pushed it through the garage door. The suspect had left the scene. Eventually the suspect came back to the location. The suspect was visibly intoxicated. The subject was processed for DUII lodged in jail.

04-05-22

Officers were dispatched to a disturbance and a Hit & Run at the AM/PM Gas station. An Officer located the vehicle. Officers immediately smelled alcohol on the driver and he was slurring his words. The male was transported to jail where he was given Field Sobriety Tests.

Officers were dispatched to a domestic disturbance at River Glen Apartments. It was reported a male was armed with a knife. The male was arrested for DV Menacing and was transported to jail.

04-11-22

Officers were dispatched to a vehicle driving recklessly in the Tri City Mobile Home Park. When they arrived the vehicle was gone. Later in the evening an officer saw a vehicle driving in Meldrum Bar Park with its lights off. He found the vehicle in the east parking lot. The driver had watery bloodshot eyes and a strong odor of alcohol about his person. He was lodged at jail on the DUII charge.

04-20-22

Officers were dispatched to a disturbance on E Berkeley at about 2am. Officers arrived to a couple yelling at each other with their vehicle in the middle of the roadway. The female subject was found to have a warrant and taken into custody. The male subject was found to have 5 active warrants for his arrest. He was taken into custody without incident.



GLADSTONE POLICE DEPARTMENT PATROL UNIT MONTHLY REPORT TO CHIEF AND COUNCIL



PATROL UNIT MONTHLY REPORT Continued.....

04-26-22

An officer made a traffic stop on a vehicle driving south on McLoughlin with no lights on at 3am. The driver had a suspended license and had several warrants for his arrest. An electric saw and other tools were located in the vehicle. These tools are commonly used in catalytic converter thefts.



GLADSTONE POLICE DEPARTMENT RECORDS UNIT MONTHLY REPORT TO CHIEF AND COUNCIL



RECORDS UNIT MONTHLY REPORT

Reported by: Executive Assistant Kristi Walls

April 2022

The Annual Drug Take Back, Shred Event and Electronic Recycle Event is Saturday May 14th from 10:00am – 2:00pm at the Gladstone Civic Center 18505 Portland Ave. Gladstone, Oregon 97027.



The Kids Bicycle Rodeo is Saturday May 21st from 10:00am – 1:00pm at the Gladstone Civic Center, 18505 Portland Ave. Gladstone, OR 97027. We will have free bicycle helmets! Enter the coloring contest to win a new bicycle. Print the attached coloring contest page or pick one up at the Gladstone Police Department. 18505 Portland Ave. Gladstone, Or 97027 during regular business hours. You can bring your completed coloring contest page to the Police Department from now until May 20th, 5pm or bring it to the Bike Rodeo for your chance to win. Don't forget to put your name and contact information on the back.

Don't forget to watch our website and our Face Book page for our Monthly "Where is K9 Nanuk" photo contest. The first person to guess where K9 Nanuk is and contact me at kwalls@gladstoneoregon.us will win a prize.



We would like to wish Property Officer Kevin Voss a happy retirement. Officer Voss retired on April 1st 2022. Kevin started with the Gladstone Police Department as a Reserve Officer in 1998. He was hired as an officer in 1999 and promoted to sergeant in 2017. Kevin retired in 2018, but was rehired as a Property and Evidence Technician later in 2018.



GLADSTONE POLICE DEPARTMENT RECORDS UNIT MONTHLY REPORT TO CHIEF AND COUNCIL



RECORDS UNIT MONTHLY REPORT Continued.....

We gave away 8 bicycle helmets this month. Stop by the police department to get your free bicycle helmet. Adults and/or children. We are here to help you Monday through Friday from 9:00am – 4:00pm.

You can view the 2020 annual report on our web page at [Monthly Reports | Gladstone, Oregon](#)



BICYCLE SAFETY!

©ElementarySafety.com

ALWAYS WEAR A HELMET



Where is K9 Nanuk? May 2022



Join us every month to identify where K9 Nanuk is.

Each month we will post of a picture of K9 Nanuk somewhere in Gladstone. Be the first to identify where K9 Nanuk is and you will get something special from us. If you think you know where K9 Nanuk is, contact us at kwalls@gladstoneoregon.us. You must email your response to win.





GLADSTONE POLICE DEPARTMENT
SRO MONTHLY REPORT
TO CHIEF AND COUNCIL



SCHOOL RESOURCE OFFICER
MONTHLY REPORT

Prepared by: Officer Graves

April 2022

The School Resource Program (SRO) is a valuable partnership between the Gladstone School District and the Gladstone Police Department. The SRO investigates incidents which occur on the properties of all schools within Gladstone city limits (Kraxberger Middle School, John Wetten Elementary School, Gladstone High School), as well as the Administrative offices for the district.

The SRO concentrates on the schools and is an “on-site” officer at all schools in the Gladstone School District. This allows a regular patrol officer to focus on the rest of the city. Officer Graves is currently in this assignment. He deals with a wide range of issues, such as attendance, assaults, child abuse, thefts and gangs. He also conducts interventions, gives presentations to faculty and students, and meets with parents about issues.

	This Month	Year to Date
Student Interventions	0	5
Assist Faculty with Problem	2	24
Meeting/Assist Family/Parents/Guardians	2	9
Welfare Check/Home Check	0	5

Had a meeting with a parent and their 3rd grade student about behavior issues while at school. A plan was put into place for a reward of a ride to school with officer Graves if behavior shows improvement.

On April 28th a kindergarten class from a private school in Gladstone had a tour of the Police Department and presentation from Officer Graves.

The Gladstone High School Prom was held on April 30th. Officer Graves and Reserve Officer Hale attended and observed nothing of note.



GLADSTONE POLICE DEPARTMENT TRAINING UNIT MONTHLY REPORT TO CHIEF AND COUNCIL



TRAINING UNIT MONTHLY REPORT

Prepared by: Sergeant Okerman

April 2022

The training unit strives to keep all Police Department members updated on legal and training issues. This is no small task considering that to maintain certification as a Police Officer in Oregon you must meet minimum requirements based on required annual or semi-annual training mandates. We also strive to send Officer's to training that may not be required, but relate to a particular Officer's field of expertise or for purposes of career development.

Officer	Training	Mandatory State/Federal	Hours
Olson	K9 Conference	Yes	24
Graves	Sex Offenders	No	7
Gilliam	OWLA Conference	No	16
Kerrigan	Records	No	6
Hill	OACP Conference	Yes	32
Schmerber	OACP Conference	Yes	32
Day	Interview/Interrogation	No	32
Okerman	Property Room	No	16
Zamora	Property Room	Yes	16
Hutchinson	CIT	No	40
Lau	CIT	No	40
17 Officers	CPR/First Aid	Yes	34
Total			295

Officer Crotchett continues his basic police academy training at DPSST while Officer Pavey continues in Field Training while waiting to start at the DPSST Basic Police Academy in May.

Elias Zamora started as the new Property/Evidence Custodian and began new employee orientation. CSO Boyle has begun training Zamora in his new role.

All sworn personnel (17) completed Adult and Child CPR/First Aid training with the help of Gladstone Fire Department, Capt. Stempel.

Officer Olson and K9 Nanuk attended the spring Oregon Police Canine Association Conference and participated in hands-on training.



GLADSTONE POLICE DEPARTMENT TRAINING UNIT MONTHLY REPORT TO CHIEF AND COUNCIL



TRAINING UNIT MONTHLY REPORT Continued.....

School Resource Officer Graves attended a class called Sex Offenders: What Professionals Should Know. This class was hosted at Clackamas Community College.

Detective Gilliam attended the spring Oregon Washington Lawman Association conference where cases are reviewed and lessons learned are given.

Records Clerk Kerrigan attended an Advanced NIBRS class. This class helps deliver information on proper FBI reporting requirements.

Chief Schmerber and Sgt Hill attended the Oregon Association of Chiefs of Police Annual conference. They gave high remarks for the leadership training received during the conference.

Officer Day attended the Third Degree Interview and Interrogation class. This is a great class for detectives and officers wanting to advance their interview skills.

Sgt Okerman and Property/Evidence Officer Zamora attended the International Association of Property & Evidence Property Room Management class. This training provides Zamora a great foundational knowledge for his new role in the property room.

Officers Hutchinson and Lau attended the week long Crisis Intervention Team training. They learned from local mental health experts from Clackamas County. With the completion of this training, all of GPD patrol staff is now CIT trained (except for the 2 new recruits still in training).



Public Works

Staff Report for April 2022

Report Date : April 30, 2022
To : Jacque M. Betz, City Administrator
Copy : Mayor and City Council
From : Darren Caniparoli, Public Works Director

PARKS:

The Public Works Department is welcoming spring in full force. Trash pickup is ramping up, currently we are at 2 days a week but with the increased traffic we are seeing in our parks will soon have us up to 3 days a week. Several of our maintained parks have had new bark dust laid, parks which have been completed are: Dierickx, Cross, Ames, Max Patterson, Robin Hood, Nick Shannon, and Stocker the remaining parks will be done soon.

Our weekly mowing schedule is back, each of the following parks are currently on a weekly mowing schedule and will remain on this schedule through late fall; Stocker Park, Ames Park, Cross Park, High Rocks, Max Patterson Park, Dierickx Fields, and Meldrum Bar. The following parks: Robin Hood, Nick Shannon, Gladstone Nature Park, and Abernathy Lane Bike trail are on a every other week schedule as of now. Additionally, all of our parks are being edged every other week, our parks are a top priority for staff and we hope that residents are noticing the change!





STREETS:

The Streets Department has been busy making repairs to our roadways when weather allows. Cold patching potholes has been ongoing on various streets throughout town, most of these are responded too based on phone calls from residents as well as staff.





The Streets Department recently purchased a Hot Box, this piece of equipment will allow crews to have hot mix ready and on demand for patching utility cuts and to make other patching repairs when needed. Once the weather improves a bit we will have this new equipment out regularly doing more patching projects. This is a great investment for the City and the streets department can't wait for the drier days of late spring to be here so they can get it out more frequently!

Preparations for Slurry Seal project are underway, the city just completed an asphalt repair project, working with K & L Paving to make quick work of some substantial road repairs which are key to the success of the Slurry Seal project which will happen later this summer.



FACILITIES:

Facilities has been busy with freshening up the exterior of the buildings with fresh bark dust and the interiors are getting the floors machine scrubbed and polished as well as the carpets have been shampooed in all City buildings.

City facilities had there HVAC services completed and a couple of issues were addressed and repaired.



The exit gate for PD parking lot onto Portland Ave has been repaired, hopefully this time the repair will fix this ongoing gate issue.

Staff also assisted City Hall staff with the Easter Egg Hunt preparations, we are always happy to help other departments in making City events a success.

WATER:

- Utility billing service orders.
- Hazard meter box repairs/meter maintenance ongoing.
- Utility locates, GIS map updates ongoing.
- Routine coliform sampling, system chlorine residual monitoring ongoing.
- Routine pumpstation/reservoir inspections ongoing.
- Utility billing door hangers & shutoffs for nonpayment.
- Performing investigations at the Webster Reservoirs in order to update reservoir complex mapping.
- Performing investigations and developing a list of water system normally closed valves in preparation for water system unidirectional flushing program development.
- Performing investigations to locate water system check valves and pressure regulating valves which play a key role in separating pressure zones.
- Performed annual pump station pump inspections.
- Repaired a broken fire hydrant on E. Clarendon street.
- Performing fire hydrant maintenance from hydrant deficiency list.
- Replaced a broken blowoff valve box on Ridgeway Dr.





Crews replaced two leaking ¾” black poly material water services on Patricia Dr. This has been an ongoing leak which we were finally able to locate after an ongoing investigation. Water leaks are not always easy to find, water finds the path of least resistance and it can take a while to track it back to the source. Many residents on Patricia will be happy that this has been resolved.

SEWER:

- Locates/GIS map updates ongoing.
- Routine monitoring of Smartcover/flowmeter telemetry.
- Monitoring recently installed bypass diversions in Portland Avenue manholes to help reduce sanitary sewer overflows by alleviating flow from the undersized W. Clackamas Blvd. 15” mainline.
- Currently working with Oak Lodge to conduct Gladstone sewer system CCTV inspections as part of a larger internal project to make the entire Gladstone sanitary sewer system accessible for maintenance.
- Performed line cleaning in preparation for CCTV inspections. **1,150** feet cleaned.
- Performed quarterly hot spot line cleaning. **5,448** feet cleaned.
- Prepping utilities for asphalt repairs and slurry seal project.

STORM:

- Locates/GIS map updates ongoing.
- Catch basin/headwall cleaning to mitigate flooding.
- Completed Citywide street sweeping.
- Currently working with Oak Lodge to perform CCTV inspections on Gladstone storm system as part of a larger internal project to make the entire Gladstone storm system accessible for maintenance.
- Performed line cleaning in preparation for CCTV inspections. **2,058** feet cleaned.
- Prepping utilities for asphalt repairs and the slurry seal project.
- Partnered with Clackamas River Basin Council student volunteers to perform invasive species removal at Cross park.
- Saved some baby ducks while cleaning the Duniway headwall.



Crews repaired a 12" storm line on Portland Ave. that was causing sinkhole due to improper installation. Crews utilized the Vector truck to excavate the area around the pipe to locate the damaged section. Once identified crews were able to remove the damaged piece of pipe and section in a replacement piece, properly backfilled and compacted the area and wrapped up the repair.



Crews replaced a catch basin on Crownview Dr., the damage was much more extensive than originally thought which you can see in the picture to the right, the pipe is damaged as well as the top grate.



SAFETY TRAINING:

- Public Works Crew members and Supervisors all completed Forklift training/certifications.

ADMINISTRATION:

- Working with Kittelson & Associates to develop drawings for the Webster & Cason crossing project.
- Prepared contract for the design and construction support of the I/I project; the contract will be sent to City Council for approval.
- Document preparation and planning for the Barclay Storm Line Project.
- Working with DEQ and Clackamas County Co-permittees to revise NPDES stormwater permit mercury TMDL (Total Maximum Daily Load) implementation plan to address updated EPA/DEQ standards.
- Reviews and processing of responses to all Building Permit applications and Occupancy requests from Clackamas County.
- Working with Oak Lodge Water Services to update and clarify our IGA (intergovernmental agreement)
- Working on OHA (OR Health Authority) state drinking water program and 2019 water system survey deficiencies corrective actions.
- Water system risk/resiliency plan and emergency response plans for EPA and State Drinking Water Services compliance.
- Evergreen Ln Storm Line project, easement submitted for signature with the County awaiting information from Clackamas County to be able to proceed with storm line repairs.
- Working with Regional Water Providers Consortium partners on emergency preparedness.
- Working with Brown and Caldwell engineers to develop water system unidirectional flushing (UDF) maintenance plan/program.
- Completed Water maintenance standards. Sewer and Storm were completed earlier this year.
- ROW Permit audits continue with our local utility companies and Franchise holders.
- ROW Permit management: Identifying and working on resolutions regarding unlicensed contractors working within our ROW under permit issued to Franchise holders.
- Development inspections and Plan reviews for 3 private developments projects.
- Project Data Collection: As-Builts and Stormwater Management Agreements.
- North Clackamas Watershed Project planning.
- Managing the final stages of the RFP for the Fire Station Remodel project.
- Planning for the Public Works Open House Event: Public Works University!

Join Us for our interactive presentation celebrating
Public Works Week!

Scan the code to sign up today!



Gladstone Fire Department Monthly Report: April 2022

Report Date: May 3rd, 2022
To: City Administrator Jacque Betz
Cc: City Council
From: Fire Chief Rick Huffman

Gladstone firefighters responded to 135 calls for emergency service in April. A snapshot of significant responses is displayed in the table to the right:

A historical decision was made in April by the Gladstone City Council on the night of April 12th to enter into an intergovernmental agreement (IGA) for fire and emergency services with Clackamas Fire. This decision was then passed by the Clackamas Fire District #1 Board of Directors on the night of April 18th. This did not happen without much discussion, passion and concern over the community fire station and the history of the Gladstone Fire Department.

As noted in many reports over the last two years, the Gladstone Fire Department has struggled with recruitment and retention of on-call firefighters to provide emergency response staffing that supplemented the one full-time fire captain on each shift. This was primarily due to increasing standards upon firefighters and the increasing demand to respond to 911 calls. It was also significantly impacted by the pandemic and disasters. This IGA will provide a level of service that will match the communities that surround us, including paramedic service 24/7 and a depth of staffing that is greatly needed. All of this was negotiated for a fee that is within the current and projected budget.

This shortened monthly report is due to many logistical actions underway to transition the Gladstone Fire Department to the Gladstone Fire Station served by Clackamas Fire District #1. Our full-time fire captains are receiving technical training this week to support their new positions and are meeting the crews they will be working with here in Gladstone. Clackamas Fire staff have been very respectful and mindful of the tasks and needs of Gladstone. A functional transition will begin on June 1st (to provide emergency response needs) and the IGA will take full effect on July 1st 2022. I have been approached by citizens who are thankful for securing a consistent higher level of emergency service for the City and I thank the Gladstone City Council and the Clackamas County Fire District #1 Board of Directors for their thoughtful and difficult decision to support the safety and future of Gladstone.

More to follow in the next monthly report.

Be safe, be aware!

Rick Huffman, Fire Chief
 City of Gladstone Fire Department

GLADSTONE FIRE DEPARTMENT	
SNAPSHOT OF SIGNIFICANT RESPONSES	
APRIL 2022	
Start Time	End Time
2022-04-01 00:00:00	2022-04-30 23:59:59
BREATHING PROBLEMS DELTA	10
CARDIAC/RESP ARREST BRAVO	1
CHEST PAIN DELTA	6
PSYCH/AB BEH/SUICIDE ATT DELTA	2
SICK PERSON DELTA	4
STAB/GUNSHOT/PEN TRAUMA BRAVO	1
STROKE/TIA CHARLIE	2
SUA - SUICIDE ATTEMPT	2
UNCONSCIOUS/FAINTING DELTA	4
MISCELLANEOUS - FIRE	2
TASK - TASK FORCE	2
TAU - TRAFFIC ACCIDENT UNK INJ	1
<small>Data supplied by Clackamas County 911 Dispatch Center (C-COM)</small>	

For additional information on emergency preparedness, please visit <https://www.ready.gov/>.



City of Gladstone Monthly Planning Report April 2022

PUBLIC CONTACTS/PLANNING ACTIONS

CUSTOMER CONTACT/ Planning Actions	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YEAR TOTALS
Customer Service Counter Contacts	1	2	1	1									5
Customer phone/email Contacts	47	67	52	68									234
Building Permits with Land Use Review	4	4	6	11									25
Pre-application Conferences	1	0	0	0									1
Administrative Decisions	0	1	1	1									2

PLANNING COMMISSION ACTIONS/DECISIONS

- Gladstone Middle Housing Zoning Code Amendments Public Hearing – Continued.

CITY COUNCIL LAND USE ACTIONS/DECISIONS

- None

PRE-APPLICATION CONFERENCES

- None

ADMINISTRATIVE PERMITS

- Z0161-22 – Sign Permit for Hollywood Beverage at 435 W Arlington

BUILDING PERMITS WITH LAND USE REVIEW

APRIL				
Date	Address	Building Permit #	Description	
04/07/22	135 E GLOUCESTER ST	B0155922	Interior remodel	
04/07/22	7675 CASON LN	B0176022	Interior remodel	
04/12/22	18135 PENNY CT	B0130422	Residential addition	
04/12/22	75 82ND DR	B0159822	Interior remodel of lobby	
04/19/22	740 82ND DR	B0193522	Interior remodel for bathrooms	
04/22/22	735 E CLARENDON ST	B0236122	On-Building Signs	
04/22/22	645 E HEREFORD ST	B0224722	Front Porch on home	
04/26/22	19575 RIVER RD	MH0002522	Mobile home placement permit	
04/26/22	160 PORTLAND AVE	B0046922	Interior remodel	
04/26/22	435 W ARLINGTON ST	B0104622	On-Building Sign	
04/26/22	370 BEVERLY LN	B0239322	Garage	

FUTURE ITEMS/PROPERTY UPDATES

Date	Topic
5/17/22	Webster Ridge Parking Garages

GLADSTONE MUNICIPAL COURT FROM APRIL 2022

General Court Information from April 2022

- 118 traffic citations filed
- 93 violations disposed
- 13 misdemeanors filed
- 2 misdemeanors disposed
- 80 charges were placed on a payment plan
- 38 warrants were issued
- 35 payment reminders were mailed to defendants
- 48 driver's licenses were requested suspended
- 20 driver's licenses were released
- 72 cases were sent to collections
- 0 Jury trial was held
- \$28,805.00 in violation fees assessed
- \$26,349.01 in violation fees paid
- \$963.00 in misdemeanor fees assessed
- \$6,962.43 in misdemeanor fees paid
- \$9,022.66 collected with The Western Agency
- \$8,954.25 collected with Department of Revenue

	Traffic Issued 2020	Traffic Issued 2021	Traffic Issued 2022	Traffic Viol Disp 2020	Traffic Viol Disp 2021	Traffic Viol Disp 2022	Misd. Issued 2020	Misd. Issued 2021	Misd. Issued 2022	Misd. Disp. 2020	Misd. Disp. 2021	Misd. Disp. 2022	Parking 2020	Parking 2021	Parking 2022
Jan	66	96	78	63	197	97	14	6	2	10	14	3	4	3	0
Feb	74	49	86	52	117	115	8	5	13	3	8	8	1	2	0
Mar	41	157	62	40	87	122	3	6	3	0	10	8	6	3	1
Apr	15	107	118	2	137	93	6	6	13	0	6	2	1	8	3
May	96	92		6	173		9	5		0	6		1	9	
Jun	56	177		99	93		12	5		6	7		1	49	
Jul	31	146		79	254		17	21		12	4		42	45	
Aug	45	101		79	199		4	7		16	10		15	19	
Sep	40	127		75	144		4	7		7	7		4	12	
Oct	87	55		70	199		18	2		4	10		4	4	
Nov	75	70		42	87		8	8		5	3		2	8	
Dec	138	55		116	85		4	0		6	7		3	1	
Total	764	1232	344	723	1772	427	107	78	31	69	92	21	84	163	4

GLADSTONE MUNICIPAL COURT FROM APRIL 2022

TRAFFIC FINE & FEES ASSESSED AND PAID BY YEAR

	Traffic Fees Assessed 2020	Traffic Fees Assessed 2021	Traffic Fees Assessed 2022	Traffic Fees Paid 2020	Traffic Fees Paid 2021	Traffic Fees Paid 2022
Jan	15,262.31	51,046.00	35,192.50	12,033.23	16,230.42	18,573.88
Feb	12,164.00	31,940.00	30,750.00	13,100.56	32,689.75	25,724.67
Mar	10,352.00	22,844.00	33,126.10	13,679.23	16,401.78	36,100.00
Apr	140.00	39,964.84	28,805.00	31,774.84	40,979.85	26,349.01
May	1,215.00	50,745.00		14,868.25	22,791.29	
Jun	26,875.00	28,460.00		22,791.29	23,934.76	
July	22,818.60	22,818.60		27,548.18	43,103.86	
Aug	15,771.00	53,950.00		19,930.32	26,648.20	
Sept	18,286.00	44,225.00		22,475.85	25,539.13	
Oct	16,418.00	47,026.00		15,460.94	28,491.79	
Nov	11,270.00	26,505.00		26,560.94	21,086.93	
Dec	27,703.00	30,290.00		34,966.66	17,573.05	
Total	\$178,274.91	\$449,814.44	\$127,873.60	\$255,190.29	\$315,470.81	\$106,747.56

MISDEAMNOR FINE & FEES ASSESSED AND PAID BY YEAR

	Misdemeanor Fees Assessed 2020	Misdemeanor Fees Assessed 2021	Misdemeanor Fees Assessed 2022	Misdemeanor Fees Paid 2020	Misdemeanor Fees Paid 2021	Misdemeanor Fees Paid 2022
Jan	8,068.00	13,698.48	2,136.00	9,339.58	7,346.08	3,771.92
Feb	1,752.43	5,511.00	6,511.00	4,835.81	5,267.95	10,412.41
Mar	0.00	4,308.00	5,831.62	4,128.28	10,012.54	6,955.75
Apr	0.00	4,128.28	963.00	8,813.88	14,939.91	6,962.43
May	0.00	4,737.00		8,813.88	5,646.16	
Jun	1,992.00	9,960.01		12,771.61	5,179.63	
July	12,876.95	4,381.00		5,587.53	6,741.67	
Aug	9,304.00	14,716.00		5,567.12	10,463.60	
Sept	3,123.09	30,584.00		8,472.56	6,507.01	
Oct	2,223.80	5,546.00		6,807.68	9,914.75	
Nov	3,536.00	5,463.00		4,474.00	5,557.93	
Dec	2,919.00	3,786.00		8,249.10	1,834.12	
Total	\$45,795.27	\$106,818.77	\$15,441.62	\$70,233.27	\$89,411.35	\$28,102.51

Monthly Report Date: April 2022

To: City Administrator, Jacque Betz

From: Community Services Manager, Tiffany Kirkpatrick, MA

Current Staffing: 1. Manager 2. Office/Program Assistant II. 3. Nutrition Assistant 4. On-call bus driver

The center continues to thrive and engage our senior population through our activities and lunch program. In April we held several community meetings in the center, as well as started and completed the cedar fencing around the front of the center. We wrapped up the AARP clinic on April 11th, and over 30 participants travelled by bus together to Columbia Gorge Hotel and Cascade Locks for a day trip. Lots of enthusiasm, and community building continues here at the center as we look to planning our next month's activities and events as a team.

This month we find that the center community is inspired to work on having more inclusive space by looking at murals for the building and part of adding a beauty to the exterior facility. The Senior Advisory

The Senior Center in April

Our team motto:

A team is a group of people with different abilities, talents, experiences and backgrounds, who have come together for a shared purpose/goal. Despite their individual differences, those common goals provide the thread that defines them as a team.

Board voted to look at a collaborative process to begin and include commentary by Council, participants of the center and general community on the potential *re-naming* of the senior center.





- (ABOVE pictured C + C fencing putting in the cedar; Four new participants for the center join in Wednesday Bingo; and Rummikub club is growing members by teaching others interested in learning how to play.

Food Program/Home Deliveries and Volunteers)

1. The center continues to have a highly active volunteer staff who have helped us serve food in and out of the center. A total of **141 in-dining meals** were served in April to our senior participants. We delivered **873 Homebound Meals** to Gladstone community members for a total of 1014 meals.
2. Over the month, **265 food boxes** were sourced, prepped, and delivered to the community of Gladstone.
3. We reported **842 volunteer hours** over the month, **2 new** volunteers, with **4 applications** currently pending for the center. We a total of **55** active volunteers.
4. We received/collected **1605 lbs of food donations** from Gleaners, Food Bank and other walk-in community members which sustained our Food Box Program in April.



(pictured: Volunteer Food Box coordinator and drivers, Wendy and Sherry packing their car for deliveries).

Meetings, Community Outreach and Education and Events:

1. **Senior Advisory Board (3rd Tuesdays at 3:30p)**- Committed to our workplan, reviewed Garden project progress, and moved to start the discussion of a process for (re-naming the center). These ideas will continue at our next meeting and the re-naming discussion will be brought to the Council for discussion as well.
2. Senior Center **Volunteers** stuffed and volunteered to assist City staff on the Easter egg hunt for Gladstone youth, thanks to the coordinating efforts of Michelle P and Tami B.
3. **GEMS** – Gladstone Emergency Management held a training led by Chief Rick on running an Emergency Resource Center. Online resources and continued step by step training on running an Emergency Resource Center was shared and will continue.
4. **Two-part presentations by presenters representing the Oregon Chapter of the Alzheimer’s Association** was held at the center in April. A lively group of caregivers, participants of the center and community members attended and were very interactive with the speakers about concerns and questions around memory and physical exercise (**pictured on the left: staff of Alzheimer’s Association at our center before participants arrived**)
5. **Panelist for County Aging and Disability Advisory Council** – Tiffany presented on “How the center recovered/is recovering post-pandemic re-opening-program needs, services available now; participant numbers etc. updates were shared with Advisory and Aging Services leadership.
6. **Michelle Prusso, Nutrition Caterer and Community Services Manager,** Tiffany presented on the center’s information/program/service that would benefit the Two Rivers manufactured home co-op community; Was held on April 25th. There were approximately 25 residents in attendance. Six residents signed up for Meal delivery service following the presentation.
7. **Garden Project:** Cedar fence is up and beautiful. Staining the fence will begin on a consistently warm day for volunteers to implement; Accurate Electric of Oregon has completed our outdoor lighting and the ground pavers for the garden, will go in on the week of May 9th. Letters to ask for nursery/garden plants/flower donations for the project have gone out into the community as of April 29th.



Services

- 1) The center captured **191 Info and Assistance** calls coming in about inquiries regarding program/service needs, transportation, follow-up etc.
- 2) The center handled **98 reassurance** calls out into the community to assist participants, gather resource info to assist, follow-up with other organizations/businesses that provide services. As well as **32 case management** calls to direct plan, support and assist our senior participants navigate the system.

Other stats:

Total number of participants/guests, 819 into the center in APRIL .



REGULAR AGENDA

City of Gladstone Staff Report

Report Date: April 21, 2022
Meeting Date: May 10, 2022
To: City Council
From: Cathy Brucker, Finance Consultant

Agenda Item

Adoption of Resolution No. 1209 – a Budget Adjustment on funds received for the Public Works Facility project.

History/Background

The City Council adopted the 2021-2023 Biennium Budget on June 22, 2021 in the amount of \$56,063,917, with a supplemental budget adjustment on February 8, 2022 for an additional \$1,498,029. Under specific circumstances within Oregon Budget Law, changes to appropriations are allowed either through a supplemental budget process or by resolution transfer. The following developments allow the City to utilize a budget resolution transfer approach to increase resources and appropriations to allow for the proper use of funds:

- On November 2nd, 2021 the electors of the City of Gladstone approved by majority vote Measure 3-570, to allow the City to incur \$5,000,000 in debt to finance construction of a new Public Works Facility.
- On April 21st, 2022 the City entered into a Full Faith and Credit financing for \$5,000,000 with Chase Bank, at a rate of 2.54% for a period of 18 years.
- As determined prior to the November 2nd vote, the debt issue would be carried within the General Fund, and financed by transfers from the Roads & Streets, Sewer, Water and Storm Water funds of 22.5% respectively, along with a 10% contribution from the Parks Department. These amounts would be offset by reductions in Capital Outlay within each department and fund.

As permitted by Oregon Budget Law, unbudgeted proceeds from voter approved debt financing may be spent within the current fiscal year with the passage of a resolution. Transfers between the appropriation categories and funds must also be included for approval for construction and debt service payments.

Proposal

Staff is requesting adoption of Resolution No. 1209 to:

- Recognize the Full Faith & Credit Series 2022 acquisition of debt proceeds, and
- Recognize the appropriation of the proceeds for construction, and
- Recognize the subsidy of the debt from other funds, along with the semi-annual principal and interest payments due.

Options

No other options have been considered. These actions are necessary to utilize the funding and remain in compliance with Oregon Budget Law ORS 294.305 to 294.565.

Cost Impact

All cost impact is offset by existing or new resources.

Recommended Staff Action

Staff recommends adoption of Resolution No. 1209 to increase the 2021-2023 Biennium Budget by \$5,363,884 to a total of \$62,925,830 as permitted by ORS 294.338 and 294.463.

Department Head
Signature

Date

Cathy Bruner 5-4-22

City Administrator
Signature

Date

Jaqueline M. Betz 5-4-22

**RESOLUTION NO. 1209
CITY OF GLADSTONE, OREGON**

A Resolution Adopting an Adjustment to the Budget for the Biennium Years 2021-2023

WHEREAS, the Council of the City of Gladstone adopted Resolution No. 1197 for the 2021-2023 Biennium Budget on June 22, 2021, in the amount of \$56,063,917, and

WHEREAS, the Council of the City of Gladstone adopted supplemental budget Resolution No. 1205 for necessary adjustments due to the American Rescue Plan Act funding on February 8, 2022, in the amount of \$1,498,029, and

WHEREAS, the electors of the City of Gladstone, Oregon approved by majority vote Measure 3-570 on November 2, 2021 to allow the City to incur \$5,000,000 in debt to finance construction of a new public works facility; and

WHEREAS, the Council of the City of Gladstone entered into a Full Faith and Credit Financing on April 21, 2022 in the amount of \$5,000,000 to construct the facility; and

WHEREAS, per ORS 294.338(4), the City may recognize funds available from proceeds of debt by budget resolution; and

WHEREAS, the debt service payments will be subsidized through Operating Transfers of 22.5% from the Roads & Streets, Sewer, Water and Storm Water Funds, offset by a reduction in Capital Outlay/Systems Improvements & Projects and requiring appropriation transfers with those funds as permitted by ORS 294.463(3); and

WHEREAS, the City has determined to increase resources and appropriations in the following funds and organizational unit categories for the 2021-2023 Biennium Budget as illustrated below:

Resources:		Appropriations:	
General Fund			
Adopted Resources	\$ 20,574,759	Adopted Appropriations	\$ 20,574,759
Debt Proceeds	5,000,000	Facilities - Public Works Facility Construction	4,949,000
Operating Transfers In:		Parks - System Imp & Projects	(40,432)
Roads	90,971	Debt Service - Principal	264,230
Sewer	90,971	Debt Service - Interest	140,086
Water	90,971	OFS-Issuance Costs	51,000
Stormwater	90,971		
Revised Resources	<u>\$ 25,938,643</u>	Revised Appropriations	<u>\$ 25,938,643</u>
 Road & Street Fund			
Adopted Resources	\$ 6,561,076	Adopted Appropriations	\$ 6,561,076
		System Imp & Projects	(90,971)
		Transfer Out - General Fund	90,971
Revised Resources	<u>\$ 6,561,076</u>	Revised Appropriations	<u>\$ 6,561,076</u>

Resources:

Appropriations:

Sewer Fund

Adopted Resources	\$ 11,677,405	Adopted Appropriations	\$ 11,677,405
		System Imp & Projects	(90,971)
		Transfer Out - General Fund	90,971
Revised Resources	<u>\$ 11,677,405</u>	Revised Appropriations	<u>\$ 11,677,405</u>

Water Fund

Adopted Resources	\$ 9,406,405	Adopted Appropriations	\$ 9,406,405
		System Imp & Projects	(90,971)
		Transfer Out - General Fund	90,971
Revised Resources	<u>\$ 9,406,405</u>	Revised Appropriations	<u>\$ 9,406,405</u>

Storm Water Fund

Adopted Resources	\$ 3,227,405	Adopted Appropriations	\$ 3,227,405
		System Imp & Projects	(90,971)
		Transfer Out - General Fund	90,971
Revised Resources	<u>\$ 3,227,405</u>	Revised Appropriations	<u>\$ 3,227,405</u>

NOW, THEREFORE BE IT RESOLVED by the Common Council of the City of Gladstone, a municipal corporation of the State of Oregon, the following:

Section 1. The 2021-2023 Biennium Budget be increased by \$5,363,884 to a total of \$62,925,830 as permitted by ORS 294.338(4) and 294.463(3).

This Resolution is effective May 10, 2022.

This Resolution adopted by the Gladstone City Council and approved by the Mayor this 10th day of May, 2022.

ATTEST:

Tamara Stempel, Mayor

Tami Bannick, City Recorder

City of Gladstone Staff Report

Report Date: May 3, 2022
Meeting Date: May 10, 2022
To: City Council
From: Jacque Betz, City Administrator

AGENDA ITEM

Authorize the City Administrator to sign the Gladstone Community Festival Agreement with the Gladstone/Oak Grove Rotary Club for the dates of August 5 - 6, 2022.

History/Background

The Gladstone/Oak Grove Rotary Club hosts the annual community festival. The attached agreement is to augment the special event permit. The agreement is consistent with previous agreements. Applicant will also need to provide a certificate of liability insurance before the event in August.

Proposal

Authorize staff to execute the agreement.

Options

- 1) City Council could choose not to enter into the agreement which could negatively affect the festival.
- 2) City Council could choose to modify the agreement.

Cost Impact

In previous years, In-kind resources to the City were estimated at \$16,690, this year costs are estimated at \$8,500. (Please see Exhibit A "Police" and B "Public Works"). Included in the estimates are also costs associated with administration time and the event insert in the City's July newsletter. The reduction in the estimate is based on eliminated in-kind resources for the Fire Department. It should be noted however, that arrangements for Clackamas Fire District to participate (specifically parade) are being made by Fire Chief Huffman.

Recommended Staff Action

I make a motion:

Authorize the City Administrator to sign the Gladstone Community Festival Agreement with the Gladstone/Oak Grove Rotary Club for the dates of August 5-6, 2022.

Department Head
Signature

Date


City Administrator
Signature

5-4-22
Date



City of Gladstone
Special Events Permit Application
 18505 Portland Avenue
 Gladstone, Oregon 97027
 503-557-2769

Fill out completely and type or print legibly. Completed applications must be submitted at least 30 calendar days in advance. Failure to do so could result in permit denial.

APPLICANT AND SPONSORING ORGANIZATION INFORMATION (Person/Group Responsible)				
Name of Applicant/Person Responsible: Gladstone-Oak Lodge Rotary				
Applicant Street Address 3416 S.E Naef Rd.		City, State, ZIP Milwaukie, Or. 97267		
Applicant Phone: 503-201-0785		Applicant FAX: 5036503851		
Sponsoring Organization Name: Gladstone-Oak Lodge Rotary				
Organization Phone: (office) N/A		(cell) N/A	(Email) reverett78@yahoo.com	
Name of contact person "on site" day of the event: Robert H Everett (cell - required) 5032010785				
EVENT INFORMATION				
Event Type <input type="checkbox"/> Run/Walk <input type="checkbox"/> Bike Ride/Race <input checked="" type="checkbox"/> Parade <input checked="" type="checkbox"/> Festival/Fair <input type="checkbox"/> Farmers/Street Market <input checked="" type="checkbox"/> Concert/Performance				
<input type="checkbox"/> Car Show <input type="checkbox"/> Film Production <input type="checkbox"/> Rally <input type="checkbox"/> Demonstration "First Amendment" Event <input checked="" type="checkbox"/> Street Closure				
<input type="checkbox"/> Construction (construction, road, sewer, water, drilling, blasting, etc) <input type="checkbox"/> Other (please specify):				
Event Name: Gladstone Community Festival			Event Site: Max Patterson Park	
Event Dates: Aug 5th and 6th, 2022				
Event Hours: (start) 8 am (end) 12 am				
Set-up Date: Aug 5 Start Time 8 am End Time 12 pm				
Break-Down Date: Aug 5 Start Time 5 End Time 12 am				
Participant type and numbers of each type:	Participants: 300	Vehicles: 20	Bands: 3	Animals:
	Spectators: 3000	Floats: unknown	Bikes:	Other:
Overall Event Description				
Briefly explain event and event details: The Community Festival traditionally has been a yearly event celebrating our town of Gladstone. It's focus has always been to provide a opportunity to come together for fun, entertainment, food and good will. In addition it provides an economic boost to the local businesses while exposing our town to non residents and other individuals. It is a great way for everyone in Gladstone to be a part of something special.				
STREET CLOSURE INFORMATION				
Names of streets to be closed (attach further closures on a separate sheet if needed)				
Will be on a separate form	Between		And	
	Between		And	
	Between		And	
	Between		And	
	Between		And	
Provide a detailed map that includes the start point, end point, direction of travel, and street names. Include if the route will be held on sidewalk, street, etc. Barricades, including set up and take down, will be the responsibility of the applicant to obtain (i.e. from a rental store) for the event. This is also provided on attached information.				

Are you requesting a complete or rolling street closure? Why are you requesting this street closure?

(A completed Property Owner Notification Form must be completed and submitted with this application for complete street closures)

Complete closures for the parade and Max Patterson Park. The parade will be on Aug 6th, from early morning until around noon, the park will be both the 5th and 6th for the full day. (These will be on a separate attachment). We will notify citizens of closures through the City of Gladstone's newsletter, Nextdoor Gladstone, Facebook, the Festival and Rotary websites and finally postings on the streets involved.

Time of Street Closure

Start:

End:

Will your proposed route cross and/or utilize where TriMet operates? Yes No

For TriMet bus maps please go to: <http://www.trimet.org/schedules/index.htm> (Contact TriMet at 503-962-8117.)

EVENT DETAILS

Does your event involve the sale or consumption of alcoholic beverages? Yes No Oregon Liquor Control: 503-872-5000

If yes, will this activity occur on (or spill into) city streets? Yes No

If yes, please describe:

There will be a beer garden. It will be in the park and fully fenced off with one secure opening. This will be manned at all times by security + E.D. checked. It will be open during the day to cell phones + over 21 after 5. It will be Rotary's responsibility but manned by other licensed vendors in accordance with all current rules & regulations.

If alcohol will be served in any of the City's parks, applicants must complete a permit request pursuant to Gladstone Municipal Code Section 12.12.100.

Will items, food, drinks, or service be sold at your event? Yes No If yes, will this activity occur on (or spill into) city streets?

Yes No Please describe:

Vendors will be selling food at the park on Fairfield + by the beer garden. Beer garden food vendor will be open until mid-night.

All vendors must possess a City of Gladstone Temporary Business License. Additionally, all food vendors must have a signed application by the Clackamas County Health Department for the Event. The signed application must be on site as proof of Clackamas County Health Department approval. <http://www.clackamas.us/publichealth/restaurantlicensing.html>

Will the event have amplified sound? Yes No If yes, a completed Noise Variance Application Form must be completed and submitted with this application.

Will the event be posting signs? Yes No If yes, a completed temporary sign application must be completed and submitted with this application.

Safety/Environmental Requirements

Temporary restrooms, hand washing stations, dumping/holding tanks, and recycling/garbage bins will be the responsibility of the applicant to rent. **No grey water may be dumped in storm drains, streets, grass areas, etc.** Violators may be cited and fined with the possibility of the entire event shut down.

Please describe in detail, your restroom, dumping, garbage/recycling, clean-up plan for this event:

Rental of port-a-potties has already been done. There will be 4 to 5 regular stations with a handicapped and two wash stations at Max Patterson park. There will be 1 regular and 1 handicapped along with a wash station at the school parking lot before the parade. No dumping will be allowed as instructed in our rules and regulations. We will also monitor this situation visually. Numerous garbage cans along with recycling containers will be placed around the park. Clean-up will be done by Rotary members.

By signing this application, the applicant agrees to meet all requirements of the Oregon Fire Code, ODOT, City Code, and Gladstone Fire Department Permit Guidelines (attached) for the duration of the event.

SECURITY/VOLUNTEERS

Please describe your procedures for crowd control and internal security and any emergency vehicle response plan:
 Rotary members will provide general crowd control. There will be security at night. The beer garden will have full time security. These will be provided by a licensed security company.

Are you expecting City police services at intersection and/or for crowd control? Yes No

Do you plan on utilizing volunteers? Yes No (volunteer/monitors are required)

If yes, in what capacity? See attached forms

Name and phone number of volunteer coordinator: Robert H Everett 5032010785 Bryce Colson 9713233083

INSURANCE AND INDEMNIFICATION

HOLD HARMLESS AGREEMENT: IN CONSIDERATION OF THE CITY OF GLADSTONE GRANTING THIS PERMIT, THE SPONSOR(S) OF THIS EVENT HEREBY AGREE TO SAVE, DEFEND AND HOLD HARMLESS AND INDEMNIFY THE CITY, ITS AGENTS, OFFICIALS, AND EMPLOYEES FROM AND AGAINST ALL CLAIMS, DEMANDS, ACTIONS AND SUITS (INCLUDING ALL ATTORNEY FEES AND COSTS) BROUGHT BY ANY PERSON ALLEGING PERSONAL OR BODILY INJURY OR PROPERTY DAMAGE AS A RESULT OF THIS EVENT OR A PERSON'S PARTICIPATION IN IT AND NOT CAUSED BY THE NEGLIGENT ACTS OF THE CITY.

Signature of Sponsor or Authorized Representative

Date

LIABILITY AGREEMENT: SPONSORS OF SMALL PARADES, LARGE PARADES, SMALL ATHLETIC, LARGE ATHLETIC, EXTRA LARGE USES, AND POSSIBLY EXCEPTIONS SHALL HOLD HARMLESS, DEFEND AND INDEMNIFY THE CITY AND THE CITY'S OFFICERS, AGENTS AND EMPLOYEES AGAINST ALL CLAIMS, DEMANDS, ACTIONS AND SUITS (INCLUDING ALL ATTORNEY FEES AND COSTS) BROUGHT AGAINST ANY OF THEM ARISING FROM SPONSOR'S ACTIVITIES AUTHORIZED BY A STREET AND SIDEWALK USE PERMIT.

The sponsor shall maintain general liability insurance that protects the sponsor and the City and its officers, agents and employees from any and all claims, demands, actions and suits for damage to property or personal injury, including death, arising from the sponsor's Event. The insurance shall provide coverage for not less than \$2 million per occurrence – some exceptions may be made down to \$1 million at the discretion of the City based on the risks involved in the event. Sponsor may be required to provide proof of insurance in the form of a certificate of insurance and also an endorsement showing the City as an additional insured.

I have read the hold harmless agreement and liability agreement and agree the terms herein.

Signature of Sponsor or Authorized Representative

Date

NEIGHBOR NOTIFICATION FORM

Applicants for a **Complete Street Closure and Noise Variances** shall complete a Special Events Application and this Neighbor Notification Form must be signed by all residents within the area which will be seriously impacted by any requested temporary street closure, sound of amplified music, or any request which might have significant impact on area tenants. Failure to notify such tenants shall be cause for direct denial. If a house is vacant, indicate that on the notification form.

Contact Person _____

Day Phone _____ Evening Phone _____

The Undersigned hereby petition the City of Gladstone to close _____

Between _____ (Street) and _____ (Street) for a _____ (street closure, etc.) to be

held on _____ from _____ until _____

By signing below, we abutting residents affected by the proposed closure, acknowledge notification of the above listed street closure.

	PRINTED NAME	ADDRESS	APPROVAL SIGNATURE
1			
2			
3			
4			
5			
6			
7			
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19			
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21			
22			
23			
24			
25			

You may attach additional sheets, if necessary.

DRAFT

GLADSTONE COMMUNITY FESTIVAL AGREEMENT

THIS AGREEMENT made and entered into this _____ day of _____, 2022, by and between the Gladstone-Oak Grove Rotary (User) and the City of Gladstone, a municipal corporation of the state of Oregon (City) to allow the User to use City property for the Gladstone Community Festival (Event).

RECITALS

WHEREAS, User will host a City-wide Event on August 5-6, 2022, This is the eighth year User will have hosted the event which will occur at sites around the City including the, Portland Avenue and Max Patterson Memorial Park (Premises); and

WHEREAS, User has submitted a special events permit to the City pursuant to Chapter 12.22 of the Gladstone Municipal Code (GMC); and

WHEREAS, the City has assisted User and hosts of the event formerly known as the Gladstone Chautauqua Festival in the past through in-kind donations, staff time, City resources, and/or monetary contributions; and by its sponsorship of a Friday night "Movie in the Park"

WHEREAS, the City desires to support the event know known as the Gladstone Community Festival which will benefit the community and will continue an event that has traditionally been held every year in the City.

NOW, THEREFORE, in consideration of the foregoing and the mutual covenants of the parties set forth in this Agreement, the receipt and adequacy of which are acknowledged, the parties agree as follows:

1. **City Obligations.** The City agrees to the following to assist with the Event:
 - a. Public Works will deliver and set of barriers and picnic tables on the afternoon of August 4, 2022 and to be removed on the evening of August 6, 2022 after all events have concluded. City Public Works Director will coordinate with User on delivery and pick-up.
 - b. Public Works will turn off the sprinklers in Max Patterson Park during the Event (August 4 – August 6).
 - c. Public Works will provide and set-up a water station for vendors at Max Patterson Park. User will coordinate exact location and times with Public Works Director.
 - d. Public Works will ensure that all electrical boxes at Max Patterson Park comply with the Code and are operational before the Event. There is no guarantee that the electrical boxes will stay operational throughout the event and the City cannot make such a guarantee. In the event the electrical boxes malfunction during the Event, the City will make every reasonable effort to fix the box(es).

The Police Department will set-up and take down barriers for the parade on August 6, 2022. The Police Department will coordinate with User on set-up and take down of barriers for both events.

- e. To provide and pay for electricity used at Max Patterson Park from 8:00 a.m. on August 5, 2022 through the end of the day August 6, 2022.
- f. City will maintain normal hours for the spray park. City will keep Max Patterson Park restrooms open. User is responsible for cleaning and maintaining the restrooms. User is responsible for the cost and coordination of all necessary portable toilets.
- g. City will sponsor Friday Night "Movie in the Park" and will provide a point person to coordinate with a Rotary point person with respect to the showing of the same.
- h. Attach Community Festival Flyer to July City Newsletter

2. **User Obligations.** The User agrees to the following:

- a. The User, its employees, sub-contractors, guests, patrons, or invitees shall use the premises in a safe, careful, and lawful manner, and use reasonable, best efforts to ensure the Premises and other City property are not altered, marred, defaced. User shall be responsible for all costs, arrangements, and equipment related to production of the Event, including but not limited to removal of trash, renting portable toilets, setting up and tearing down portable stages, erecting and taking down barriers and caution tape on Portland Avenue. All invoices for services provided to User shall be invoiced to User, not City.

3. **Special Event Permit**

- a. User agrees to obtain a special event permit from the City pursuant to Chapter 12.22 of the Gladstone Municipal Code (GMC).
- b. City agrees to waive the special event permit fee so long as the User meets the following requirements:
 - i. User agrees to comply with all City event permit, parade, signage and GMC requirements.
 - ii. User is registered with the state of Oregon as a nonprofit corporation and/or the federal government as a 501(c)(3) organization; and
 - iii. Event will be free and open to the public.

4. **Indemnification**

The User shall hold and save the City, its officers, directors, elected officials, employees and agents harmless from all claims, costs, loss, or damage of any kind or nature whatsoever arising out of the Event (Indemnified Claims) which may be sustained by reason of any act or omission on the part of the User, its vendors, employees, guests, patrons, invitees, or anyone directly or indirectly employed by any of them, or by anyone for whose acts or omissions any of them may be liable. User agrees to indemnify, defend, save and hold harmless City, its elected and appointed officials, officers, agents, employees and volunteers against all liability, claims, suits, or actions, of whatsoever nature loss or expenses, including attorney

fees, based upon or arising out of the acts or omissions of the User with respect to the use of the traffic pylons, as well as the acts or omissions of any of its subcontractors, volunteers or employees under this Agreement except those acts or omissions arising solely out of the negligence of the City. User will pay all reasonable attorney and expert fees and costs relating to such defense and will conduct all steps or proceedings in connection with such defense and as required settling or defending such Indemnified Claims, including without limitation the employment of counsel reasonably satisfactory to City.

5. Insurance

User shall obtain prior to beginning any work under this Agreement and shall maintain in full force and effect through the tear down date of the event, or any other time periods required herein, at User's expense, an occurrence form comprehensive general liability and automobile insurance policies for bodily injury, including death, and broad form property damage, including loss of property and coverage for owned, hired or non-owned vehicles, as applicable, for the protection of User and the City, its elected and appointed officials, officers, agents, employees and volunteers as additional insureds. The policies shall be primary policies and any other insurance carried by City shall be excess. The policies shall be issued by a company authorized to do business in the State of Oregon maintain an A-rated financial rating as published by AM Best and provide limits no less than \$2,000,000 in general liability coverage and separate automobile coverage of \$2,000,000. The certificates shall provide that City will receive 30 (thirty) days' written notice of cancellation or material modification of the insurance contract. User shall provide certificates of insurance and additional insured endorsements to City evidencing the date, amount, and type of insurance prior to commencement of any work under this Agreement. If requested, complete copies of insurance policies shall be provided to City. User shall be financially responsible for all pertinent deductibles, self-insured retentions and/or self-insurance.

User and all of its subcontractors, if any, providing work or labor under this Agreement shall provide a certificate of Workers' Compensation insurance coverage for their User contracted operations in the State of Oregon including Employer's Liability Insurance with coverage limits at the current statutory limits. This Employer's Liability Insurance shall be endorsed so that any aggregate limit on liability shall apply separately to other insurance coverage required under this Agreement rather than aggregating this with other policy limits or other events covered by User's policy(ies).

6. Waiver

The User hereby surrenders and gives up all right to any claim for compensation for any loss or damage sustained by reason of any defect, deficiency, failure, or impairment of the water supply, drainage, electrical, or other services provided by the City. The City shall not be liable for any claim if the Event sites are damaged by fire or other casualty,

or for any other act, including strikes, utility failure or acts of God, which prevent the holding of the Event.

7. Administration

The administration of Agreement by the City shall be by the City Administrator or designated agent.

8. Assignment

This Agreement shall not be deemed for the benefit of any entity or person who is not a party hereto, and neither this agreement, nor any interest therein may be assigned by the User without written approval of the City.

9. Entire Agreement

This Agreement contains the entire understanding of the parties regarding the subject matter of this Agreement and supersedes all prior and contemporaneous negotiations and agreements, whether written or oral, between the parties with respect to the subject matter of this Agreement.

10. Staff Contact Information

Principal City Contact
Tami Bannick, City Hall
503-557-2769
bannick@ci.gladstone.or.us

Insurance/Contracts
Tami Bannick
503-557-2769
bannick@ci.gladstone.or.us

Operations/Road Closures
Darren Caniparoli, Public Works Director
503-483-6300
caniparoli@ci.gladstone.or.us

Police Department
John Schmerber, Police Chief
503-557-2765
jschmerber@ci.gladstone.or.us

Emergency: 9-1-1
Non-Emergency Dispatch: 503-655-8211

IN WITNESS WHEREOF, the parties have signed this Agreement on the year and day first above written.

GLADSTONE-OAK GROVE ROTARY

CITY OF GLADSTONE, OREGON

Bryce Colson
Committee Chair

Jacque Betz
City Administrator

GLADSTONE COMMUNITY FESTIVAL AGREEMENT 2022

EXHIBIT "A"

I. PROPOSED AGREEMENT

The User shall have the right to use the Premises and a portion of the public right-of-way during designated times as listed below and in the Permit Application only for the 2022 Gladstone Community Festival (hereafter GCF) with City approval. The following dates and times are tentatively planned:

Premise(s)	Max Patterson Park
Date(s)/Time(s)	Event – August 5, 2022 Movie in the Park
	Event – August 5, 2022 – August 6, 2022 GCF Event
	Set Up - August 5, 2022
	Tear down – complete by August 7, 2022, 1:00 a.m.

Premise(s)	Parade Route (See Article II.1 for specific streets)
	Event – August 6, 2022
	Set up – begins August 6, 2022 – 8:00 a.m.
	Tear down – complete August 6, 2022, 1:00 p.m.

1. The User, its employees, sub-contractors, guests, patrons, and invitees shall use the premises in a safe, careful and lawful manner, and as reasonable, best efforts to ensure the Premises and other City property not altered, marred, or defaced.
2. User shall be responsible for all costs, arrangements, and equipment related to production of the Event, including but not limited to removal of trash, renting portable toilets, setting up and tearing down portable stages, and erection and taking down temporary fencing. All invoices for services provided to User shall be invoiced to User, not City.

II. PARADE

1. The Event will include a parade which will be routed from Portland Avenue to Hereford Street to Harvard Avenue to Gloucester Street to Portland Avenue to Berkeley Street to Yale Avenue where the parade will end. The streets along the parade route will be temporarily closed from 8:30 a.m. to noon on August 6, 2022.
2. User agrees to notify all owners with property on and adjacent to the parade route and those parties nearby that will be affected by street closures. Notification will be in writing a minimum of two weeks prior to the parade.

III. OTHER ROAD CLOSURES

The City agrees to the following road closures during the Event:

1. Exeter Street between Cornell and Yale for the exclusive use of emergency vehicles.
2. East Fairfield closed between Cornell and Yale for vendor booths.
3. Cornell Avenue between East Fairfield and East Exeter Street for the main stage.
4. Road closures for Parade as listed in Section II above.

IV. ROAD CHANGES

(Reserved for later discussion)

V. VENDORS

1. User agrees that all vendors for commercial amusement rides, food, game concessions, novelty stand, shows, support vehicles and equipment (Vendors) shall be fully inspected, permitted or licensed as required by state law and shall strictly comply with every provision of appropriate city, county, state, federal, and other governmental law, rule or regulation applicable in any manner to its activities. Discussion with the city will be had regarding amusement activities.
2. User will require all Vendors to obtain a Gladstone business license/mobile vendor permit, unless specifically exempt under state or federal law, to be authorized to operate within the City.
3. User will require that all food Vendors obtain and maintain appropriate restaurant licensing, and must meet all federal, state and local health code requirements.
4. User shall keep all Vendor records on file and provide a copy of them to the City Administrator by July 25th of each year.
5. User will inform all Vendors that **no dumping of any grey water into the storm drains is permitted.** User will be responsible for any dumping that occurs during the Event.
6. User must provide the City with all Vendor certificates of insurances and endorsements naming the City as an additional insured for the event.

VI. SECURITY

User shall hire and assign security as necessary to protect the Premises and patrons during this event. The security company must be licensed and bonded in Oregon. All security personnel must be easily identifiable with a shirt, badge, or other item that shows they are Event Staff.

VII. TRAFFIC CONTROL

User shall have traffic control personnel (flaggers) position as necessary for Event safety. Flaggers must possess a Certified State Flagger Card that is ODOT approved. Flaggers must be easily identifiable with a reflective vest that shows they are Event Staff.

VIII. ALCOHOL

User agrees that no alcohol will be served or sold on any City property during the Event with the exception of alcohol that would be served and consumed in an age restricted area with City approval.

IX. CITY'S DUTIES

Any work that the City performs for the Event will be reimbursed by the Rotary Club of Gladstone-Oak Grove. An itemized bill will be provided to the Rotary Club of Gladstone-Oak Grove and paid in full to the City within 30 days of invoice. The City may, in its sole discretion, agree to forgive any such invoice for City services or expenses provided to the GCF. City will provide the following services for the Event.

1. The City agrees to loan User barricades and have them available at agreed upon locations. User is responsible for setting up and tearing down barricades, returning them to agreed upon locations.
2. The City agrees to provide usage of available electrical hookups and will bill the User for electricity used at Patterson Park.
3. In the past the City's contribution has been up to \$1500 dollars of out of pocket and in-kind. We respectfully request that the City of Gladstone again contribute at this same level.
4. The GCF is also asking that City forgive the cost of the Event insert in the City's July newsletter.

X. USER'S DUTIES

In addition to other User responsibilities set forth herein:

1. The User will be responsible for actual repair and/or clean-up costs incurred by the City if City property is damaged or vandalized as a result of Users use of the Premises under this Agreement and User agrees to reimburse the City for any such actual expenses.
2. User shall, at is expense provide an emergency plan which must include a first aid station equipped with Emergency Medical Technicians on standby throughout the scheduled Event hours.
3. User will require all food Vendors to have temporary health permits and conform to all regulations as stated by the Clackamas County Health District.
4. User shall prohibit patrons from bringing glass containers of any kind onto the premises.
5. User is responsible for all Event management issues not specifically enumerated in the Agreement.
6. User is to provide all lighting for the Event including the illumination of parking areas for safety.
7. User is to provide all generators needed and have them inspected and approved by the Fire Marshal after set up but before usage.
8. User is to provide temporary restroom facilities at all locations including restrooms that are ADA compliant. User is to provide dumping tanks for the disposal of Vendor's grey water.
9. Any services contracted by the User are to be billed to and in name of the User. The City shall not incur any bills on behalf of the User.
10. User is to contract for the disposal of all trash, provide all trash receptacles and empty trash containers as frequently as needed.
11. User is to provide smoking receptacles for the safe and appropriate disposal of used cigarettes.
12. User will assist City to pick up and return traffic pylons should they become necessary to use at the GCF.

EXHIBIT "A"

GLADSTONE COMMUNITY FESTIVAL GLADSTONE POLICE DEPARTMENT ESTIMATE

Staff Time:

- Full-time Officers - 40 hours/overtime \$3,900.00

EXHIBIT "B"

Public Works Hours for Gladstone Community Festival Estimate

Books to JWE

20 hours

Logistics and Picnic Tables

6 Hours	Pick up tables from storage
2 Hours	Purchase and pick up lumber, hardware, tools, generator, etc.
16 hours	Repair and paint tables
8 hours	Set up tables in proper locations in park
6 hours	Return tables to storage

Traffic Control

6 hours	Set up barricades and cones
4 hours	Supervise logistics
2 hours	Street sweeping routes
6 hours	Pick up and return barricades and cones to storage
12 hours	parade barricades

Estimated total labor hours for Public Works Community Festival Preparation:

Estimated cost = \$3,800.00

City of Gladstone Staff Report

Report Date: May 3, 2022
Meeting Date: May 10, 2022
To: Gladstone City Council
From: Paul Elsner, City Attorney
Jacque Betz, City Administrator
Tami Bannick, City Recorder

AGENDA ITEM

- A. Consider approval of Ordinance 1514, an ordinance amending provisions of the Gladstone Municipal Code (GMC) to conform to provisions of the 2022 Gladstone City Charter and modify a limited number of inaccurate State Statutory citations of authority.

History/Background

In November 2021 voters approved Measure 3-569 authorizing Home Rule Charter Review Language and thereby creating the 2022 Gladstone City Charter. At the February 2022 City Council meeting, Council determined certain language within the Gladstone Municipal Code needed minor adjustment in order to conform to the 2022 Gladstone City Charter.

Staff followed up with the City Attorney's office for review of the GMC to reflect the changes the 2022 Gladstone Charter created. The City Attorney's office indicates most, if not all of the adjustments included in the Ordinance, are in place only to accurately reflect the new revised numbering order and, as such, the adjustments are non-substantive. The City Attorney's office also found certain inaccurate state statutory authority in the GMC while making the adjustments and believe it appropriate to correct those inaccuracies concurrent with the GMC adjustments necessitated by adoption of the 2022 Gladstone Municipal Charter.

In response to Councilor Garlington's inquiry regarding if the nomination ordinance in Section 28 of the 2022 Gladstone Municipal Charter has been addressed, the City Attorney's office concluded the GMC addresses nominations petition or declaration of candidacy in GMC Chapters 4.02.020, .030 and .050. Furthermore, the City Attorney's office also indicates in regards to Section 29 of the Charter, if a term of an officer elected at a general election begins at the first Council meeting of the year immediately after the election, and continues until the successor qualifies and assumes the office and no candidate files for election or the newly elected person was not in attendance to be sworn-in then the current officer would remain in office until a new appointment to the position has been made.

Proposal

Staff is requesting adoption of Ordinance 1514 which amends GMC Chapters 1.01.050; 2.04.010; 2.16.110 and Chapters 3.12, 4.01,4.02, 4.03 and 4.04 of the GMC. The new language is in red and repealed language is in ~~strikethroughs~~.

Options

1. Do not approve the proposed ordinance and retain current code language
2. Accept and approve the proposed ordinance.

Cost Impact

City Attorney and staff time.

Recommended Staff Action

Staff recommends City Council adoption of Ordinance 1514, an ordinance amending provisions of the Gladstone Municipal Code (GMC) to conform to provisions of the 2022 Gladstone City Charter and modify a limited number of inaccurate State Statutory citations of authority.

Department Head
Signature

Date

Jaquie M. Betz 5-4-22
City Administrator
Signature

Date

**ORDINANCE 1514
CITY OF GLADSTONE, OREGON**

An Ordinance Amending Provisions of the Gladstone Municipal Code so as to Conform to Provisions of the 2022 Gladstone City Charter; Modify a limited number inaccurate state statutory citations of authority.

WHEREAS, On July 31, 2021, the City Council adopted Resolution 1199 authorizing the submission of a Home Rule Charter Review Language to registered Gladstone voters for the November 2, 2021 Special Election ; and

WHEREAS, On November 2, 2021, registered Gladstone voters passed Measure 3-569 authorizing Home Rule Charter Review Language and thereby creating the 2022 Gladstone City Charter to become effective January 15, 2022; and

WHEREAS, At its February 8, 2022 meeting the City Council determined certain language within the Gladstone Municipal Code (GMC) needed minor adjustment in order to conform to the 2022 Gladstone City Charter; and

WHEREAS, Language in GMC Chapters 1.01, 2.04, 2.16, 3.12 4.01, 4.02, 4.03, and 4.04, was identified and adjusted by the City Attorney's office to reflect adoption of the aforementioned Home Rule Charter Review Language; and

WHEREAS, in addition, the City Attorney's office found certain inaccurate state statutory authority in the GMC while making the adjustments noted above and believed it appropriate to correct those inaccuracies concurrent with the GMC adjustments necessitated by adoption of the 2022 Gladstone Municipal Charter

NOW, THEREFORE, based on the foregoing, The City of Gladstone ordains as follows:

Section 1. Sections 1.01.050; 2.04.010; 2.16.110; and Chapters 3.12, 4.01, 4.02, 4.03 and 4.04 of the Gladstone Municipal Code are hereby amended to read as set forth in the attached Exhibit A. New language is in red; repealed language is ~~struck through~~.

Section 2. This Ordinance is effective 30 days after Council approval.

This Ordinance adopted by the Gladstone City Council and approved by the Mayor this ____ day of _____, 2022.

ATTEST:

Tamara Stempel, Mayor

Tami Bannick, City Recorder

ORDINANCE 1514 – EXHIBIT “A”

Chapter 1.01

1.01.050 Reference applies to all amendments.

Whenever a reference is made to this code as the Gladstone Municipal Code or to any portion thereof, or to any ordinance of the City of Gladstone, Oregon, the reference shall apply to all amendments, corrections and additions heretofore, now or hereafter made.

Statutory Reference: ~~Charter Ch. X §45~~; 2022 Gladstone City Charter §43; ORS 221.410

Chapter 2.04

2.04.010 Time and place designated.

(1) The regular monthly meeting of the City Council will be held on the second Tuesday of each month at a time and location as specified in the notice of the meeting.

(2) City Council meetings should generally be held at City Hall unless circumstances make it more appropriate to hold the meeting elsewhere.

Statutory Reference: 2022 Gladstone City Charter ~~Ch. 4 §13~~ §11; ORS 221.120

History: Ord. 1, 1911; Ord. 560, 1954; Ord. 820 §1, 1973; Ord. 1455 §1, 2015.

Chapter 2.16.110

2.16.110 Powers of the municipal judge.

(1) The municipal judge within the jurisdictional limits of the City of Gladstone shall have all inherent and statutory powers granted a justice of the peace in misdemeanor and violation matters.

(2) The municipal judge may hold a juror who disregards the notice of jury duty in contempt of court and may sentence the juror pursuant to ORS 33.105.

Statutory Reference: ORS 1.210 to 1.305.

Charter: ~~Ch. V §22~~ 2022 Gladstone City Charter §35)

History: Ord. 606 §11, 1959; Ord. 1430 §1, 2011.

Chapters 3.12.010 to 3.12.210

3.12.010 Initiation of proceedings.

(1) Whenever the council deems it expedient to construct, alter, repair, improve, widen or extend any street, alley, sidewalk, parking, curbing, or any part thereof, or to construct, alter or install street lights, or to construct, improve or repair any sanitary or storm sewer or waterline or any part thereof, or to acquire, establish, construct or reconstruct any off-street motor vehicle parking facility; or to construct, reconstruct or repair any flood-control facility or to construct, reconstruct, repair or equip a park, playground or neighborhood recreation facility, for which it is anticipated that special assessments will be levied, it shall by motion direct the City Engineer or engineer retained by the city to make an investigation of such project and to submit a written report, containing the information specified in GMC Section 3.12.020.

(2) Whenever the owners of at least sixty percent (60%) of the front footage of the abutting property in any area consisting of at least three hundred feet of road desire to form themselves into an improvement district for the purpose of accomplishing any of the objectives listed in Subsection (1) of this Section, they may, by written petition, request the council to direct the City Engineer to submit a report as specified in Subsection (1) of this Section. The council, if satisfied the petition is signed by the owners of at least sixty percent (60%) of the front footage of the abutting property within the district specified in the petition, may pass the requested motion. The petition referred to in this Subsection must be filed with the Recorder not less than ten (10) days prior to any regular meeting of the council.

Statutory Reference: ORS 223.387 et. seq., ~~Charter §§38 and 39~~
History: Ord. 868 §1, 1976.

3.12.020 Report of the engineer.

(1) The City Engineer or the engineer retained by the city shall file the report with the Recorder within the time specified by the council. At the discretion of the council the time for filing the report may be extended.

(2) The report shall contain the following:

(a) A map or plat showing the general nature, location, and extent of the proposed improvement and the land to be included in the proposed improvement district;

(b) Estimated cost of the work to be done, including any legal, administrative and engineering costs attributable thereto; provided, however, that where the proposed project is to be carried out in cooperation with any other governmental agency, the engineer may adopt the estimates of such agency;

(c) An analysis of the extent to which the proposed improvement benefits the entire city and a recommendation as to the method of determining the project costs that will be borne by the entire city;

(d) The description and assessed value of each lot, parcel of land, or portion thereof, to be specifically benefited by the improvement, with the names of the record owners thereof, and when readily available, the names of the contract purchasers thereof;

(e) A statement of outstanding assessments against property to be assessed.

Statutory Reference: ORS 223.387 et. seq., ~~Charter §§38 and 39~~
History: Ord. 868 §2, 1976.

3.12.030 Action on engineer's report.

After the engineer's report has been filed with the City Recorder, the council may thereafter by motion approve the report, modify the report and approve it as modified, require the engineer to supply additional or different information for such improvement, or it may abandon the improvement.

Statutory Reference: ORS 223.387 et. seq., ~~Charter §§38 and 39~~
History: Ord. 868 §3, 1976.

3.12.040 Resolution and notice of hearing.

(1) After approving the engineer's report as submitted or modified, the council shall, by resolution, declare its intention to make such improvement, provide the manner and method of carrying out the improvement and shall direct the recorder to give notice of such improvement by posting at the city hall and at two places within the benefited area, and by mailing copies of such notice to the owners to be assessed for the costs of such improvement.

(2) The notice shall be mailed and posted at least ten days prior to the public hearing on the proposed improvement.

(3) The notice shall contain the following:

(a) A statement describing the proposed improvement, the area to be served, and the intention of the council to make such an improvement;

(b) The place and times at which the engineer's report on the proposed improvement may be examined;

(c) The date, time and place of the public hearing on the proposed improvement;

(d) The procedure for presenting objections and remonstrances;

(e) The estimated total cost of the project or the cost of that portion of the project to be financed by assessments to benefited properties.

Statutory Reference: ORS 223.387 et. seq., ~~Charter §§38 and 39~~

History: Ord. 868 §4, 1976.

3.12.050 Hearing and action on improvement.

(1) If, prior to or during the hearing, written objections are received from owners representing two-thirds of the area to be assessed, the improvement proceedings shall be abandoned and shall not be subject to a further hearing for at least three months. The council, after receiving objections from owners representing less than two-thirds of the area to be assessed may adopt or amend the engineer's report and, as amended, adopt the same by resolution.

(2) Having by resolution created a local improvement district of the area to be benefited by the proposed improvement, the council shall direct, in said resolution or by subsequent action, the City Engineer or any engineer retained by the city to prepare detailed plans, specifications, and cost estimates for the proposed improvement.

Statutory Reference: ORS 223.387 et. seq., ~~Charter §§38 and 39~~

History: Ord. 868 §5, 1976, Ord. 965 §1, 1980

3.12.060 Advertisement and contract.

(1) The council shall review the final plans, specifications and cost estimate and finding same to be consistent with the preliminary plans and cost estimates adopted in the engineer's report, shall by resolution adopt the final plans and specifications and, direct city personnel to construct the proposed improvements or direct the City Recorder to advertise for bids on the project according to the final plans and specifications. The city shall provide for the bonding of all contractors for the faithful performance of any contract let under its authority, and the provisions thereof in case of default shall be enforced by action in the name of the city.

(2) If the council finds, upon opening bids for the work of such improvement, that the lowest responsible bid is fifteen percent in excess of the engineer's estimate, it shall provide for holding a hearing of objections to proceeding with the improvement on the basis of such bid, and it shall direct the City Recorder to publish one notice thereof in a newspaper of general circulation in the city. Notice shall state the purpose, date, time and place of the hearing. After the hearing the council shall determine whether the bid shall be accepted or rejected.

Statutory Reference: ORS 223.387 et. seq., ~~Charter §§38 and 39~~

History: Ord. 868 §6, 1976.

3.12.070 Assessment—Proposed.

(1) After the council, by resolution, has created a local improvement district, the council shall direct the City Recorder to determine the proposed cost to each property benefited by the improvement. If assessment is to be made prior to construction of the improvement, the cost determination shall be based upon the estimates contained in the engineer's report and the determination of proposed individual and specific property assessments shall be known as the preliminary preassessment roll. If assessment is to be made following construction of the improvement, determination shall be based upon actual construction costs and related costs and the determination of proposed individual and specific property assessment shall be known as the preliminary assessment roll.

(2) Notice of such proposed assessment shall be mailed or personally delivered to the owner of each lot proposed to be assessed, which notice shall state the amounts of assessment proposed on that property and shall fix a date by which time objections shall be filed with the City Recorder. Such date shall be at least fourteen days from the date of the mailing or personal delivery of the notices. Any objection filed with the recorder must state the grounds of the objection.

Statutory Reference: ORS 223.387, ~~Charter §§38 and 39~~

History: Ord. 868 §7, 1976.

3.12.080 Assessment—Final.

(1) The council shall consider all objections to the preliminary assessment roll, which are timely filed with the City Recorder, and after such consideration the council shall, by resolution, levy, or amend and levy the proposed assessments presented by the City Recorder. Said assessments to be then known as either final assessment roll or final preassessment roll. Promptly after passage of the resolution levying the final assessments, the recorder shall send by registered or certified mail a notice of final assessment to all owners of property being assessed.

(2) The notice of final assessment shall contain the following:

- (a) A brief description of the improvement;
- (b) The procedure for cash payment or for applying for financing;
- (c) The final assessment levied on property owned by the recipient.

Statutory Reference: ORS 223.387 et. seq., ~~Charter §§38 and 39~~

History: Ord. 868 §8, 1976; Ord. 965 §2, 1980.

3.12.090 Assessment—Method.

The council in adopting a method of assessment of the costs of the improvement may:

(1) Use any just and reasonable method of determining the extent of any improvement district consistent with the benefits derived;

(2) Use any method of apportioning the sum to be assessed as is just and reasonable between the properties determined to be specially benefited;

(3) Authorize payment by the city of all, or any part of, the cost of any such improvement, when in the opinion of the council the topographical or physical conditions, or unusual or excessive public travel, or other character of the work involved warrants only a partial payment or no payment by the benefited property of the costs of the improvement.

Statutory Reference: ORS 223.387 et. seq. ~~Charter §§38 and 39~~

History: Ord. 868 §9, 1976.

3.12.100 Alternative methods of financing.

(1) Nothing contained in this chapter shall preclude the council from using any other available means of financing improvements, including federal or state grants in aid, revenue bonds, general obligation bonds, or any other legal means of finance.

(2) In the event that such other means of financing improvements are used, the council may, in its discretion, levy special assessments according to the benefits derived to cover any remaining part of the costs of the improvement according to the procedures provided in this chapter.

Statutory Reference: ORS [223.387et. seq.](#) ~~Charter §§38 and 39~~

History: Ord. [869](#) §10, 1976.

3.12.110 Remedies.

(1) Subject to the curative provisions of GMC Section [3.12.170](#) and the rights of the city to reassess as provided in GMC Section [3.12.180](#), proceedings for writs of review and suits in equity may be filed not earlier than thirty days nor later than sixty days after the filing of written objections as provided in this chapter.

(2) A property owner who has filed written objections with the City Recorder prior to the consideration by the City Council of objections to the preliminary assessments, may have the right to apply for a writ of review based upon the City Council exercising its functions erroneously or arbitrarily or exceeding its jurisdiction to the injury of some substantial right of such owner if the facts supporting such claim have been specifically set forth in the written objections.

(3) A property owner who has filed written objection with the City Recorder prior to the consideration by the City Council of objections to the preliminary assessments, may commence a suit for equitable relief based upon a total lack of jurisdiction on the part of the city; and if notice of the improvement had not been sent to the owner and if the owner did not have actual knowledge of the proposed improvement prior to the consideration by the City Council of objections to the preliminary assessments, then the owner may file written objections alleging lack of jurisdiction with the City Recorder within thirty days after receiving notice or knowledge of the improvement.

(4) No provision of this section shall be construed so as to lengthen any period of redemption or so as to affect the running of any statute of limitation.

(5) Any proceeding on a writ of review or suit in equity shall be abated if proceedings are commenced and diligently pursued by the City Council to remedy or cure the alleged errors or defects.

Statutory Reference: ORS [223.387et. seq.](#) ~~Charter §§38 and 39~~

History: Ord. [868](#) §11, 1976.

3.12.120 Lien records and foreclosure proceedings.

(1) After passage of the assessment resolution by the council, the City Recorder shall enter in the docket of city liens a statement of the amounts assessed upon each particular lot, parcel of land or portion thereof, together with a description of the improvement, the name of the owners and the date of the assessment resolution.

(2) Upon such entry in the lien docket, the amount so entered shall become a lien and charge upon the respective lots, parcels of land or portions thereof, which have been assessed for such improvement.

(3) All assessment liens of the city shall be superior and prior to all other liens or encumbrances on property insofar as the laws of the state permit.

(4) Interest shall be charged at the rate of eight percent per year until paid on all amounts not paid within thirty days from the date of the assessment resolution; and after expiration of thirty days from the date of such assessment resolution, the city, provided the owner has not applied for Bancroft or other city approved financing, may proceed to foreclose or enforce collection of the assessment liens in the manner provided by the general law of the state; provided, however, that the city may, at its option, enter a bid for the property being offered at a foreclosure sale, which bid shall be prior to all bids except those made by persons who would be entitled under the laws of the state to redeem such property.

Statutory Reference: ORS 223.387 et. seq., ~~Charter §§38 and 39~~
History: Ord. 868 §12, 1976.

3.12.130 Errors in assessment calculations.

(1) Claimed errors in the calculation of assessments shall be called to the attention of the City Recorder, who shall determine whether there has been an error in fact.

(2) If the recorder finds there has been an error in fact, he shall recommend to the council an amendment to the assessment resolution to correct such error, and upon enactment of such amendment, the City Recorder shall make the necessary correction in the docket of city liens and send a correct notice of assessment by registered or certified mail.

Statutory Reference: ORS 223.387 et. seq., ~~Charter §§38 and 39~~
History: Ord. 868 §13, 1976.

3.12.140 Deficit assessment.

(1) In the event that an assessment is made before the total cost of the improvement is ascertained, and if it is found the amount of the assessment is insufficient to defray the expenses of the improvement, the council may, by motion, declare such deficit and prepare a proposed deficit assessment.

(2) The council shall set a time for a hearing of objections to such deficit assessment and shall direct the City Recorder to publish one notice at least ten days prior to the hearing in a newspaper of general circulation in the city.

(3) After such hearing the council shall make a just and equitable deficit assessment by resolution, which shall be entered in the docket of city liens as provided by this chapter, and notices of the deficit assessment shall be posted and mailed and the collection of the assessment shall be made in accordance with applicable sections of this chapter.

Statutory Reference: ORS 223.387 et. seq., ~~Charter §§38 and 39~~
History: Ord. 868 §14, 1976.

3.12.150 Rebates.

(1) If, upon the completion of the improvement project, it is found the assessment previously levied upon any property is more than sufficient to pay the costs of such improvements, then the council must ascertain and declare the same by resolution, and when so declared, the excess amounts must be entered on the lien docket as a credit upon the appropriate assessment.

(2) In the event any assessment has been paid, the person who paid the same, or his legal representative, shall be entitled to the repayment of such rebate credit, or the portion thereof which exceeds the amount unpaid on the original assessment.

Statutory Reference: ORS 223.387 et. seq., ~~Charter §§38 and 39~~
History: Ord. 868 §15, 1976.

3.12.160 Abandonment of proceedings.

The council shall have full power and authority to abandon and rescind proceedings for improvements made under this chapter at any time prior to the final completion of such improvements, and if liens have been assessed upon any property under such procedure, they shall be cancelled, and any payments made on such assessments shall be refunded to the person paying the same, his assigns or legal representatives.

Statutory Reference: ORS [223.387et. seq.](#), ~~Charter §§38 and 39~~

History: Ord. [868](#) §16, 1976.

3.12.170 Curative provisions.

No improvement assessment shall be rendered invalid by reason of a failure of the engineer's report to contain all of the information required by GMC Section [3.12.020](#) or by reason of a failure to have all the information required to be in the improvement resolution, the assessment resolution, the lien docket or notices required to be published and mailed, nor by the failure to list the name of, or mail notice to, the owner of any property as required by this chapter, or by reason of any other error, mistake, delay, omission, irregularity, or other act, jurisdictional or otherwise, in any of the proceedings or steps specified in this chapter, unless it appears to the council that the assessment is unfair or unjust in its effect upon the person complaining, and the council shall have the power and authority to remedy and correct all such matters by suitable action and proceedings.

Statutory Reference: ORS [223.387et. seq.](#), ~~Charter §§38 and 39~~

History: Ord. [868](#) §17, 1976.

3.12.180 Reassessment.

When any assessment, deficit or reassessment for any improvement which has been made by the city has been, or shall be, set aside, annulled, declared or rendered void, or its enforcement restrained by any court of this state, or any federal court having jurisdiction thereof, or when the council is in doubt as to the validity of such assessment, deficit assessment, or reassessment, or any part thereof, then the council may make a reassessment in the manner provided by the laws of the state.

Statutory Reference: ORS [223.387et. seq.](#), ~~Charter §§38 and 39~~

History: Ord. [868](#) §18, 1976.

3.12.190 Bancroft Bonding Act.

The provisions of Oregon Revised Statutes Sections 223.205 through 223.300 commonly known as the Bancroft Bonding Act, together with amendments or future amendments thereof, are adopted and made a part of this chapter by reference.

Statutory Reference: ORS [223.387et. seq.](#), ~~Charter §§38 and 39~~

History: Ord. [868](#) §19, 1976.

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

3.12.200 Mailing of notices.

A notice shall be deemed mailed when it is sent to the owner's address shown in the Clackamas County Assessor's records, to the owner's last address known to the city, or to the owner at "Gladstone, Oregon."

Statutory Reference: ORS [223.387et. seq.](#), ~~Charter §§38 and 39~~

History: Ord. [868](#) §20, 1976.

3.12.210 Segregation of assessments—Fees.

Whenever an application has been made under the provisions of the Bancroft Bonding Act as adopted in GMC Section [3.12.090](#) and the application has been accepted and the payment of the assessment has

been in fact financed by such procedure, the lien of such assessment may be segregated upon the following terms and conditions:

(1) The property for which the segregation is to be made shall have been assessed as a unit and entered accordingly in the docket of liens.

(2) There shall be no delinquent installments of principal or interest on the assessment of the entire parcel.

(3) Written application shall be made to the city in such form as may be required, and such application shall be accompanied by the fees established as hereafter provided. The written application must be submitted by the owner, mortgagee, or lienholder of a parcel of real property that was formed from the partition or other division of the larger tract of real property against which the assessment was originally levied. No appointment shall be granted unless the applicant filed a true copy of the deed, mortgage, or instrument creating the new parcel or parcels.

(4) Apportionment of the assessment shall be made by the City Recorder and approved by resolution of the City Council. In accomplishing apportionment, the installments remaining unpaid shall be prorated among the smallest parcels so that each parcel shall be charged with the percentage of the remaining installment payments equal to the percentage of the unpaid assessment charged to the parcel upon apportionment.

(5) In order to help defray the costs of investigation, preparing legal descriptions, calculating an equitable division of the assessment and making lien docket entries, the City Council may by resolution establish and from time to time amend a schedule of fees to be paid with any application filed under this section. Such fees shall not be refundable if the application is disapproved or the applicant withdraws his application.

Statutory Reference: ORS 223.387 et. seq. ~~Charter §§38 and 39~~

History: Ord. 1031 §1, 1984.

Chapter 4.01

4.01.010 State law applies.

As provided by Section 26 of the 2022 Gladstone city charter, state elections law relating to matters not regulated by this subchapter apply to city elections. The provisions of the city charter and this subchapter prevail over conflicting provisions of state law.

Statutory Reference: ~~Charter §§27~~ 2022 Gladstone City Charter §26.

History: Ord. 1433, 2011.

4.01.020 Definitions.

Words or phrases have the following meanings unless the context clearly requires a different meaning:

“Candidate” means an individual whose name appears or is expected to appear on an official ballot.

“Charter amendment” means the amendment, addition or repeal of one section of the city charter.

“Charter revision” means the amendment, addition or repeal of more than one section of the city charter.

“City legislation” means an ordinance or proposed ordinance, or a proposed amendment to the city charter.

“Elective city position” means the office of mayor or councilor.

“Elector” means an individual eligible under state and city law to vote in city election.

“Initiative” means proposed city legislation submitted to electors by a petition of qualified electors.

“Measure” means city legislation or referral for city electors.

“Prospective petition” means information required for a completed petition, except for signatures and other identification of petition signers.

“Qualified elector” means an individual qualified to vote under section 2, Article II, Oregon Constitution.

“Recorder” means the city recorder or authorized representative.

“Referral” means city legislation, charter amendment, revision, replacement or repeal, or proposition or question submitted to electors by the council.

“Referendum” means city legislation submitted to electors by a petition of qualified electors, or a referral submitted to electors by the council.

“Regular election” means a city election held at the same time as a November general election in an even number year.

“Special election” means a city election held on the date other than a regular election.

“Term of office” means the term of office of the last person elected to the office.

Statutory Reference: ~~Charter §§27~~ 2022 Gladstone City Charter §26.

History: Ord. 1433, 2011.

Chapter 4.02

4.02.010 Eligibility.

A qualified elector who has resided in the city during the 12 months immediately preceding the election may be a candidate for an elective city position.

Statutory Reference: Charter §§27.

History: Ord. 1433, 2011.

4.02.020 Nomination petition or declaration of candidacy.

(1) An eligible elector may become a candidate for an elective city position by filing a nomination petition or a declaration of candidacy in a form prescribed by the Secretary of State and available from the recorder.

(2) A declaration of candidacy must be accompanied by the filing fee established by council resolution.

(3) A nomination petition must contain signatures of not fewer than 25 city qualified electors as follows:

(a) No elector may sign more than four petitions. If more than four are signed, the signature is valid only on the first four valid petitions filed.

(b) The signatures need not all be attached to one paper, but each separate paper of the petition must be attached to an affidavit of the circulator showing the number of signers and stating that each signature is the genuine signature of the person.

(c) Each signature must have next to it the signer’s place of residence, identified by its street and number or other description.

(d) The recorder must certify the signatures in the nomination petition for genuineness by comparing them and the other required information with the elector registration cards on file with the county clerk.

(e) After the petition is filed with the recorder, the recorder has 10 days to verify the signatures, and attach to the petition a certificate stating the number of signatures believed genuine.

Statutory Reference: ~~Charter §§27~~ 2022 Gladstone City Charter §§28.

History: Ord. 1433, 2011.

4.02.030 Petition or declaration contents.

- (1) A nomination petition or declaration of candidacy must contain:
- (a) The name by which the candidate is commonly known. A candidate may use a nickname in parentheses in addition to the candidate's full name;
 - (b) The residence address of the candidate;
 - (c) The office or position number for which the candidate seeks nomination;
 - (d) A statement that the candidate is willing to accept the office if elected;
 - (e) A statement that the candidate will qualify if elected;
 - (f) A statement of the candidate's occupation, educational and occupational background, and prior governmental experience; and
 - (g) The signature of the candidate.

(2) A declaration of candidacy must include a statement that the required fee is included with the declaration.

Statutory Reference: ~~Charter §§~~ 2022 Gladstone City Charter §§28.

History: Ord. 1433, 2011.

4.02.040 Filing.

- (1) A nomination petition or declaration of candidacy must be filed with the recorder.
- (2) The recorder will date and time stamp immediately upon filing a nominating petition, declaration of candidacy, withdrawal or other document required to be filed.
- (3) A nomination petition or declaration of candidacy will be filed not sooner than 120 days nor later than 70 days before the date of the election.

Statutory Reference: ~~Charter §§~~ 2022 Gladstone City Charter §§28.

History: Ord. 1433, 2011.

4.02.050 Deficient petitions.

If a nomination petition is not signed by the required number of qualified electors or the declaration of candidacy is not complete, the recorder will notify the candidate within five business days after the filing. The recorder will return it immediately to the candidate, stating in writing how the petition is deficient. The deficient petition may be amended and filed again as a new petition, or a substitute petition for the same candidate may be filed within the time requirements for filing petitions.

Statutory Reference: ~~Charter §§~~ 2022 Gladstone City Charter §28.

History: Ord. 1433, 2011.

4.02.060 Withdrawal of candidacy—Refund of filing fee.

- (1) A candidate who has filed a nomination petition or declaration of candidacy may withdraw not later than the 67th day before the date of the election by filing a statement of withdrawal with the recorder. The statement must be made under oath and state the reasons for the withdrawal.
- (2) Upon request received not later than the 67th day before the election date, the recorder will refund the filing fee of a candidate who dies, withdraws or becomes ineligible for the nomination.

Statutory Reference: ~~Charter §§27~~ 2022 Gladstone City **Charter §28**.
History: Ord. [1433](#), 2011.

4.02.070 Certificate of nomination.

The recorder will certify the nominations to the county clerk in accordance with the time requirements of state law stating the offices and the terms of office for which the candidates are nominated.

Statutory Reference: ~~Charter §§27~~ 2022 Gladstone City **Charter §28**.
History: Ord. [1433](#), 2011.

Chapter 4.03

4.03.010 Vacancy in office.

A city elective office becomes vacant as provided by city charter section 31.

Statutory Reference: ~~Charter §§27~~ 2022 Gladstone City **Charter §31**.
History: Ord. [1433](#), 2011.

4.03.020 Filling of vacancy.

(1) Upon becoming aware of a vacancy in an elective office, the council must promptly determine and declare the date of vacancy.

(2) A vacancy in an elective office will be filled as provided by city charter section ~~33~~ **32**.

Statutory Reference: ~~Charter §§27~~ 2022 Gladstone City **Charter §32**.
History: Ord. [1433](#), 2011.

4.03.030 Appointment by council.

(1) In filling a vacancy, the council may make such inquiries and hold interviews as it considers necessary to make the appointment. The appointment must be made at a regular or special council meeting.

(2) The council will use the following procedures in the appointment process:

(a) Public notice to appropriate neighborhood organizations, civic groups, a newspaper of general circulation and other recognized groups.

(b) Deadline for submitting applications at least two weeks after such notice.

(c) Appointment from those applicants nominated and seconded for consideration by members of the council. The recorder will announce the results of each ballot and will record each councilor's vote. An applicant who receives a majority of the votes by the current council members will be appointed to the vacant position. If no applicant receives a majority vote on the first ballot, the council will continue to vote on the two applicants who receive the most votes until an applicant receives a majority of the councilors voting.

Statutory Reference: ~~Charter §§27~~ 2022 Gladstone City **Charter §32**.
History: Ord. [1433](#), 2011.

Chapter 4.04

4.04.010 Prospective petition.

(1) Before circulating a petition proposing either an initiative or referendum for city legislation, the chief petitioners must file a prospective petition with the recorder. The recorder will provide the form showing:

(a) The signatures, printed names and mailing addresses of at least two and not more than three chief petitioners, all of whom must be electors of the city;

(b) For initiative petitions, the text of the city legislation proposed for adoption, and, where applicable, the title, ordinance number, and charter or code section number proposed for amendment;

(c) For referendum petitions, the text of the city legislation proposed for referral, and the title, ordinance number or code section numbers of the subject city legislation; and

(d) Whether one or more persons will be paid for obtaining signatures on the petition.

(2) The recorder must date and time stamp any prospective petition.

(3) After the recorder determines that the prospective petition complies with this subchapter and state law, the recorder will certify to one of the chief petitioners that petitions may be circulated among the electors in accordance with Section 4.04.030.

Statutory Reference: ~~Charter §§27~~ 2022 Gladstone City Charter §46; ORS 250.255 to 250.355

History: Ord. 1433, 2011.

4.04.020 Ballot title—Appeal.

(1) Prior to the end of the fifth business day after a prospective initiative petition is filed and complies with all legal requirements, the recorder will review the text of the proposed initiative to determine whether it complies with the single subject requirement and if the initiative proposes city legislation.

(2) If the proposed text does not meet the requirements of subsection (1), the recorder will notify the chief petitioner by certified mail, return receipt requested, that the prospective petition does not meet the single subject or city legislation requirement.

(3) Any elector who is dissatisfied with the recorder's determination that the proposed initiative does not meet the requirements of subsection (1) may file a petition for review in circuit court. The petition for review must be filed not later than the seventh business day after the written determination by the recorder.

(4) If the proposed initiative meets the requirements of subsection (1) or a referendum petition has been certified for circulation, the recorder will transmit a copy of the prospective petition to the city attorney. The city attorney has five business days after receiving the prospective petition to prepare a ballot title for the proposed measure. The ballot title must conform to the requirements of state law. The city attorney will immediately return the ballot title to the recorder.

(5) After receiving a ballot title from the city attorney, the recorder must publish in a newspaper of general circulation in the city a notice of receipt of the ballot title. The notice must state that a city elector may file a petition for review of the ballot title not later than the date referred to in subsection (6).

(6) After receiving the ballot title from the city attorney, the recorder must inscribe the date of receipt on it. Within seven business days after that date, any city elector may petition in circuit court to challenge the ballot title prepared by the city attorney. After the seven-day period, or following the final adjudication of any legal review, the recorder must certify the ballot title as prepared by the city attorney or as prescribed by the court to one of the chief petitioners.

(7) Any city elector filing a petition of review with the circuit court must file a copy of the challenge with the recorder not later than the end of the business day next following the date the petition is filed with the circuit court. This requirement does not invalidate a petition that is timely filed with the circuit court.

(8) The procedures set forth in subsections (1) through (7) for preparation of, and challenges to ballot titles for initiative measures also apply to referendum measures. However, the completion of these procedures is not a prerequisite to the circulation of petitions for referendum measures under Section [4.04.030](#). Ballot titles need not be stated on petitions circulated to propose referendum measures.

Statutory Reference: ~~Charter §§27~~ 2022 Gladstone City Charter §46 and ORS 250.255 to 250.355

History: Ord. [1433](#), 2011.

4.04.030 Petition and circulation requirements.

(1) After the requirements of Section [4.04.010](#) (3) are met for referendum petitions, and after the requirements of Section [4.04.020](#) (6) are met for initiative petitions, the chief petitioners may circulate a petition for the measure among city electors. The petition (cover sheet and signature sheet) must conform to the requirements of state law.

(2) The petition identification number will be assigned by the recorder.

(3) Each signature sheet of a referendum petition must contain the title, ordinance number or code section numbers of the city legislation proposed by referral and the date it was adopted by the council.

(4) No signature sheet may be circulated by more than one person. Each signature sheet must contain a statement signed by the circulator that each elector who signed the sheet did so in the circulator's presence, and, to the best of the circulator's knowledge, each such elector is a legal elector of the city and that the information placed on the sheet by each such elector is correct.

Statutory Reference: ~~Charter §§27~~ 2022 Gladstone City Charter §46 and ORS 250.255 to 250.355

History: Ord. [1433](#), 2011.

4.04.040 Filing and percentage requirements—Verification.

(1) The recorder will accept for signature verification in accordance with this subchapter only petitions that comply with the requirements of this subchapter and other applicable law.

(2) No petition may be accepted for filing unless it contains at least the required number of verified signatures to submit the measure to the electors, as prescribed by subsections (7), (8) or (9).

(3) No initiative petition will be accepted for signature verification more than six months after the date of the recorder's certification under Section [4.04.020](#) (6).

(4) Any petition to refer legislation adopted by the council must be submitted for signature verification not more than 30 days after the council's adoption of such legislation.

(5) An initiative or referendum petition may not be accepted for signature verification if it contains less than 100 percent of the required number of signatures.

(6) Upon the acceptance of a petition, the recorder must verify the signatures. Such verification may be performed by random sampling in a manner approved by the Secretary of State. Within 30 days after the recorder's acceptance of a petition, the recorder must certify to the council whether the petition contains a sufficient number of qualified signatures to require the submission of the proposed measure to city electors. The recorder must state in the certificate the number of qualified signatures prescribed by subsections (7), (8) or (9) to require the proposed city legislation to be submitted to city electors. The petition is considered filed as of the date of the recorder's certification.

(7) An initiative measure proposing an amendment to the city charter will be submitted to the electors if the number of qualified signatures on the petition equals or exceeds 15 percent of the total number of votes cast in the city for all candidates for governor at the last general election for the office of governor.

(8) An initiative measure proposing the adoption, amendment or repeal of any other city legislation will be submitted to the electors if the number of qualified signatures on the petition equals or exceeds 15 percent of the total number of votes cast in the city for all candidates for governor at the last general election for the office of governor.

(9) A referendum measure will be submitted to the electors if the number of qualified signatures on the petition equals or exceeds 10 percent of the total number of votes cast in the city for all candidates for governor at the last general election for the office of governor.

Statutory Reference: ~~Charter §§27~~ 2022 Gladstone City **Charter §46 and ORS 250.255 to 250.355**
History: Ord. [1433](#), 2011.

4.04.050 Measure referred by council.

(1) The council may directly refer to the electors any ordinance adopted by it or any proposed ordinance, property tax, bond or other proposition or question. It may also directly refer to the electors any proposed charter amendment, revision, replacement or repeal.

(2) The city attorney will prepare a ballot title and explanatory statement that conforms to the requirements of state law. The council will certify and file the ballot title and explanatory statement with the recorder.

(3) The recorder will publish in a newspaper of general circulation in the city a notice of receipt of the ballot title and explanatory statement including notice that an elector may file a petition for review of the ballot title or explanatory statement not later than the date set in subsection (4).

(4) Any elector may petition the circuit court to challenge the ballot title certified by the council. Such petition must be filed with the circuit court within seven business days of council filing of the ballot title. Any person filing a petition of review with the circuit court must file a copy of the challenge with the recorder not later than the end of the business day next following the date the petition is filed with the circuit court. This requirement does not invalidate a petition that is timely filed with the circuit court.

(5) A measure will be considered filed under this section as of the date the council delivers its certified ballot title to the recorder.

Statutory Reference: ~~Charter §§27~~ 2022 Gladstone City **Charter §46 and ORS 250.255 to 250.355**
History: Ord. [1433](#), 2011.

4.04.060 Withdrawal, adoption or election.

(1) The chief petitioners may withdraw a verified petition at any time before council action to adopt the proposed city legislation or submit it to the electors. Any withdrawal must be either by written or oral declaration made at a council meeting and entered in the minutes of that meeting.

(2) Unless a petition is withdrawn, after receiving a certification from the recorder that a petition has sufficient qualified signatures to require the proposed city legislation to be submitted to the electors under Section [4.04.040](#) (6), the council may either adopt the proposed legislation by ordinance, or call an election for submission of the legislation to the electors. The council may also call an election to submit matters to the electors upon referral under Section [4.04.050](#).

(3) The council has the option to call the election on the next election date available under state law, or the first available regular election. For a council referral, the council may call the election on the referral on the next election date available under state law or first available regular election. The council may not call an election on an initiative or referendum sooner than the 90th day after the date the recorder delivers to the council a certificate of sufficient signatures.

(4) The city attorney must prepare an explanatory statement for each city ballot measure. The explanatory statement must consist of an impartial, simple and understandable statement of not more than 500 words explaining the measure and its effect.

Statutory Reference: ~~Charter §§27-32~~ 2022 Gladstone City Charter §46 and ORS 250.255 to 250.355

History: Ord. 1433, 2011.

4.04.070 Election notice and results.

(1) Notice of elections on measures submitted to electors on regular or special election dates must be given in accordance with state law.

(2) Measures referred by the council will be designated on the ballot: "Referred to the Voters by the City Council."

(3) Measures proposed by referendum petition will be designated on the ballot: "Referred by Petition of the Voters."

(4) Measures proposed by initiative petition will be designated on the ballot: "Proposed by Initiative Petition."

(5) The recorder must certify the election results to the council at the first council meeting after which the results are certified by the county clerk.

(6) A measure adopted by the electors takes effect 30 days after the election, unless such measure expressly provides a later effective date.

Statutory Reference: ~~Charter §§27-32~~ 2022 Gladstone City Charter §46 and ORS 250.255 to 250.355

History: Ord. 1433, 2011.

City of Gladstone Staff Report

Report Date: May 4, 2022
Meeting Date: May 10, 2022
To: Gladstone City Council
From: Jacque Betz, City Administrator
Paul Elsner, City Attorney

AGENDA ITEM

- B. Provide staff guidance on the process for conforming provisions of the 2022 Gladstone City Charter with the City Council Rules, Resolution 1129.

BACKGROUND

- There are policy directions staff needs before moving forward with the conformity of City Council Rules to the new City Charter.
- In Section 10 of the New City Charter, it states that in every “odd-number year, the council must adopt rules to govern its *meetings*.” *Meetings* is only one section of the City Council Rules. Therefore, in January of 2023 the City Council should review how it governs its Council meetings. That is not to say that the City Council couldn’t choose to review all of its rules, in fact that may prudent dependent upon the make-up of a new Council.

Q: Does the City Council want to wait to complete this until 2023, or start the process now?

- If the City Council is committed to reviewing the rules now, we estimate that it will take approximately three months:
 - First month focused on identifying issues Council may have with the current wording of the rules and any additional items they may want the rules to address.
 - The second month being the time to go over proposed solutions to the first month’s inquiries.
 - The third month devoting to resolving the rules that the Council becomes comfortable with publicly voting.
 - We have full agendas for work sessions until July 21st. We could start then, or schedule special meetings for this project.

Here are the conformity areas the City Council needs to focus on:

- In order to create a sub- committee, the City Council rules should be amended first to reflect the ability to do so. Currently Section 8 of the Charter deals with the Mayor’s authority to appoint members of the council to committees made up of council members, however, those committees have to first be established in the Council rules. Therefore, we would encourage the full Council to participate in this process.
- Section 13 of the new Charter addresses voting and allows for - but does not require - the use of “preferential voting”. Preferential voting allows for voters to rank the choices they have on (typically) a particular set of candidates (which we have done with appointments to Boards, Commissions and Committees). Preferential voting could also be the vehicle used when there is an array of ways to address a particular problem/issue facing the Council.

The Charter allows for the use of preferential voting when "...more than two options are available [to address the issue/candidate selection] ... in any single vote ...to achieve the required majority [of votes]." If the Council wants to have this method available, the Charter says, "...[the]procedures for using preferential voting [must be] in the council rules." Currently, The Council has not - in its rules - said anything about preferential voting and thus it is not an available option in terms of voting.

- Section 12 of the new Charter deals with quorums, set a quorum at 4 members and allows for the compelling of "...attendance of absent members to create a quorum..." but also requires the method of compulsion be "...prescribed by council rules." Currently there is nothing in the Rules to address that and thus, no way to compel attendance at Council meetings. Do you want to create a method of compelling elected officials to participate?

Department Head
Signature

Date


City Administrator
Signature

5-4-22
Date

City of Gladstone
Staff Report

Report Date: May 3, 2022
Meeting Date: May 10, 2022
To: Mayor and City Council
From: Jacque Betz, City Administrator

AGENDA ITEM:

Appointment to the Park & Recreation Advisory Board

History/Background:

Please be advised there is one (1) vacant term on the Park and Recreation Advisory Board, term to expire 12-31-2024. The position was recently vacated by Stephanie Phipps. There are currently six Park and Recreation Advisory Board members, Bruce Hildreth, David Michael, Ellen Faber, John Eichsteadt, Nancy Turner and Olivia Edwards.

Notice of the committee vacancy was advertised in the City newsletter and on the city's website and social media. As of this date applications to the Park and Recreation Advisory Board have been received from:

- Martha Perantoni

Options:

- 1) Appoint Park and Recreation Advisory Board member to term that expires 12-31-2024.
- 2) Do not appoint Park and Recreation Advisory Board member.
- 3) Continue to advertise for vacant position.

Cost Impact:

No impact.

Department Head Signature
Date: 05/03/2022


City Administrator Signature
Date: 05/03/2022

CITY OF GLADSTONE
APPLICATION FOR APPOINTMENT TO CITIZENS COMMITTEES



- | | |
|--|--|
| <input type="checkbox"/> Budget Committee | <input checked="" type="checkbox"/> Park & Recreation Advisory Board |
| <input type="checkbox"/> Planning Commission | <input type="checkbox"/> Senior Center Advisory Board |
| <input type="checkbox"/> Traffic Safety Advisory Board | <input type="checkbox"/> Audit Committee |

NAME: **Martha Perantoni**

ADDRESS: **7 Risley Ave, Gladstone, OR 97027**

TELEPHONE: (HOME) _____ (WORK/CELL) **-1581**

EMAIL: **r...t@gmail.com**

HOW LONG HAVE YOU LIVED IN GLADSTONE: **6 months**

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

Semi-retired, currently working part-time for REI Clackamas. I have been a hospice volunteer coordinator for a number of years and worked in administration for Phamaly Theatre Company in Denver CO the only disability-specific theater of its kind in the US

DESCRIBE YOUR ACTIVITIES AND INTERESTS:

Anything outdoors that I can get to, cooking, wildlife advocacy, travel and exploration.

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

Currently communicating with Oregon SCI regarding accessible camping needs; engaging in focus group meetings for OSP regarding accessibility to state parks.

Do you live with anyone currently serving on a City Board, Committee or Commission? YES NO

Have you ever applied for a Position Before? YES NO

If yes, when? _____ What Board, Commission or Committee? _____

Why would you like to serve on this Board, Commission or Committee?

(Attach additional materials or information if you wish).

I am an ABI survivor with permanent mobility issues. I am keenly aware of gaps in accessibility to so many venues and programs and would like to become involved in planning processes and feedback in order to better serve the 12.7% of Portland's population that identifies as disabled. I bring a significant amount of awareness from other organizations that would prove beneficial to this

SIGNATURE: **Martha J Perantoni by proxy** DATE: **4/20/22**

Please note: The information submitted in this application may be subject to public records law.

City of Gladstone Staff Report

Report Date: May 3, 2022
Meeting Date: May 10, 2022
To: City Council
From: Jacque Betz, City Administrator

AGENDA ITEM:

Appointment to the Planning Commission

History/Background:

Please be advised there is one (1) vacant term on the Planning Commission that expires 12-31-22. This position was previously held by Les Poole who recently resigned.

Currently, Section 2.42.020 of the GMC requires the seven members of the Planning Commission be residents of the city and appointed by the City Council on the basis of their qualifications to serve in such capacity.

Currently, Section 2.42.020 of the GMC, "*Membership - Qualifications*", states:

"No more than two (2) voting members of the Commission may engage principally in the buying, selling or developing of real estate for profit as individual, or be members of any partnership, or officers or employees of any corporation, that engages principally in the buying, selling or developing of real estate for profit."

Current Planning Commission members:

Andriel Langston has lived in Gladstone for 6.5 years. He is a Project Engineer for LMC Construction – a construction management firm. He was appointed in December 2017.

Natalie Smith, was appointed in December 2015 and re-appointed in December 2019 and has lived in Gladstone for 19 years. She is employed as an Administrator/Officer Manager. Natalie has served on the Library Board, 2 Advisory Committees and is a Gladstone Community Festival Board Member.

Andrew Labonte was appointed in February 2021, has lived in Gladstone since 2016 and is employed as a Traffic Safety Educator for 1st Learn to Drive LLC and is a business administrator for Get-It Dog Treats. Andrew is currently a member of the Traffic Safety Advisory Board and former member of the Park & Recreation Advisory Board.

Michael Milch was appointed in January 2020, has lived in Gladstone since 2015 and is a retired Pension Actuary. He has served on the Library Advisory Board, Budget Committee, City Council and Downtown Revitalization Advisory Committee.

Thomas Mersereau was appointed in February 2021, has lived in Gladstone for over 50 years and is currently employed in investments. He is a former Mayor, City Councilor and member of the Planning Commission.

Jennifer Volbeda was appointed in December 2021, has lived in Gladstone for over a year and is employed by Pence Construction and manages the Pre-Construction department.

Notice of the Commission vacancy was previously advertised in the City's newsletters and on the city's website and social media sites. As of this date applications for appointment to the Planning Commission have been received from:

- Patrick Smith

Options:

- 1) Appoint the applicant to the Planning Commission for terms to expire 12-31-2022
- 2) Do not appoint an applicant to the Planning Commission
- 3) Continue to advertise for the vacant position.

Cost Impact:

No impact.

Department Head Signature
Date: 05/03/2022

 5-4-22
City Administrator Signature
Date: 05/03/2022

**CITY COUNCIL
MONTHLY
ACTIVITY
REPORTS**

MAYOR TAMMY STEMPEL

APRIL 2022 – CIVIC ACTIVITY DETAIL

MEETINGS - ACTIVITIES

- 4/4/2022
 - School Board Agenda Meeting
 - Agenda Review Meeting with Jacque
- 4/6/2022
 - Food Pantry
- 4/7/2022
 - C4 Meeting
 - Regional Economic Development Meeting
- 4/11/2022
 - C4 Executive Committee Meeting
 - Gladstone Parks and Recreation Committee Meeting
 - Check in with Jacque
- 4/12/2022
 - Citizen Meeting – City Charter
 - City Council Meeting
- 4/13/2022
 - Library Meeting with County
 - Food Pantry
- 4/14/2022
 - Regional Economic Development Meeting
- 4/18/2022
 - Meeting with Local Church Regarding Community Service
 - Agenda Review Meeting with Jacque
- 4/19/2022
 - Review Planning Commission Packet
- 4/20/2022
 - Election Event
- 4/21/2022
 - Historical Society Meeting
 - Food Pantry
 - Governors Update
- 4/26/2022
 - City Council Work session

**Throughout the month review of social media, responses to email, phone conversations with regional elected officials and staff, and other direct phone calls.

NOTES

Tami Bannick

From: Mindy Garlington
Sent: Monday, May 2, 2022 2:55 PM
To: Tami Bannick
Subject: Re: City Council Monthly Activity Report

4/1/2022 LOC Womens Caucus 12-1
4/6/2022 LOC Womens Caucus 11:30-1
4/12/2022 Fire Dept Meeting 5:00-6:00
4/12/2022 City Council 6:30 pm
4/14/2022 Nature Park Meeting
4/16/2022 Gadstone Pancake Breakfast and 14 second Egg Hunt
4/18/2022 Fire Department Meeting 5:00
4/19/2022 LOC Womens Caucus 12-1
4/21/2022 Clackamas County Library Board 5:30-7:00
4/26/2022 City Council Work Session
4/27/2022 City Hall / DEI Training 8:30-10:00
4/30/2022 Nature Park Sale 7-3

Mindy Garlington GCC #6

"One of the greatest gifts you can give is your time"

**PRELIMINARY
CITY COUNCIL
AGENDA
PLANNING
DOCUMENT**

May 24, 2022 City Council Work Session 5:30 PM			
	Joint Meeting with City Council/Advisory Board, Committees, and Commissions <ul style="list-style-type: none"> • Role of the advisory board • Annual work plan 		
	Discussion regarding Fourth of July fireworks and enforcement in the community	Chiefs/CA Betz	
June 14, 2022 Regular City Council Meeting 6:30 PM			
Consent	<ul style="list-style-type: none"> • Financials • Legal costs on projects • Minutes from previous Council meetings • Department Head Monthly Reports (May) • Award the contract for the annual Slurry Seal Projects • Consider approval of an IGA for design of 82nd Drive Pump Station • Consider approval of an IGA for WES to maintain the 82nd Drive Pump Station 		
Presentation	Recognition to City of Gladstone Fire Department	Chief Huffman/ CA JB	
	Consider approval of the contract with AFSCME and Gladstone Police Association	CA Driscoll/CA Betz/ HR McDonald/ FC Brucker	
Public Hearing	Consider approval of housing initiatives related to HB 2001	MIG/JS/CA Betz	
	Funding proposal for the I/I Projects 1 and 2, policy direction fixing private property.	PWD Caniparoli/CA Betz	
	Consider awarding a contract for the Gladstone Fire Department Remodel	PWD Caniparoli	
June 28, 2022 City Council Worksession 5:30 PM			
	Emergency Management Table-top		
	Use of ARPA Funds		
	Gladstone Community Event Sponsorship Program	CA Betz/LB	

July 12, 2022 Regular City Council Meeting 6:30 PM			
Consent	<ul style="list-style-type: none"> • Financials • Legal costs on projects • Minutes from previous Council meetings Department Head Monthly Reports (June) 		
	Approve a resolution to update on the Master Fee Schedule to include pass through increases for WES, Oak Lodge Water, NCWCC, and Senior Center Rental fees	CR Bannick/FC Brucker/CSM Kirkpatrick	
	Discussion to modify Chapter 5.04 Business Taxes and Licenses	CR Bannick/CA Jacobs	
	Consider awarding a contract for Street Pavement Projects	PWD Caniparoli	
	Use of Police Body Worn Cameras	PC Schmerber	
July 26, 2022 City Council Worksession 5:30 PM			
	Break for summer		
August 9, 2022 Regular City Council Meeting 6:30 PM			
Consent	<ul style="list-style-type: none"> • Financials • Legal costs on projects • Minutes from previous Council meetings • Department Head Monthly Reports (July) 		
Public Hearing	Amendments to the Downtown Revitalization Plan	MIG/CA Betz/JS	
	Consider approval of a progressive-design build selection for new Public Works Facility	PM Knox/PWD Caniparoli/CA Betz	
	Consider approval of the Meldrum Bar Park Site Plan	PWD Caniparoli/CA Betz	
August 23, 2022 City Council Work Session 5:30 pm			
	City Volunteer Recognition		

September 13, 2022 Regular City Council Meeting 6:30 pm			
Consent	<ul style="list-style-type: none"> • Financials • Legal costs on projects • Minutes from previous Council meetings • Department Head Monthly Reports (August) 		
September 27, 2022 Work Session 5:30 pm			
October 11, 2022 Regular City Council Meeting 6:30 pm			
Consent	<ul style="list-style-type: none"> • Financials • Legal costs on projects • Minutes from previous Council meetings • Department Head Monthly Reports (September) 		
October 25, 2022 City Council Work Session 5:30 pm			
November 8, 2022 Regular City Council Meeting 6:30 pm			
	<ul style="list-style-type: none"> • Financials • Legal costs on projects • Minutes from previous Council meetings • Department Head Monthly Reports (October) 		

November 22, 2022			
City Council Work Session			
5:30 Pm			
	Thanksgiving Week		
December 13, 2022			
City Council Regular Meeting			
6:30 PM			
	<ul style="list-style-type: none"> • Financials • Legal costs on projects • Minutes from previous Council meetings • Department Head Monthly Reports (November) 		
To Be Set			
	Updated Gladstone Employee Personnel Handbook		
	Banking Services for the City of Gladstone		
	Budget Calendar for 2023-25		